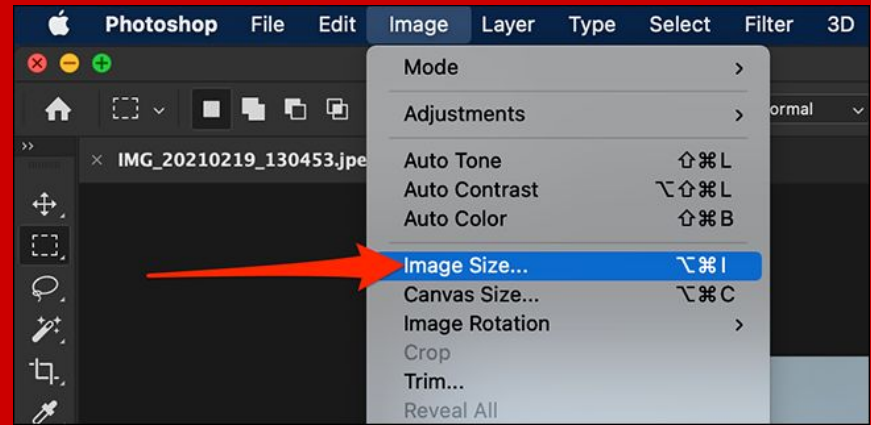# Image Tutorial for Image of Research

A guide by Ryland BeDell
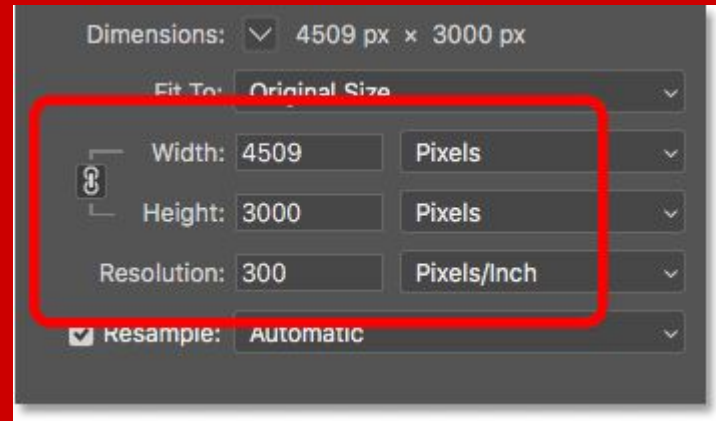
Image **Sizing**

Once Photoshop is open go to:

- **Image -> Image Size (See example 1).**
- **A box will open up like the one on the right (see example 2).**
- **Where it says width and height you will change to your desired size.**
  - **Be aware that the link on the left hand side will scale the photo evenly, but if you unlink them it will be distorted.**
- **Once you have the right size, hit okay.**
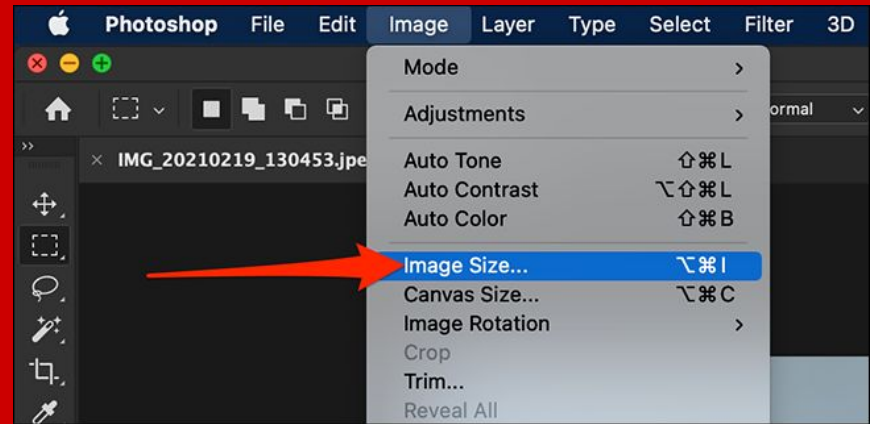

