File Specification 1.

- File Dimension: 8"x10" is preferred. If your image dimensions are something other than 8"x10", the LONGEST side MUST be 10 inches. Not 9.5" or 10.5, but 10! See Paragraph 4 for how to set longest side to 10". - Color Space: sRGB or Adobe 98 profile

- Resolution: 300 PPI
- File Format: jpg

2. Categories

- Portrait (P)
- Wedding (W)
- Electronic Imaging (EI)
- Illustrative (I)

3. File Labelling:

Format: [Your ID] Title-Category.jpg

Your ID	can be your initials o	or two to three letters to id	entify yourself.
Ex: WIL	Girly Pic-P.jpg	JC Flower 124-I.jpg	DW Really Cool Shot-El.jpg

NOTE: DO NOT add unnecessary spaces or use underscore within your label. Improper labeled images will be posted without title.

Check size of image (In Photoshop): Image →Image Size 4.

	Image Size	
	Image Size: 112.6M	۵.
	Dimensions: 🔄 3639 px × 5409 px	
	Fit To: Custom	\$
	Width: 14.556 Inches	\$
	Height: 21.636 Inches	\$
	Resolution: 250 Pixels/Inch	\$
	Resample: Bicubic Sharper (reduction)	\$
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A CARLES AND A CARLES AND	Cancel OK	

If you're using CS6 or CS5 your dialog box may look different. Be sure the measurements are in inches. If it's the first time you're bringing up this dialog box it may be in pixels.

The key, make sure the largest number is set to 10. The smaller number will be automatically adjusted to fit the dimensions of your image. In the example above, you would change 21.636 (Height) to 10.

Contact me at Willard@poindexter-photography.com if you have any questions.