Resizing images and reducing the file size on a Mac using Preview

1. Open the file you want to change using the Preview App on your Mac.

2. From the file menu at the top of your screen choose Tools > Adjust Size.
    (see photo #1 below)

3. Next select "Resample Image". Make sure "Scale Proportionally" is also checked.
    (see photo #2 below)

4. Set the measurement to "Pixels" and enter 1920 pixels for either the width or
    height, whichever is longer. For the resolution choose "72" and "pixels/inch", then
    click "OK"   (see photo #3 below)

5. To save the image go to the file menu at the top of your screen and choose File >
    Export. (see photo #4 below)

6. Change the "Export As" file name to whatever you like and set Format to "JPEG"
    then set the Quality so the File Size is 4999 KB or smaller. Click "Save" and you're
    finished. (see photo #5 below)

2.

Image Dimensions

Fit into: Custom ⬍ pixels

Width: 2604
Height: 2604
pixels ⬍

Resolution: 300   pixels/inch ⬍

☑ Scale proportionally
☑ Resample image

Resulting Size

100 percent

40.7 MB (was 40.7 MB)

[Cancel] [OK]

Image Dimensions

Fit into: Custom ⬍ pixels

Width: 1920
Height: 1920
pixels ⬍

Resolution: 72   pixels/inch ⬍

☑ Scale proportionally
☑ Resample image

Resulting Size

73.7 percent

29.5 MB (was 40.7 MB)

3.

[Cancel] [OK]

4.

Preview	File	Edit	View	Go	Tools	Window	Help

New from Clipboard	⌘N
Open...	⌘O
Open Recent	▶
Close Window	⌘W
Close Selected Image	⇧⌘W
Save	⌘S
Duplicate	⇧⌘S
Rename...	
Move To...	
Revert To	▶
Enter Password...	
Import from iPhone	▶
Import from Camera...	
Import from HP ENVY 4520 series [F6F906]...	
Take Screenshot	▶
Export...	
Export as PDF...	
Share	▶
Print...	⌘P

5.

_MG_9170.tif — Edited

Export As: MyPhoto1920pixels

Tags:

Format: JPEG

Depth: 8 Bits/Channel

Quality: Least ——— Best

File Size: 890 KB

New Folder   Cancel   Save