

[ContestRules/ImagePreparation.pdf](#) (to print)

After image is processed , but **NOT YET SHARPENED**.

1). **Size Image**

a). Go to "Image">"Image Size"

b). At bottom of window pull down the drop down menu and click on "Bicubic Sharper(best for reduction).

c). In the resolution box put in 72.

d). In the width or height box(depending on vertical or horizontal), put in 750(for the long side).

2. **Sharpen image to your taste.**

3. **Convert to sRGB**

a). Go to "Edit">"Convert to Profile "

b). In the "Destination Space", pull down the menu and click on **sRGBIEC61966-2.1**

c). Go to "Image">"Mode and make sure 8 bit is checked.

4. **Go to "File">"Save As" and tag image as follows:**

C22-your assigned name-a1-image title. If you are a "B" worker then use b1 after your name. For the creative category use c1 regardless of whether you're an A or B worker.

Then save image in your folder(see note below)

Note: You would do well to create a folder somewhere on your computer to hold all your submitted digital images for the competition year. Name the folder as you wish.

Some Guidelines to be aware of:

The images need to be sized as follows:

•The largest dimension is to be 750 pixels at 72 dpi (The larger side of the photo is 750).

•All images are to be saved in the 8-bit sRGB color space & all are to be .JPG

•Name: Your name is limited to 9 characters. Once you choose your abbreviated name it will remain it must be approved by the Digital Chairperson

& be used as such in the future. All previously established names shall remain.

The file tag for the image should be submitted as per the following example:

C22-willsmith-a1-title.jpg (Use this format when "Saving As")

- "C22" is the club number (NCCC club number is 22. The C is required as a capital C.

- "willsmith" is an example (Use your 9 character name with no spaces in lower case)

- "a" is your competition class. (Use a or b depending on which class you compete in, or c for the creative category regardless of class)

- "1" is a subject designator (For our purposes always use 1). The digital chairperson will change the 1 to

a letter for PFLI competition submissions

- "title" is the image title & is limited to 36 characters in length. Spaces are required in the title with no

underscores or dashes. Each word in the title begins with an upper case letter. No half words followed

by a long series of numbers. Spaces are allowed in title only. Do not use Photoshop's 'save for web' feature as it creates underscores where there should be spaces.

- .jpg is the image format & must appear at the end.