



Enriching Our World through Photography

Competition Manual

Section I

Members

Revised September 2, 2020

By The 2020 Competition Committee
Bonny Henderson & Jerry Kozel

CLUB COMPETITONS

1.1 Statement of Purpose

Competition events provide our club members with an opportunity to display their photographs as well as to have them impartially judged and critiqued. Constructive critique provides an opportunity for improving the skills of, not only the individual photographer, but of all attending club members.

1.2 Competition Participants

All current club members are encouraged to participate in club competitions. Members at large will enter their images during the period specified by the Competition Committee for each competition. However, to prevent any unfair advantage being gained by viewing other entries, Competition Committee members and club's Webmaster must enter before the opening date and time a week prior to the period specified for the general membership.

1.3 Responsibilities of Club Members

The objective of the Sandhills Photography Club Competitions is to promote creative activity, and participation. It should broaden a member's field of interest and aid in perfecting their photographic skills. Although the club fosters growth in the art of photography through various club activities, it is not a photography school. If club members experience difficulty with the first three items listed below, he/she should contact the competition committee for support. The committee may ask another club member to assist the individual and to keep the committee apprised to their progress.

Member's Responsibilities:

1. To ensure time, date and name are correct in camera settings.
2. To learn computer skills to export photos to SmugMug, change name and resize photos using various photography software
3. To abide by the rules set by the competition committee
4. To be courteous to judges, speakers and competition committee.
5. To be ethical
6. To volunteer
7. When taking photos of someone else's artwork, the photographer should be aware of the laws of copyright infringement and "fair use."
Please refer to [Is Taking Photos of Artwork a Copyright Infringement?](#) on the Sandhills Photography Club website.

1.4 Competition Tiers

There are three competition Tiers: Tiers 1, 2 & 3

Tier 1: Members with little or no experience in photography and/or who are new to competitions. Tier 1 members will be moved into tier 2 when they have accumulated 15 award points in competitions.

Tier 2: Members who have advanced through tier 1 or for new members who have already had prior photography experience and elect to be in tier 2. Tier 2 members will advance to Tier 3 when they have accumulated 40 award points in competitions.

Tier 3: Members who have accumulated 40 points in competitions.

Editing to all photographs is **unrestricted**. However, the original image must be an image taken by the member and meet the time and topic criteria for each competition. Members can use specialized cameras. (Infrared, ultraviolet, microscope, telescope, x-ray, electron beam, or any electro-optical device.) To enhance the original image the use of the following are allowed but not required: textures, frames, and borders created by the member, part of editing software, purchased, or acquired with permission. **All images used in a composite must belong to the club member.** The committee has the authority to request additional information if they feel it to be necessary.

1.5 Competition Points

Places awarded in competition will be 20% of the total number of entries for each class, always rounding up (1 for every 5 images competing). For example, if there are 31 entries in a tier, then there should be a 1st, 2nd, 3rd and 4 honorable mentions. ($31 \times 0.20 = 6.2$, which rounds up to 7)

*** There must be 5 entries to receive points in a competition***

1 st Place.....	5 points
2 nd Place.....	3 points
3 rd Place.....	2 points
Honorable Mention.....	1 point

1.6 Annual Awards

Three Annual Stoffel awards will be presented at the end of the year to the three members who have accumulated the highest number of award points in each tier. Normally, all points for an award must have been scored in the same tier as the award. However, in the unlikely situation that a member

who graduated from tier 1 to tier 2 or from tier 2 to tier 3 receives more combined tier points than the highest tier 1 or 2 member respectively, both will be given a tier award in the tier from which they were promoted. In the event of a points tie in any tier, two awards will be given.

1.7 Entering Photographs in Competition

Only SPC members who have paid dues for the current year are eligible to enter photographs in Club Competitions. The image must meet the published specifications of the competition and, regardless of the competition topic, must never depict explicit human sexual acts or scenes.

The member will enter images in either tier 1, 2 or 3. See section 1.4 entitled competition tiers for details on tier assignment.

