



Photo Review Submission Guidelines

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Purpose

There are two main purposes for the RPS Photo Review:

Education: Images are critiqued by a judge or panel to help members learn how to improve their images and to inspire their creativity.

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 the RPS Photographer of the Year awards.

General Rules

- Typically, members may enter one digital and one print photo per Photo Review.
- Only current members may submit images in a Photo Review.
- Images can be edited, but all images, and components 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 September 5, 2023, an image captured before September 5, 2021 will not qualify for entry.
- Images submitted after the deadline will not be accepted.
- An image that did not receive an award in its first Photo Review may be resubmitted in only one future Photo Review.
- Members must be present in person or virtually at the Photo Review to receive Photographer of the Year points and be eligible for the Image of the Year. If you are unable to attend, your image will be reviewed, but if the image receives an award, no points will be earned. Lower placed entries will be moved up in the points distribution. An absent first place winner will still have the option to display their picture at the Adult Recreation Center, but will not be eligible for Image of the Year. In that event, the second place image will become eligible for Image of the Year.
- 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

- Submit your image online at roswellphotosociety.com using the submission form for the applicable Photo Review. Follow the instructions on the form for submitting and naming the files.
 - Requirements are typically JPG format and less than 5MB file size
 - Tips for optimizing display of digital images
 - Use at least medium JPG quality
 - Use sRGB color format.
 - 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
 - Reduce exposure slightly as projected images tend to get washed out.
- Upon successful submission, you will be presented with a confirmation in the browser window and a confirmation email to the address you provided.
- Entries must be received no later than the deadline date and time indicated on the submission form.

Printed Images

Prior to the meeting

- Submit a digital version of your image online at roswellphotosociety.com using the submission form for the applicable Photo Review. Follow the instructions on the form for submitting and naming the files.
 - The digital requirements are typically JPG and less than 5MB (see above)
- Prepare your print
 - 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)
- Upon successful submission, you will be presented with a confirmation in the browser window and a confirmation email to the address you provided.
- Entries must be received no later than the deadline date and time indicated on the submission form.

At meeting (before 7 PM)

- Place your image on the table(s) near the front of the room

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 have the option of displaying their work at the ARC. Images should be in a 16" x 20" or similarly sized black frame for hanging. 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.

Change Log

2024-11

- Added Change Log at the end of the document
- Minor wordsmithing in the Purpose and General Rules sections.
- Updated Photo Review rules around being present at the meeting to win points.
Members must be present in person or virtually at the Photo Review to receive Photographer of the Year points and be eligible for the Image of the Year. If you are unable to attend, your image will likely be reviewed, but if the image receives an award, no points will be earned. Lower placed entries will be moved up in the points distribution. An absent first place winner will still have the option to display their picture at the Adult Recreation Center, but will not be eligible for Image of the Year. In that event, the second place image will become eligible for Image of the Year.
- Submitting Digital Images –
 - Replaced submission details with instructions to follow the details in the online submission form.
 - Moved advice on preparing digital images into this section.
- Submitting Print Images – Similar consolidation as with Digital Images
- Award Wall at ARC – Updated to note this is optional.