

# HOW TO FIND RESOLUTION AND IMAGE SIZES OF GRAPHICS FILES



One thing that can save departments a lot of time in the process of choosing and using graphics for RED is making sure that your electronic image files have the appropriate size and resolution requirements. If an image is either too small in dimension or doesn't have a high enough resolution the RED sites won't upload them. Also, if you are working with a graphics specialist, this can speed up the process for them by making sure your documents can be utilized before sending them for alterations.

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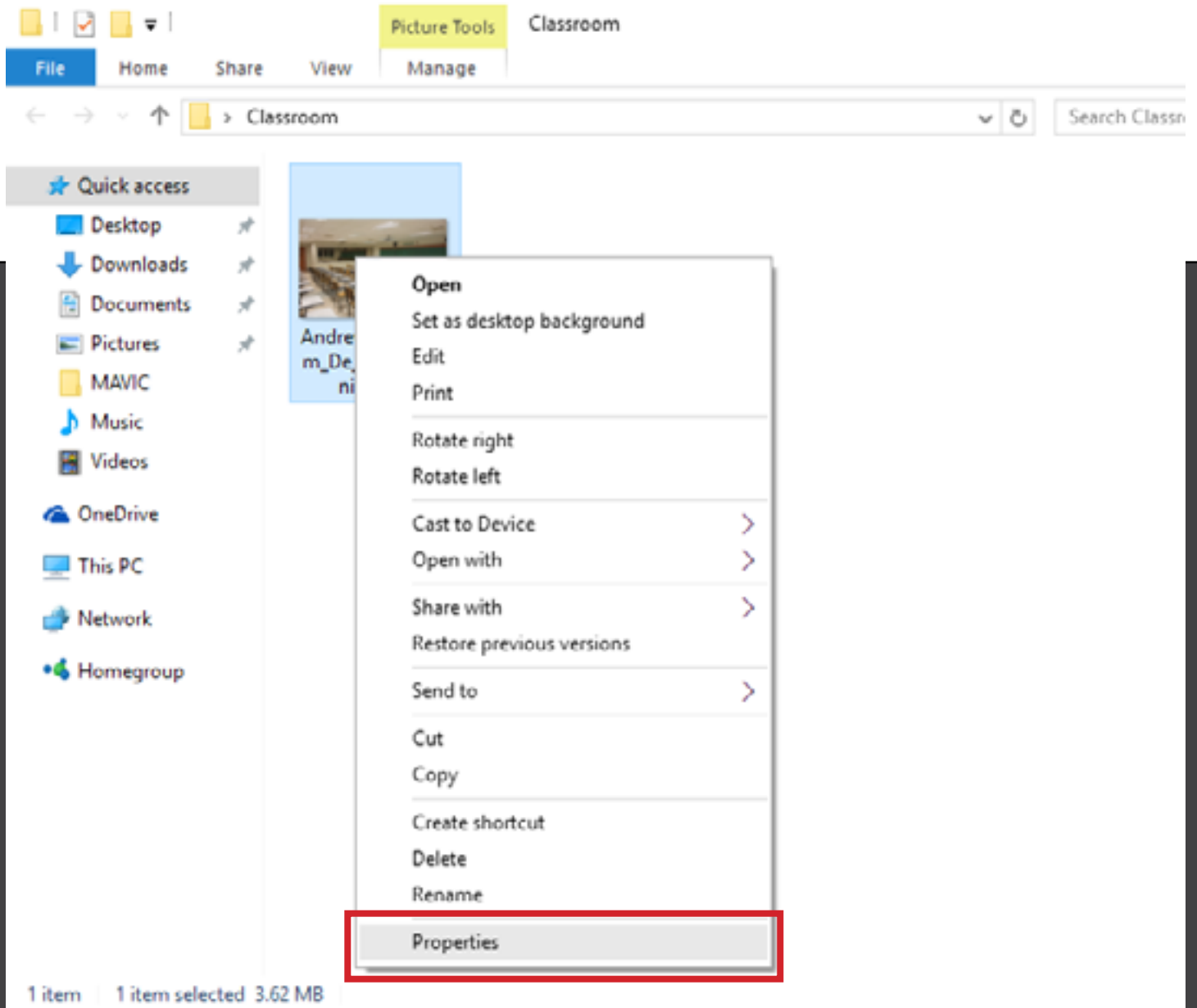
**CHECKING RESOLUTION ON A WINDOWS PC 2**

