How to Prep an Image for the Web

1. Open your image in Photoshop.

2. From the top menu, select **Image**, then **Image Size**...

3. Make sure to deselect **Scale Styles, Constrain Proportions & Resample Image**; make sure **Resolution** is set to **72** and click **OK**.
4. Select the **Crop Tool** from the left tool menu.

5. Set the **Width** and **Height** as recommended; for this example, we’ll use **710 px** as our Width and **300 px** as our Height. Make sure **px** is present in your scaling.
6. Click and drag to the croppable area as you see fit. Be sure not to chop off any heads! (Or in this case, tails!)

7. Click the check mark in the top middle of your page and your image will now be cropped to the correct dimensions.
8. From the top menu, select **File**, then **Save for Web & Devices**...

9. Select **JPEG** and **Very High**. Leave all other settings as is and click **Save**. Remember where you saved your image for when you're ready to upload to the Drupal site.