

Providing digital photography files to AAMT

We aim for the best results in displaying your written and image content in AAMT journals. Low quality images are time consuming to correct and cannot always be used, which can be disappointing. Here are some guidelines to consider when selecting (or taking) photographs for your article.

- 1. We need the files from your camera.** Download them to your computer and without making any adjustments (e.g. in Word), send them directly to AAMT.

If you place the images into a Word document for layout demonstration purposes, please ALSO supply copies of the stand-alone digital files. Digital cameras take .jpeg image files by default; these are fine to send us. If you have more than a few images, try sending just a few per email or send them via a service like DropBox or Google Drive.
- 2. Copyright and images.** We cannot use images taken by people other than you without their written consent. We can use stock photography provided we (AAMT) purchase the license.
- 3. Images from the internet,** such as your 'mug-shot' from your organisation's website, are generally not of high enough resolution for us to use for offset-printing purposes.
- 4. Please let us do any cropping and adjustments.** Graphic designers specialise in this kind of thing. If you're a novice it's easy for things to end up appearing unprofessional.
- 5. Is the subject in your photo obvious and in clear focus?** Or is there too much competing information? In photos with an undefined subject, your eyes will move around trying to figure out what to look at. For a better result, decide what is the most important aspect, remove unnecessary clutter, try to fill most of the frame with your subject, and ensure good lighting.
- 6. What is in the background and the foreground?** Are there any distractions 'photo-bombing' the image? Watch out for trees, poles and water fountains sprouting out of the top of heads, and unwanted people in background.
- 7. Is anything obscuring the subject?** Hold your camera so that fingers and camera straps are not in front of the lens. Focus on your subject, rather than on extraneous background or foreground objects.
- 8. Is the image either very dark or very 'washed-out'?** Back lit subjects can easily become silhouettes with little detail on the subject. Try using the flash to 'flash-fill' the subject in these situations. A rule of thumb is to have the sunlight behind you (the photographer). Very strong light can produce dark shadows (e.g., on faces) making it difficult to see the subject clearly. Try moving your subject into some soft, even shade to reduce this problem.

For photo's of student work, stand directly in front of the work, focusing on smaller areas rather than a whole wall of work; this way the details are able to be seen. Don't use a flash for white boards or shiny surfaces; glare may obscure the content.

Take a few photos of the same subject, adjusting the light settings each time (if using your camera manually). Select the clearest one to send us.
- 9. How can I make my photo more interesting?** One way to make a photo more engaging is to approach the subject from a different angle or viewpoint. For example, try kneeling down at a child's eye level, stand on a chair for a view from above, or lie down to shoot upwards.
- 10. What camera settings do I need?** For offset printing, AAMT journals need images that can be displayed at high resolution. So, in your camera settings select the image quality to high. Six mega-pixels will allow the image to be displayed at around 20 x 25 cms. Eight mega-pixels or higher is better.
- 11. When taking photos of children it is very important that you get signed permission from parents.**

Thanks and happy shooting!

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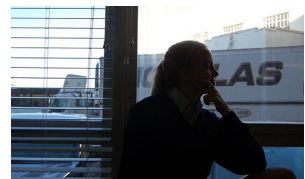
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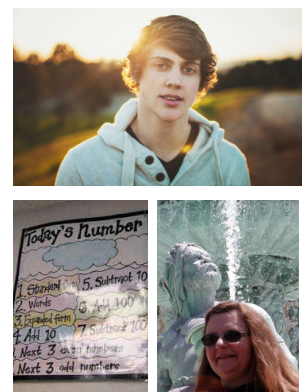
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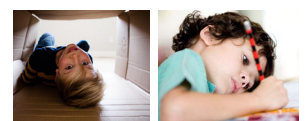
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