

## PREPARING IMAGES FOR CLUB COMPETITIONS

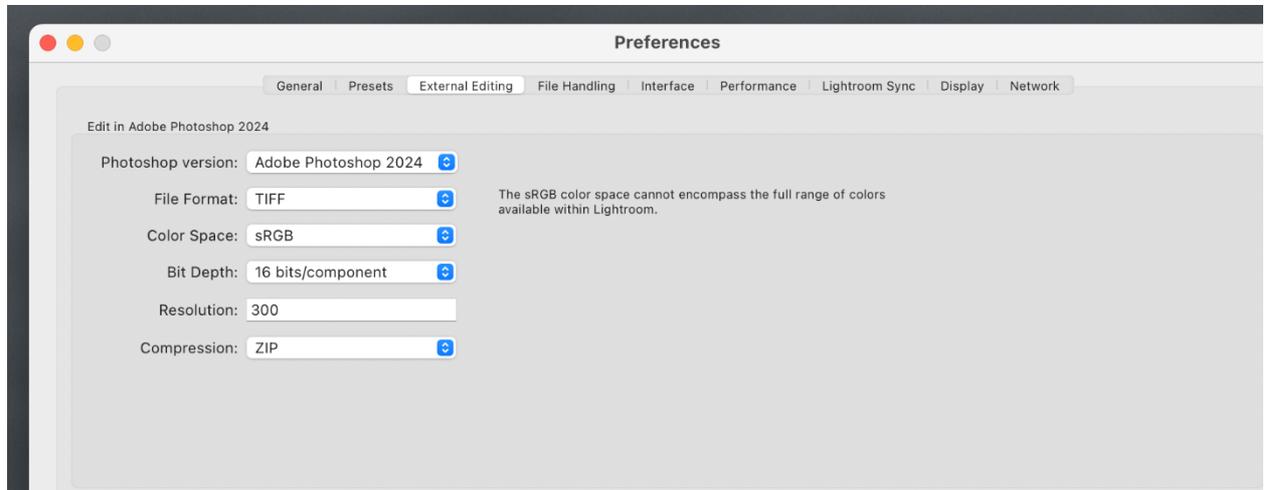
***The instructions below are for submission of PDIs (Projected Digital Images).  
If you are printing your images the procedure will be different. Various options are provided – please choose one according to whatever software you have access to.***

### **1. Checking the colour space**

It is recommended that images should be submitted in the sRGB colour space.

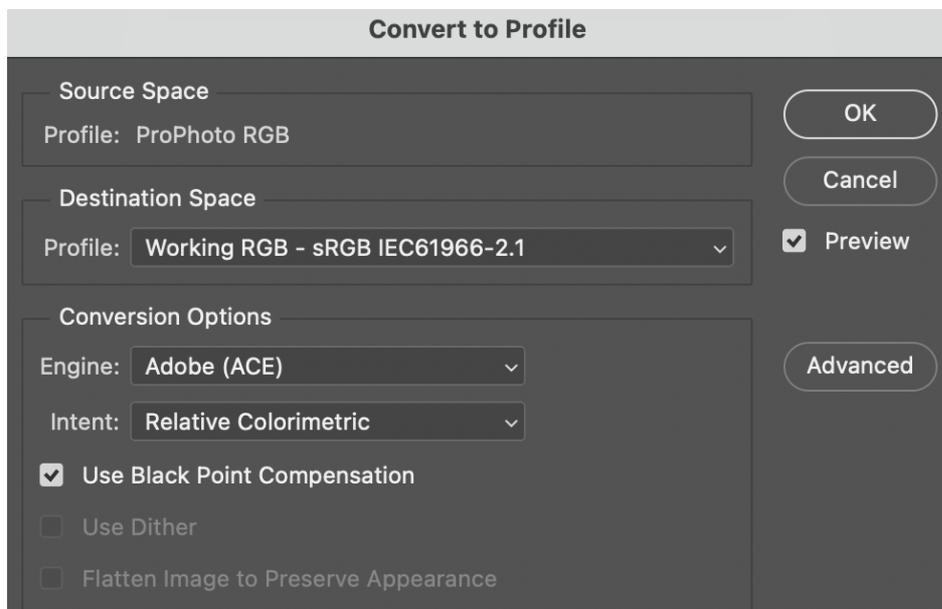
#### **In Lightroom:**

Click on the Lightroom icon on the top left of the screen, then select Preferences.



