Scanning and Sending a Photo for Restoration

Scanning Requirements

DPI

Scanner resolution is usually represented in DPI (Dots Per Inch) or PPI (Pixels Per Inch). The minimum acceptable resolution for any restoration project is 300 DPI. More is better. The following chart shows recommended resolutions. Smaller items require greater resolution for best results.

Original Image Size	Recommended DPI
Large (8" x 10" or more)	300 or 600 DPI
Medium (4" x 6", e.g Cabinet Card)	600 DPI
Small ((2" x 4", e.g. CDV)	600 or 1200 DPI
Very Small (2" x 2" or less)	1200 DPI

File Format

TIF is the preferred file format for restoration. The saved file format can have a big impact on the quality of the image. The JPG format loses image detail in two ways: 1) The number of colors saved in an image are actually reduced 50% - 75%, and 2) many pixels are *averaged*, losing sharpness.

If your scanner software cannot save as TIF, save with the highest quality JPG setting, which uses the least compression. The JPG format compresses the image (making the file smaller) by averaging the colors of pixels in a defined area. Higher compression is achieved by making the defined area larger, creating fuzzy images.

NOTE: If the image was initially saved in JPG format, re-saving it to TIF will not improve it. Image data is already lost.

Sending a File to PhotoTree.com

Send Electronically

If a file is less than 10 Megabytes, it usually can be sent via email. However, your internet provider may have file size restrictions. If the file is too large, PhotoTree.com provides a free upload service.

PhotoTree.com provides an upload service through Hightail.com that allows you to send any size file through the web browser. PhotoTree gets an alert and then downloads the file. Copy the following link or type it in your browser, to access this services:

https://www.hightail.com/u/PhotoTree

A simple form will be displayed. Complete the following

1. Enter your name, your email address, a subject, and any message you like
2. Select the image file from your computer
3. Click the button SEND IT.

After the image is uploaded, you will receive a confirmation email from Hightail. This email will be sent to the email address you entered on the form. You do not need to enter the PhotoTree email address anywhere, that is automatic (assuming you entered the above web site correctly)

Send via Mail or Express Delivery Service (See Packing and Mailing Tip Sheet for details)

If the file cannot be emailed or uploaded, a CD or USB Flash drive containing the image can be mailed to:

Gary Clark
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Suite 118-256
Wichita, KS 67226