

## Resizing images with Adobe Photoshop and Posting the Resized Image in Project Builder

The premise of this document:

Often times images are posted on the web and resized with HTML code. This leads to an image full of jagged edges. By resizing your image in an image editing program, such as Adobe Photoshop, you can utilize smoothing algorithms that will make an image look much smoother. Additionally, resizing the image will reduce the file size, allowing a web page to load faster than usual.

This document will be written in the sense that you're working on a CAE workstation.

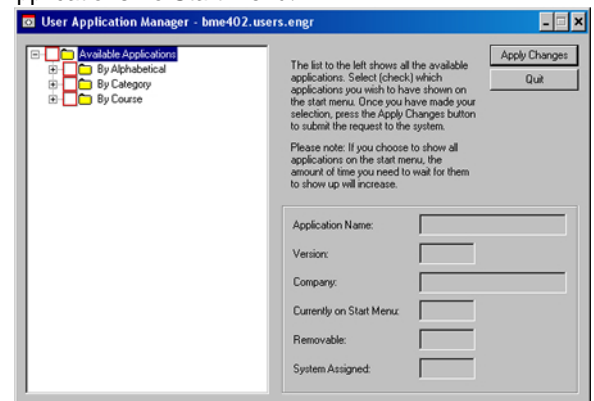
### Adding Photoshop to your Start Menu & Running Photoshop

On a CAE workstation, go to Start and click on CAE Applications and Add Applications To Start Menu.

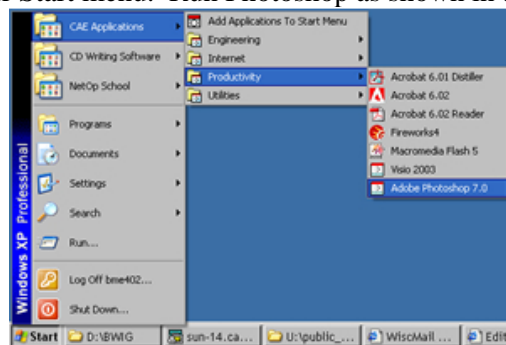
A few loading windows will pop up. After they disappear, you'll be presented with the window displayed to the right.

Click the + sign next to By Alphabetical, then the + sign next to M-S, and finally, check the box next to Photoshop. Next, click Apply Changes. After this action, a Results window will pop up. Click Close Window and subsequently click Quit on the window shown to the right.

Next, right-click on the Application Explorer (shown below) and choose Refresh.



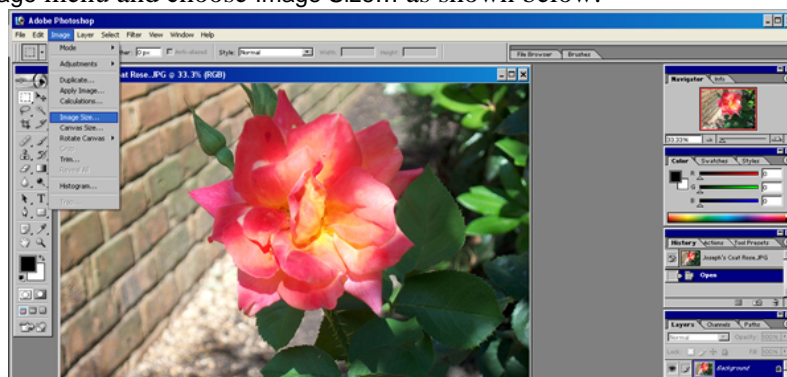
Photoshop should now be added to your Start menu. Run Photoshop as shown in the image below.



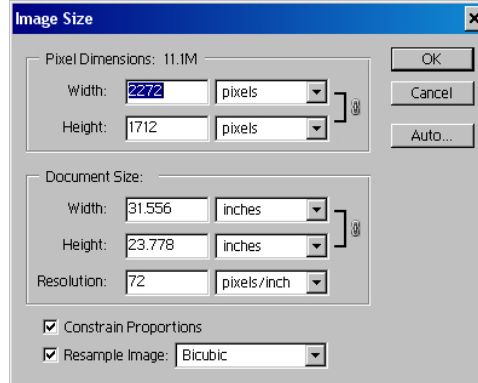
### Resizing an Image

Within Photoshop, go to the File menu and click Open. Alternatively, press Ctrl + O. Find and open your file.

Once open, click on the Image menu and choose Image Size... as shown below:

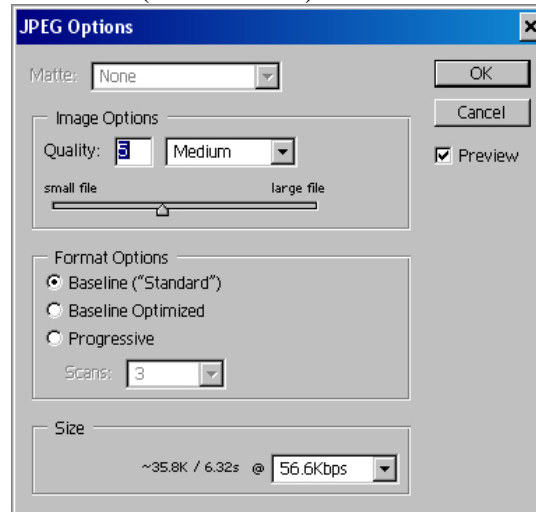


An Image Size window will pop up (shown below). For a landscape-style picture, as shown in the rose above, an appropriate width may be around 400 pixels. By changing either the width or the height, Photoshop will automatically calculate the other dimension so the image's dimensions remain proportional. Therefore, only change one or the other. Write both of these dimensions down; they will become important when you post the image in Project Builder.



After the image is resized, go to the File menu and select Save as... Make sure the Format is a JPEG. Also, ensure that the File Name contains no spaces. Save the file to a location you can easily find.

You'll be prompted with a JPEG Options window (shown below). Select OK.



## **Posting the Resized Image**

Follow the normal steps in logging into Project Builder.

First, scroll down to the Upload Image field of the page and select Browse... Find your file but do not yet Submit the page.

Select the area in which you want your picture posted, such as the Project Status text box. Type out the following code:

```
<img src = "images/rose.jpg" alt="Rose" height = 301 width = 400 />
```

where rose.jpg is the exact name of the file you uploaded and height and width are the dimensions you wrote down from the Photoshop Image Size window.

Scroll to the bottom of your page and click Submit.

You are now finished resizing and posting an image. Repeat for all of the images you plan on posting in Project Builder.