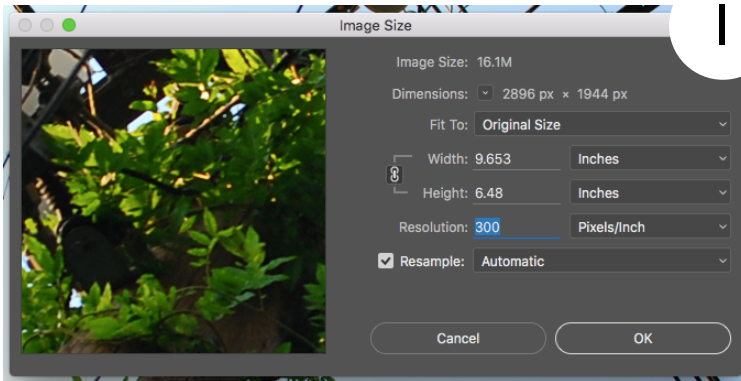# How to Resize for the AP Portfolio Submission Site

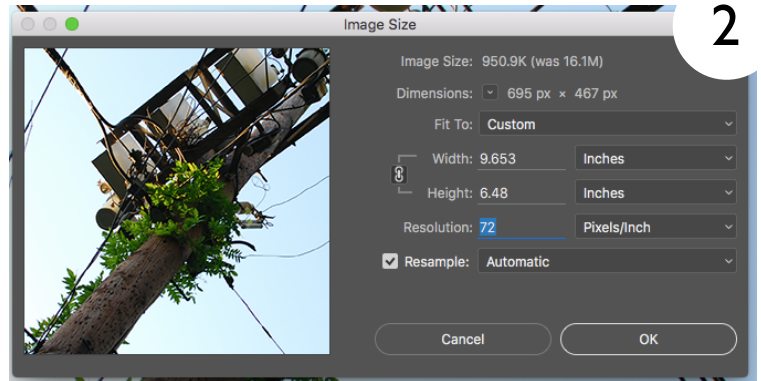Dimensions: *9 x 14 (horizontal) or 14 x 9 (vertical) for uncropped rectangular images*
  (Photographs could be any size, as long as the proportion is correct. Open the image in Photoshop and choose Image>Image Size to see the dimensions if something other than an uncropped rectangle.)
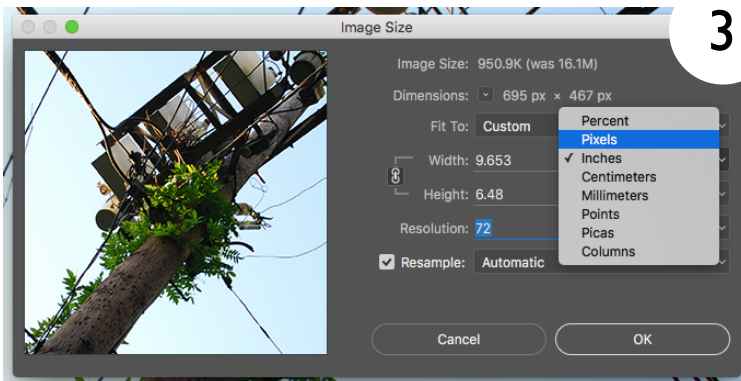
Medium (the material used to make the artwork):
- *black and white film = Silver Gelatin Print*
- *digital photo = Digital Print*
- *digitally printed scanned film = Digital Print from Film*
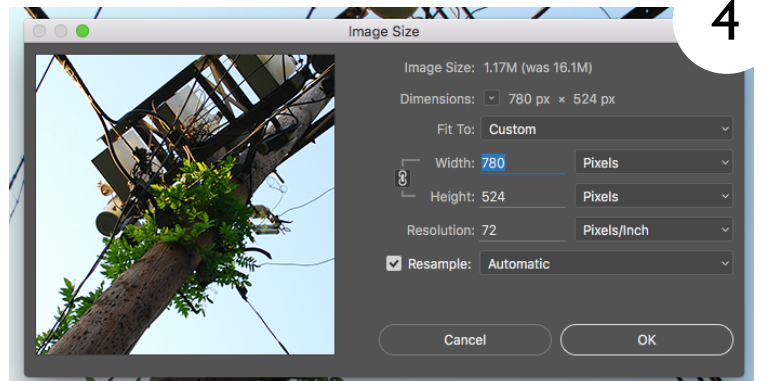

1. Open the image in Photoshop
2. Go to Image>Image Size
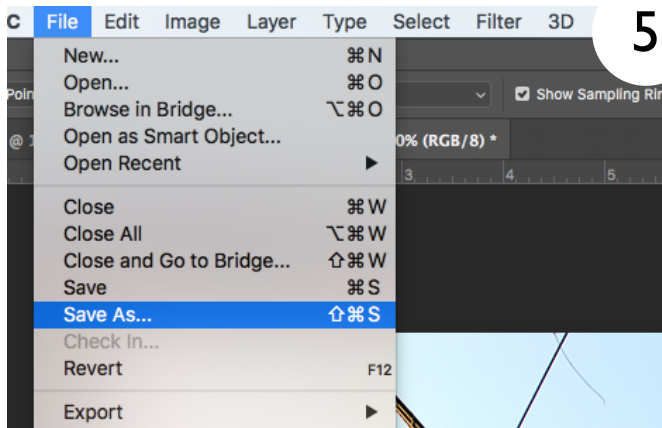3. Make sure Resample is checked off
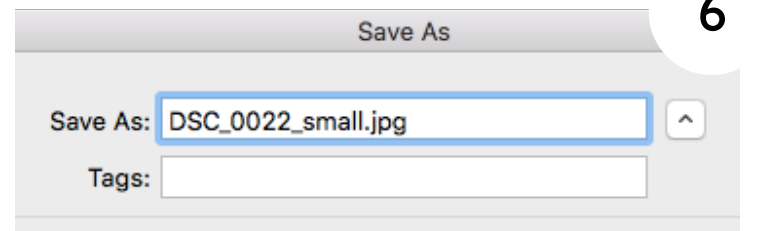

4. change the resolution to 72

5. change the drop down list to show Pixels

6. Make sure little chain symbol and a bracket is linking the width and height
7. Change the Pixels for the longest side to 780 (the other dimension should change automatically if linked)

9. Go to File>Save As

10. Add "small" to the end of the file name
11. The photo should be smaller than 3 MB
12. You can go back to Image>Image Size and change it back to Inches to see the dimensions if you need to