Competitions are held throughout the year. A schedule is published by the Competition Committee that shows the dates and topics for the competitions for one calendar year and a list of just the topics for the following year. The schedule for one calendar year will also identify the definitions of the topics and any additional restrictions or modifications that might impact the content of the images for that specific competition. The competition chairperson(s) or committee member(s) will review all images entered into competition and reserves the right to reject any images that do not meet the competition guidelines and rules for entries or are not in good taste.

1.8 Guidelines and Rules for Entry

The following standard guidelines will apply to all competition tiers and topic categories, unless specifically modified and published on the competition schedule by the Competition Committee.

1. Unless specified otherwise by the Competition Committee, photographs should be taken within 3 years prior to the year of the competition. (For example, a photo taken any time in 2017 forward may be entered in 2020 competitions.) Metadata must be included with the photograph that shows the date taken as recorded by the camera.
2. The photograph may not be entered if it has previously won an SPC competition award (1st, 2nd, 3rd. or HM).
- 3a. The photograph of the main subject must be taken by the person submitting it.
- 3b. Photographs of another person's artwork (photo, painting or sculpture) which are presented as the photographer's own work will be rejected.

1.9 How to Submit an Image for Competition

COMPETITIONS ARE OPEN TO ALL MEMBERS IN GOOD STANDING WHO HAVE PAID THEIR DUES.

Members will be notified via email with links to the SmugMug competition galleries. Members will upload their images to the appropriate gallery.

TIER 1: For beginners and novice photographers or new to competitions

TIER 2: For the advanced members who have earned the necessary points to advance from Tier 1 or members who have opted to begin in Tier 2.

TIER 3: For members who have earned 40 or more competition points.

1. Prior to the competition, the Competition Committee will open the SmugMug site for entries. This means that the Competition Committee will limit the time allowed for submission and all entries must be made in this time frame. This site is turned on and off by the committee and does not function beyond this time frame.

2. The time frame will be announced by the Competition Committee. Usually, it is one week.

3. Change the image file name to COMP_T1_Last Name_First Name_Title.

Ex: FLOWERS_T1_Smith_John_Red Rose or FLO_T2_Smith_John_Red Rose or
T3_Smith_John_Red Rose

Please remember to change your image file name on the photo this way. If you do not do this, we will not know who entered it and it will be rejected.

4. Prior to the opening of the competition, each member will be sent an email by the person sending out notices for the club. The mail will contain a link to SmugMug for entering your photos. It will also remind you of the description of the topic, time frame for entering along with the correct format for size and filename.

5. To use the links, click on the link that pertains to you. (Tier 1, Tier 2 or Tier 3) The upload links send your photo directly into the proper tier, be sure to choose the correct link.

6. When you click on the link, the SmugMug site opens and you will see in the center “drag photos or videos here” and written below in green, “Browse Computer”. Either drag and drop your photo into

that box or click on the browse option. (Drag and drop will be easier to do if you have saved your image to your Desktop.) When it has loaded, you will see, “Hooray! That’s one happier photo”. Now either click on Browse Computer again if you have a second photo or click DONE in the upper right corner. Disregard the window “Unlock Gallery” which asks for a password as this is for the competition committee. You will not see your photo once it has been sent. The “Hooray! That’s one happier photo.” is your notice that it was received.

7. The file format preferred is JPEG, sRGB color space and the file must not be larger than **25 MB**. Recommended pixel size is **3000** on the longest dimension and **300 ppi**. **Minimum acceptable pixel size is 1040** on the longest side and **300 ppi**. The Competition Committee will size all the photos at once for optimum display with the club projector for the competition.

8. You will receive confirmation that your photo was accepted (or is under review for acceptance) within 48 hours. If you have not received a notice **after 48 hours**, contact the committee via email to: competitions@sandhillspgphotoclub.org.

9. By virtue of submitting an entry, the entrant certifies the work as his own and permits the SPC to reproduce the entered material free of charge for publication and/or display in media related to the competition or exhibition. This may include low resolution posting on a website. The SPC assumes no liability for any misuse of copyright.

USING EMAIL: This method would most likely be used only if there is a problem with SmugMug, in which case the Competition committee will provide detailed instructions.



