

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 Height dimension can be no more than 1080 pixels.** The 1080 pixels in height is the same regardless of orientation (portrait or 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 1200 and let the height fall to whatever it needs to be to keep the original proportions.

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

- 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 at the top, **change the Height dimension to 1080 pixels.** (The Width dimension should automatically change proportionally)
- 6) Click, OK to complete the Image Size function
- 7) Select File/Save As from the menu
- 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

Digital Projection Entry Instructions

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

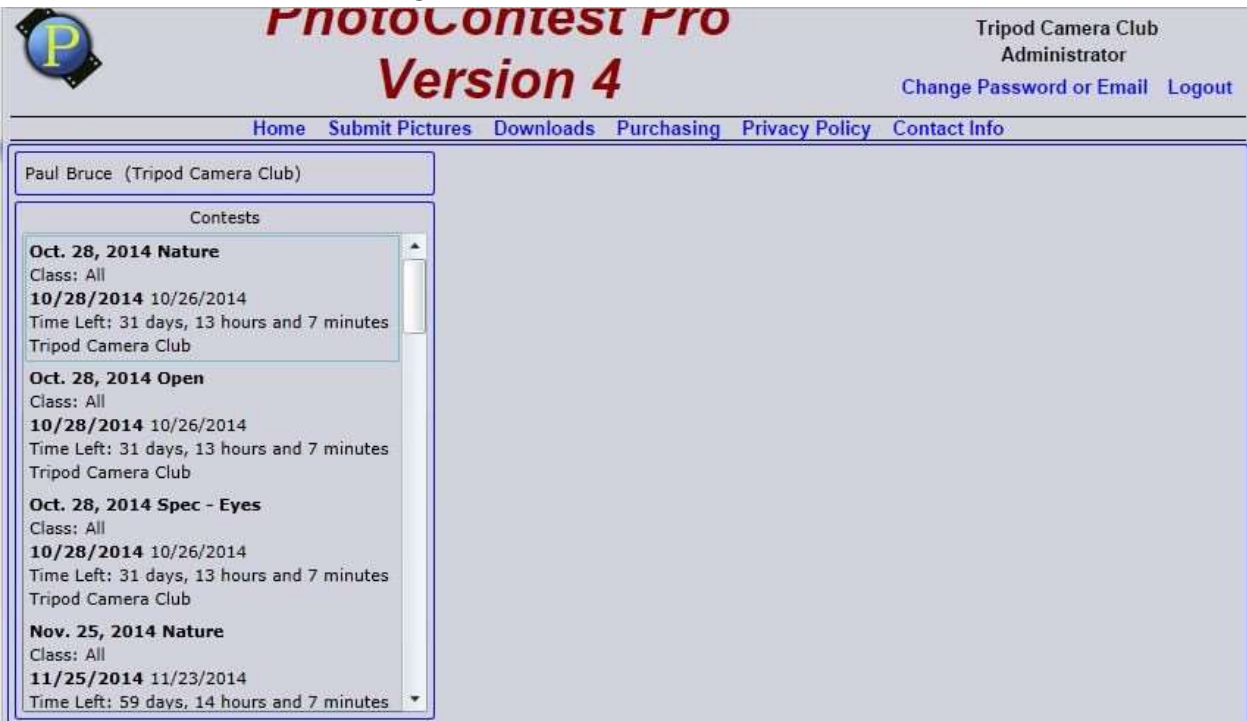
To **upload** the images using the PhotoContest web site for competition:

(See section below for "using the PhotoContest PC program" to upload the images)

- 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
- 4) Enter your password
- 5) Select Tripod Camera Club in the "Organization" box and click Login
- 6) There should now be an option just under the title called "Submit Pictures". Click on it
- 7) You should now have an option to use one of two methods. The preferred method is Method 1 so click on that. (If Method 1 doesn't work for you, skip ahead to the Method 2 section below.)

Digital Projection Entry Instructions

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



The screenshot shows the 'PhotoContest Pro Version 4' website interface. At the top, there is a logo with a 'P' on a camera lens, the title 'PhotoContest Pro Version 4', and the user 'Paul Bruce (Tripod Camera Club)'. Navigation links include 'Home', 'Submit Pictures', 'Downloads', 'Purchasing', 'Privacy Policy', and 'Contact Info'. A list of contests is displayed on the left side of the page:

- Oct. 28, 2014 Nature**
Class: All
10/28/2014 10/26/2014
Time Left: 31 days, 13 hours and 7 minutes
Tripod Camera Club
- Oct. 28, 2014 Open**
Class: All
10/28/2014 10/26/2014
Time Left: 31 days, 13 hours and 7 minutes
Tripod Camera Club
- Oct. 28, 2014 Spec - Eyes**
Class: All
10/28/2014 10/26/2014
Time Left: 31 days, 13 hours and 7 minutes
Tripod Camera Club
- Nov. 25, 2014 Nature**
Class: All
11/25/2014 11/23/2014
Time Left: 59 days, 14 hours and 7 minutes

