Digital Projection Entry Instructions

The image must be a jpg file. Raw, Photoshop PSD, Tiff, bmp and all other file types cannot be used.
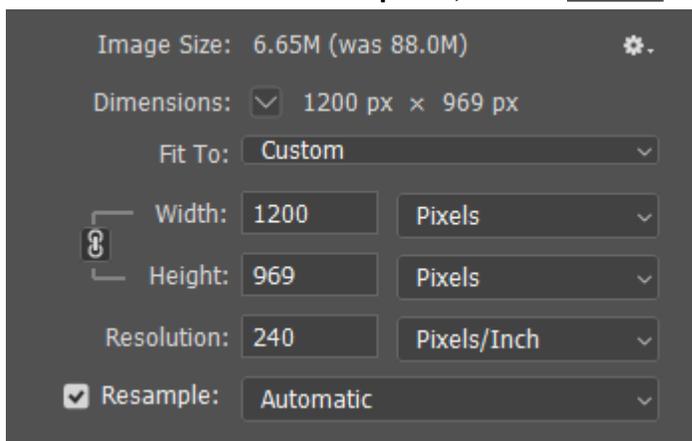
There are file size limitations for competition.

1) **The <u>Height</u> dimension can be no more than 1200 pixels.** The 1200 pixels in height is the same regardless of orientation (portrait of landscape) but it is only a maximum size, not a required size.
2) **There is a limit on the width of 1200 pixels**, so with landscape oriented images, make the width is 1200 and let the height fall to whatever it needs to be to keep the original proportions.

Using Photoshop:
In order to prepare an image for competition according to the guidelines above, do the following:

1) Open the file in Photoshop then select the "Image Size" function from the menu
2) If you see any of the following fields at the bottom of the Image Size window, make sure they are checked.
   a. "Scale Styles"
   b. "Constrain Proportions"
   c. **"Resample Image" or "Resample" – this is the most important field to have checked**
3) The Resample style should be "Automatic" or "Bicubic Sharper".
4) **The Resolution makes no difference for projection.** It can be any value.
5) In the Pixel Dimensions box, **change the <u>Width</u> and/or <u>Height</u> dimension to somewhere between 1080 and 1200 pixels**, so that <u>neither</u> dimension is larger than 1200.
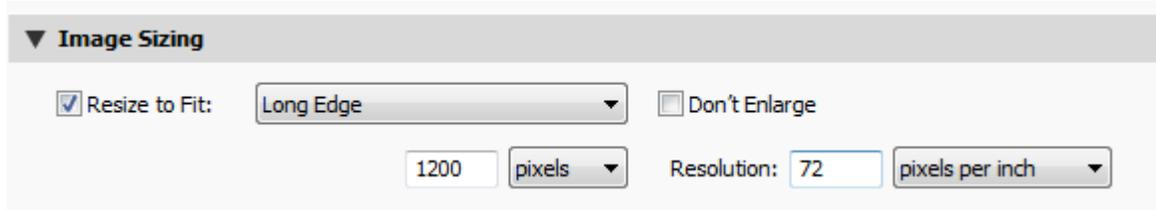
Image Size:	6.65M (was 88.0M)	⚙.
Dimensions:	✓ 1200 px × 969 px	
Fit To:	Custom	⌄
Width:	1200	Pixels ⌄
Height:	969	Pixels ⌄
Resolution:	240	Pixels/Inch ⌄
✓ Resample:	Automatic	⌄

6) Click, OK to complete the Image Size function
7) Select File/Save As from the menu

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8) In the Save As window, find and select the folder in which you want to save the file
9) Name the file in the "File Name" box
10) Select JPEG in the "Format" box (below "File Name")
11) Click the Save button
12) If you are asked what quality you want, select Maximum or 10

Using Lightroom:

1. In Library mode, select the image you want to use
2. Click on Export (lower left of the screen)
3. Under the File Settings section, choose JPG for Image Format; Quality should be 75 or higher
4. In the Image Sizing section, check the "Resize to Fit" box and then select "Long Edge"
5. In the box below Long Edge, change the dimensions to 1200 pixels.

6. **Resolution doesn't matter when projecting an image**
7. Click on the Export button and then the image is ready to be uploaded for competition

Using iPhoto on an Apple device:

1. Import a photo into iPhoto
2. Modify and/or crop photo if desired
3. With the photo selected, click on File > Export from the menu. It should bring up a screen like this one, below:

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4. Make sure the center button at the top, "File Export", is selected
5. "Kind" should be jpeg
6. "Quality" should be High
7. "Size" should be Large
8. Change "File Name" to whatever you like
9. Click on Export. It will ask for File Name and Location. Fill those in and click OK.