Example 1

Example 2

Remember

How to change an image size:

- ➜ Go to the Image tab at the top
- ➜ Click Image size
- ➜ Change width and height to your desired size (don't unlink the link unless you need to!)
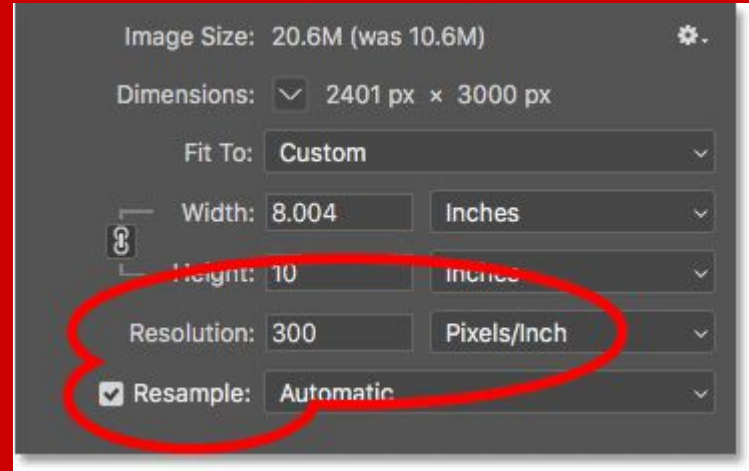- ➜ Click okay!
- ➜ Done!

Image Resolution

Once Photoshop is open go to:

- Image -> Image Size (See example 1).
- A box will open up like the one on the right (see example 2).
- Where it says resolution you will change this to 300 dpi
  - Be aware that depending on the picture this could change, but the "normal" resolution is 300 dpi (dots per inch).
- Once you have the right resolution, hit okay!
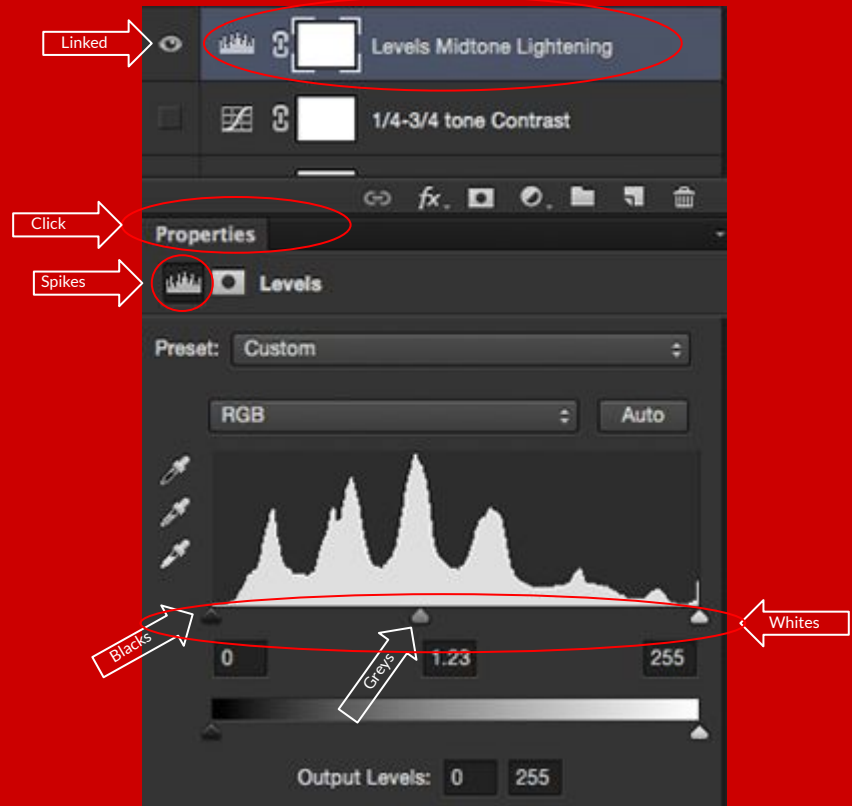

Example 1

Example 2

Remember

How to change an image resolution:

- ➜   Go to the Image tab at the top
- ➜   Click Image size
- ➜   Change the resolution to desired dpi (usually 300 dpi)
- ➜   Click okay!
- ➜   Done!

