To resize (or determine a size) in Photoshop (Windows computers):

Step 1: Open image, click on Image, Image Size
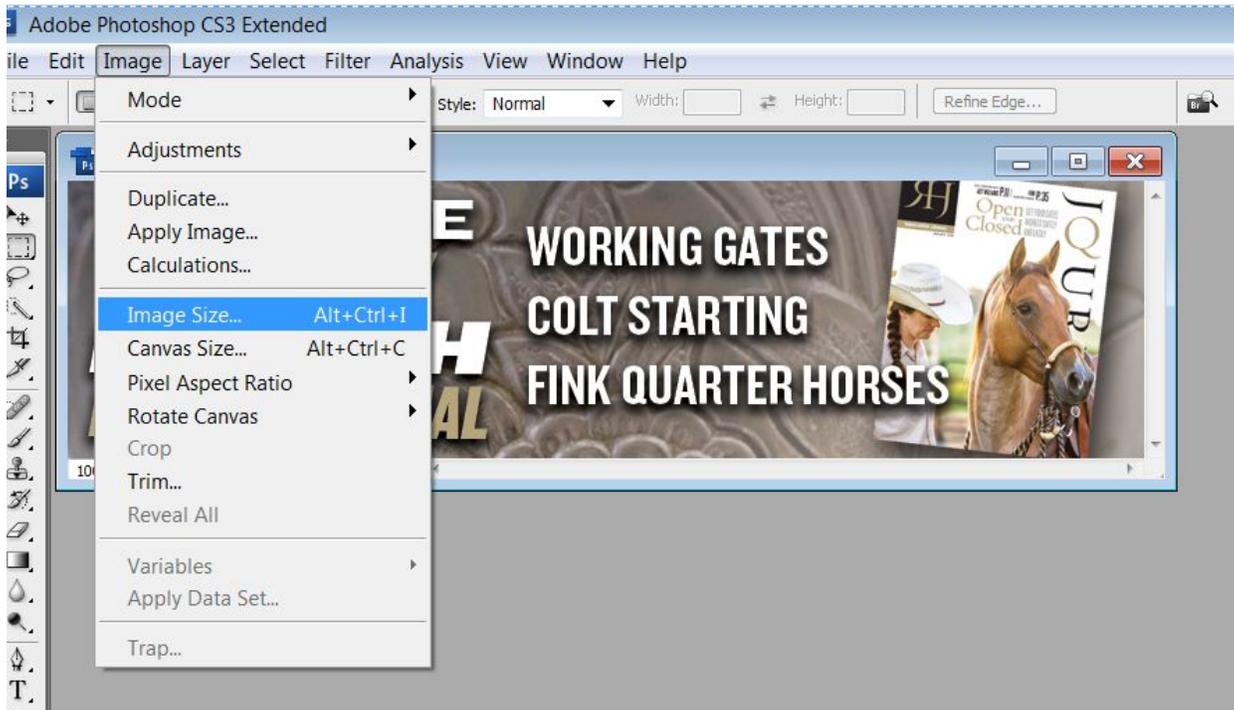
Step 2: When you Click on Image Size, this window will come up. When you change the width or height, the program will adjust the opposite setting accordingly. Change it and click OK (don't worry about all the other settings).

If the resolution is higher than 150 DPI, you can also change that now, as 150 is all that's necessary. But 300 is better if you have that option. (72 is for web)
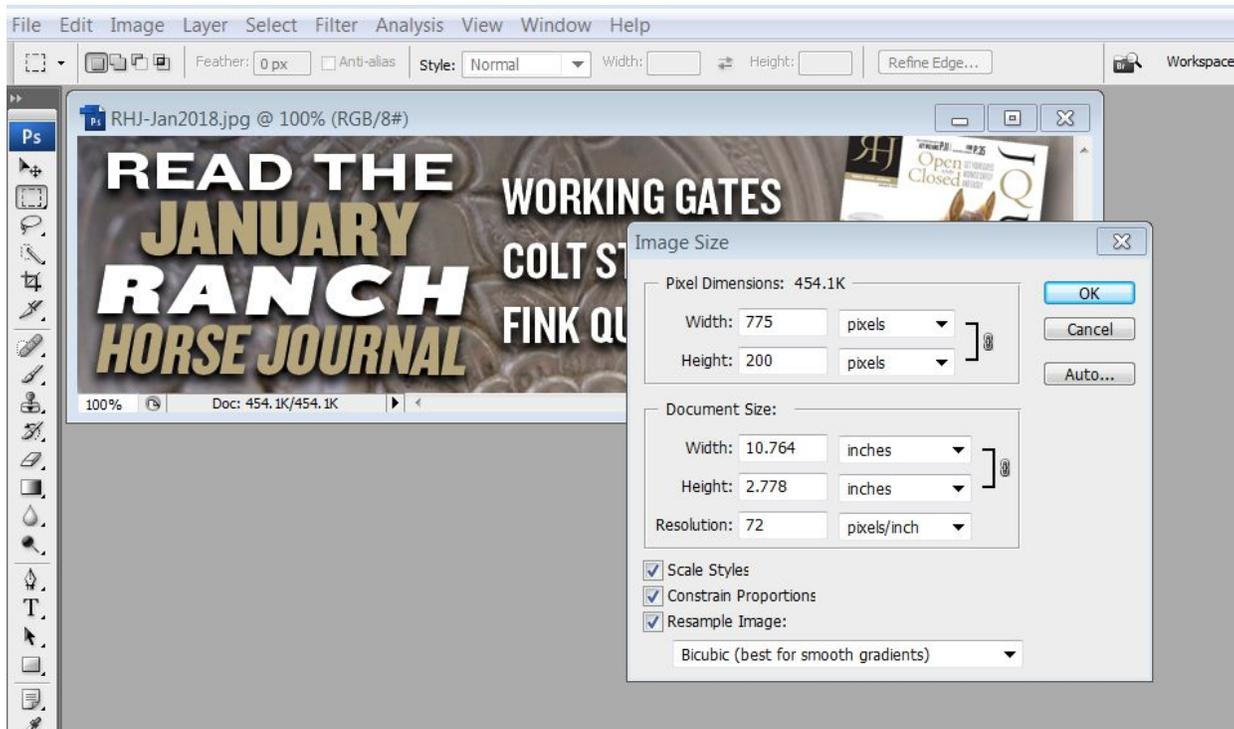
Step 3: Click "Save As", and at this time you can name your file correctly as well. A JPG Options box will come up. A) Set it on High (8), which will change the file size to "large," and B) unclick Preview. (However, you have to start with a higher-res photo, as one can't go up on pixels, only down). If you have received a 72 DPI photo, which is common when people pull them off the web, it's only going to be useable for the Internet Preview, not for printing.