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Section II

Competition Committee

Revised September 12, 2019

By The 2016 & 2019 Competition Committees

Donna Ford & Neva Scheve, Gisela Danielson, Dennis Snipes & Lana Rebert

2.1 Judge Selection Process

Judges will be selected by the Competition Chairperson(s). Every attempt should be made to select judges who are well known for their knowledge and experience in the art of photography, their reputation for objective evaluation, and their ability to effectively communicate constructive criticism.

1. An individual judge(s) or a three-member panel may judge competitions. The three-member panel may include members of SPC or non-members. SPC panel members may not be entered in the competition he or she is judging.
2. Upon approval of the current board, the competition chairperson(s) will offer the judges, including remote judges, payment for their services. In addition, the competition chairperson(s) may offer the judge an option of a meal prior to the competition. SPC members will receive no honorarium or expense reimbursement for judging.
3. Prior to competition, the chairperson(s) shall provide the judge(s) with SPC guidelines for judging. This will include a copy of the topic and the rules for competition as written for the entrants and published in the newsletter and a guideline for assigning points to each image.

2.2 Rules, Guidelines, Procedures for Presentation

Digital Images:

The judge(s) will be provided with links to the SmugMug galleries. The judge(s) will view all images from his/her own computer.

Displaying Images for the Audience:

The room must be set up in such a manner that the audience can view the images on the competition night. To preserve shadow detail in the projected images, the room should be darkened sufficiently to reduce the ambient light to the lowest level possible (specifically, the ambient room illumination on the screen should be about 1% or less of the projected white level).

2.3 Responsibilities of the Competition Committee

The committee is headed up by the Competition Chairperson(s), who is appointed by the board. The Competition Chairperson(s) serves on the Board and represents the committee. The committee is responsible for:

1. Securing appropriate judges for scheduled competitions.

2. Maintaining records of member's entries, scores, and points earned for each competition.
3. Coordinating each competition presentation.
4. Entering each digital image into competitions.
5. Presenting the competition winners and ribbons.
6. Maintaining the Competition Manual
7. Check image prior to entry for competition to insure the image complies with the specific rules for the event.
8. Upon request, opening the entry link to new members one week earlier to assist with their first competition.
10. Competition Committee members and the club's Webmaster must submit images in club competitions a week before the opening date and time specified for all other club members. This prevents committee members and the club's Webmaster from gaining any advantage from seeing other entries before deciding on their entries.
11. The Competition Chairperson(s) will appoint members to form the Competition Committee to assist the Chairperson(s) in carrying out the above duties. It is recommended that a member on the committee be considered for the Chairperson position in the following year(s), and that one or two new committee members are brought on board in August each year to shadow the current committee.

2.4 Competition Topics and Schedules

Maintaining a two-year schedule of competitions, which includes: a one-year schedule of topics, dates and any other special rules for conditions for specific competitions; and a one-year list of future competition topics along with a description on each topic. All topics are presented to the Board for final approval. The following guidelines should be used to establish the competition program.

1. Not later than each September, the Board shall have the topics for "competitions" scheduled on the month's Board meeting agenda. At that time, the Competition Committee Chairperson(s) and the Board shall discuss a plan for the next two calendar year's competitions. Items to be determined are the total number of competitions to be held. This may influence the selection of topics.
2. Not later than each October the Competition Chairperson(s) should recommend to the Board for approval a list of topics, dates and any special rules (see below) for the following year's competitions, and the topics including descriptions for the second year. A final list should be

approved at the October Board meeting and published in the club newsletter no later than November for the benefit of the member's planning.

3. Special rules for any specific topic are at the discretion of the Competition Committee. The rules should be communicated to the membership by the Chairperson(s) with the schedule and list of topics. An example of special rules is the hand-of-man restrictions normally associated with topics such as Nature or Flowers. Special rules may include restricting the type of image and/or the method(s) used to acquire and produce them.

4. Notifications of any changes to the approved competition topics and schedule shall be made to the membership at least 60 days prior to the earliest affected date.

5. Not later than each August, the Competition Chairperson(s) should provide the Board with the Competition Committee budget for the following fiscal year.

