## Image Specifications

For instructor headshots and social media

## Corporate & Continuing Education Center Expect Excellence

## Headshots

Having a well shot, clear photo of yourself is a great way for your potential students and professional networks to get to know you. Send us your original-sized, uncropped photo with your bio to be included in CCEC's print and web publications. We will resize or crop as necessary.

If you plan to take your own photo, here are some tips:

- 1. If using a smart phone, use the HD photo settings.
- 2. Simple background (texture can be nice though, like an out of focus room or plants)
- 3. Centered in the frame with open space between you and the edge of the frame.
- 4. Eye line is centered, not from above or below.
- 5. Frame image from the mid torso or lower shoulders and up.
- 6. Avoid harsh lighting and shadows.
- 7. No major accessories or props like sunglasses or hats or pets (jewelry is fine)
- 8. Solid colors translate best. Business casual dress is preferred.
- 9. Smile!!

## Social Media

If you want to promote your work on social media here are some standard photo sizes:

- 1. Facebook timeline photo: 1200 x 630 pixels
- 2. Twitter photo: 506 x 253 pixels
- 3. Instagram: 1080 x 1080 pixels
- 4. LinkedIn: 1104 x 736 pixels

Headshots are also great to use for your social media profiles as well. For more information about specific sizes for social media photos visit *sproutsocial.com*.



1200 x 630 Facebook image (scaled down)



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