



We'll take **IT** from here!

BayTown Networks

Home Computer Service & Support

Email Your Photos

Often, the problem with emailing a file attachment is that it is too large for easy viewing. While three, four and five mega pixel cameras are great for producing better and larger printed photos, the size of the computer files they generate can be unmanageable for email. Sometimes, email services reject large files outright or if they do make it through, the recipient struggles to view them, especially on an older computer.

Most photo-related email problems are eliminated by resizing a copy of your photo to a lower resolution. How low you should go depends on what will be done with the photo. Here are some guidelines for resizing:

Photos viewed on computer only: 640 pixels x 480 pixels

Photos printed at 4x6: 800 pixels x 600 pixels

Photos printed at 5x7: 1024 pixels x 768 pixels

Resizing one or more photos can be time consuming if done using image editing software. Fortunately, the Send Pictures via E-Mail wizard in Windows XP does all the heavy lifting for you, automatically.

To email photos using the Send Pictures via E-mail wizard:

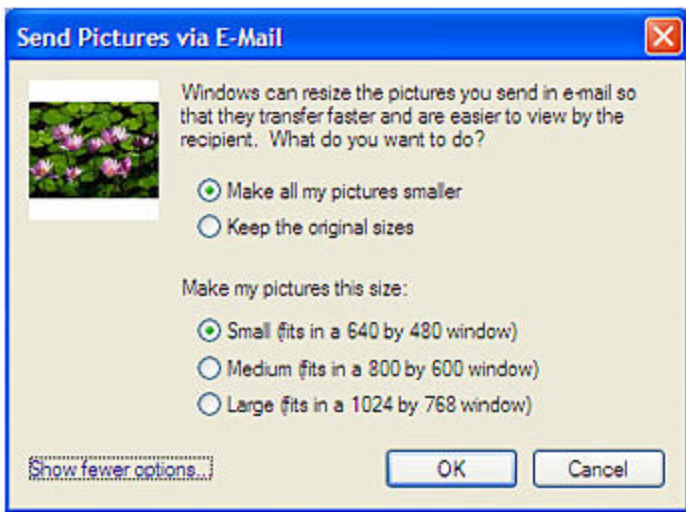
Open the My Pictures folder that contains the photo or photos you want to email. To select more than one photo or folder, hold down the **Ctrl** key while making your selection.

Under File and Folder Tasks, select **E-mail this file** (or **E-mail the selected files**).

In the Send Picture via E-mail wizard, you have two options:

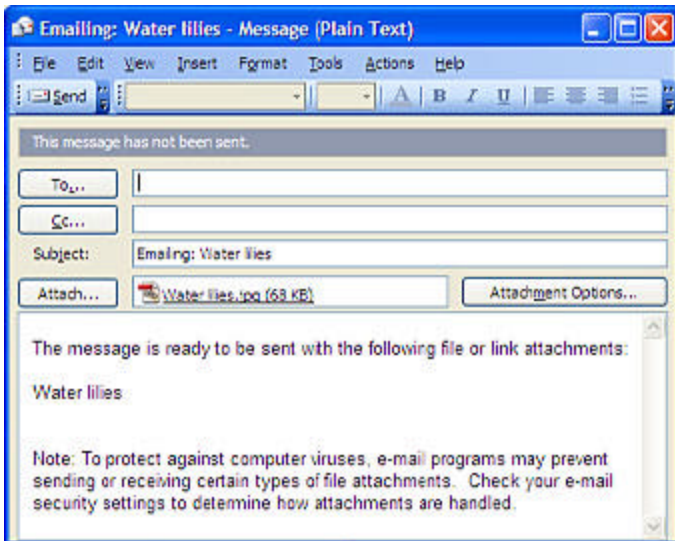
If the pictures are to be viewed on screen only or printed up to about 5x7 inches, choose **Make all my pictures smaller**, and then click **Show more options** and choose an appropriate resolution. This converts copies of the selected photos to fit within the pixel dimensions you chose. Your original photos are not affected.

But if you want to send the full resolution version of your selected photos (and you know they won't be rejected by the recipient's email service) choose **Keep the original sizes**.



When the outgoing email message opens with the resized photos attached, confirm that the correct photos have been attached, then prepare and send the message normally.

Note: Some programs, including Microsoft Outlook 2003, may ask to you select a profile first before opening a message.



(925) 699-1679