

Submitting Images for Coastal Camera Club Competitions

6.30.15

A. General:

1. In order to enter any competitions (print or digital projected image), members must upload a properly formatted digital image to the website for our competition software by Wednesday at 11:59 pm EST one week before the scheduled competition.
2. In the rare situation that you will not have Internet access (e.g., you are out of the country) when the contest is open then email your resized images to hedge_713@yahoo.com before you leave (no one except a system administrator can enter your image for you, although anyone can bring your prints on the day of the competition).
3. The contests will be open so that you can upload your images by the Monday following the last competition, and the contests for the September competition will be open for uploading on September 1.
4. We recommend that you visit our club website, <http://coastalcameraclub.com>, for information on Competition Schedule, Assigned Subjects, Competition Rules and Mechanics, and to print out Competition Labels (required for Print Competitions).

B. Resize & Reformat Your Images:

1. Save your original image with another file name (so as not to accidentally resize your original—no constraints on the name as it isn't used by the competition software).
2. Resize longest side to 1400 pixels using your image editing software or the free resizer (for PC's only) on the Coastal Camera Club (CCC) website's members only page (click the green "Freebies" tile and select "Image Resizer" from the drop down list). There's a useful article on resizing images with Macs at [http://www.wikihow.com/Resize-Pictures-\(for-Macs\)](http://www.wikihow.com/Resize-Pictures-(for-Macs)).
3. Set color Profile to sRGB for best projected image color.
4. Set file Format to JPEG (required by the competition software).
5. Save your resized image to your computer.

C. Upload Your Image

1. Go to <http://www.photocontestpro.com> (the website can also be accessed through our website's "Members Only" page by clicking on the grey tile in the upper left-hand corner).
2. Click "Log In" in the upper right corner of the screen.
3. Enter your E-mail address, your Password, and Organization (select "Coastal Camera Club" from the drop down menu).
4. If you do not have a password click on "Logging in for the first time? Click Here" then enter your email address associated with your club membership and select "Coastal Camera Club" from the drop down menu and your initial password will be emailed to you automatically within a few minutes (if you don't get it within 10 minutes check your spam filters as the email may have been blocked).
5. Once you are logged in, select "Upload Pictures."
6. On the "Upload Pictures" page, select "Proceed to Upload Pictures Method 2" which is the only method that the Competition Committee will support (you may use Method 1, but you are on your own if it doesn't work).

7. Select the appropriate contests (maximum of two) from the list (only the contests for which you are eligible will appear, so that if you are in B Group you will see four contests for your group, and not the four contests for each of the A Group and Masters Group).
8. Enter the title of the image to be uploaded, your first and last name, and select "Coastal Camera Club" (your name and organization are typically pre-filled).
9. Click on the "Browse" button next to the "File" box and select the directory and resized image to be uploaded.
10. Click on "Upload Picture" to upload your image to the PhotoContest Pro server (please do not turn off your computer while your image is uploading)
11. "Your Uploaded Pictures" box will be displayed
12. Click "Show" to display your image, and "Delete" to remove and start over if you have uploaded an incorrect image
13. Repeat steps 7-12 above if you are submitting a second image
14. Click "Log Out" in the upper right hand corner when finished.
15. Congratulations—you have entered your image(s) for the next Digital Projected Image Competitions (nothing else is required for those competitions), and completed the first step for entering Print Competitions.
16. If you have any questions about these procedures, or suggestions for improvement, please send an email to the Competition Committee chairperson, hedge_713@yahoo.com.

D. Submitting Prints for Print Competitions

1. The digital images you submitted the week prior to the Print Competition will be projected and seen by the audience and the judges will only see, and judge, your prints in the light box (they will be facing away from the projector screen).
2. Affix a supplied Competition Label to the upper left hand corner on the back of your matted print (you can download and affix the label, and enter your print title, name, category, and group before the competition), fill out the label, and enter your assigned print number which will be available the night of the competition.
3. Add your print to the stack of prints for your Group and Contest(s), printed image facing down (the Competition Committee will ensure that your image is in the correct order).
4. Any digital file without a corresponding printed image, and any printed images without a corresponding digital file, will be disqualified from that evening's competition.
5. Due to the need to ensure that prints are synchronized with digital images we recommend that you have your print with the completed competition label attached not later than 5:45 pm, so that we can begin the competition by 6:00 pm. Prints will not be accepted after 6:00 pm.
6. Please see the Competition Rules posted on our website for print requirements as well as judging criteria for prints and projected images.