

S4C Digital Competitions

Instructions for Entry Submission (Individual) (Interclub instructions are contained in a separate document) 2008-09

Preamble:

S4C now has digital competitions in all Divisions (Pictorial, Nature, Photo Travel, Photojournalism) as follows:

- Pictorial Color Individual
- Pictorial Color Interclub
- Pictorial Creative
- Pictorial Monochrome
- Nature General
- Nature Wildlife
- Photo Travel (General)
- Photojournalism (General)
- Photojournalism (Human Interest)

This document describes the rules for entry and the processes to be followed for all *individual* competitions. *Rules for entry for Digital Interclub Color are the subject of a separate document.* **General Competition Guidelines – including definitions of acceptable content for each competition – can be found at:**

http://www.pcms-photo.org/s4c_competitions/

UEN (Uniform Entry Number):

Every entrant must have an S4C Uniform Entry Number (UEN) prior to submitting entries into a digital competition. **The deadline for obtaining a UEN is the *first (1st)* of the month immediately prior to the competition.** This deadline will be *scrupulously* observed. Entries received without UENs after that date will be held for submission the following month as makeups. *No entries will be accepted without a UEN.*

UENs can be requested by downloading an application form from:

http://www.pcms-photo.org/s4c/s4c_uen/S4C_uen_request_form.pdf

Complete the form, and follow instructions on the form for emailing. Once obtained, a UEN is valid for *all* S4C competitions.

Submission Deadline:

All entries must be received by email no later than 11:59 p.m. of the last day of the month immediately *preceding* the competition (January 31st, for example, for the

February competition). Subject to this final deadline, they may be submitted any time *after* the previous competition.

Image Formats and Titles:

All images submitted must conform to the general rules that apply to each division/competition (whether digital or print). Images submitted to digital competitions may originate from any source (digital camera, scanner, scanned film etc.) but **must be submitted in jpeg format with the image sized so that the longest dimension does not exceed 768 pixels**. See Appendix for instructions on how to achieve this. Concepts such as filesize and resolution are irrelevant to this consideration.

Images received that exceed the specified dimension may be automatically downsized to fit the specifications. Since – particularly close to the competition deadline – this may be done without notification, Entrants should take care to ensure that their submitted images indeed meet the required specifications.

Each image file should be named with the UEN (Uniform Entry Number) of the submitter and the title of the image, separated by an underscore (and only spaces between the words of the title). For example: 72_The Rain In Spain.jpg. Images submitted that do not conform to this requirement may be rejected!

Please capitalize the first letter of each word (including small words) but not the whole word! And please use spaces to separate words not underscores (or anything else) unless you mean it to be part of the title.

Addition Titling Constraints:

Titles of images may not exceed 35 characters. The characters may not include any of the following reserved characters: *,\$,!,%,#,,=.

This limitation of 35 characters includes any ‘qualifiers’ used for the maker’s convenience to distinguish images that would otherwise have the same title. Apart from such qualifiers, titles must be composed of understandable words or common acronyms; no digits are permitted in this part of the title (use ‘Two Flowers’ rather than ‘2 Flowers’). Any qualifiers are limited in length to 5 characters plus, if required, an additional optional qualifier to indicate that the image is a monochrome version (Mono or BW). The qualifier and its constituent parts should be separated by hypens or underscores. Thus, for example:

The Rain In Spain_508-2_BW

is acceptable.

Images per Entry:

Up to two (2) images may be submitted per entry. Normal S4C rules apply to makeups, disqualifications etc. See online [Competition Guidelines](#).

Email Submission:

Images that are part of an entry should be submitted as attachments to a covering email. All entered images may be attached to the same email or each may be attached separately to duplicates of the same email.

The subject line of the covering email should simply say:

S4C [Competition Month]: [Competition Name] [UEN]

For example, the subject line might be as follows:

S4C October: Nature Wildlife 832The body of the email should contain the following information:

Name (of entrant)
UEN (of entrant)
Competition (name)
Month (of competition)
Image 1 (title) [add an asterisk at the end if a makeup]
Image 2 (title) [add an asterisk at the end if a makeup]
Image 3 (title) [add an asterisk at the end if a makeup]
Etc

For example:

Name: Pat Smith
UEN: 832
Competition: Nature Wildlife
Month: October
Title 1: Hungry Bear
Title 2: Sleeping Tiger
Title 3: Humming Hummingbird*

The titles should be exactly the same as on the image files that are attached. Regular titles should come first followed by makeups. If each image is attached to a separate email, all the above information should be repeated in each copy of the covering emails.

Send Emails and Attached Images To The Correct Email Address:

s4ccolorind@pcms-photo.org for **Pictorial Color Individual**
s4ccreat@pcms-photo.org for **Pictorial Creative**
s4cnatgen@pcms-photo.org for **Nature General**
s4cnatwild@pcms-photo.org for **Nature Wildlife**
s4ctrav@pcms-photo.org for **Photo Travel**
s4cpj@pcms-photo.org for **Photojournalism General**
s4cpjh@pcms-photo.org for **Photojournalism Human Interest**
s4cmono@pcms-photo.org for **Pictorial Monochrome**

Judging Order:

Images will be **judged by round in the order** indicated by the entrant in the covering email.

Questions?

Any questions on any of the above should be addressed by email to:

s4cinfo@pcms-photo.org

Appendix: Resizing Images for Submission

To resize an image in Photoshop or Photoshop Elements, do the following.

Alternative 1 (Photoshop or Photoshop Elements)

1. Open the image in Photoshop or Photoshop Elements.
2. Choose (from the menus at the top) **Image>Size** (Photoshop) or **Image>Resize>Image Size** (Photoshop Elements).
3. Make sure the three boxes at the bottom left of the dialog box that pops up are all checked.
4. At the top of the dialog box make sure that 'pixels' is displayed from both the pulldown menus at the right.
5. Again at the top, look for the largest of the two numbers (width, height) that are showing. Set it to 768.
6. Click OK.
7. Using **File>Save As** to save your image to a convenient location (for subsequent email attachment). When the dialog box pops up, enter the new name for the file as indicated above, browse to the new location, and select jpg or jpeg as the filetype. Click OK. Then select 12 for quality in the subsequent dialog box that pops up. Click OK again. *Be sure in this step that you choose Save As (not Save) so you do not overwrite your original image!*

Alternative 2 (easier and quicker method in Photoshop)

1. Open the image in Photoshop.
2. Choose (from the menus at the top) **File>Automate>Fit Image**.
3. In the dialog box that pops up, set **both** Width and Height to 768.
4. Click OK.
5. Using **File>Save As** to save your image to a convenient location (for subsequent email attachment). When the dialog box pops up, enter the new name for the file as indicated above, browse to the new location, and select jpg or jpeg as the filetype. Click OK. Then select 12 for quality in the subsequent dialog box that pops up. Click OK again. *Be sure in this step that you choose Save As (not Save) so you do not overwrite your original image!*