

Only paid-up ACW members may display books on ACW Website Bookshop!

RESIZE COVER ART TO WIDTH 200px USING PAINT

You can use Paint to resize cover art. Paint is found on all Windows computers. You are, of course, welcome to resize your cover art using PhotoShop or other more sophisticated applications, but Paint is free and straightforward to use. (Rosemary would love to hear from any member with a Macbook who would be prepared to write an equivalent set of instructions for resizing cover art on Apple devices?)

You cannot resize an image very easily on a tablet or a phone.

Please don't attempt to resize your image using sizing handles. Sizing handles squash your image, without reducing width, and increase webpage download times.

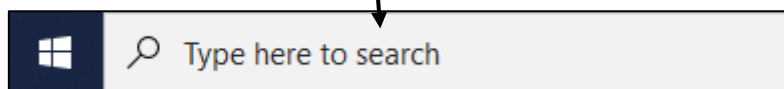
To Find Paint on Your Computer

- On your keyboard, press the Windows key.

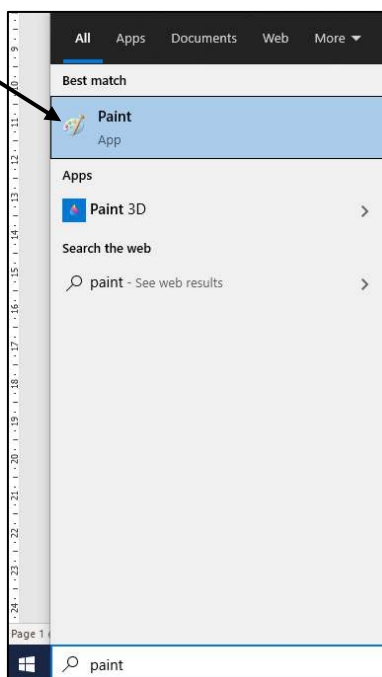


(It is probably between Control (Ctrl) and Alt.)

- Type **Paint** in the **Type here to Search** window.



- Click on **Paint**.



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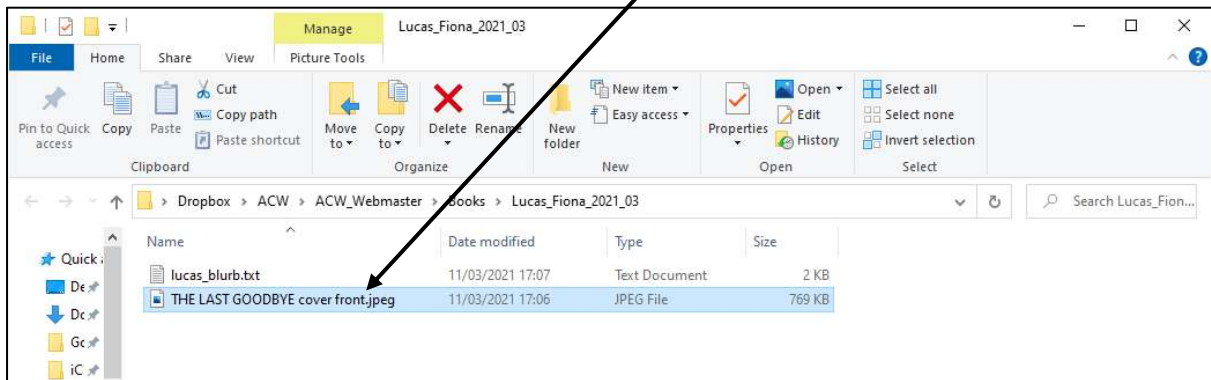
... and keep it open.

Download Cover Art Image on to Your Computer

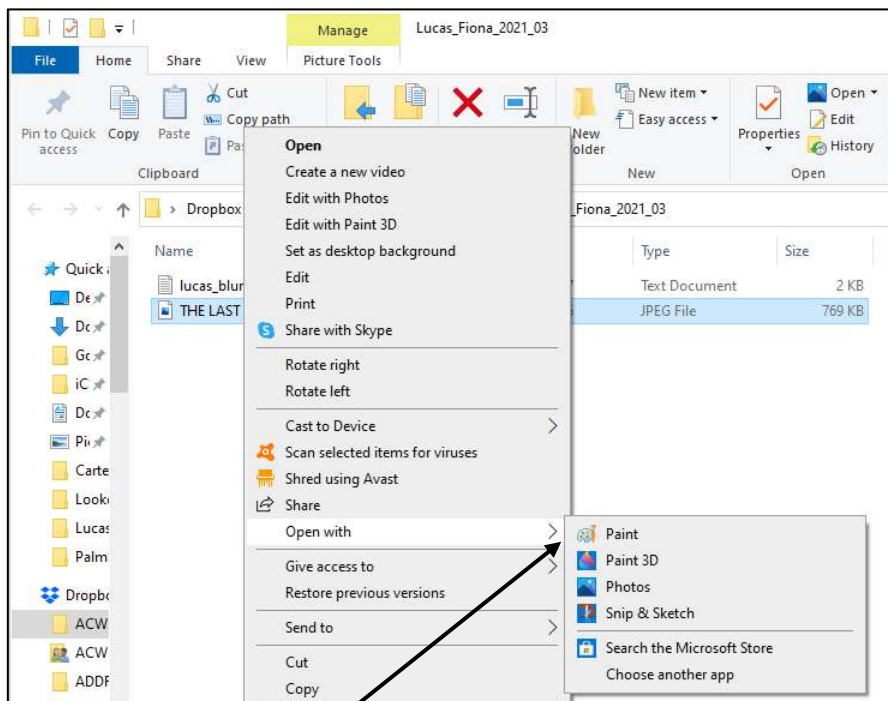
- If the cover art is attached to an email, open the appropriate email and download the cover art. (Normally, you would right click on the attached file at the bottom of the email and left click on **Save Image As**, but some email apps do it differently.)
 - Make a note of where the cover art image is being saved. It may be in **Downloads** or **Pictures**.

