Requirements for Entry to Printed Image League Competitions

Print Competition Secretary

Version 4.5 – 12 October 2016

Procedure.

Your print should be prepared in accordance with the Print Competition Rules as detailed in the Club Information & Rules booklet.

The Club needs to be able to manage the Entry List and results table for Print Competitions so that we can send the list out to members before the night, keep track of the marks and awards on the night and send out the results to members afterwards. We also need to maintain a digital image record of all Print Competition Entries. This enables us to put an image of a print onto the website as well as to select prints for use in print battles with other clubs, etc.

We use the same software to manage the Print Competition Entry List, Marks and Awards and Results Lists as for the PDI competitions. To allow us to do this we need you to send in a digital thumbnail copy of your image before the night of the competition. We will use the filename of your digital image copy for the competition Entry List, so your filename should be your Print Image Title as you want it to be shown in the list. You should then bring your prints with you to the Club meeting on the night of the competition at the latest by 7:20 pm.

The preferred method for submitting your digital thumbnail copy images is by email to :

images.bandbpc@gmail.com

On receipt of your email with your entry image thumbnail copies attached, the Competition Secretary will send you an acknowledgement confirming that your images have been received. Because these image copies are only required for administration purposes there isn't much we have to check once we have received them, but we will endeavour to contact you if there are any issues.

You will also be able to hand in your digital thumbnail copy images on a suitable USB stick, CD or DVD, SD or CF card if you need to – but we would prefer that you use the email method wherever possible.

Because each Print League Competition has a Mono and a Colour section you should clearly state which category you are entering each of your images into. For email submissions this is best handled using two separate emails – one for mono images and one for colour. You should state which is which in the email text or subject line. You **can** send all of your images together with one email if you wish, but if so, you **must** make sure that you clearly list each image and which section – Mono or Colour - you want it entered into.

If using physical media, the simplest method will be to put your copy images into a folder named "Mono" for the Mono entries and "Colour" for the Colour entries.

Deadlines – the most important bit!

For email submissions of your thumbnail digital copy images you have until mid-night on the Friday immediately preceding the Tuesday of the competition. This means that the <u>received time-stamp</u> of your email submission to the Competition Secretary must be on or before this time.

It is important that this aspect is observed in good faith by members as we need time to prepare the competition properly and it is not fair on members who have made their entries in good time if not.

The deadline for entry of digital image thumbnail copies using physical media – e.g. USB stick, CD, etc – is the Tuesday Club meeting the week before the night of the competition. Your entries can be handed directly to the Competition Secretary or his nominee at this meeting.

If you are entering the competition, please make sure you arrive in good time on the night with your prints ready so that we have time to set up the running order. **The deadline for presenting your prints on the night of the competition is before 7:20 pm.** This is especially important if we have a large number of entries!

How do I prepare my digital copy files for entry?

File format

Your digital thumbnail copy file should be a standard JPEG file with a .jpg extension.

File naming

The name you give to your file will be used by the competition software for your image's Title. This is what will be shown in the Entry List and it should match your image's official Title as shown on the print itself.

Your filename needs only to reflect your title for the image. You don't need to make any references to the competition, date – or anything else.

You can use any legal characters which are allowed by the Windows Operating System for naming your file. Spaces, for instance, and Capital or Lower Case letters are all fine. It's outside the scope of this document to give a definitive list of these, but I know you can't use any of the following :

\ / : * ? " < >

The important thing here is that your digital copy file name needs to match your print's written title.

When you save your file the Operating System should warn you if you have used an illegal character. Windows will allow a long file name, but you should note that this is also limited. If you have problems with characters and / or file name length you will have to modify the name until it accepts it. A short, succinct title is probably going to be the best approach in any case.

Size
The digital thumbnail copy image file should be a maximum of 320 x 320 pixels.

Colour profile
Your digital copy image should use "sRGB IEC61966-2.1". This allows consistency between our record images and your print.