

COVID-19 Vaccination Upload

How to Resize Images

When uploading a photo or scanned copy of your COVID-19 vaccination card to the [Wellness Portal](#), please ensure your image is no larger than **9.5 MB**.

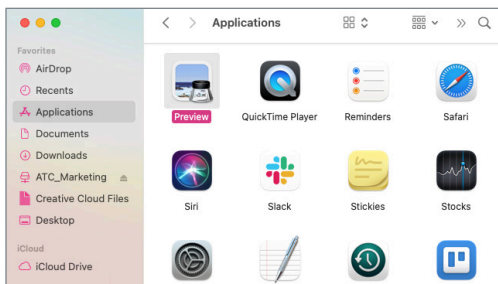
If your image is > **9.5 MB**, please use one of the options below to properly reduce your image's file size.

Option 1) Take a picture on your phone.

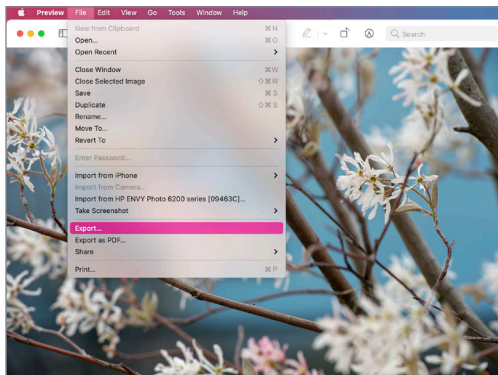
Try taking a picture of your COVID-19 vaccination card on your phone instead, and then uploading it to the Wellness Portal straight from your phone. This method should guarantee that your photo's file size will be small enough to upload.

Option 2) Use free software on your computer.

For Macs

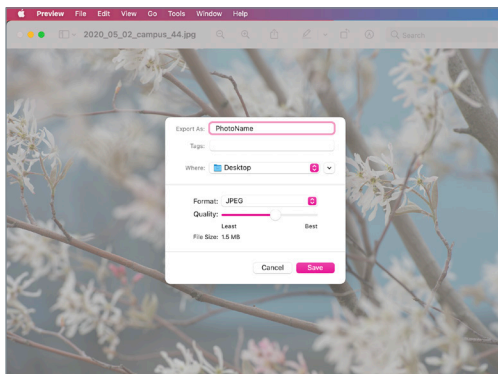


1. In Finder, under "Applications", select "Preview". This app is default on Mac computers and should already be installed.



2. Drag your image on top of Preview's icon in your bottom dock. This will open up your image in the program.

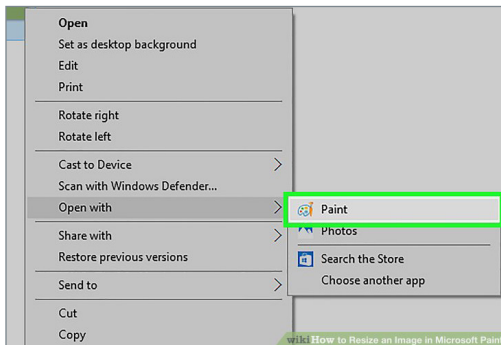
3. From the top navigation bar of Preview, select '**File**' and then '**Export**'.



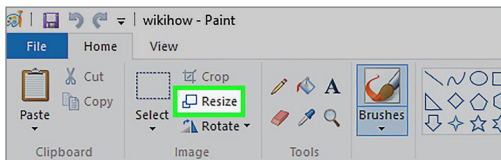
4. Under "Format", select '**JPG**' and then reduce the quality of the image until its size is reduced below 9.5 MB. Save your image.

5. You are now ready to re-upload your image to the Wellness Portal!

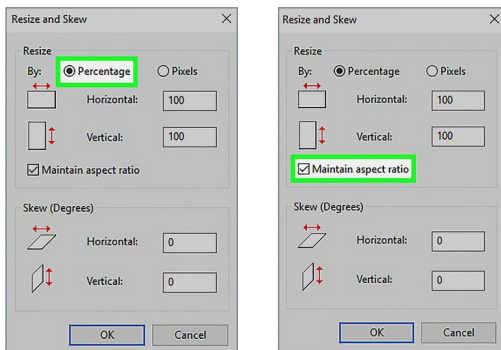
For PCs



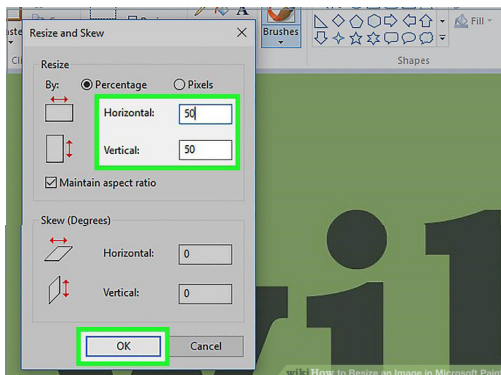
1. Right-click the image you would like to reduce.
2. Select '**Open with**', and then '**Paint**'. Your image will open in the Paint app.



3. Click '**Resize**' from the "Image" section at the top of the Paint window.



4. From the "Resize and Skew" pop-up, make sure that both the "Percentage" and "Maintain aspect ratio" checkboxes are selected.



5. Resize your image by lowering the numbers in the "Horizontal" and "Vertical" boxes. Your image will start at 100 for both the vertical and horizontal values, so for example, changing these to "75" will reduce your image to three-quarters of its original size.

6. Click '**OK**' and then save your image.

7. You are now ready to re-upload your image to the Wellness Portal!