**Different file formats**

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| **File extension** | **Definition** | **Characteristic** |
| bmp | Bitmap | Large file size.  Print quality images.  Not suitable for the web. |
| gif | Graphics interchange format | Small file size.  Used for web and screen presentations.  Supports transparency.  Lossless compression (no part of the image is deleted during compression so no loss of quality).  Can be used in most programs. |
| jpg or jpeg | Joint photographic experts group | Small file size, file size can be controlled by the user.  Ideal format for photographs, web and screen presentations.  Lossy compression (eliminates some tonal information).  Can be used in most programs. |
| pict | Picture file format | Apple Mac file format.  Can contain both vector and bitmap images. |
| Png | Portable network graphics | Small file size.  Can be used for photographs, web and screen presentations.  Enables compression without loss of quality. |
| Psd | Photoshop datafile | Large file size.  Can only be used in Photoshop.  Can store layers. |
| tiff | Tagged image file format | Can produce large high quality image or be compressed to very low quality and file size.  Good for storing/archiving images.  Not suitable for the web.  Can be used in most programs. |
| html | Hypertext markup language | Programming language designed for creating web pages and other information viewable in a web browser. |
| pdf | Portable document format | Can be read with Adobe Acrobat.  The font, images, layout and graphics are preserved. |
| txt | Text file | A text file that can be read by most systems and a wide range of applications.  Only text will be preserved: all formatting will be lost. |