

Lake Forest College

# Quick Tips

for

## Preparing graphics for the Web

### Getting Started

Have you ever gone to a web page and waited and waited for it to download? Graphics with large file sizes cause that slow download. One way to minimize the download time of a web page is to compress the file size in Photoshop 5.5. This Quick Tips will go through the steps to resize and save your pictures before inserting them into your web page.

### Opening your Picture in Photoshop

First, you will want to have a photograph or picture to alter in Photoshop. You can scan a picture, you can save one off of the Internet, or any computer program containing pictures. These pictures can be saved as bitmaps, .jpegs, .gifs, or any other graphic format.

- After Photoshop loads, go to **File**, and **Open**. \*
- Select the file you want to modify in Photoshop, and click **Open**.

\*You can also follow the instructions on the Quick Tips for Using Flatbed Scanners to import a scanned image.

### Cropping Images

- Click on the Rectangular Marquee tool, located in the top left hand corner of the toolbox. Select the area of the picture that you want to keep by clicking and dragging around the area.
- Click on **Image** and **Crop**.

### Resizing Images

- Click **Image** and **Image Size**.
- Make sure that the **Constrain Proportions** box is checked. This will cause the proportions to remain the same (i.e. if you change the height of the image, Photoshop will change the width to maintain the correct proportions.)
- Choose whether you would like to change the size of the picture by pixels or by percentage.
- Type in the desired size.

### Saving your Graphic

If you are going to put your graphic on a web page, you will want the file to be as small as possible, while still maintaining the color, sharpness, and quality of the graphic. Photoshop 5.5 has a special feature that will optimize the image for the web. Select **File** and **Save for Web**. If the graphic looks acceptable, click **OK**. Name the file. The image will be saved as a .gif.

### Conclusion

Well, those are just a few of the things that you can do in Photoshop. Remember, there are many and the best tip for doing something in Photoshop is to play with it! There is a pretty good help menu in Photoshop too, and plenty of books that could help you too!

- *Using Scanning Pictures*
- *Creating Web Pages* **Lake Forest.**