6. Additional notices should be provided as follows:

- a. PDF file posted on the website with the information from the November newsletter on next year's schedule and topics and the topics for the following year.
- b. Two newsletter issues prior to competition, the following will be provided: Reminder of Competition Topic, Date, and Name(s) of Judge(s) if known.
- c. Newsletter immediately prior to competition, the following will be provided: Complete Details of the Competition.
- d. In the rare case that an error or conflict is discovered in previously published rules, subject, topics and/or definitions after the 60-day restriction for making changes goes into effect, the Competition Committee may enact immediate resolution based upon its best judgment and, if appropriate, propose an update to the Competition Manual.



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Section III

Judge's Guidelines

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By The 2016 & 2019 Competition Committees

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GUIDELINES FOR COMPETITION JUDGES

Information for all judges:

We have a club site on SmugMug that will contain three galleries, one for each of the tiers 1, 2 or 3. Each participant can enter up to 2 images. The number of awards is based on the number of entries and is included in the email containing the Judge's Packet.

The Competition Committee is responsible (and does their best) to ensure each image meets the rules of entry. We accept photos that generally fit the topic description. However, the judge(s) has final determination how well the image fits the spirit of the description.

All metadata has been intentionally hidden. All images should be judged strictly on how they appear in the gallery.

Our members go to fieldtrips and daytrips together so sometimes the judge(s) may see images of similar or the exact same subjects. It may appear that they were taken by the same person, but in fact they are not. Some judges have been confused by this and have eliminated one or the other.

Judging Entries

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Tier 2: Members who have advanced through Tier 1 or for new members who have already had prior photography experience and elect to be in Tier 2. Tier 2 members will advance to Tier 3 when they have accumulated 40 award points in competitions.

Tier 3: Members who have accumulated 40 points in competitions.

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It is the judge's responsibility to choose, in his/her opinion, the best image overall no matter how much or how little processing is done. The point's guideline will help to rank the images as to Impact, Composition, and Technical.

The judge(s) will be provided the same written description of the competition topic as the club members received. To value the quality of material submitted, the judge(s) will have up to 10-14 days

to review and score the images of material submitted. This enables the judge(s) to successfully tailor the range of scoring to the actual range of the quality.

The judge's packet:

The judge's packet includes score sheets- one for each tier. Tiers 1, 2 & 3 will be judged separately. The judge(s) shall give each entry a total score from 3 to 10 (3 for weak and 10 for outstanding) using the outline defined below. The judge shall critique each image using the columns as follows:

POINTS GUIDELINE

IMPACT: 1 to 4 Points

Does the image elicit a **strong emotional response** as a first impression with feeling of mood? Does it hold your eye and interest?

COMPOSITION: 1 to 3 Points

Is there design and balance in the image, bringing all of the visual elements together? Does it draw the viewer to look where the creator intended? Is the topic emphasized by the placement, contrast and framing with no distracting elements? Does the image have a **strong point of interest**?

TECHNICAL: 1 to 3 Points:

Proper exposure, color balance, image focus, and good tonality should exist in the image as appropriate to the topic.

No image should be given a score of 0 in any category. Judge(s) will provide a quick critique of each image in the comments column. The critique should be brief, friendly, and positive in tone, pertain to the image as a whole, and be impartial. Special emphasis is to be given to constructive suggestions for the improvement of images so that members can learn and advance their skills and techniques.

After completing the Score Sheets, use the Judge's Results Sheet to award images based on the score. The highest scoring image receives the 1st place award, and so forth. It is the judge's responsibility to break all ties. This could be based on how well the photo fits the spirit of the competition description or other factors at the judge's discretion. The judge can use ½ points, if this helps. The Competition Committee will announce winners and award ribbons at the competition based on this document.

At the competition meeting, the images in each tier shall be previewed once without comments, and then, on a second viewing, critiques and scores will be given. Winners are announced at the end of the judging of each tier. If the judge is unable to attend the competition meeting night, the Competition Chairperson will read the judge's comments to the members, reporting the scores and winners as judged.