#### **In Photoshop:**

Click on Edit – Convert to Profile



## In Preview on a Mac:

Choose Tools – Assign Profile

### Assign ColorSync Profile to Image

ColorSync Profile:  

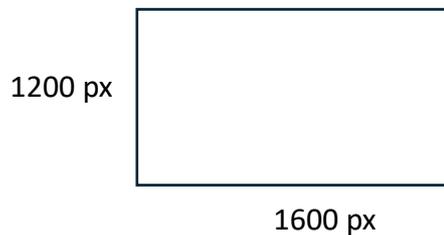
Cancel

OK

## 2. Resizing your image

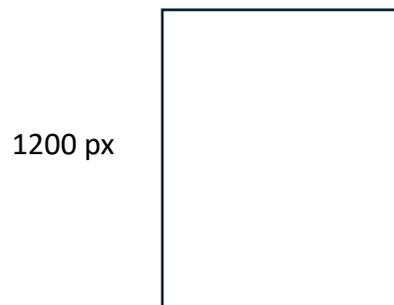
Images should be a **maximum** of 1600px on the horizontal, and 1200px on the vertical.

For a landscape format picture:



NB If you set the long side to 1600px, always check that the short side is less than 1200px – if not, then set the short side to 1200px

For a portrait or square format picture:

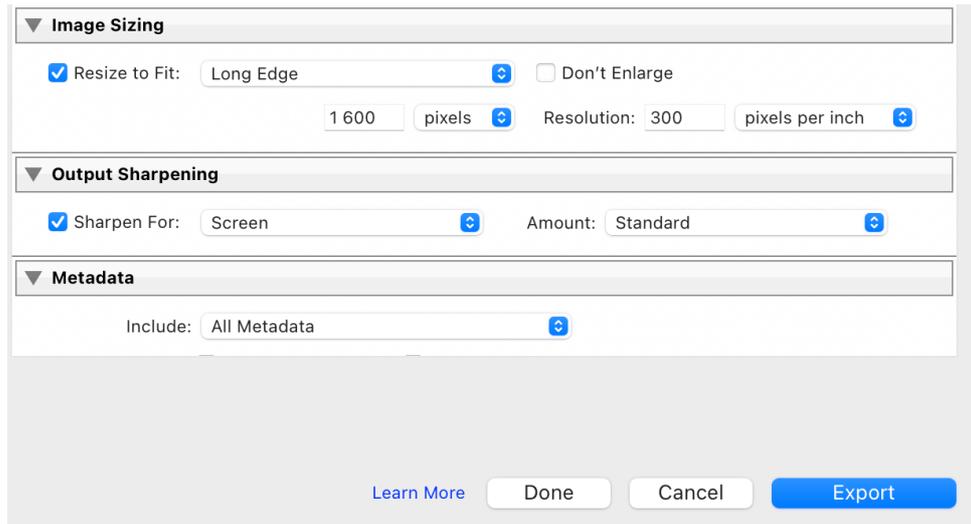


## In Lightroom:

Choose File – Export - Image Sizing

For a **landscape** format image:

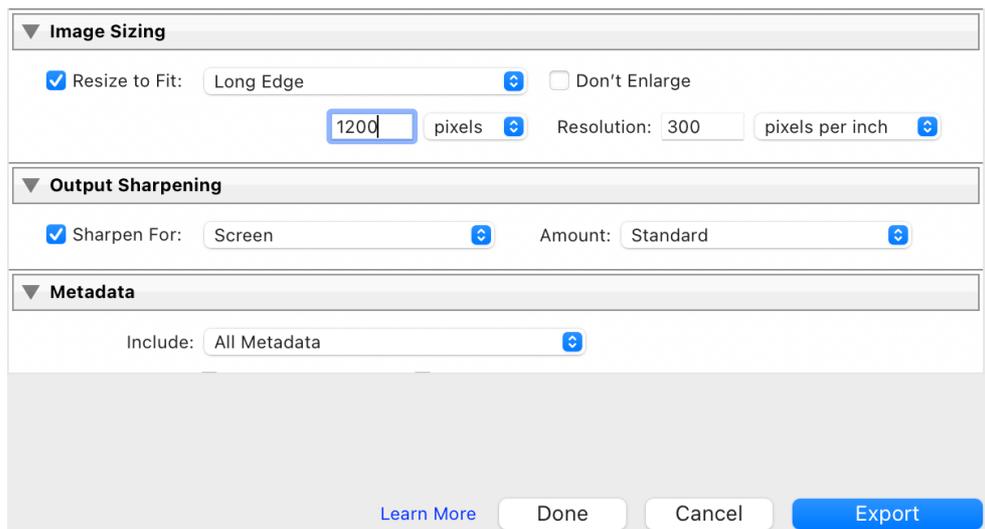
Long edge 1600 px but check that the short edge is less than 1200 px. If it is more, then set the short edge to 1200px.



