

Internship photo specifications and tips

Overview

You don't need to be (or know) a professional photographer to share your internship photo--you just need to capture a fun moment, iconic location, you with a fellow Fordie student or alum, or other highlight from your experience. Today's smart phones and cameras can do a lot of the work for you, making it likelier than ever that your photos can be considered for both print and digital use, which the Ford School shares with friends and future Fordies to showcase the many opportunities available to them. If you'd like to share your photo and photo reproduction rights with the Ford School, here are some helpful specifications and tips to consider when taking and submitting yours.

Photo specifications

- Submit 1-3 photographs—possibilities could include you hard at work, meeting with stakeholders, delivering a presentation, visiting an iconic location, or grabbing a selfie or candid in front of a sign with your organization's name (it's best if the sign is real and not one you made exclusively to stage a photo).
- Landscape/horizontal is best! We'll accept vertical media, but orienting them horizontally will best match our platforms.
- Share your photos in their original format (most often this is .jpg, but may also be .png, .tif, or .raw). **Do not** insert them into a Word document.
- We recommend large format, high-resolution photos. 300dpi is recommended, but at a minimum, please avoid grainy and/or poor quality photos. The most usable images will be clear, in-focus, free of excessive pixelation.
- You may send a file of any size, but most do not need to be larger than 1-2mb (1000-2000kb).
- Send us your *original* file—and if you're sending it from your phone, be sure that you're not defaulted to any settings that would compress the file. Avoid downloading photos you previously uploaded to Facebook or other social media sites since they are usually compressed.

Tips and other guidelines

- Digitally altered photos are not recommended.
- Consider the ethical aspects of photographing people and places. Be aware of others who are in the frame with you, and ask anyone who is clearly identifiable for their affirmative consent to be included. Also be mindful of any cultural sensitivities around the appropriateness of photographing particular locations—ask yourself if there could be tension between your intentions in taking the photo and the way the photo will be perceived by others.
- If you had someone else take your photo(s), please let us know if we'll need to provide photo credit as a condition of publishing your photo(s) online or in print; if so, please provide the mandatory credit line exactly as it should appear.

Submit your photos to fordschool-submit@umich.edu.