Open Your Cover Art Image in Paint

- In File Explorer, open the folder in which your cover art image is saved.



- Right click on the image.

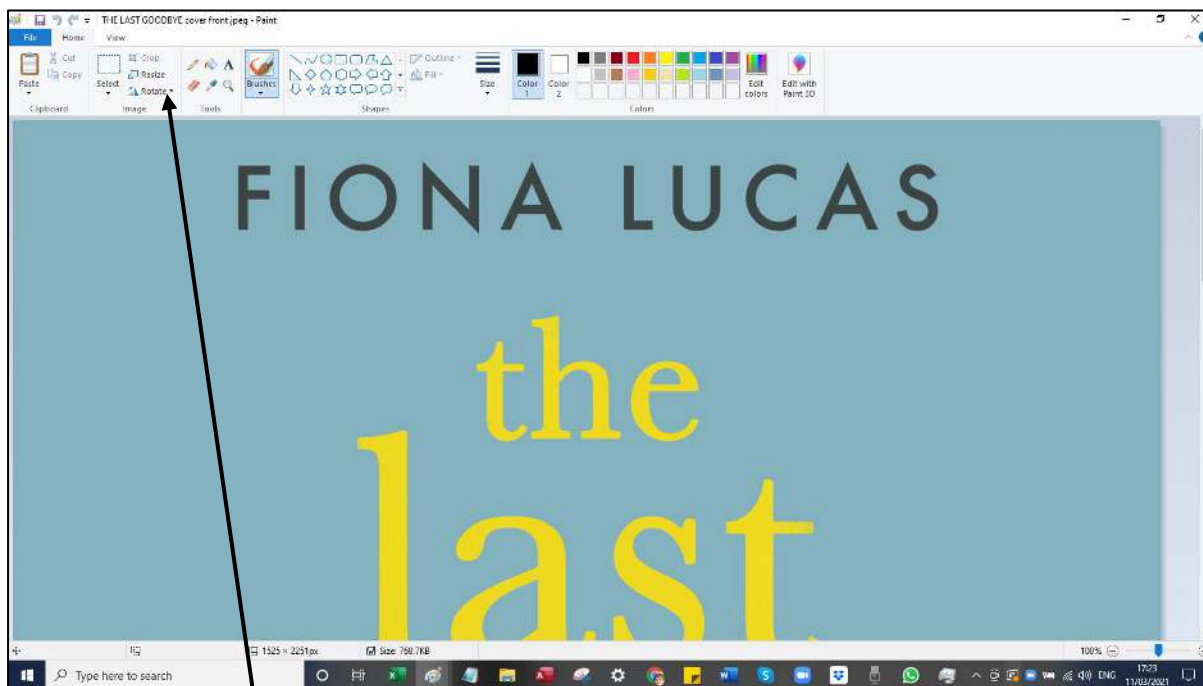


- Click on **Open with – Paint**.

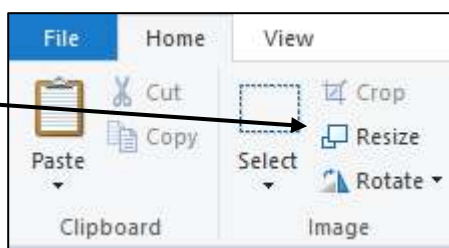
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Resize Image in Paint

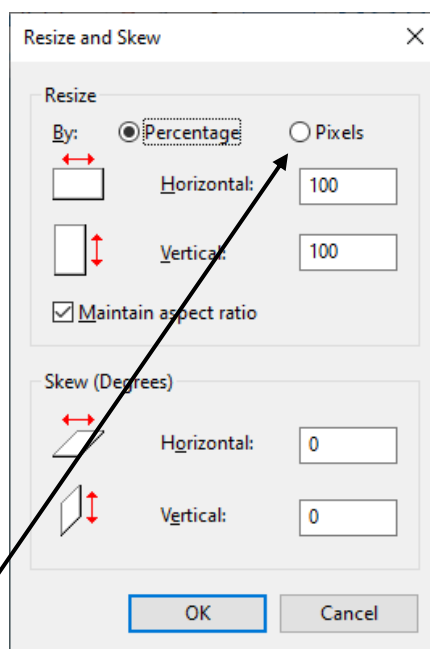
In all probability, the cover art image will look HUGE like this one.



