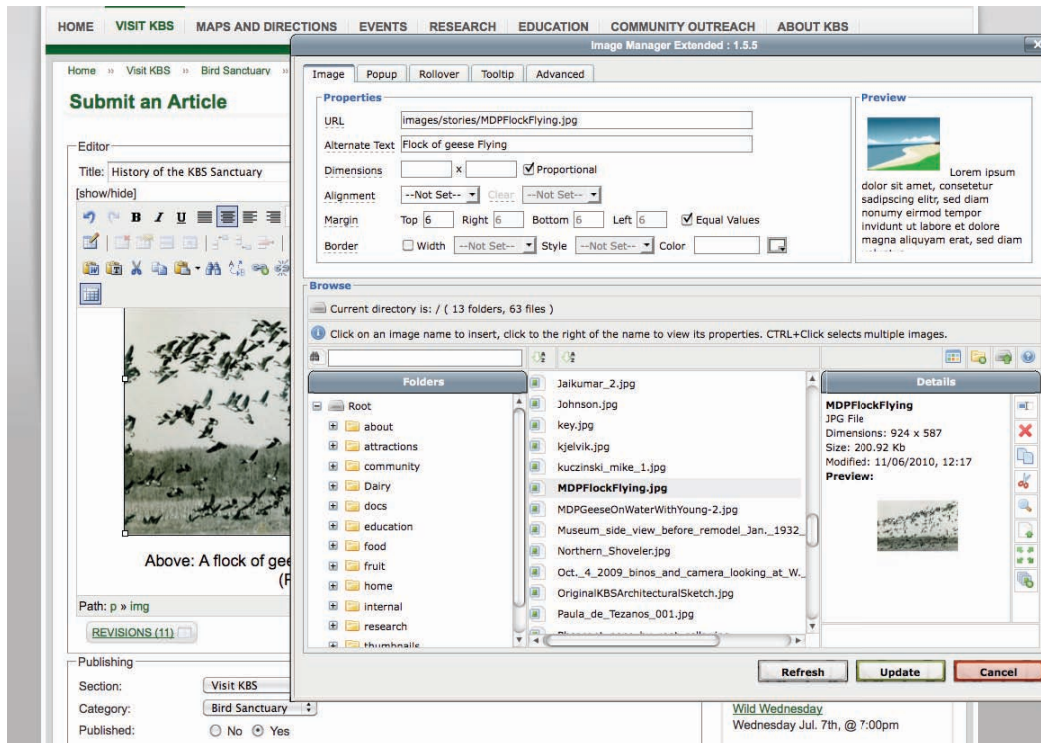


Creating a Thumbnail (resizing images) with the KBS Website

There is a time-saving way to create thumbnails or resize photos automatically with our new CMS.

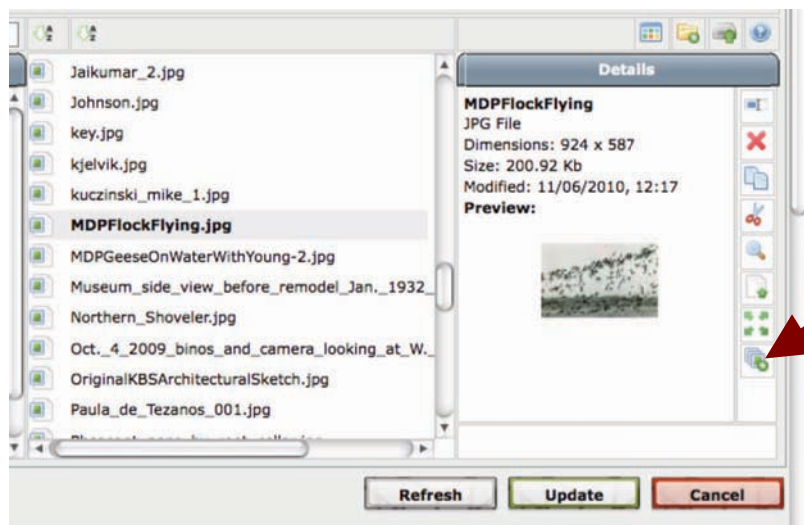
In this example we will resize a very large photo—much too big for a web page—into a more appropriate size.



The image shown in this example is over 200K (50K is the preferred file size) and also has dimensions of over 900 pixels (500px is the maximum pixel size). There are major problems here!

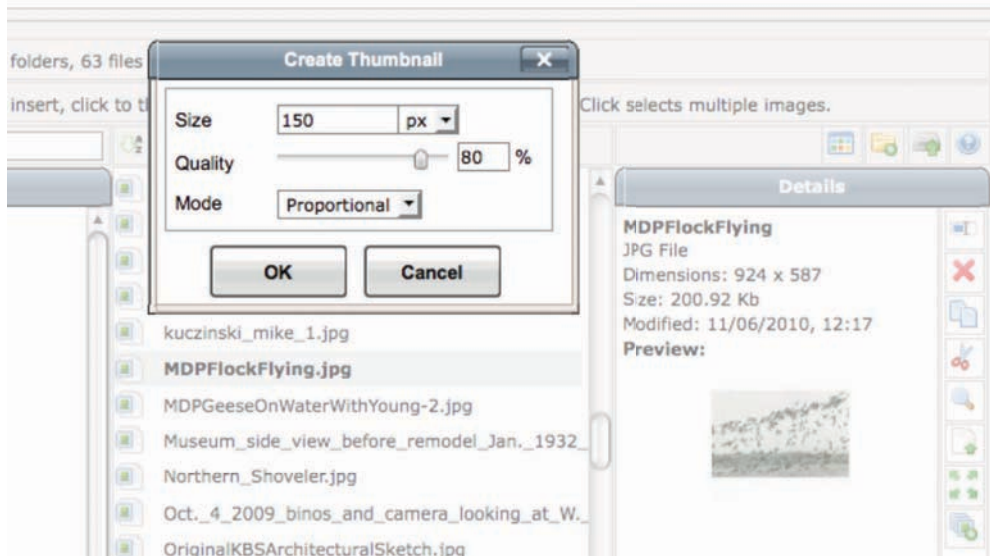
Fortunately, the system can help you fix this problem.

