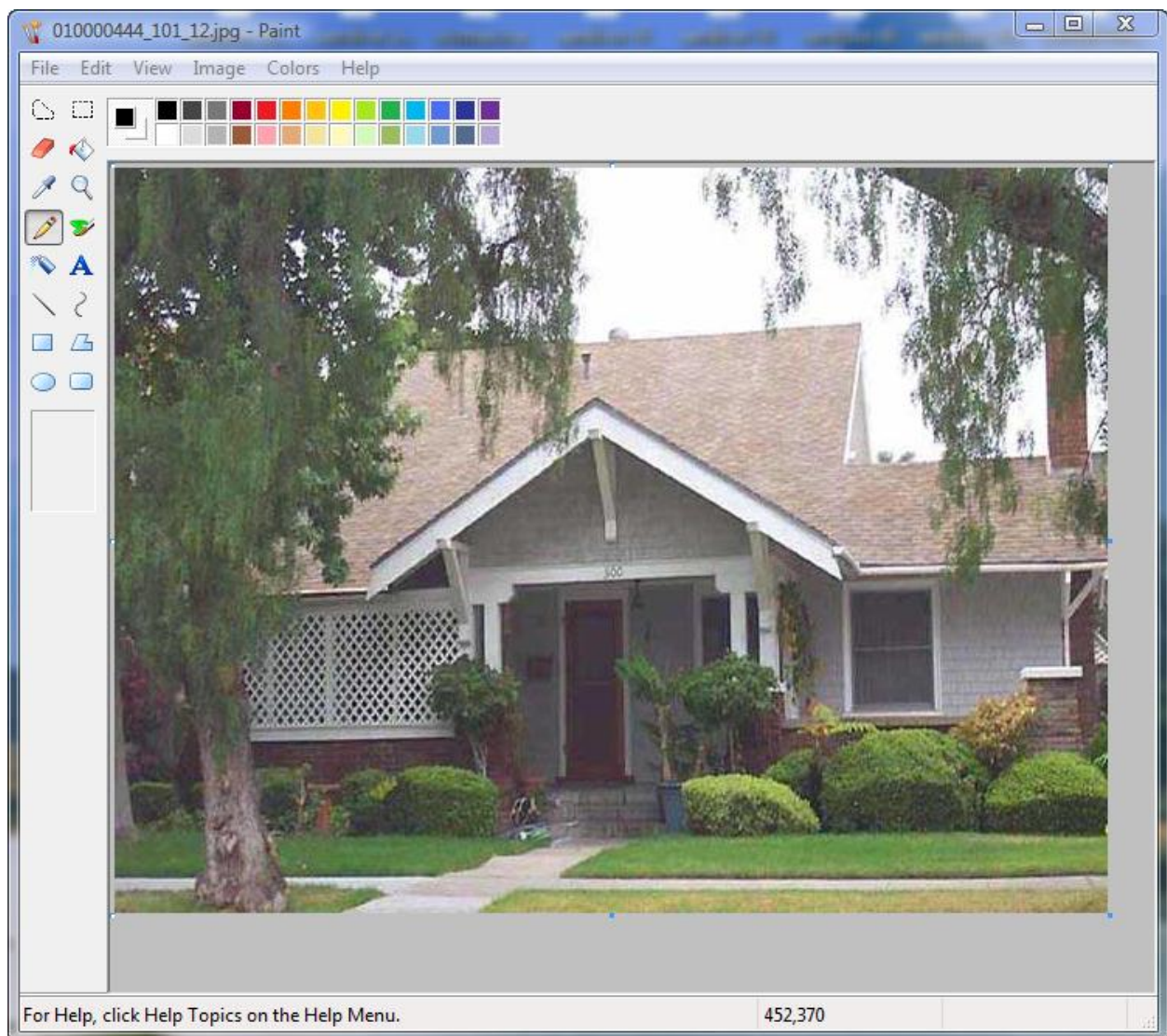


Resize Photos Using MS Paint

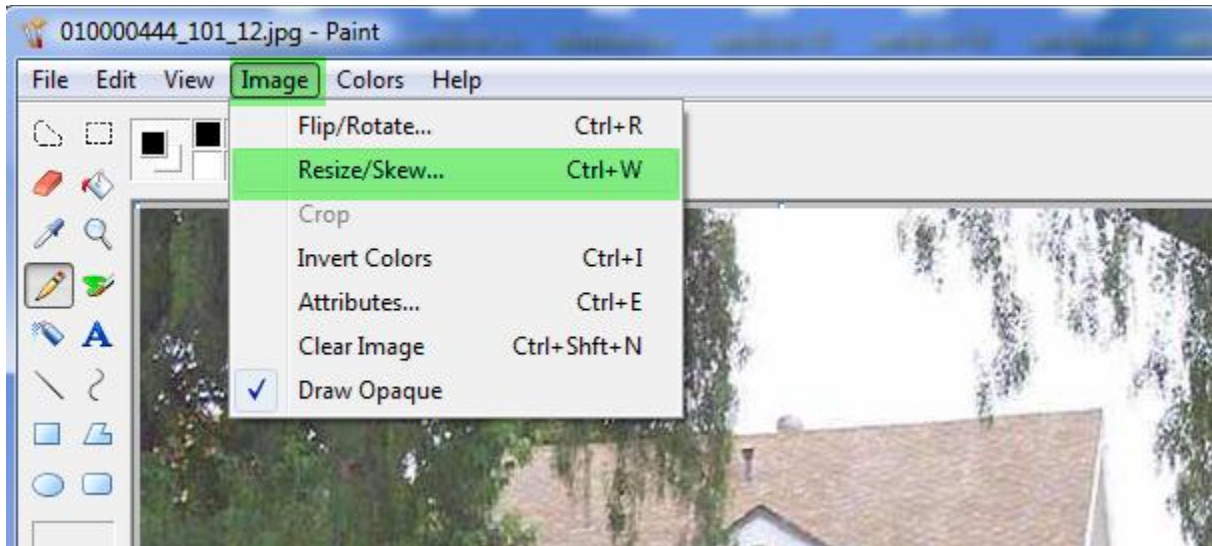
Before loading your photos (images) into Tempo, you may need to resize them to reduce their file size to under 6MB. You can resize photos using a variety of editing software, but we will show how it's done in Microsoft Paint since it ships with every version of Windows. In order to resize JPG photos you must have the version of Paint that ships with Windows 98 or later. That being said, here's a step-by-step on resizing using Paint.

- 1 Start Paint - Start | All Programs | Accessories | Paint.
- 2 Open the program
- 3 Select file and open, browse to your image and click to select your image then click open.

