

Guidelines and Tips for Taking and Submitting Pictures

If you'd like to send us some of your photos, here are some general guidelines:

- 1) First, you must be the owner of the photos or have the rights to send them in, and by doing so, you are **allowing us** to use the photos on the rare occasions when we need a photo for our website or in slide shows, brochures, posters, or other public displays.
- 2) **By E-mail: Attach** your JPEG photo files to an e-mail and send to webmeister@imacnw.org. Embedded photos in the message will not be accepted. Also, the photo filenames must be unique (for example, imag001, img002, etc.) Photo file sizes less than 1000x600 pixels will not be accepted (see items 5 and 6 below). In the e-mail, please include your **name**, the **date**, and the **trip** the photos were taken. If you would rather not have your name associated with the photos, how about our using just your first name? Let us know.
- 3) **By Photo Sharing Site:** Download your photos to your favorite photo sharing site such as Flickr, Google Drive, etc. Make sure you give us access and not requiring an account to your photo site. E-mail your photo site link to webmeister@imacnw.org.
- 4) **By CD or USB Thumbdrive:** Copy your photos onto a CD, a USB drive, or a memory card and hand-carry it to the webmaster.
- 5) If you're skilled at dealing with digital photos, **you could reduce the image size** of each photo to **1000 pixels wide for landscape orientation, or 600 wide for portrait**. Please be picky choosing the ones to send as we normally post just a few from any given outing.
- 6) If you're not a digital photo maven, **you can send full-sized images** and we'll reduce their size, no problem. But please send just a few so as not to bog down the e-mail. Finally, if you're not sure about any of this discussion, send just one photo and we will write back as to how to proceed.

Here are some tips for taking pictures:

- 1) Set your camera setting to the maximum resolution. Memory cards are cheap nowadays.
- 2) It is preferable to have photos of people in motion with scenic background.
- 3) Think of the rule of third. That is, the main subject (a person, a mountain, a lake, etc.) should be in the left third or the right third of the picture (top third or bottom third for a portrait picture).