

Some tips for working with images on your poster

Picture/Illustration Formats and Resolution:

- The best file format for inserting pictures and illustrations is JPG.
- Make sure your images have enough resolution. Zoom in to 200% (View > Zoom > 200%) to ensure they look clear and show the necessary detail
- Images must be at least 2 MB in size to reproduce well on your poster.
- To check your image's resolution on a PC, right-click the image file and select "Properties". If you copied the image from a website and pasted it into PowerPoint, you may need to save it as a picture (JPG) first to view the properties. Note: 1,000 KB = 1 MB.

Maintain Aspect Ratio:

- When resizing an image, make sure to maintain its original aspect ratio. This is usually achieved by holding down the Shift key while dragging a corner handle during the resizing process. Avoid dragging corners independently; use resizing handles or options for proportional scaling.
- Instead of copying and pasting directly, use dedicated image editing software such as Adobe Photoshop (if available) or simpler tools like Microsoft Paint. This allows you to control the size and aspect ratio of the image.
- Use Paste Special (in some applications):

Some applications provide a "Paste Special" option, where you can choose to paste an image as an object or picture. This can help in maintaining the original dimensions.
- Check Clipboard Settings:

Ensure that the clipboard settings in your operating system or software are set to retain image data in its original format. Some applications may default to compressing or altering the copied image.