



Northern New York Community Foundation

PHOTO SUBMISSION GUIDELINES

Please ensure photographs taken and submitted for publication are high-resolution digital files of at least 300 to 500 KB. A size of 1 MB or larger is preferred. Photos of less than 300 KB, such as those taken by most cell phones or downloaded from websites, cannot be printed. In dimension, that means digital photos should be at least 1000 pixels wide on the narrower side.

If all that tech talk leaves you scratching your head, think of it this way: What you see on your computer screen is about FOUR TIMES the size it will appear in the newspaper, so a photo that appears to be 3-by-5 inches on your computer screen would be the size of a large postage stamp in print, and all the faces would be little smudges.

One more note: Photos should be sent as **.JPG** attachments to emails, **NOT** embedded within the body of the e-mail and **NOT** embedded within Word documents or PDFs.

Questions: Our team is here to help! Please email Director of Communications Ken Eysaman, ken@nnycf.org.