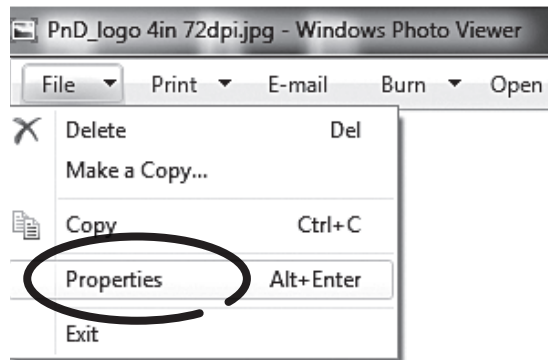




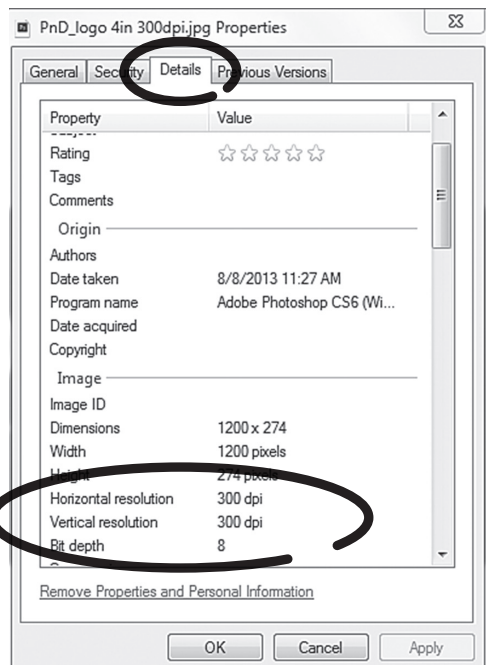
What Image Size!?!?

It seems like asking what size your graphics or images should be for print would be a simple question with a clear answer. However, there are two very important things to consider. Size **and** resolution. Images should be close to the same width and height as the final print size **and** the resolution of the image for print should be at least 300 dpi. Web images are commonly saved at 72 dpi which is NOT good enough quality for print. Here's how to determine image resolution:

1



2



Open the image or graphic using Windows Photo Viewer.

- 1 Choose File > Properties.
- 2 Click on the Details tab, scroll down and view the information under IMAGE. You will see the dimensions in pixels and the horizontal and vertical resolution. This is the resolution of the image.

EXAMPLE A Here are two images placed in Microsoft Word. Both are 4" wide, however one is 300 dpi (print size) and one is 72 dpi (Web size). While the Web size might look okay on screen, it will be fuzzy when it prints.

in Microsoft Word

EXAMPLE B Here are the *same* two images opened with Windows Photo Viewer. You can see the difference here better than you can in Microsoft Word.

in Microsoft Picture Viewer