

How do I resize an image?

When posting a picture online or sending a picture in an e-mail it may be necessary to resize the image to keep the image small in size and dimension so it can properly fit on a page. Below are the steps on how you can rotate your images in each of the major image editors as well as links to web pages that can resize images for you.

If you want to only use a portion of the image and not resize the full image see [document CH000989](#) for additional information about how to crop the image.

Online solution

There are several websites that will allow users to resize their images without having to use one of the below software programs. If you do not have access to any of the programs and don't wish to download any new programs you may want to try one of the below online services.

1. <http://www.resize2mail.com/>
2. <http://www.shrinkpictures.com/>
3. <http://resizepic.com/>

IrfanView

1. Open the image in [IrfanView](#)
2. Click **Image** and then **Resize/Resample**
3. Either specify the size in pixels you wish to make the image and/or click the half button to cut the image size in half. Note: each time the half button is pressed it'll reduce the image in half.

Picasa

1. Open [Google Picasa](#) and browse to the image location and double-click the image you wish to resize.
2. Once the image has been opened click the **Export** button on the bottom of the window.
3. In the Export to Folder window decrease the size by dragging the Resize to: bar to the left.

The GIMP

1. Open the image in [The GIMP](#).
2. Click **Image** at the top of the image tool bar.
3. Click **Scale Image**
4. In the Image size specify the dimensions you wish to use and then click the **Scale** button.

Microsoft Paint users

Microsoft Paint users can use the Stretch/Skew option under the Image drop-down menu; however, this option often degrades the overall quality of the image. We suggest users use one of the above programs or solutions for resizing their images instead.

Adobe Photoshop users

1. Open the image in Adobe Photoshop.
2. Click **Image**
3. Click **Image size**
4. Specify the size of the image you wish to have. It's often easier for most users to specify the size using pixels as the measurement.