The bottom button on the right is a tool that lets you create a thumbnail, or smaller version, of your image.

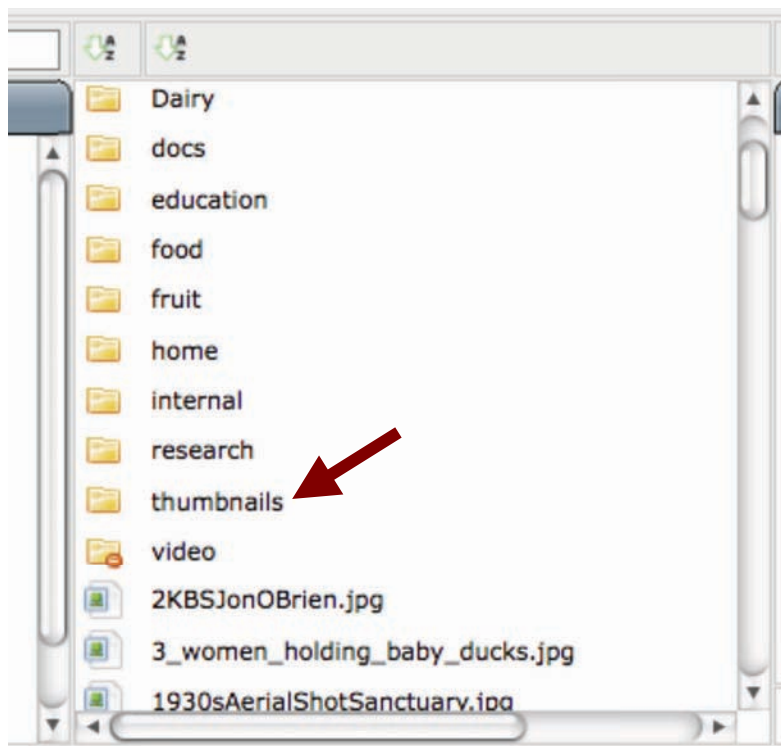


When you click on that button, a box pops up that asks you what size you would like your new photo to be.

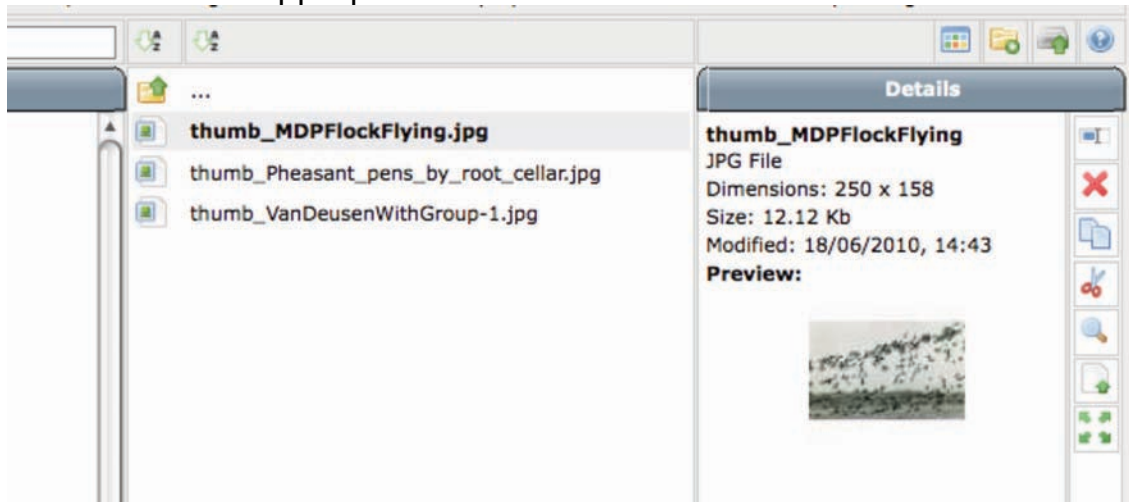
100px is a nice size, and by leaving the mode set as “proportional” it will resize the photo without distortion.



Once you click OK, you'll notice a new folder has been created (if you are in a directory in which it didn't already exist).



Inside the /thumbnails/ folder, you'll find your new, resized photo—now smaller and an appropriate size!



CAVEAT:


It's important that you save your images in the correct folders—because then your thumbnails will be easy to find again when, several months from now, you decide you want to adjust the size again 😊


Other Choices

An alternative, and preferred, way to deal with images that are too big is to use the **KBS Flickr account** to host the photos. Flickr automatically offers you a variety of file sizes that you can grab a link to.

This an example of how a very big photo—over 2800 pixels!—can be quickly resized for our website with no special editing software!

Available sizes: [Square](#) (75 x 75) [Thumbnail](#) (100 x 75) [Small](#) (240 x 180) [Medium](#) (500 x 375) [Large](#) (1024 x 768) [Original](#) (2816 x 2112)

 [Download the Thumbnail size](#)



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1. Copy and paste this HTML into your webpage: