

Preparing your image for Club competitions

This guide is to help you make sure your image is prepared correctly for our PDI & PRINT competitions.

This includes NAMING, RESIZING, setting the correct FORMAT and COLOUR PROFILE, so that the PDI software and projector display your image as you would expect. For PRINTS it is so that the presentation order and titles are correct for the competition and that all images can be loaded onto the website.

NAMING

Your image should have a title. Our software allows you to upload any filename (provided it is a JPG format – see below).

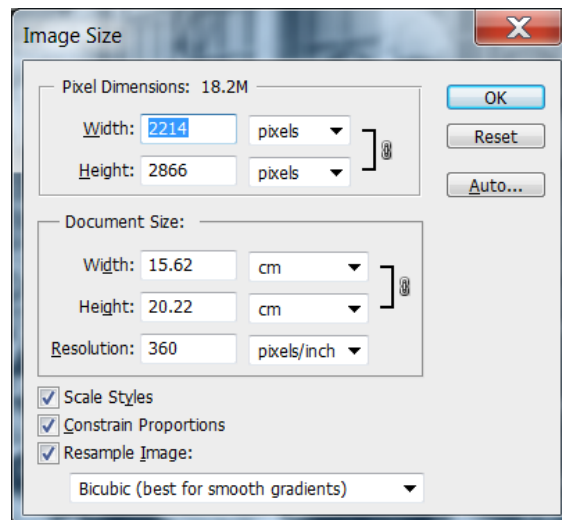
When you upload your image (at <http://www.photocompentries.net/?org=WrekinClub>) you get the opportunity to give it a TITLE of your choosing. The system will automatically populate the TITLE field with the Filename, but that can be overwritten if you wish. See LINKS and GUIDES tab on our website for the Guide to our online entry system or <http://wrekinartspc.com/s/WREKIN-ARTS-PC-PDI-WEB-SUBMISSION-USER-GUIDE.pdf>.

RESIZING

Your images should be a MAXIMUM of 1050 pixels vertically and 1400 pixels horizontally. Do not exceed these dimensions in either direction otherwise the software will reject your image. A smaller image will be accepted but will display smaller when projected.

If you are using Photoshop (PS), below is the process for resizing.

1. Open your image in PS.
2. Go to the IMAGE menu and select IMAGE SIZE from the dropdown list. This will display a box similar to –



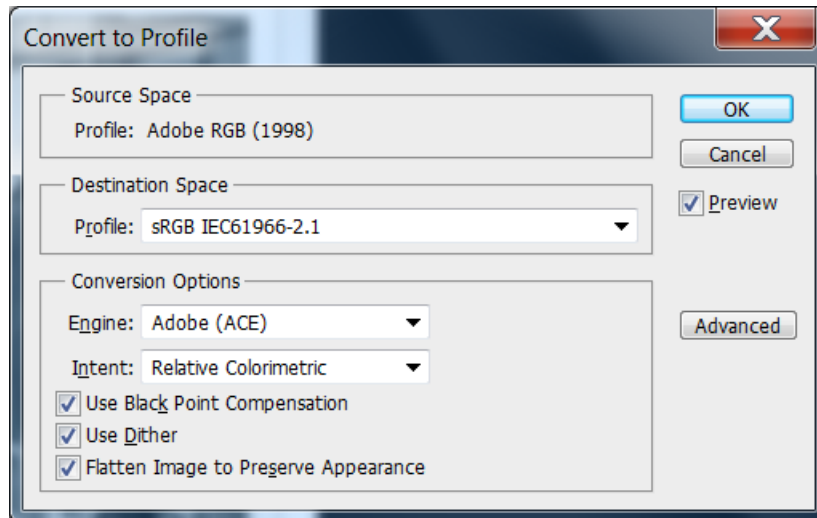
NOTE – The option you choose in the bottom section of the 'IMAGE SIZE' box is up to you, but it is suggested you select either BICUBIC or BICUBIC SHARPER as I'm assuming you are reducing the size of your image.