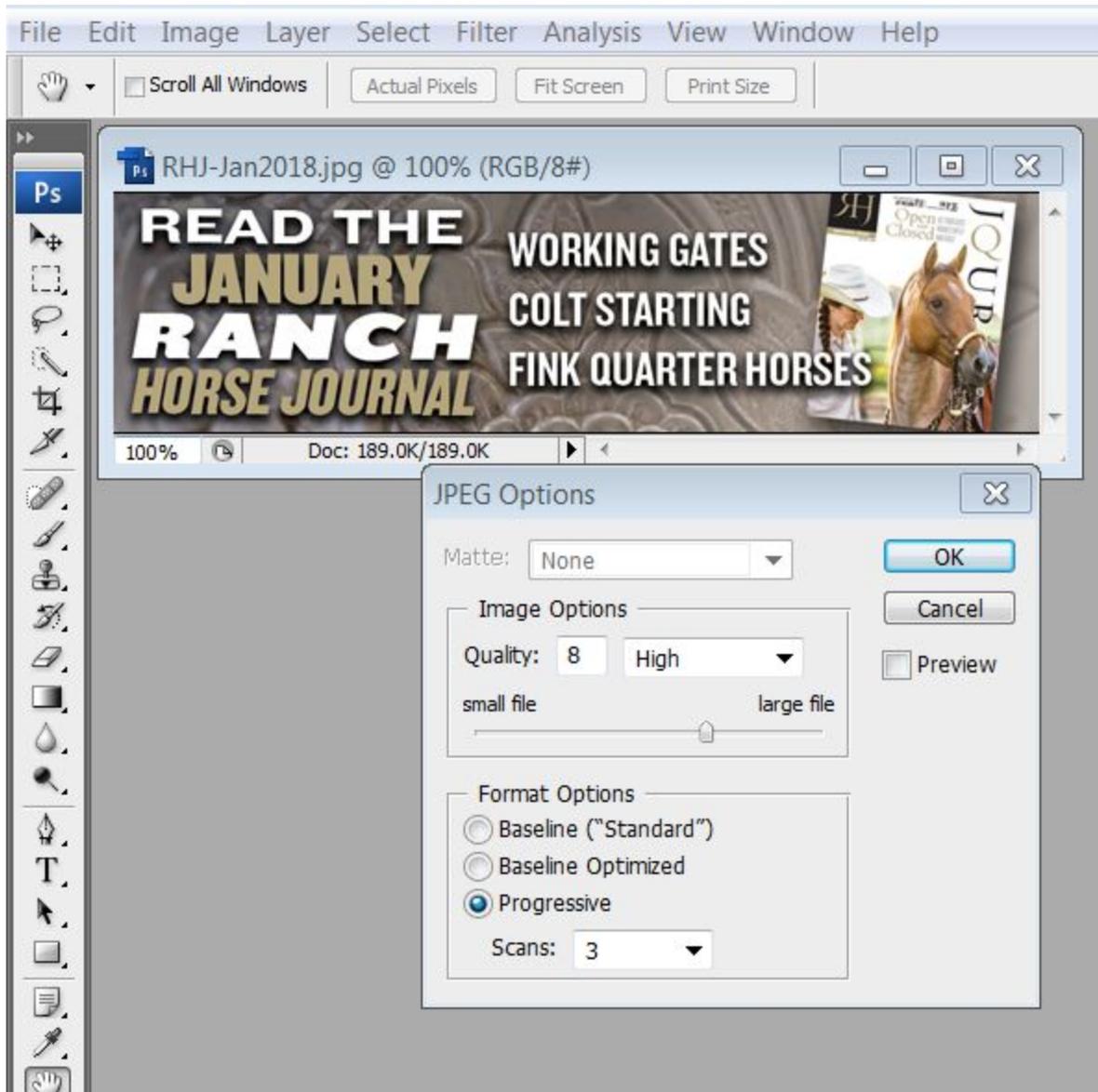
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To get size and resolution detail on a photo without opening Photoshop, right click on the photo in its folder, and click on Details when this window comes up: