

6. Cropping to a Specific Size

At the end of this lesson you will be able to demonstrate how to crop a photograph to a predetermined size e.g. 5 x 7 inches, 8 x 10 inches by using the crop tool. Enter a specific width, height and resolution into the options bar and drag a cropping border over the image and hit the return key on your keyboard when satisfied.

Step One:

To crop an image to a specific size of 10x8inches, select the crop tool and go to the **Options bar**, see figure 6.1

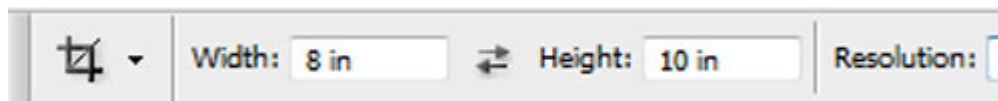


Figure 6.1 Crop too options bar

Enter "**8 in**" in the **Width** field box and "**10 in**" in the **Height** field box.

Note: "in" stands for inches, "px" for pixels, "cm" for centimetres and "mm" for millimetres. Any of these abbreviations can be used.

Step Two:

Click within your photo with the **Crop** tool and drag out a cropping border. Whatever size you make your cropping border; the area within the cropping border will become a 10x8 inch photo.

Step three:

When you are satisfied with the cropping area press Return.

Note:

The dimensions entered into the width and height field box will remain in place for all remaining photographs until you clear them. To clear the fields just press the "**Clear**" button on the options bar.

Practice exercise:

Now that you know how to use the crop tool you can practice cropping images to different dimensions.

Take some images with your camera and copy them to your folder called "**OriginalImages**". *Keep a backup copy of all your original images for safekeeping.*

Open the images in Photoshop and crop them using the following recommended dimensions with a maximum size between 160 and 500kb:

800 x 600 px Resolution 200

1024 x 768 px Resolution 200

1280 x 1024 px Resolution 200

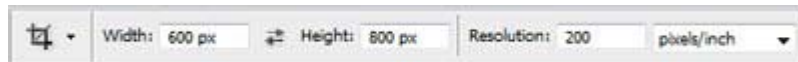


Figure 6.2 Options bar.

Save the adjusted image. Select **File > Save As**, select an appropriate name and save the adjusted images in the folder called "**EditedImages**".

In the next lesson we will be able to demonstrate how to straighten crooked photographs.