3.
 - i. Ensure you have the RESAMPLE/CONSTRAIN and SCALE boxes ticked.
 - ii. The RESOLUTION figure is best set it at 300. Do that BEFORE changing the Pixel dimensions in the next step.
 - iii. Change the PIXEL DIMENSION WIDTH to 1400. This will automatically scale the Height element in scale. If the HEIGHT element is still larger than 1050, you need to enter 1050 in the Height box to ensure the image falls within the accepted maximum values.
 - iv. Select OK to resize.
Don't be concerned that it looks small on your screen.

COLOUR PROFILE

The projector we use is set to display the SRGB colour range (and website). So if you use a different colour profile for your work e.g. ADOBE RGB, you need to change this for your image.

1.
 - i. Select the EDIT menu and CONVERT TO PROFILE from the drop down list.
This will display a box similar to –



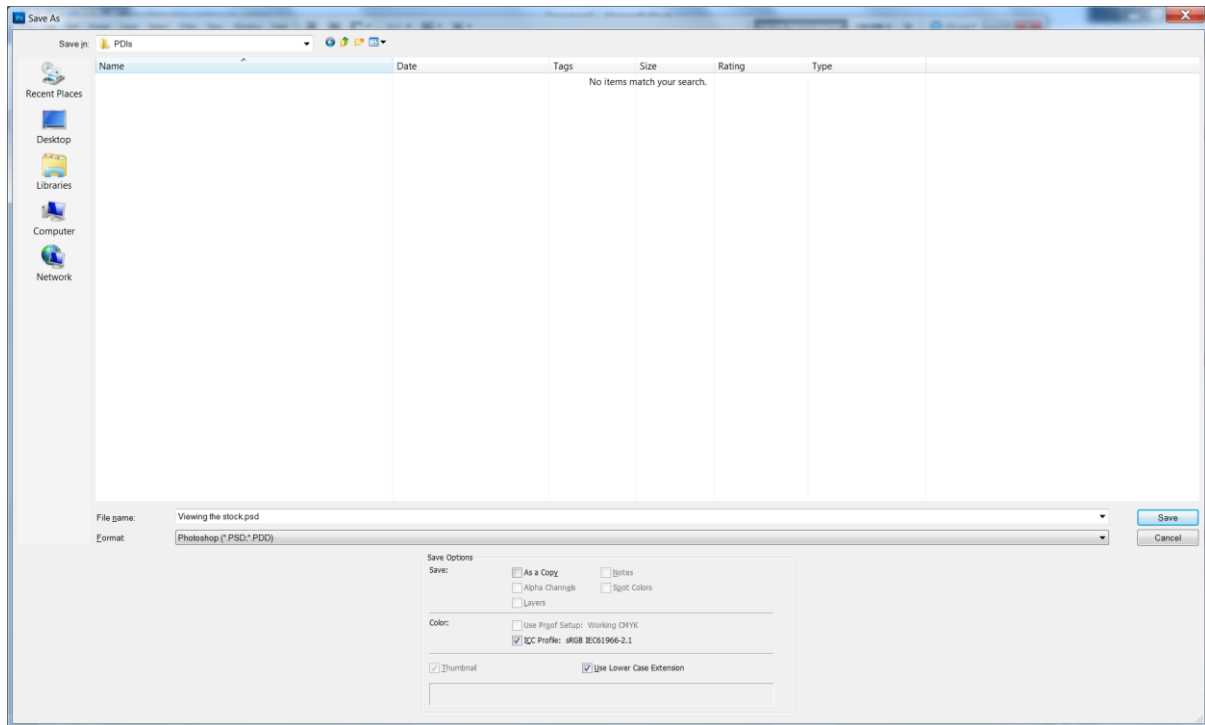
NOTE – the options preset in the boxes will depend on how your PS is set up.

