

PHOTO GUIDELINES

1. **Picture Quality:**

- When you photograph your quilts, have someone hold them vertically for you and take the picture in good light.
- Make sure your photo really represents the colors of your quilt.
- Check to be sure the photo is in focus.

2. Transfer your photo to your computer and make sure you know which folder it is in.

3. **Naming:** Photos need to have a name with the person's name, quilt title, and quilt's size. Please start with your own name (last name first followed by your first initial), then the name of your quilt (only 10-15 letters are needed), and finally the quilt size. **DO NOT use punctuation or spaces; this is very important.**

Example: DoeJBloomingNinepatch34x45.jpg.

4. **Resizing:** Photos submitted electronically cannot be more than 2 MB since the database cannot process larger ones. To determine your photo size, put your cursor over the photo and the size will pop up or right click on the photo and open properties and find the size. If it is in KB or less than 2 MB, it is small enough.

If it needs to be resized, usually resizing it to a 4 X 6 size will make it small enough or Brian suggests that everyone use the 800 by 600 pixel size since it's a good compact size that still has reasonable image quality.

Resizing can be done in many software programs such as Microsoft Photo Editor on Windows XP machines and Office Picture Manager that comes with VISTA machines. Just right click on your photo image— open with- and pick the correct program choice for your computer. Go into the edit mode. Adobe Photoshop or Adobe Photoshop Elements can also resize.

5. **Submitting Electronically:** At the bottom of the page when the online form asks you, browse through your folders until you find your photo, click on open and then hit add at the bottom of the form page. **It may take awhile to upload your picture if it is large so please be patient.** An hourglass on the page lets you know it is working. Look over all the quilt information you submitted carefully. Print out your form and then hit confirm if it is the correct photo and quilt information.