**Purpose:**

This document describes how to create a large and small thumbnail for a metadata record from an existing image, subsequently used by GeoNetwork to create somewhat like a Google search result. This description uses ImageMagick, but many other applications could be used.

ImageMagick has huge image manipulation capability; this process just describes a basic resizing operation to generate thumbnails. ImageMagick can also improve a wide variety of source image deficiencies.

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| **Step** | **Major Activity** | **References, Forms and Details** |
| 1 | Download and install ImageMagick | http://www.imagemagick.org/script/download.php |
| 2 | Use IMDisplay:   * Open desired file * Click “Transform”, then “Trim Edges” | Removes blank space around source image |
| 3 | Resize:   * Click “View”, then “Resize” * Enter desired size result | Generally use   * 800 x 800 pixels for large thumbnail * 180 x 180 pixels for small thumbnail |
| 4 | Save:   * Click “file”, then “save as..” * Choose appropriate filename with desired extension | * Place the results in the desired folder – usually “thumbnails” * The large thumbnail image should be the same filename as the metadata name, with the desired extension (e.g. “.png”) * The small thumbnail image should be the same filename as the metadata name, with the extension (e.g. “\_s.png”) * Caution: if the result filename and extension is the same as the source and in the same folder, the source file will be over-written (usually not desired). |
| 5 | Check results:   * Open folder containing thumbnails * Hover over files to confirm dimensions, format and size * Open file | * Examine thumbnail properties for desired properties * If not correct, redo |