- ii. The CONVERSION options are up to you, but I would recommend as shown above.
- iii. IMPORTANTLY, ensure DESTINATION SPACE is set to SRGB as above.
- iv. Select OK.

FORMAT

The format must be JPEG otherwise the PDI software will reject your image.

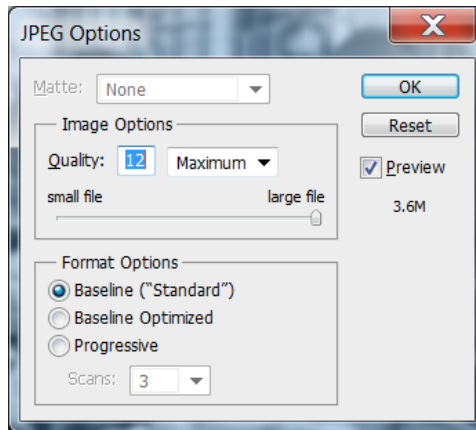
1. Go to the FILE menu and select SAVE AS in the dropdown list.
This will give you a view of your computers File system, defaulting to the location of the original image you are resizing.
2. Select the folder in which you want to place the resized file. For me I save all my PDI sized files in a Folder called PDI, but it can be wherever you choose provided you remember where you saved it! –



NOTE – if you are converting from say PSD, you may see an empty folder like above. This is because it will only show the files of the FORMAT selected in the FORMAT box near the bottom of the screen (I have no PSDs in this folder). Also note the COLOUR should show SRGB if you have followed the instructions correctly.

3. In the FORMAT box near the bottom of the screen, click on the little black triangle at the end of the box and select JPEG (*.JPG.....) from the dropdown list.
4. Give your image the FILENAME you wish – it will default to JPG type so no need to type that in.

5. Click SAVE. This will present a box similar to –



NOTE – the size (3.6M) shown here is not representative. You should expect something from 500K – 1.5mb.

6. Move the slider all the way to the right to get the largest size possible (Quality = 12). I suggest you use BASELINE (Standard) as the 'format option'.
If you are entering other competitions, they may well ask you to save your file with a lower quality – just move the slider left to reduce the quality of the JPEG conversion.
BUT FOR OURS, covert with Quality 12.
7. Click OK and you are done.

Your JPEG file is now saved in the location you chose, with the name you gave it, ready for uploading online.

PRINTS

The purpose is to hold a digital image of the PRINTS entered so that Prints that gain awards in the competitions can be loaded onto the Club Website for viewing and are available for the Club to see when selecting for National Club competitions.

The process is exactly the same as for PDI entries. You login to the online entry system ([click here](#)) and select the relevant competition and follow the process to upload the digital version of your prints.

Remember for PRINTS there are two sections - MONO and COLOUR (of course you don't have to enter both).

You continue as always to bring your prints (correctly labelled) in on the Friday before the

competition. However, the 'digital upload' will close on the Friday midnight before the competition, as normal. If you don't upload the digital image of your Print, it won't be included in the judging (see exceptions below) and it can't be shown on the Website should you win an award.

If anyone has a problem with uploading, speak to Calvin who will assist you. Just as for PDIs processes will be in place for exceptions where people CAN'T upload for a competition for some good reason - in such cases contact Calvin ASAP so it can be managed manually.

You need to size and format your PRINT digital image (the one you will upload - NOT YOUR PRINT version!) EXACTLY the same as for PDIs e.g. SRGB, max 1400*1050 etc.

For those of you who use LIGHTROOM, this can be easily done by using the EXPORT function against your PRINT images. Make sure you set it correctly for SRGB, JPEG etc. and use the **WIDTH & HEIGHT** setting to resize, specifying 1400*1050 (Note, if this doesn't give the correct W*H format, try DIMENSION setting). Once you have set this up, you can save it as a pre-set EXPORT for future use.

If anyone has difficulties, contact Calvin (Calvin.downes@btinternet.com) for assistance.

Calvin Downes.