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To register at the PhotoContest Pro web site (*one time only*)

    1) Open your Internet browser and go to this web site – http://www.photocontestpro.com
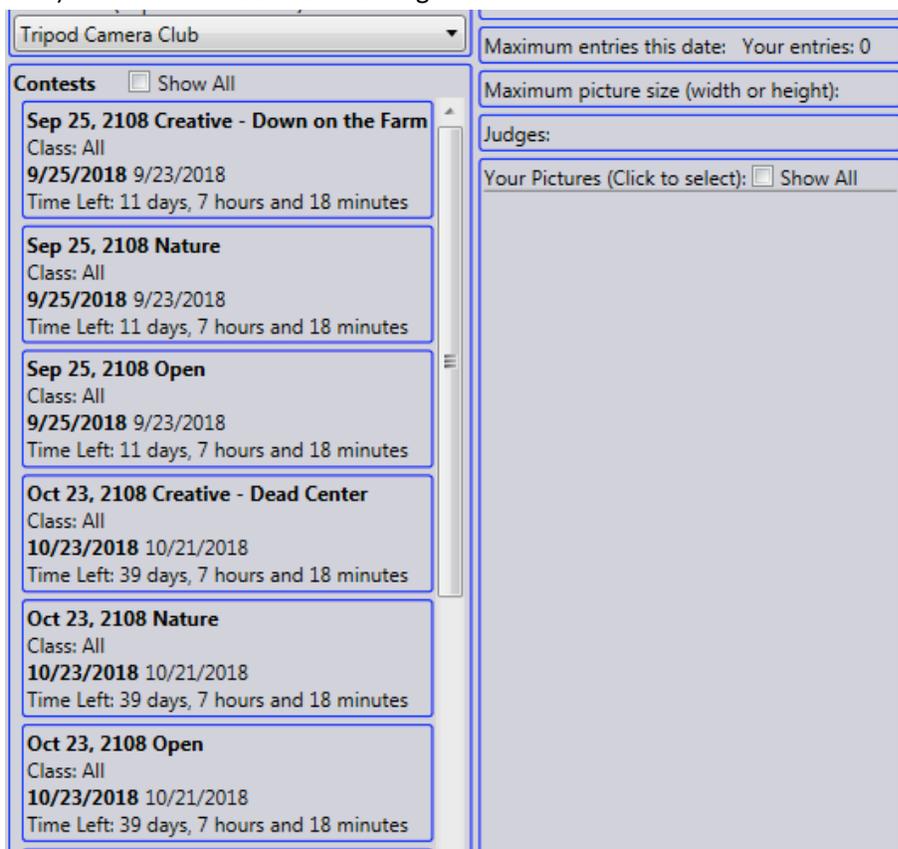

    2) In the upper right corner of the PhotoContest Pro screen you should see "Login". Click on Login

    3) Enter your email address that you used for the Tripod member list (if you and your spouse enter images and you only have one email address, you'll be able to identify who's images are who's later on)

    4) Select Tripod Camera Club in the "Organization" box

    5) Click on "**Forgot your password**". This will automatically send a password to your email address

    6) Check your email for the password

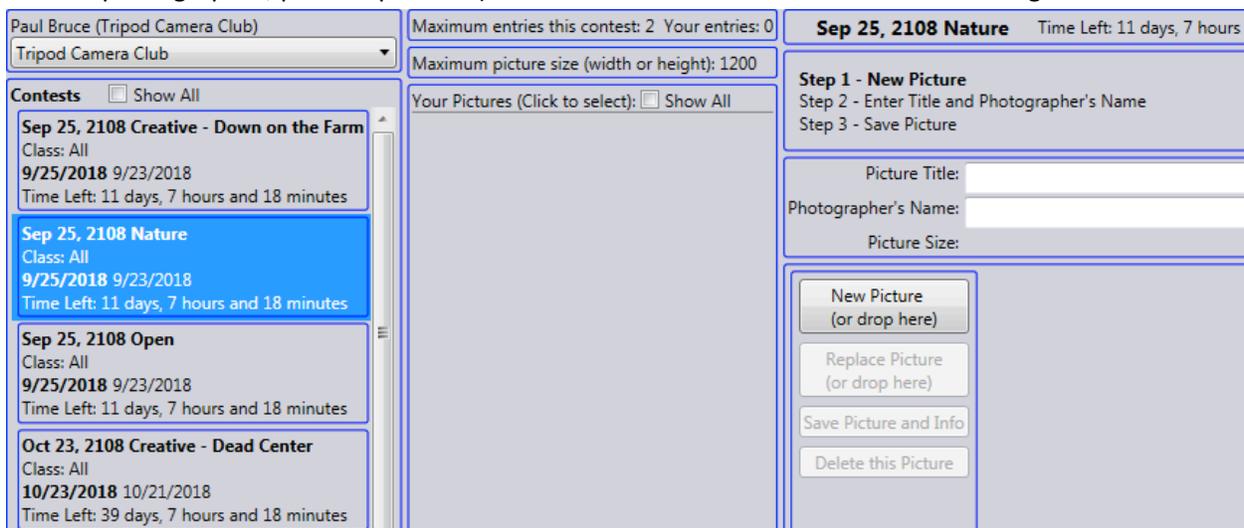**To upload the images for competition using the PCP Submit Pictures application on your computer:**