Image **Adjustments**

Once Photoshop is open go to:

- **Side panel under the layers (see example 1).**
- **Click Properties**
- **A small button that looks like spikes, click on it.**
- **It will open a box for you to adjust the blacks, whites, and greys. (See example 1).**
- **Once you have a good adjustment, it'll be linked in your layers above.**
- **Done!**

Linked

Levels Midtone Lightening

1/4-3/4 tone Contrast

Click

Properties

Spikes

Levels

Preset: Custom

RGB   Auto

Blacks   Greys   Whites

0   1.23   255

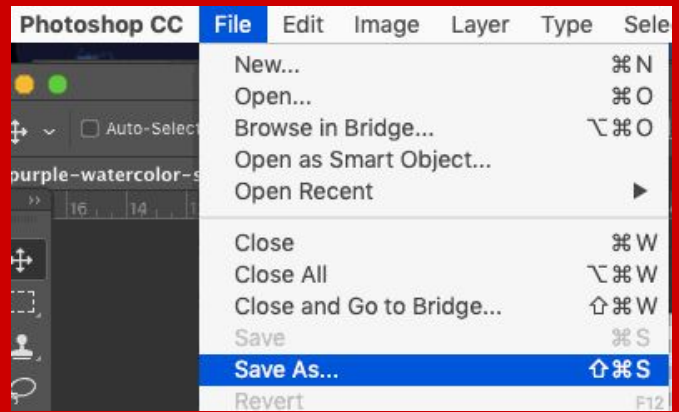Output Levels: 0   255

Example 1

Remember

How to make adjustments:

➜ Go to the side panel, under the layers tab.

➜ Click Properties.

➜ Click the spikes.

➜ Adjust the Blacks, Greys, and Whites.
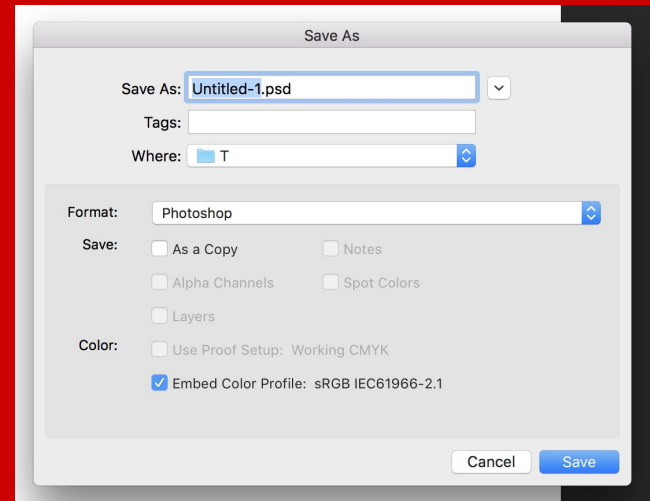
➜ Make sure it's linked in the layers.

➜ Done!

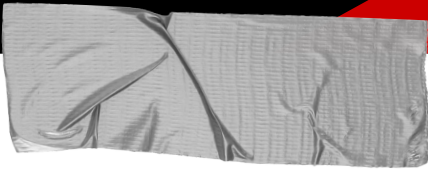# Remember

Don't Forget to Save!

➜   Go to file.

➜   Save As. (Example 1).

➜   A dialog box will appear. (Example 2).

➜   Give it a name!

➜   Choose the desired format.

➜   Click save!

Example 1

Example 2

Remember

If you need anymore help:

➔ Email me: rebedel@ilstu.edu

➔ Make an appointment with me at:

https://appointments.illinoisstate.edu/ramonline/Appointment?AGID=1798&P=454&AG=1798&D=-5000

   ➔ (You can find this on the OSR page under the About tab)

➔ Or come visit me in Milner on the 3rd floor in 311J

Ryland BeDell

Graduate Assistant

Make an *appointment* with Ryland.

Thanks for Watching!