

Helpful guidelines for submitting photos to the pack's website

Listed below are a few things you can do to make sure that you and your den's photos can be posted and viewed on the pack's website quickly and easily for everyone to enjoy.

1. All photo submissions should be submitted via the den leader. The den leader should check with the parents or guardian of each boy to make sure there is no problem with displaying their photographs online. This includes photographs of their child taken by others.
2. Den leaders can email photos to **webmaster@pack-5.org**
3. Those using film can still have their photos submitted to the site. They first need to be scanned. The easiest way to get your film scanned is when it is being processed at the developers. Most processing places can give you a disk containing all your photos as digital files along with your prints for a small cost.
4. All Files need to be in the .JPG format (this is the format all digital cameras produce.)
5. ***Resizing your image for emailing and Internet viewing is very important.*** Most resolution settings on your camera are for printing. A digital file needed for screen viewing needs to be much smaller. A file with a resolution of 800 x 600 with a total size of 50k – 75k is ideal for Internet viewing (a six megapixel camera on the highest setting produces a resolution of 3008 x 2000, way to big for emailing or Internet viewing). Many of the most common photo editing software's can resize your photo with just a click of the mouse. Programs such as ***Photoshop, Photoshop Elements, Microsoft PictureIt or Digital imaging Suite, iPhoto, Ulead's Photo Expolorer*** and many others make it very easy and quick to resize. The software that is included with your camera can also handle this job quite easily.
6. A quick word about the quality of the images being displayed. A website looks its best when the images displayed meet a minimum standard. Photos should be somewhat properly exposed (not too dark or bright or displaying a color cast) in focus, eyes open, red-eye removed, etc. All of the editing programs listed above can handle these basic editing commands and with a minimal amount of mouse clicks.
7. Images submitted that are un-edited and have a large file size would need to be edited and re-sized before they can be posted. This will greatly increase the time between when you sent them and when you will see your photos on the website.
8. If you are looking for software that can handle these items Google offers a free editing and organizing software called Picasa. You can download your free copy at ***picasa.google.com***
9. If you have any questions or need help with any of the items listed above please email them to **webmaster@pack-5.org**