**CHECKING RESOLUTION ON A MAC 4**

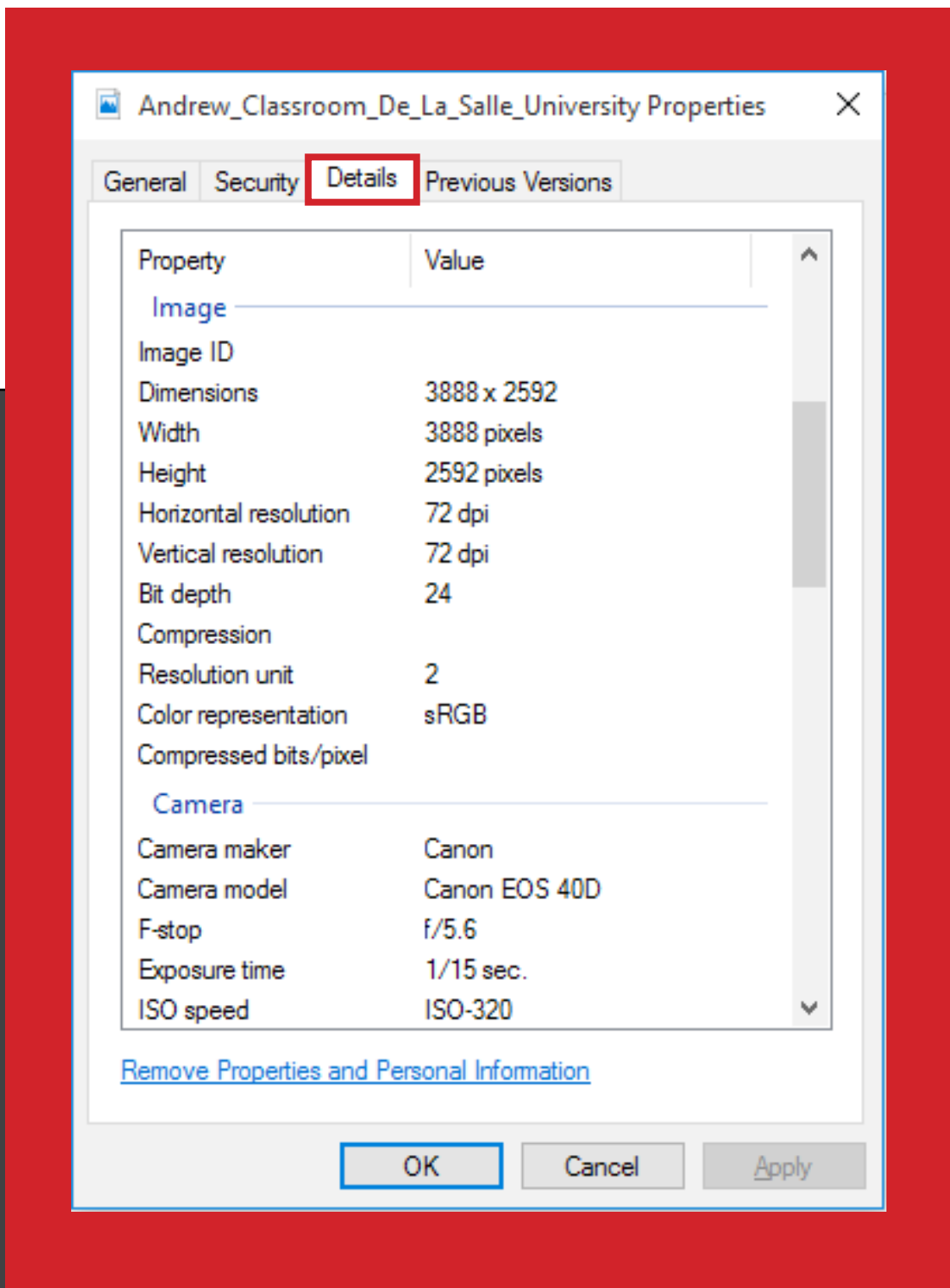
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## CHECKING RESOLUTION ON A WINDOWS PC

SELECT THE FILE YOU WANT TO USE. RIGHT-CLICK ON THE IMAGE AND THEN SELECT "PROPERTIES."

