

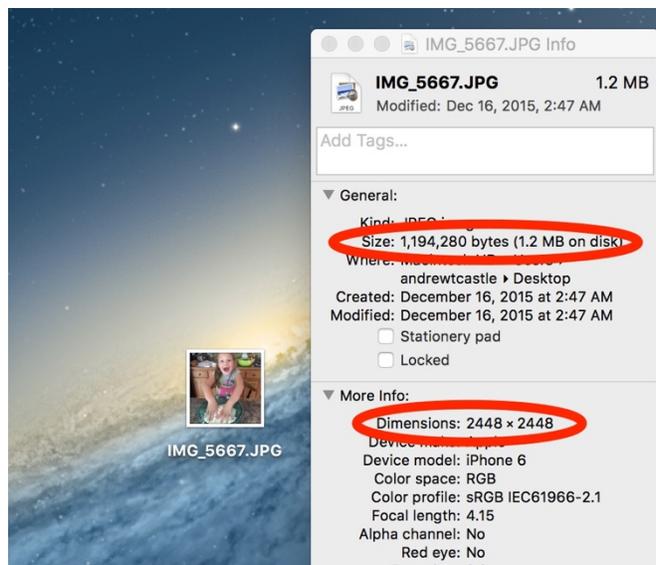


ARI Tech Tip

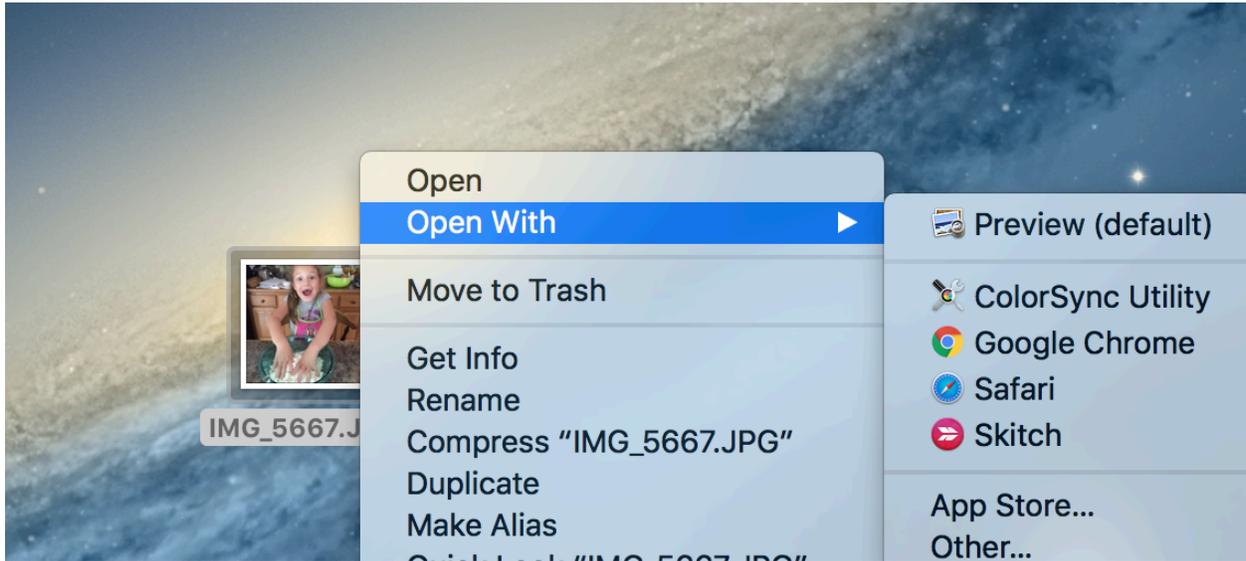
Using Apple's OS X Preview App to shrink images

Once upon a time when you captured a digital image you really didn't have to worry about file size. Unless you had a very high end camera, the average photo file size just wasn't large enough to be a problem. But today even our phone cameras can produce images in the 5 - 8 MB range. This image size is rarely needed except in certain print situations; i.e. poster size! So what's an easy way to shrink an image prior to embedding it into that PowerPoint we're working so diligently on? If you have a Mac, the built in Preview app can resize and shrink images easily!

