

## 2 STEPS TO REDUCE PDF FILE TO 96 DPI IN JPEG FORMAT USING PhotoShop

These instructions and screen shots were made using a MAC computer.

Once you have created your PDF file, you will then need to convert it into JPG (JPEG) file. Gather.Town will ONLY accept a JPG (JPEG) files at 96 dpi. The JPG <u>cannot</u> be larger the 10mb, anything larger will not work. We recommend that you try to have a file size smaller then 10MB as it will load faster on Gather.Town's platform.

## Deadline for uploading your E-Poster JPEG file:

## Wednesday, 9 June

(23:59 Honolulu, Hawaii, USA) Uploading instructions will be sent on or before Friday, 4 June.

Open PDF file in PhotoShop

## Step 1

- Image
- Image Size



Change resolution to 96



Step 2

- File
- File save as
- Format
- Select jpeg from drop down

Ś	Photoshop CC	File Edit	Image Lay	er Type	Select	Filter	3D	View	Window	Help			
Adobe Photoshop CC 2018													
0	- 🗖 🖬 🖻 🤅	] Feather: 0	px Anti-	alias Style:	Normal						Select	and Mask	Р 🗖 י ₫
»»	× PosterPresentatio	ns.com-30x40	-Template-V2c	pdf @ 8		Color	Surat	char				Librariae	» =
÷.					87	5	Swat	ciles				Libraries	_
E3.												My Library	<b>II II I</b>
G													~
$\sim$													
17						Save As							
, .#													
and the second s						Sa	ave As:	Poster	Presentatio	ins.com-	30x40	-Templa 💌	
¥.							Taos:						
<i>•</i> •						,	Mboro:	De	ekton				
<u> </u>		- CERENT-	_				where.	De	эктор			<u> </u>	
<b>*</b> .						ormat:	( Dho	tochon					
₫.						ormat.	Larg	je Docum	nent Format				•
□,						Save:	BMI	) 	015				ur
• .							Dice	npuServe om	GIF				click ors,
. ∕₽.							Pho	toshop E	PS				
Ø.						Colc .	JPE	G		_	_		
T,							JPE	G 200					
R.							JPE	G Stereo	Format				
							PC>		Turnat				
ُىلى							Pho	toshop P	DF				
,	8 33% Door	2 2014/2 0214				Layer	Pho Pixa	tosnöp R r	aw				
્વ	8.33% Doc:	2.20M/2.93M	$\rightarrow$			Layer	Pixa	r					Сў, Ш

• Select OK in JPEG options window

Ś	Photoshop CC File Edit Image Layer Type Select Filter 3D View Window Help	
•	Adobe Photoshop CC 2018	
*	Scroll All Windows 100% Fit Screen Fill Screen	らして、 仕
»>	× PosterPresentations.com-30x40-Template-V2c.pdf @ 8	) ibundar
÷.	E5 Color swatches =	
		My Library 🗸 👪 🔳
Q.		
<b>1</b>		
·Ц.		
1		
્રે		
	JPEG Options	
1	Matte: None · (OK)	
1	Image Options Cancel	
	Quality: 12 Maximum ~	Drag & Drop Assets
	small file large file 🗹 Preview	Drag and drop anything in your
	180.3K	
	Format Options	
Ø.	Baseline ("Standard")	
T	O Baseline Optimized	
R.		
	Scans: 3	
<b>.</b>		
Q	8.33% Doc: 2.20M/2.20M > Layers Channels Paths	+ 🛓 💿 🏛