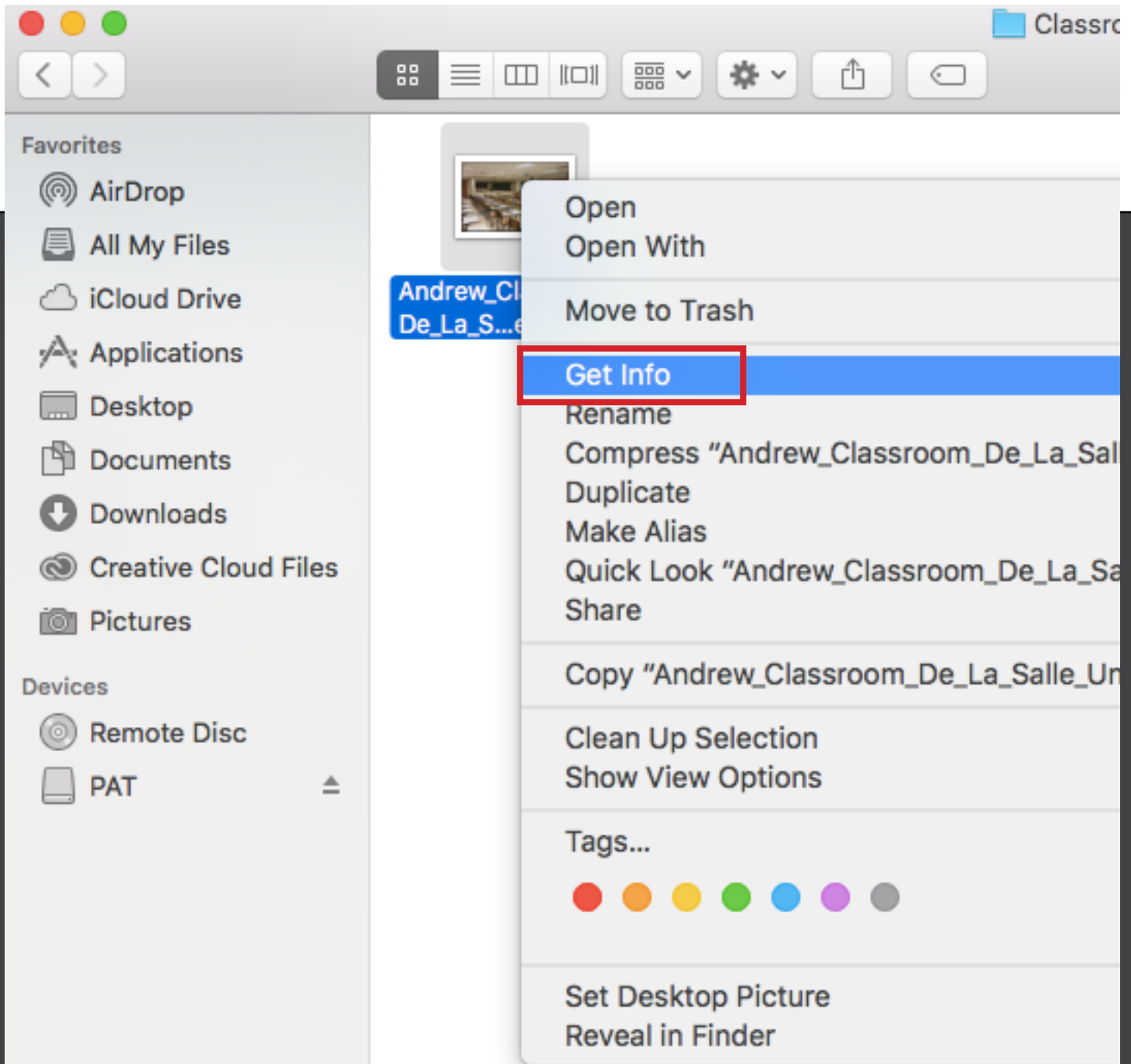


A WINDOW WILL APPEAR WITH THE IMAGE'S DETAILS. GO TO THE "DETAILS" TAB TO SEE THE IMAGE'S DIMENSIONS AND RESOLUTION.

