Changing Image Size

To change the image size of a photo file, follow these steps.

Locate the file on your computer in My Computer and right click it to bring up a menu like this and select Open with:

	Open
	Create a new video
	Edit with Photos
	Edit with Paint 3D
	Set as desktop background
	Edit
	Print
	Remove from Quick access
	Rotate right
	Rotate left
	Cast to Device
	7-Zip
2	Edit with Notepad++
Ð	Scan with Microsoft Defender
Ê	Share
	Open with
	Give access to
	Restore previous versions
	Send to
	Сору
	Create shortcut
	Open file location
	Properties

From the next menu, click on Paint:



The image file will open in MS-Paint. Click on Resize:



When the resize dialog box opens click on Pixels:

Resize and	Skew	×				
Resize		Y				
By:	Percentage	○ Pixels				
	Horizontal:	100				
ļ	Vertical:	100				
Maintain aspect ratio						
Skew (Degrees)						
$\overleftarrow{\ }$	Horizontal:	0				
	Vertical:	0				
	ОК	Cancel				

If the photo is landscape (i.e., the photo is wider than its height), change the Horizontal value to 1024:

Resize and	Skew	×				
Resize						
By:	O Percentage	Pixels				
	Horizontal:	4590				
1	Vertical:	2578				
Maintain aspect ratio						
Skew (D	egrees)					
$\overleftarrow{\ }$	Horizontal:	0				
	Vertical:	0				
	OK	Cancel				

If the photo is portrait (i.e., the photo is higher than its width), change the Vertical value to 750:

Resize and S	kew	×			
) Percentage Horizontal: Vertical: ain aspect ratio	Pixels 4590 2578			
Skew (Degrees)					
$\overleftarrow{\ }$	Horizontal:	0			
∫ ‡	Vertical:	0			
	ОК	Cancel			

Click Ok to close t:he dialog box and then click on File, Save As:



Provide a file name and click Ok (remember to give the file a new name to preserve the original photo image).