

### Tips on taking photographs

1. We need to get you (local churches) to ask friendly photographic enthusiasts to take photographs of events for you and for us
2. We would like you/them to send the photos to us:  
[communications@newcastle.anglican.org](mailto:communications@newcastle.anglican.org)
3. We are assuming that you will be using a digital camera – either a camera or a smartphone
4. Make sure that there are people's faces in the picture (ie not shots with no people, or backs of heads)
5. Make sure that you have consent from parents/guardians covering any children (ie under 16); verbal permissions is probably sufficient as you will not be putting names to the pictures. Talk to youth leaders if it is a youth event – they will have the appropriate consent forms. See the guidance in our Pathways Mission: "Tips on using Social Media document".
6. Please try to include some 'action shots' as well as pictures of people posing for the camera. Photos of people 'doing' something often stand out and seem more interesting for newspapers to print. We like our photos to capture the 'mood' of the moment if possible.
7. Take several of photos of the same thing – that way you improve your chances that some will be good (in focus, no-one with their eyes shut or pulling a face....) (just send us the good ones!)
8. We need photos which we can publish – so they need to be, amongst other things, typically between 3Mb and 10Mb – smaller than this will not be usable. Please note that Facebook compresses photographs, so send us the original photos if you can.