

Supplying your digital 'high-resolution' photo image (JPEG)

In order to reproduce a photo for print or web — a 'high resolution' (or hi-res) digital file is required. File format should be *.jpg/.jpeg* or *.pdf*.

1. If you are taking the photograph yourself, ensure that your camera settings are set to 'high-resolution,' 'maximum,' etc. As a general rule, the bigger the file, the higher the resolution — we need a minimum of 2mb in size for print reproduction.
2. If you hired a professional photographer, ask them to provide you with a high resolution *.jpg/.jpeg* file of at least 3mb in size.
3. If the file size is too big for you to email, call our administrator (details provided separately) and ask for assistance as to how to send us the file.
4. **Whatever you do — if you have a 'large' file, DO NOT make the file smaller, as this destroys the quality of the image!**
5. **Similarly, unless you are experienced, DO NOT try to 're-touch' or 'enhance' the photo yourself**

mostlyopera.org.au

The information supplied here is to assist you in providing us with a good quality photograph for us to use in our marketing activities.

The advice here should be use as guidance only.

Supplying your photo as an '8 inch x 10 inch photographic print

The Competition will also accept a 'high-quality' photographic print.

1. If you are printing the image yourself, make sure to use photo-quality paper. We'd recommend you try to source *archival* photographic paper.
2. If you hired a professional photographer, ask them to supply a '*archival, press-quality*' print.
3. **It doesn't matter if the stock is matt, semi-gloss, of glossy. Make sure to package well (tissue and cardboard backing to prevent creasing is recommended) and KEEP CLEAN!**

Technical Specifications / 2

high resolution JPEG / JPG

300 dpi

2-3mb file size (minimum)

8 x 10 inch output size (when supplying a print)

Resolution describes the detail an image holds. Print size is measured in a unit called “dpi”, which is related to image resolution, as well as to output size in mm. An image’s resolution, dpi and output size are all related to its file size, so you can use file size to determine if an image will hold enough detail to reproduce in print.

72 dpi files are “low resolution” and are generally used for web/screen reproduction only.

300 dpi files are “high resolution” and are used for print reproduction (newspapers, magazines, event programmes, posters, etc) as well as for web/screen.

For more information on resolution, go to:

http://en.wikipedia.org/wiki/Image_resolution

http://en.wikipedia.org/wiki/Dots_per_inch

NOTE 1: If you are a photographer or graphics professional, ensure the resolution is sufficient to reproduce the image at A4 size at 300dpi.

NOTE 2: JPEG stands for Joint Photographic Experts Group. The JPEG format is a commonly used method of 'lossless' compression for photographic images. The file suffix is .jpg or .jpeg, both variants are commonly found.

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Tips for good portrait photographs

1. Choose a neutral coloured background, such as a white/grey wall. Don't use patterned fabrics, plants, landscape or urban scenes, etc. **Remember: your face is the only thing we are interested in.**
2. Take your photo indoors, with even lighting coming from the behind and above the photographer — you will look your best if there's not too many black shadows on your face. **Don't shoot at lunchtime on a sunny day!** And never use light coming from below, unless you're auditioning for a sequel of the “Blair Witch Project”.
3. Wear clean, neat clothes that aren't too revealing. Don't use patterns or overly bright colours, and avoid black. Use jewellery only sparingly. Remember: you don't want to distract from your face.
4. Turn off the flash! If you can't turn it off, cover it.
5. Relax — play music, chat, do whatever you normally do to relax. Get used to being in front of the camera.
6. Get close to the camera and make sure its on your eye level. **Focus should be on the eyes.**
7. Look at the person taking the photo, not at the camera lens. Smile.
8. Experiment with different poses and looks. Take lots and lots of photos - about a hundred, or even more.

For more information on how to take a great headshot, go to:

<http://www.scrapjazz.com/topics/Photography/Lessons/204.php>

<http://www.digital-photography-school.com/how-to-take-the-perfect-headshot-six-tips>

And, finally, here's some tips for how to get a great headshot from a professional:

<http://www.suite101.com/content/get-a-great-headshot-a188979>