Photo Review Submission Guidelines

Contents

Purpose

There are two main purposes for the RPS Photo Review:

Education: A judge who is a professional in the photographic field critiques your images. You hear feedback about the images of other members, which can both help and inspire your own photography.

Competition: You can see how your images rate with a particular judge, and how they fare against other images in the category. Also, points may be accumulated toward Photographer of the Year awards.

General Rules

- Members may enter one photo in each category per Photo Review.

- Only current members may submit images for Photo Review. All images, and all parts of composite images, must be from photographs made by the photographer submitting the image.

- Images must have been captured in the 24 months preceding the date of the Photo Review. If the date of the Photo Review is June 2, 2020, an image captured before June 2, 2018 will not qualify for entry.

- Images submitted after the deadline will not be accepted.

- An image that was not awarded points in its first Photo Review may be resubmitted in only one future Photo Review.

- Members must be present in person or virtually to participate in Photo Review and to receive points. If you are unable to attend, your image will likely be reviewed, but no awards or points will be given.

- By submitting images, you are authorizing RPS to use the image for purposes of promoting RPS. The photographer retains all copyrights and control of the image.

- These guidelines may change occasionally. Please check the RPS website at www.roswellphotosociety.com for current rules.

Categories

Digital: Images presented through a computer with a digital projector. Images may be color, B&W, or a combination of the two.

Print: Images presented as a physical print. Images may be color, B&W, or a combination of the two. Prints may be produced by the photographer or by a lab.

Steps for Submitting Images for Photo Review

Digital Images
Prior to meeting
- Prepare the image file according to the file type, size and resolution as outlined in the *Preparing Your Digital Images* section of this document.
- The file must be named with the following format:
  - FirstNameLastName-ImageTitle-Category
  - Example: TomJones-SpringSunrise-digital
- Submit your image online at roswellphotosociety.com.
  - Enter your first name, last name and email address.
  - Select the category for your entry *(Digital)*
  - Browse for your image file, complete the Captcha (text validation box) and select Upload.
- Upon successful submission, you will be presented with a confirmation of successful submission in the browser window and a confirmation email to the email address you provided.
- Images must be received no later than 4:00 p.m. on the Sunday before the review.

At meeting (before 7 PM)
- Initial next to your name/image name on the digital submission sign-in sheet.

Printed Images
Preparation of Digital File
- Prepare the image file according to the file type, size and resolution as outlined in the *Preparing Your Digital Images* section of this document.
- The file must be named with the following format:
  - FirstNameLastName-ImageTitle-Category
  - Example: TomJones-SpringSunrise-print
- Submit your image online at roswellphotosociety.com
  - Enter your first name, last name, and email address.
  - Select the category for your entry (*Print*)
  - Browse for your image file, complete the Captcha (text validation box) and select Upload.

- Upon successful submission, you will be presented with a confirmation of successful submission in the browser window and a confirmation email to the email address you provided.
- Images must be received no later than 4:00 p.m. on the Sunday before the review.

Prior to meeting
- Prints can be presented with or without a mat. Framed images are not allowed.
- Prints must be adhered to a mat or a sturdy mounting board that allows the print to stand on an easel without bending.
- White, black, or neutral mats are encouraged. Tape or clips should not be visible.
- The smallest acceptable size of the image (without a mat), is 36" in total of all four sides (i.e. 8" x 10", 9" x 9" square, 14" x 4" panorama, etc.)
- The largest acceptable size (with a mat), is 84" in total of all four sides (i.e., 18" x 24", 21" x 21" square, 36" x 6" panorama, etc.)
- The back of the image must contain:
    - image title
    - artist's name
    - month/year image was captured
    - viewing orientation (vertical or horizontal)

At meeting (before 7 PM)
- Initial next to your name/image name on the print submission sign-in sheet.
- Place your image on the table(s) near the front of the room.
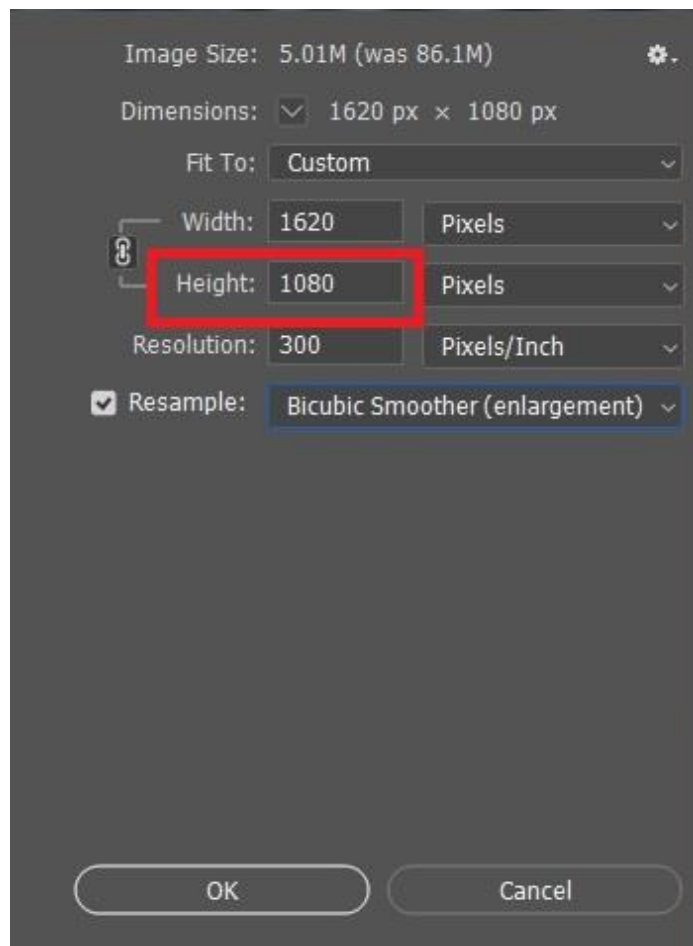
Preparing Your Digital Images for Best Display