    1) After downloading and installing the PCP Submit Pictures app, it should leave an icon on your desktop. Double-click on that

    2) You should see "Login" fields on the screen

    3) Enter your email address that you used for the Tripod member list

    4) Enter your password

    5) Select Tripod Camera Club in the "Organization" box and click Login

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6) You should see the following screen:

7) A list of available competitions should be displayed on the left. Select the competition for which you want to upload your images by clicking on it. (As always, only two images are allowed per photographer, per competition.) The screen should now look like the following:

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1) Click on the New Picture button. Use this to find and select your jpg file that you want to upload
2) Enter the title on the right. **If you are competing in the Novice level, the word "Novice" must be added to the end of the title.** Your name should be filled in already. If you are entering images for someone else, be sure to change the Photographer name.
3) Click the "Save Picture and Info" button and wait for the upload to complete. This may take several minutes depending on the speed of your Internet connection
4) Repeat for your second image. You can upload for any competition that is listed, at any time
5) Once you've uploaded one or more images, you will see that they are listed on the screen. You can get a small preview of the image by clicking on "Select". Delete an image by first clicking "Select" and then clicking "Delete this Picture". To change the Photographer or Title, delete the image and upload it again. You will not see anyone else's images'
6) When you are done with all your uploads, click on Log Out in the upper right of the screen

Use Method 2 from the web site (http://www.photocontestpro.com/Default.aspx) if you are using an Apple computer or Method 1 did not work for you. See instructions for Method 2 on the next page.

Method 2: (Use only if Method 1 doesn't work for you)

   1) You should see the following screen for **Method 2:**

Upload Pictures (Method Two)

Organization
Tripod Camera Club ▾   Date format: MM/dd/yyyy ▾

Contest	Date	Closes	
Sep 25, 2108 Creative - Down on the Farm	09/25/2018	09/23/2018	Select
Sep 25, 2108 Nature	09/25/2018	09/23/2018	Select
Sep 25, 2108 Open	09/25/2018	09/23/2018	Select
Oct 23, 2108 Creative - Dead Center	10/23/2018	10/21/2018	Select
Oct 23, 2108 Nature	10/23/2018	10/21/2018	Select
Oct 23, 2108 Open	10/23/2018	10/21/2018	Select
Nov 27, 2108 Creative - Two of a Kind	11/27/2018	11/25/2018	Select
Nov 27, 2108 Nature	11/27/2018	11/25/2018	Select
Nov 27, 2108 Open	11/27/2018	11/25/2018	Select
Jan 22, 2019 Creative - Human Action	01/22/2019	01/20/2019	Select
Jan 22, 2019 Nature	01/22/2019	01/20/2019	Select
Jan 22, 2019 Open	01/22/2019	01/20/2019	Select
Feb 26, 2019 Creative - Historic	02/26/2019	02/24/2019	Select
Feb 26, 2019 Nature	02/26/2019	02/24/2019	Select
Feb 26, 2019 Open	02/26/2019	02/24/2019	Select
Mar 26, 2019 Creative - Twilight	03/26/2019	03/24/2019	Select
Mar 26, 2019 Nature	03/26/2019	03/24/2019	Select
Mar 26, 2019 Open	03/26/2019	03/24/2019	Select
Apr 23, 2019 Creative - Digital Manipulation	04/23/2019	04/21/2019	Select
Apr 23, 2019 Nature	04/23/2019	04/21/2019	Select
Apr 23, 2019 Open	04/23/2019	04/21/2019	Select

   2) A list of available competitions should be displayed on the left. Make sure The Organization field says "Tripod Camera Club". If not, click on the field and select it.

   3) Next, select the competition for which you want to upload your images by clicking on it. (As always, only two images are allowed per photographer, per competition.) The screen should now look like the following:

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4) Enter the title on the right. **If you are competing in the Novice level, the word "Novice" must be added to the end of the title.** Your name and Organization should be filled in already. If you are entering images for someone else, be sure to change the Photographer name.

5) Click on the "Browse" button next to the File box. Use this to find and select your jpg file that matches the title

6) Click "Upload Picture" and wait for the upload to complete. This may take several minutes depending on the speed of your Internet connection

7) Repeat for your second image. You can upload for any competition that is listed, at any time

8) Once you've uploaded one or more images, you will see that they are listed on the screen. You can get a small preview of the image by clicking on "Show". Delete an image by clicking "Delete". To change the Photographer or Title, delete the image and upload it again. You will not see anyone else's images.

9) When you are done with all your uploads, click on Log Out in the upper right of the screen.