

CPA Image File Submission Guidelines Simplified
CPA Presentation Education Module #12A
V1.0 - 06/30/2015 H. O'Connor, M. Weaver

- CPA's computer is a Windows-based laptop.
- CPA's desired file format for submissions is JPEG.
- Canon Realis SX80-II projector's photographic color space is sRGB.
- Canon Realis SX80-II projector's native resolution is 1400 x 1050 pixels.
- Even though the projector's native resolution is 1400 x 1050 pixels, this does NOT mean your image must be exactly 1400 x 1050 pixels. It means the width of your image should not exceed 1400 pixels and the height should not exceed 1050 pixels.
- CPA file naming convention is yourname-nn-xxx.jpg. Where nn is a sequence number so your images will sort in the order you want and xxx is whatever description you want. For example, jdoe-01-sunset.jpg.
- Email the file or files to: cpa.inbasket@gmail.com
- **Note for Mac users:** To avoid possible file formatting problems, instead of using the email program on the Mac, use your web browser to access your email account (gmail, etc). Compose a new message there, attach the image file or files to this email, and send to email address above.

These are guidelines, so don't sweat the details... but if you want to, then...

For a more detailed and graphic description see: *CPA Presentation Education Module #12*, on the Education page of the CPA website – or use the link below.

[ProjectionFileSubmissionGuidelines.pdf](#)

Two Adobe LightRoom export templates are provided in *CPA Presentation Education Module #12B*. These templates facilitate the export of either Horizontal or Vertical (or square) images from LightRoom. Using these templates maximizes image while meeting CPA projections requirements. Instructions for download and installation are included in *CPA Presentation Education Module #12C*.

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