

## Author photos

For the print edition, please supply author photos as follows:

- .tiff or .jpeg files, with the subject's full name and company as the file name
- either colour or black and white
- a minimum resolution of 300dpi
- a minimum size of 2cm x 2cm
- full head and shoulders visible
- no unusual cropping
- no selfies please!

## Interview photos

As above, but images should be a minimum of 21cm x 29cm and 300dpi.

## How to check your photos meet our requirements

**Resolution** determines how detailed an image will look and is commonly measured in pixels or dots per inch (dpi). The higher the resolution, the sharper the image will be. For print, we need a resolution of at least 300 dpi (dots per inch) for crisp, clear results. Lower resolution images (such as those on a website) will appear fuzzy, jagged and blurry.

The best way to know if your image is good for printing is by using photo-editing software, such as **Photoshop**.

Open your image in Photoshop and go to **Image > Image size**. Make sure the resolution is at least 300dpi at the size the image will appear in print (ie at least 2cm x 2cm for author photos, and at least 21cm x 30 cm for interview photos).

If you don't have access to photo-editing software, **file size** will indicate whether your image will be good enough for print. High resolution files tend to be larger.

If your file is less than 250kb, the chances are your image is only good enough to be shown on screen.

Author photos may be in the region of 250kb-3.5mb, while interview photos may be 3.5mb and above.

Please note this is a rule of thumb – we will get back in touch if we can't use the photos you have supplied.

Thank you!