In any photo editing software, be sure to save the image in JPEG (.jpg) format with at least a medium-quality setting. For best color presentation, converting your image profile to sRGB is recommended. In Photoshop, choose Edit/Convert to Profile and select sRGB from the drop-down menu. In Elements, choose Image/Convert Color Profile and then select "Convert to sRGB Profile." In Lightroom, select File/Export and select JPEG as the format and sRGB as the color space.

Sizing your image for projection in Photoshop or Photoshop Elements

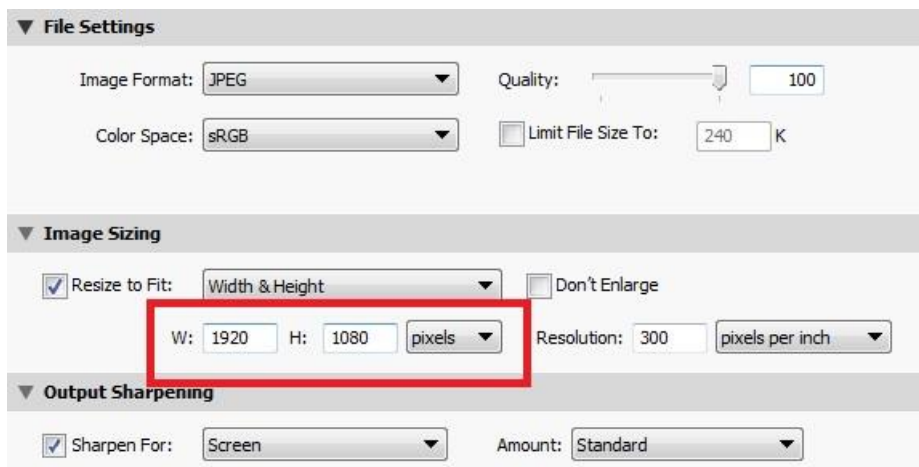In Photoshop or Elements, use the menu for Image/Resize. Please resize your image to be no greater than 1080 pixels for height or 1920 pixels for width.

To scale up a **smaller** image, set the height to 1080 and allow the width to size automatically. Click OK to exit the dialog box.

Sizing your image for projection in Lightroom:

In Lightroom, set the Export Image Sizing to 1920 (width) x1080 (height). These are constraints, so Lightroom will automatically size the image without cropping to fit in these dimensions.

Judging, Points and Annual Awards

All entries will be critiqued by the Judge, who will then award places based on the number of entries per category. The places awarded will be:

- 5 entries = First Place Only
- 6 to 9 entries = First and Second Places
- 10 to 13 entries = First, Second, and Third Places
- 14+ entries = First, Second, Third, and Fourth Places

Honorable Mentions may be awarded in any number at the discretion of the Judge.

Points will be maintained for a calendar year and will be awarded for each Photo Review, in each category as follows:

- First = 20
- Second =15
- Third =10
- Fourth = 5
- Honorable Mention = 1

- There will be no ties in points, except for Honorable Mentions.
- All decisions by the judge are final.

At the end of the year, the members with the most points in each category will be named Photographer of the Year for that category (i.e., Digital Photographer of the Year and Print Photographer of the Year).

The member with the most overall points across all categories will be named Photographer of the Year.

If more than one member has the same number of highest overall points, the tie will be broken by awarding the title to the member with the greater number of First Place images that year. In the event that a tie still remains, the tiebreaker will continue in the same manner through Seconds, Thirds, Fourths and Honorable Mentions until the tie is broken. If a tie remains through all of the winning levels, co-winners will be awarded.

Recognition of Monthly Award Winners

Award Wall at Adult Recreation Center (ARC)

First Place Winners should frame their work in a 16" x 20" black frame for hanging in the RPS Gallery at the ARC. Mats should be white, black or neutral, and a minimum of 2 inches each side.

Website Gallery

A gallery on the RPS website will be created for each photo review month. All award winners will have their image displayed in the gallery.

Newsletter

A newsletter promoting the most recent monthly photo review awards will be distributed to the RPS e-mail list.