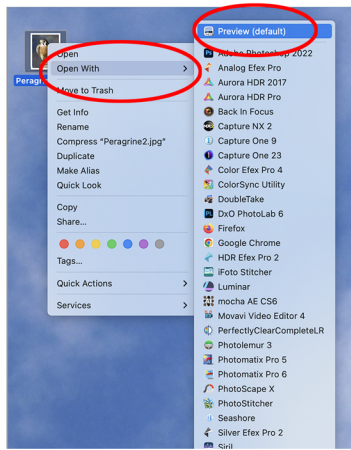


1.



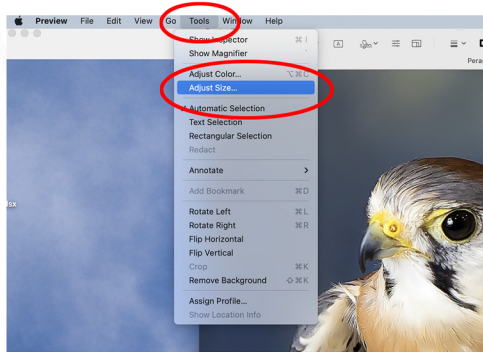
Resize image on a MAC:

Right click photo to be resized.

Choose "Open with"

Choose "Preview"

2.

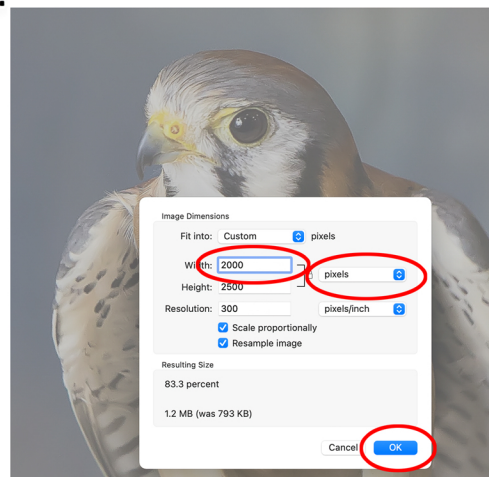


Within the Preview app:

Click Tools > "Adjust Size"

Resize by pixels:

3.



Change inches to pixels

Set Resolution to 300

*For horizontal photos: Type 2000 in Width

*For vertical photos: Type 2000 in Height

(The corresponding box will autofill

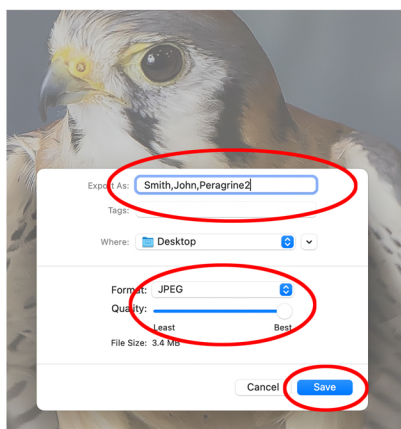
because "scale proportionately" is checked).

Click "OK"

(Photo remains open on screen)

To save this photo as a copy for submission:

4.



While still in Preview, Choose File > "Export".

Select JPEG as the format

Set quality to "Best"

Re-title the photo in this format:

Last name, First name, Photo title.

Digital file now meets guidelines for submission to:

LAPCcommunications@gmail.com

Choose where you want it saved to and click Save