

On Dealing with Pictures

1. KompoZer needs to know the file type it's going to use, and where it's going to find it, for the picture it's going to display.
It needs **.jpg** files, and
They need to be stored in the **images** folder, in the site folder.
2. Two picture are going to be used in the Calendar Girls ad.-
Calendar-web1.jpg and **Calendar-web2.jpg**.

To give the ad balance and an interesting hierarchy, we will place one above the other, with the top picture being 60% its original size, and the bottom picture being inserted at its original size.

- i Open the site folder, and the **images** folder. Drag **Calendar-web2.jpg** off the desktop and into the **images** folder. This is going to be placed at its original size. It is already a .jpg – so is OK to use, as is.
- ii Close the images folder, and the site folder.
- iii Drag **Calendar-web1.jpg** over the shortcut to PhotoPlus. The sunflower 'logo' picture opens up, in PhotoPlus.
- iv First, Change the resolution to 72dpi. Go to Image – Image size – It shows the Height and Width to be 283px. Uncheck the box next to 'Resize layers'. Click OK. The dialogu box closes, and the picture shows a border.
Go back to Image – Image size. Between these figures, to their right is a dialogue box, showing 'pixels'. Change 'pixels' – to 'percent'. Make sure the 'Maintain aspect ratio' and 'Resize layers' boxes are checked. Set the 100 in the width box to 60. The size of the picture shrinks.
- v Go to File – Export – Navigate to the images folder, in the site folder, make sure the 'Save as type' dialogue box is set to –
'JPEG Interchange format (*.jpg)'. Leave the other check boxes unset. Click 'Save' and quit. Don't save changes. Now check that both files are in the **images** folder.