

10-Minute Monday

How I Organize My Image Downloads for a Website



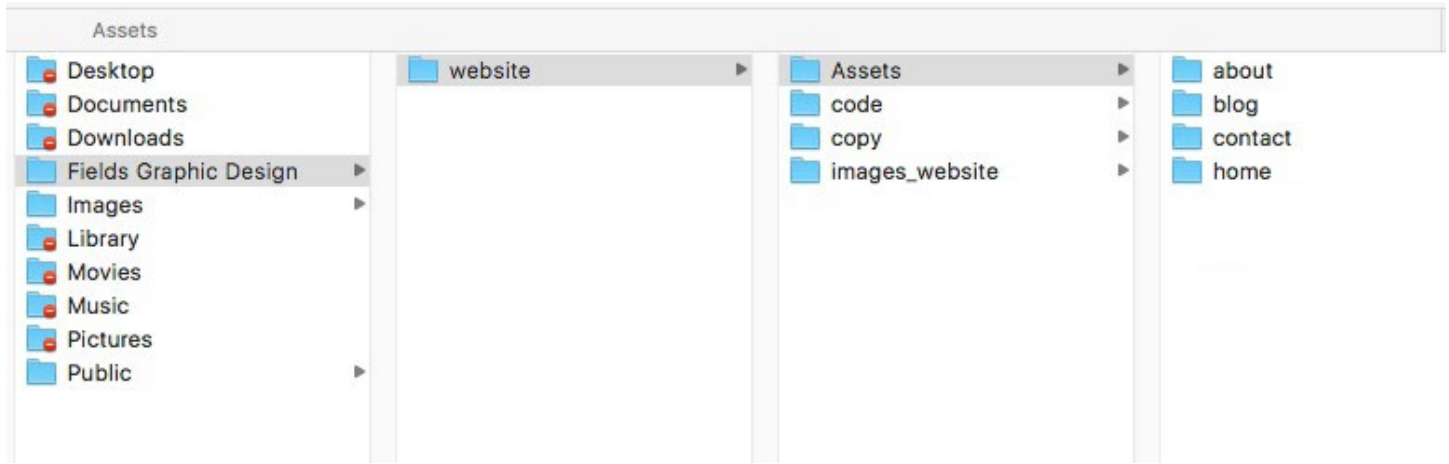
TIP:

- Do not change the image file name
- When you are ready to use it, copy it and paste it into your project image folder: **images_website > originals** (*see below*)



TIP:

- Images copied into your “**working_files**” folder can be resized, edited, and renamed
- When you have finished preparing your image for your website, copy and paste it into **web_ready**



Screen shot of Assets Folder



TIP:

- Your “web_ready” file will go into your “Assets” folder under the relevant area.