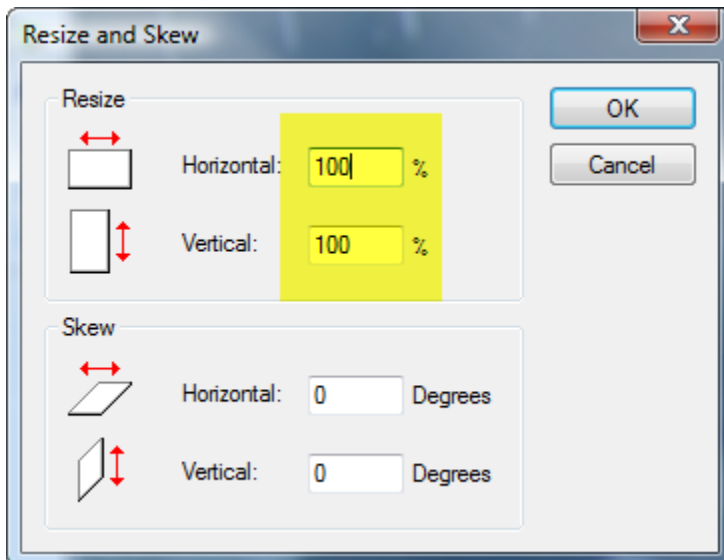


Resize Photos Using MS Paint

- 4 Click on Image and select Resize / Skew

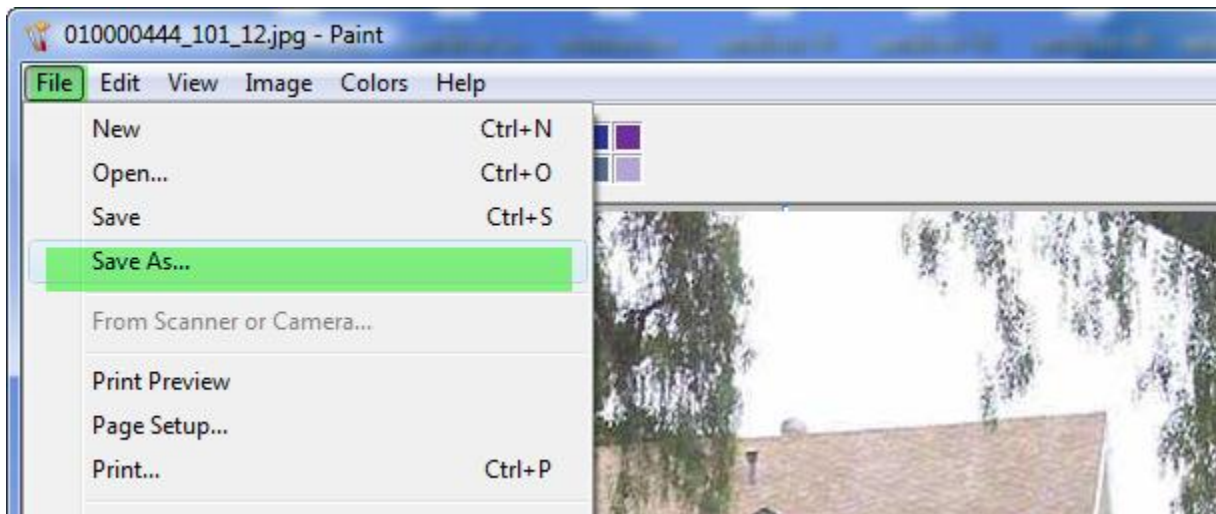


- 5 The default settings for Horizontal and Vertical will be 100%. They both need to be changed to whatever percentage of reduction you desire I recommend starting with 50%. Change both the Horizontal and Vertical to 50. Then click OK.

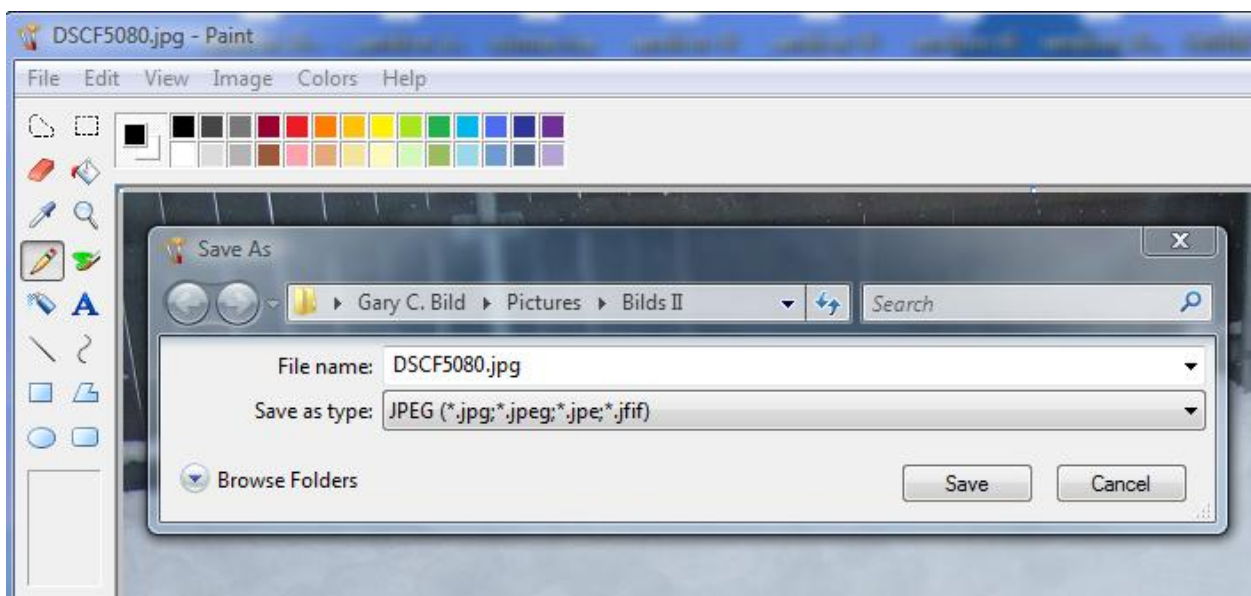


Resize Photos Using MS Paint

- 6 The next step is to save the new image. Click on File and Save As



- 7 Rename the image, so you know which one is reduced. Be sure the file type is set to JPEG (jpg, jpeg, jpe, etc.). This window will vary depending on your Operating System. Make note of where you save it you will need this when you upload to Tempo. Click on Save.



Resize Photos Using MS Paint

- 8 You should have a greatly reduced image displayed. Depending on how large your original was this may now be able to be directly uploaded into your Images section for your listing in Tempo. If it is still oversized (over 6 MB) simply repeat the process reducing the newly saved image.