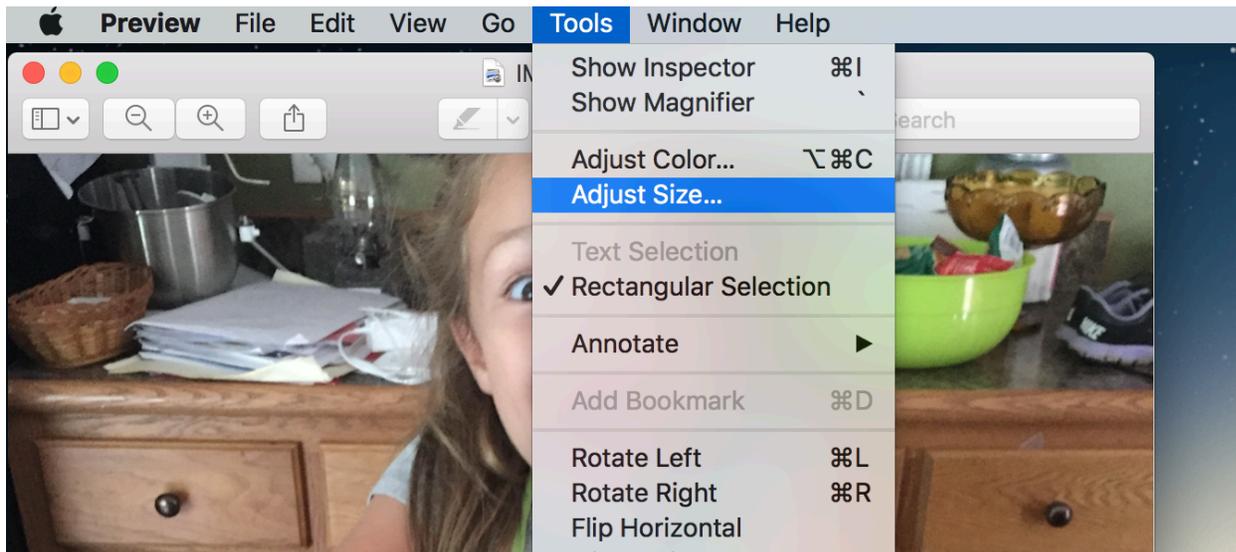
Here we have a photo taken with an iPhone 6. The image size is 1.2 MB and the image is 2448 x 2448 pixels. That's not too bad, but much higher than I need for my presentation. My projector is 1080p, so that image has over twice the horizontal resolution that my projector can show. Let's shrink this down to something more manageable.



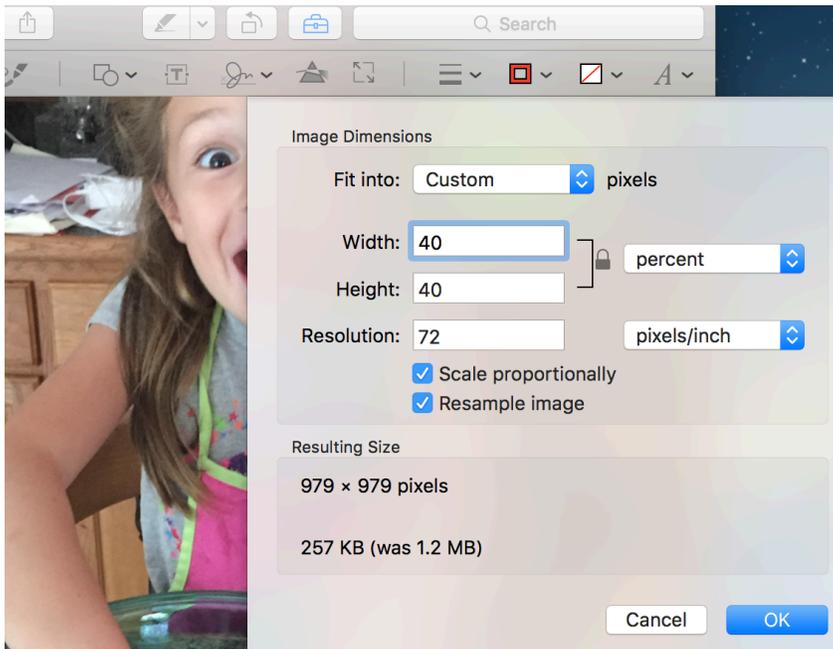
I'm going right click (or two finger trackpad click) the image and select Open With, then choose Preview.



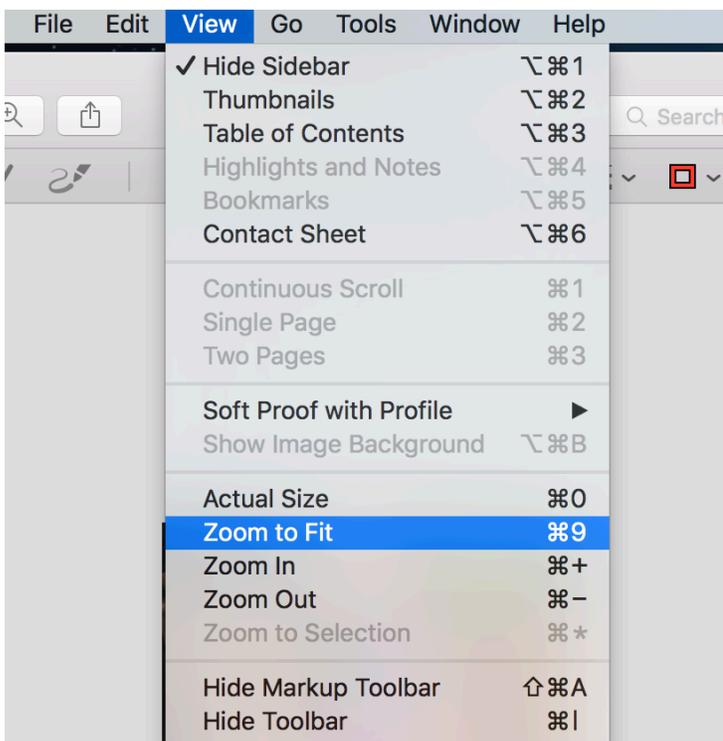
The photo will open within Preview. Choose the Tools menu tab and select Adjust Size...



