

# Five fabulous photo tips to take better pictures for *The Trefoil*

## 1. GETTING THE BASICS RIGHT

It's really important that you understand your camera or the camera function on your phone. Play about with it and practice zooming in and out if your phone allows it as well as activating and deactivating the flash.

Make sure you set the camera's resolution to maximum to take the highest quality photographs. You may need to refer to the resolution settings in the camera's manual to find out how to do this. It's important to get this right, as low-resolution images will look 'fuzzy' when printed.

## 2. CHECK WHAT'S IN THE BACKGROUND

Train your eye to spot pot plants, trees, posters, words etc. behind the person you're photographing as these can at turn a perfectly good picture into something unintentionally funny or even unusable. Oh, and it might sound obvious, but keep thumbs, straps and stray hair from falling over the camera lens!

## 3. GET THE LIGHT RIGHT

Light is one of the most important parts of every photograph as it affects the appearance of everything in the frame. Avoid harsh light on your subject, soft light is better - a key no-no to watch out for is when bright sunlight shines on just half of someone's face or 'stripes' across the image. If you're not happy, the solution is to either move yourself or the subject. Try to avoid using the flash if possible but if you do make sure you're not too close to your subject as it will bleach out all details from their face.

## 4. ARCHIVE IMAGES/NEWSPAPER CUTTINGS

Where possible, always send printed originals by post to The Editor, Trefoil Guild, Girlguiding, 17-19 Buckingham Palace Road, London, SW1W 0PT, so Newhall Publications can scan and enhance them with their specialist equipment. Always use 'signed for' delivery and include your address, so we can ensure they are returned directly to you.

If you are not able to send the original photograph or cutting, see if you can ask someone with a scanner to scan it in - again, do this on the highest resolution setting. Your local Staples, library or Post Office may offer this service for a small fee. Scanned images should be emailed to [trefoilguild@girlguiding.org.uk](mailto:trefoilguild@girlguiding.org.uk).

## 5. SENDING AND SHARING YOUR PHOTOGRAPHS

Some email and photo-sharing systems (Apple Mail for instance) have the ability to reduce the size and quality of your image without you knowing. To avoid this happening, either make sure you select 'actual size' if asked for a size setting before sending, or save the image (use 'maximum' quality if you're saving the image as a JPEG file) and use a FREE online file-transferring programme such as WeTransfer or Mimecast.

These are very simple to use and will ensure *The Trefoil* receives your image exactly as you took it. This is especially important if you are sending more than one image at a time.

When sending images from an iPhone or via Apple Mail, you will be given an option of image size - always select 'actual size'.



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