The screenshot shows the 'Image Sizing' section of the Adobe Lightroom Export dialog box. The 'Resize to Fit' checkbox is checked, and the 'Long Edge' dropdown is selected. The long edge is set to 1600 pixels, and the resolution is 300 pixels per inch. The 'Output Sharpening' section is also visible, with 'Sharpen For' set to 'Screen' and 'Amount' set to 'Standard'. The 'Metadata' section is set to 'All Metadata'. At the bottom, there are buttons for 'Learn More', 'Done', 'Cancel', and 'Export'.

For a **portrait or square** format image:

Long edge 1200 px

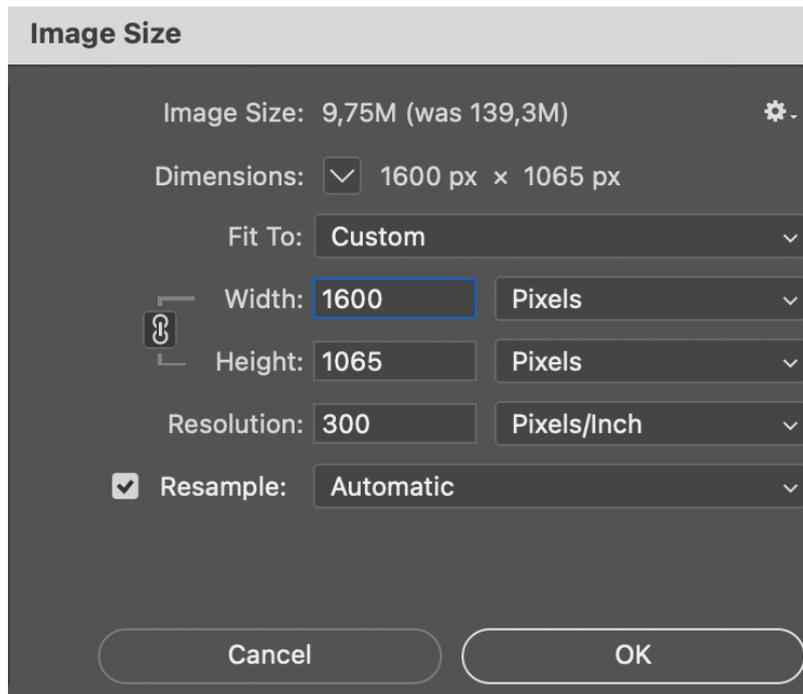


The screenshot shows the 'Image Sizing' section of the Adobe Lightroom Export dialog box. The 'Resize to Fit' checkbox is checked, and the 'Long Edge' dropdown is selected. The long edge is set to 1200 pixels, and the resolution is 300 pixels per inch. The 'Output Sharpening' section is also visible, with 'Sharpen For' set to 'Screen' and 'Amount' set to 'Standard'. The 'Metadata' section is set to 'All Metadata'. At the bottom, there are buttons for 'Learn More', 'Done', 'Cancel', and 'Export'.

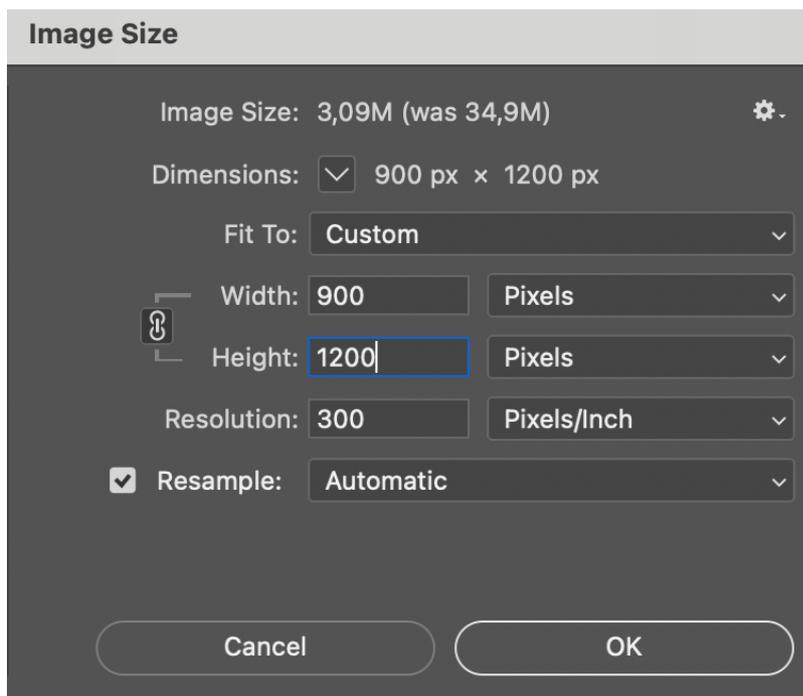
## In Photoshop:

Choose Image – Image Size

For a **landscape** format image:



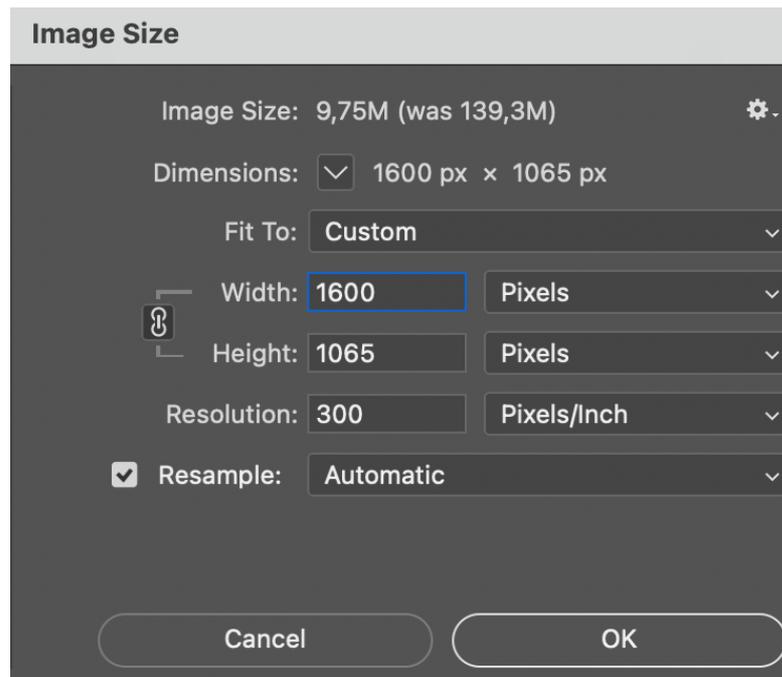
For a **portrait or square** format image:



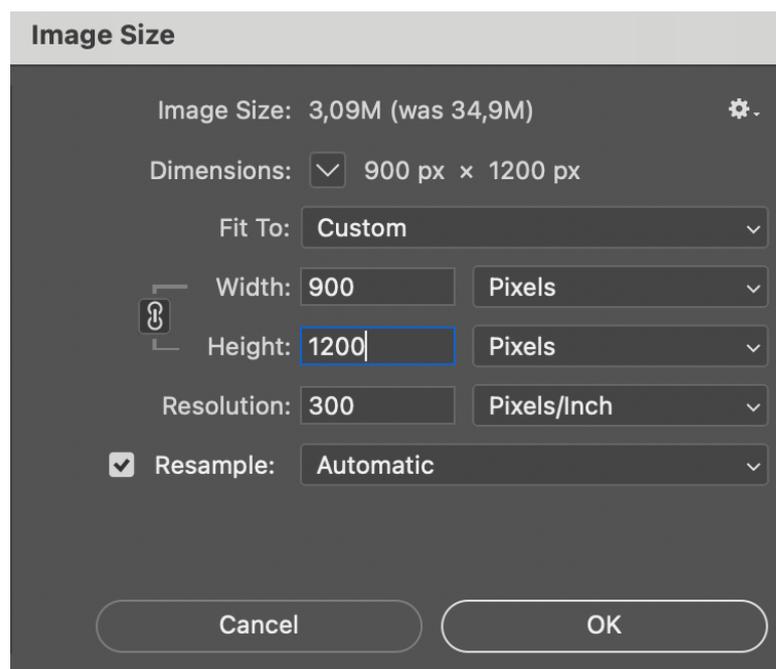
### In Preview on a Mac:

Choose Tools-Adjust Size

For a **landscape** format image:

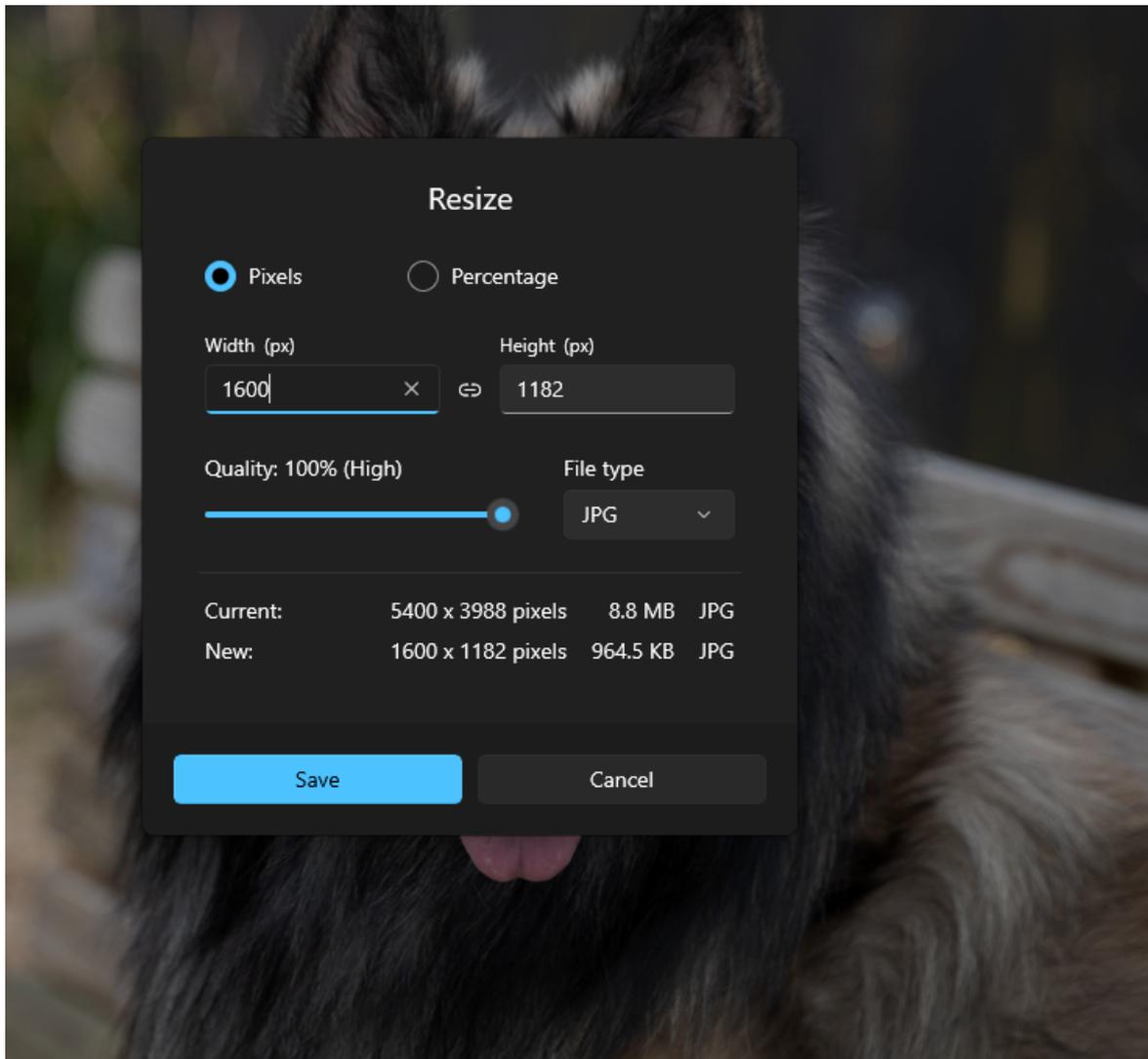


For a **portrait or square** format image:



### In Windows Explorer:

In Windows Explorer double click on the image you want to resize and the image will open. At the top of the image you will see ... (3 dots) click on that and you will be presented with a number of options, one of which is Resize Image. For landscape set the size as 1600 width and it will automatically convert the height; likewise for portrait format set the height as 1200 and it will automatically adjust the width for you. You can set the quality to 100% and file type as JPG and then press save.



### 3. Renaming your file

Files should be named with the title of the photo followed by the author's name:

e.g. Downtrodden Joe Blogs.jpg

This can easily be done in Windows Explorer or in Finder on a Mac.

The title of your image should be descriptive, but also spark interest and draw the viewer in.