- Click on **Resize** (top left)



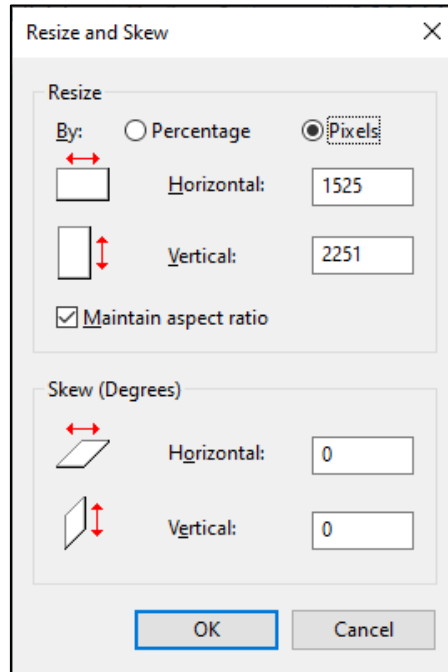
Resize and Skew menu will appear



- Click on **Pixels**.

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We can now see how big this image is!



- Type **200** in the Horizontal window.

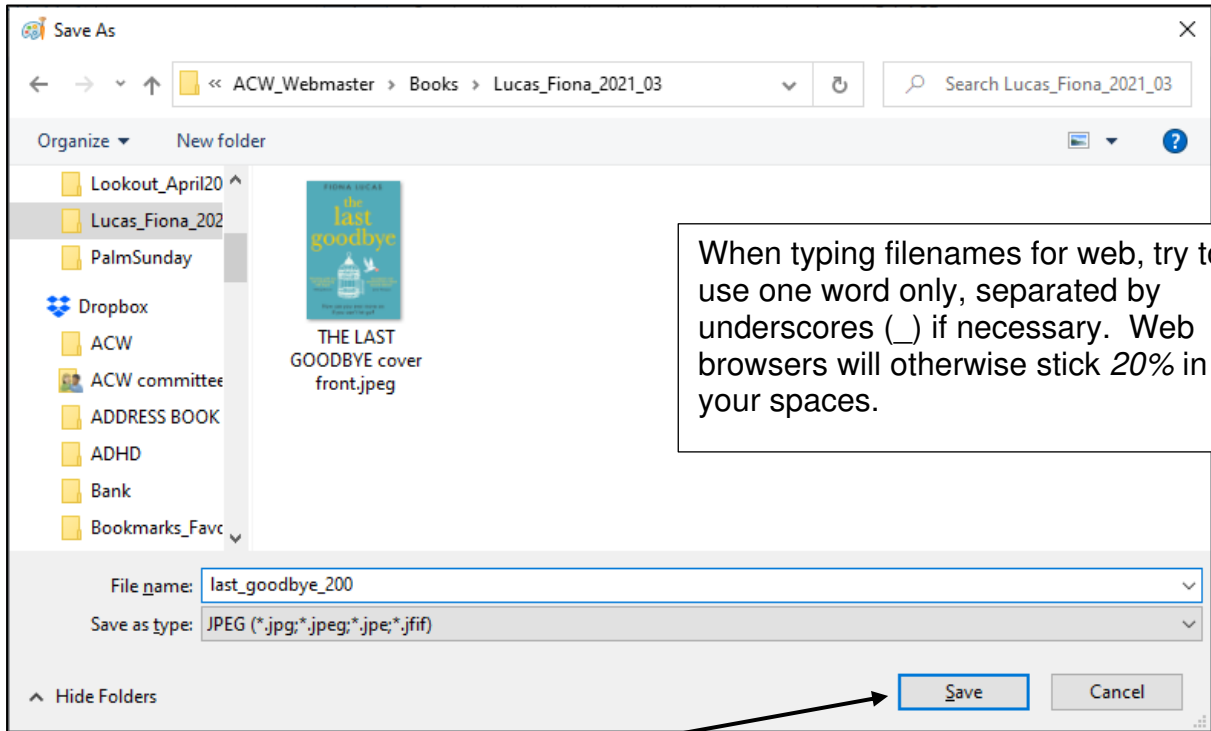
Maintain aspect ratio should be checked. Make sure that you don't accidentally delete the tick.

Do **not** adjust vertical at all!

- Click on **OK**.
- Save your image with a new filename, with 200 in it (see over page).

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Try to remember not to save over your original file. You might need it for something else, or you may need, later on, to save your cover art in another width.



- Click on **Save**.

With many thanks to Fiona Lucas for allowing us to use her cover art in this handout.