

SPECIFICATIONS FOR GRAPHIC IMAGES

Include your images on a CD using the following specifications.

Image Format	jpeg (.jpg)
Resolution	300 dpi. Images will be optimized at a lower dpi after they are prepared for the web page.
Width	The image you send can be 500 – 750 pixels wide. The width of each image on the screen is 240 pixels wide. Your image will not be cropped but resized to fit.
Height	The image height will flow from the original proportions after the width is set to 240 pixels.
File Size	Your image at 500 – 750 pixels wide should range between 1 MB and 3 MB.
Calligrapher's Portrait Photo	Each calligrapher's web page may have a head shot photo of the calligrapher. It could be a photo of your face that you have cropped from a larger photo. Supply only the cropped portion that will serve as your portrait. Use jpeg format at 300 dpi. The portrait photo should be 300 – 1000 pixels wide. On the screen it will be 155 pixels wide. The photo will not be cropped but resized to fit.