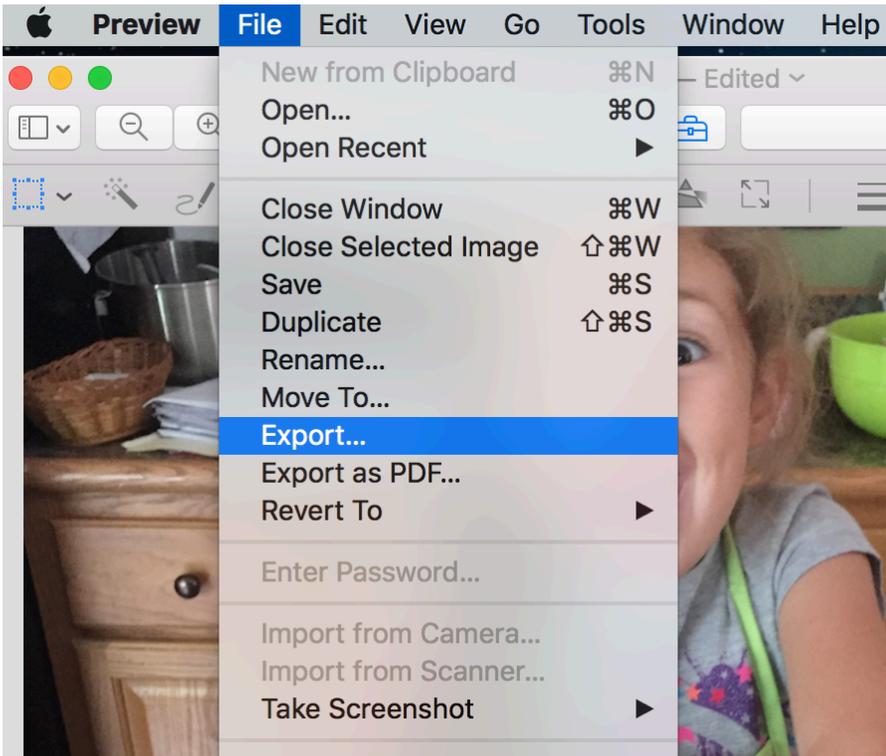
I'm first going to make sure the Scale proportionately box is checked, and make sure percent is selected. I'm going to then change the percent from 100 to 40.



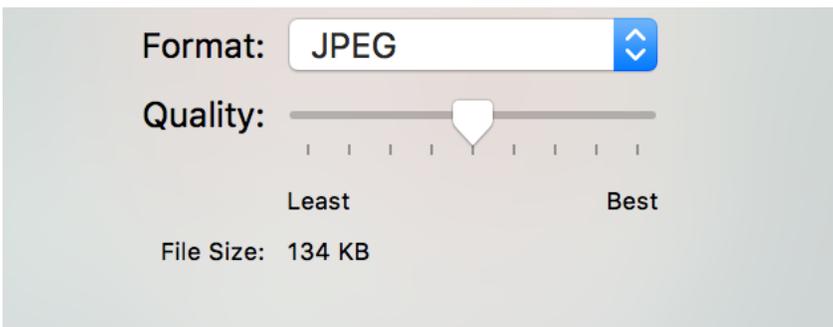
Click OK, and you will notice the image shrinks. I want to see what I'm doing, so I choose the View menu tab and select Zoom to fit. The image will zoom in and fill the window again.



If things look ok, I'm ready to save my image. Choose File and click Export.



Change the file name if you wish, but before exporting, make sure JPEG is selected at the bottom of the window. Move the slider to about the midway point. Notice the file size shown changes based on where you place the slider. Mid way between Least and Best still provides an image that will look great in a presentation while making the file size fairly compressed. You can even go lower if you so choose. Play around and find results you are happy with.



When you are good to go, choose Save to save your image. That's it! We've successfully edited an image's resolution and saved it in a compressed format to further reduce the file size.