9) 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:



The screenshot shows the 'PhotoContest Pro Version 4' website interface with the 'New Picture' form. The user is 'Paul Bruce (Tripod Camera Club)'. The contests list is visible on the left, with 'Oct. 28, 2014 Nature' selected. The main area is titled 'Your Pictures (Click to select) Show All'. The 'New Picture' form includes the following fields and buttons:

- Step 1 - New Picture**
Step 2 - Enter Title and Photographer's Name
Step 3 - Save Picture
- Contest Name: Oct. 28, 2014 Nature
- Picture Title:
- Photographer's Name:
- Picture Size:
- Buttons: New Picture (or drop here), Replace Picture (or drop here), Save Picture and Info, Delete this Picture

1) Click on the New Picture button. Use this to find and select your jpg file that matches the title

Digital Projection Entry Instructions

- 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

See Method 2 on the next page if Method 1 did not work for you.

Digital Projection Entry Instructions

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

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



Organization

Tripod Camera Club ▼

Contest	Date	Closes	
Oct. 28, 2014 Nature	10/28/2014	10/26/2014	Select
Oct. 28, 2014 Open	10/28/2014	10/26/2014	Select
Oct. 28, 2014 Spec - Eyes	10/28/2014	10/26/2014	Select
Nov. 25, 2014 Nature	11/25/2014	11/23/2014	Select
Nov. 25, 2014 Open	11/25/2014	11/23/2014	Select
Jan. 27, 2015 Nature	1/27/2015	1/25/2015	Select
Jan. 27, 2015 Open	1/27/2015	1/25/2015	Select
Jan. 27, 2015 Spec - On the forest Floor	1/27/2015	1/25/2015	Select
Feb. 24, 2015 Nature	2/24/2015	2/22/2015	Select
Feb. 24, 2015 Open	2/24/2015	2/22/2015	Select
Feb. 24, 2015 Spec - Old and Worn	2/24/2015	2/22/2015	Select
Mar. 24, 2015 Nature	3/24/2015	3/22/2015	Select
Mar. 24, 2015 Open	3/24/2015	3/22/2015	Select
Mar. 24, 2015 Spec - Mirror Image	3/24/2015	3/22/2015	Select
April 28, 2015 Digital Manipulation	4/28/2015	4/26/2015	Select
April 28, 2015 Nature	4/28/2015	4/26/2015	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:

Digital Projection Entry Instructions

Welcome Paul Bruce
Tripod Camera Club
Administrator
[Change Password or Email](#) [Logout](#)

[Home](#) [Submit Pictures](#) [Downloads](#) [Purchasing](#) [Privacy Policy](#) [Contact Info](#)

Upload Pictures (Method Two)

Organization: Tripod Camera Club ▼

Contest	Date	Closes	
Oct. 28, 2014 Nature	10/28/2014	10/26/2014	Select
Oct. 28, 2014 Open	10/28/2014	10/26/2014	Select
Oct. 28, 2014 Spec - Eyes	10/28/2014	10/26/2014	Select
Nov. 25, 2014 Nature	11/25/2014	11/23/2014	Select
Nov. 25, 2014 Open	11/25/2014	11/23/2014	Select
Jan. 27, 2015 Nature	1/27/2015	1/25/2015	Select
Jan. 27, 2015 Open	1/27/2015	1/25/2015	Select
Jan. 27, 2015 Spec - On the forest Floor	1/27/2015	1/25/2015	Select
Feb. 24, 2015 Nature	2/24/2015	2/22/2015	Select
Feb. 24, 2015 Open	2/24/2015	2/22/2015	Select
Feb. 24, 2015 Spec - Old and Worn	2/24/2015	2/22/2015	Select
Mar. 24, 2015 Nature	3/24/2015	3/22/2015	Select
Mar. 24, 2015 Open	3/24/2015	3/22/2015	Select
Mar. 24, 2015 Spec - Mirror Image	3/24/2015	3/22/2015	Select
April 28, 2015 Digital Manipulation	4/28/2015	4/26/2015	Select
April 28, 2015 Nature	4/28/2015	4/26/2015	Select
April 28, 2015 Open	4/28/2015	4/26/2015	Select

Contest Information

Contest ID: c181ce89-f61e-4a0a-8274-da742ecd3346
Org Name: Tripod Camera Club
Contest Name: Oct. 28, 2014 Nature
Contest Date: 10/28/2014
Final Entry Date: 10/26/2014
Time Left: 31 days, 13 hours and 3 minutes
Max Pictures Allowed this Date:

Picture to Upload

Title:

Photographer: First Name: Last Name:

Organization: Tripod Camera Club ▼

File: No file chosen

Your Uploaded Pictures

- 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.