

## How to resize and rename a photograph on a Mac.

To resize photographs on an Apple Macintosh computer or laptop in the Photos application. Select the desired photo or photos by clicking on them and then go to the pull-down menu at the upper left of the screen. Go "File>Export>Export Photos." A dialog box will appear. Select Photo Kind: "Jpeg," Jpeg Quality: "High," Color Profile: "sRGB," Size: "Custom," Max: "Dimension," of: "1024px" (or whatever size is indicted for that particular use.) Under info: check the default which is "Title, Keywords and Description." Do not check "location." Under File Naming: "Use File Name" and Subfolder Format: "None." Click "Export" then in the next dialog box save to "Desktop." Once the file or files have appeared on the desktop rename them by right clicking on each photograph individually and select "Rename." Rename the file as instructed for the specific usage and then click on an open area of the desktop to finish.

Photos

Photo Kind: **JPG**

JPEG Quality: **High**

Color Profile: **sRGB**

Size: **Custom**

Max **Dimension**

of: **1024** px

Info

Include: ☒ Title, Keywords, and Caption  
☐ Location Information

File Naming

File Name: **Use File Name**

Subfolder Format: **None**

Cancel Export