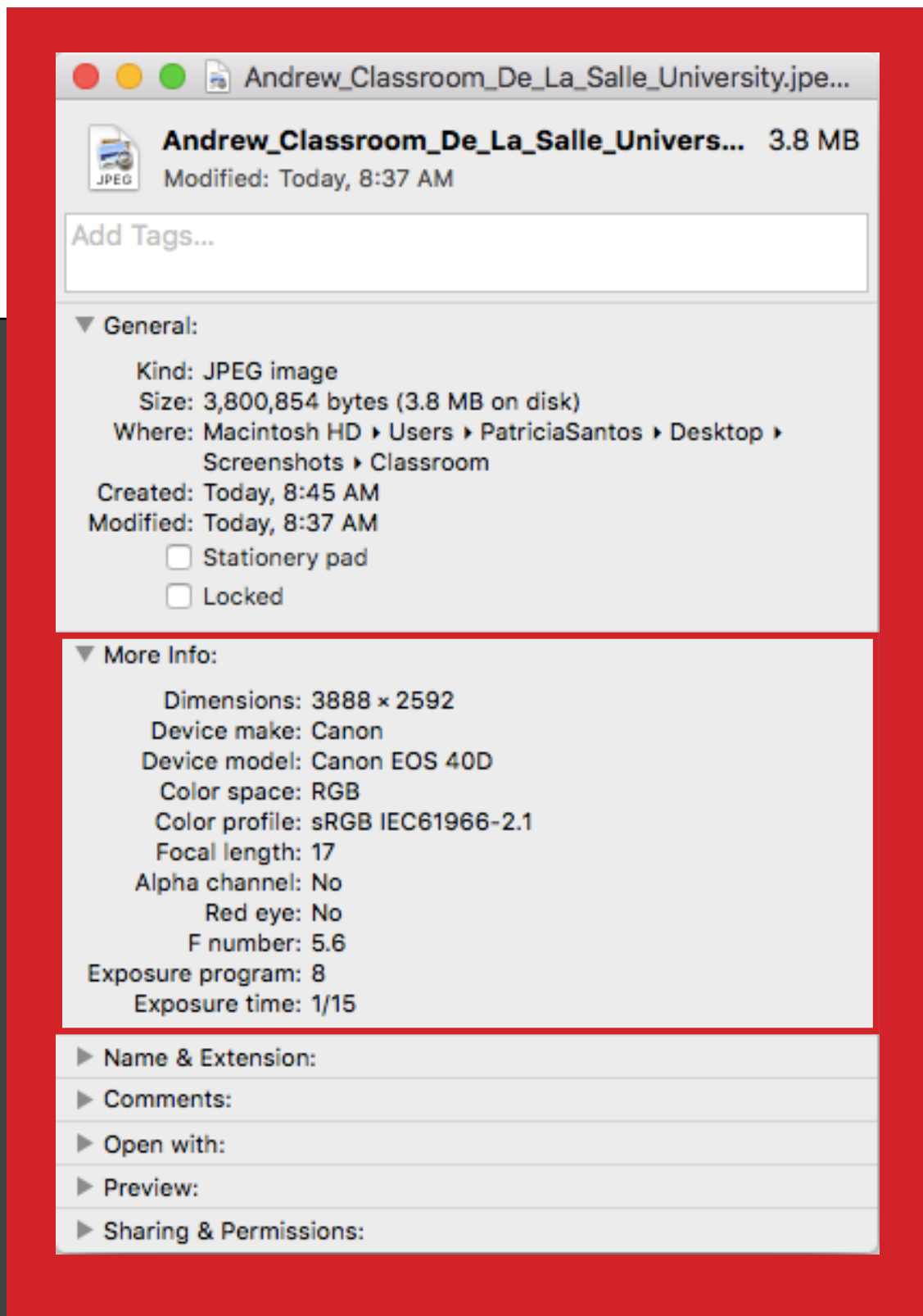


## CHECKING RESOLUTION ON A MAC

CHECKING A PHOTO'S RESOLUTION ON A MAC IS SIMILAR TO A PC. SELECT THE IMAGE YOU WANT TO USE AND "RIGHT-CLICK" ON IT. CLICK ON "GET INFO"



THE IMAGE INFORMATION WINDOW WILL OPEN. YOU CAN FIND THE IMAGE DIMENSION AND RESOLUTION IN THE "MORE INFO" SECTION.



## CLOSING

If you have further questions, just reach out to Troy Larsen in the LAS Graphics department at [tlarsen@uic.edu](mailto:tlarsen@uic.edu) or open a Help Desk ticket by sending email to [lasweb@uic.edu](mailto:lasweb@uic.edu)

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