

# Final Web Portfolio: Saving from Photoshop for the Web

## Overview:

Gather all of your final images from each critique (including the upcoming final) this semester and save them into a digital portfolio of images making them web-ready. There should be a total of **26**. This procedure can be used to downsample individual images for use on a website or email, or to create an archive of several images that will allow you to save and send one file via email. The pixel dimensions you use for other purposes can vary from the example below, so be aware.

## Technical Procedure for saving files:

1. Open your Photoshop file with all layers and Adobe RGB 1998 profile and at full print resolution.
2. Go to Image>Image Size
3. Change the resolution to 72ppi.
4. Be sure that you have the "Constrain Proportions" checkmark turned on, then change the width if it is a horizontal image or the height if it is a vertical, to 1200 pixels.
5. Go to File>Save for Web
6. Choose jpeg as the file type
7. Keep an eye on the image itself and the output file size (in KB) while you move the JPG quality slider between 0 and 100 until you find the best balance between file-size and visual image quality.
8. Be sure you turn off the "icc profile" so you don't embed the color profile into the file, but do convert the color to sRGB
9. When prompted for a format, choose "Images Only".
10. Save each of your final images this way including images from your final project.

## Organization and formatting:

1. Create a folder to place all your images into. Name it as follows:  
Lastname\_Firstname
2. Do not create sub folders inside of your main folder.
3. Save your images with the following naming convention:  
Lastname\_Firstname\_Proj1\_1.jpg  
Lastname\_Firstname\_Proj1\_2.jpg  
Lastname\_Firstname\_Proj2\_1.jpg  
Lastname\_Firstname\_Proj2\_2.jpg,  
Lastname\_Firstname\_Proj3\_1.jpg  
Lastname\_Firstname\_Proj3\_2.jpg, etc.
4. Once all your images from the semester have been saved into this folder, you can create a compressed archive of it (a .zip file) by right-clicking or CTRL+Clicking on the folder and selecting: Compress "Folder Name".
5. This ZIP file is the file you will turn in at the beginning of the final exam period.