

## BATCH CONVERTING TIFFS TO JPEGS IN ADOBE PHOTOSHOP

1. Open up **Adobe Photoshop CS2/CS3**.
2. Go to the **File** menu, select **Scripts** and then choose **Image Processor** from the list.

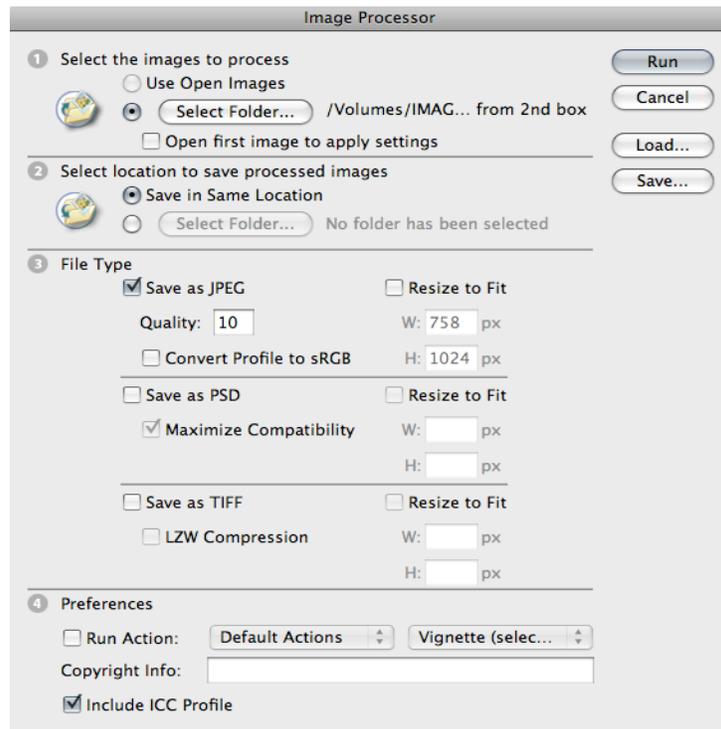


Figure 1

3. In the **Image Processor** window under the section **Select the images to process** click on the “Select Folder...” button and navigate the to folder containing the images you wish to convert.

**NOTE:** The image processor will only run the process on the images in the root of the folder you selected. If there are nested folders, the process will need to re-run for each folder.

4. Under **Select location to save processed images** select the radio button **Save in Same Location** (this will create a folder called “JPEG” in the folder you selected under **Select the images to process**).
5. Under **File Type** verify the option **Save as JPEG** is checked off and the **Quality:** field is set to **10**.
6. Click **Run** to begin the process.

**NOTE:** As the process runs, each image will open for a brief second in Photoshop. The more images to convert, the longer the process will take.