

MEMBERSHIP HANDBOOK

MEMBER

**Greater Detroit Camera Club Council (GDCCC)
Canadian Association of Photographic Art (CAPA)
Ontario Camera Club Council (O3C)**

Revised January 1, 2025



Constitution

Preamble

The Windsor Camera Club, formed in 1952, was created to promote the advancement of photography as an art. The purpose of the club is to bring together persons of like mind who are dedicated to the advancement of their skills by association with other members, through the study of the work of others and through spirited and friendly competition. The club exists to offer opportunities for all to share knowledge within the club and in the community, through exhibitions and programs that excite interest in the knowledge and practice of all branches of photography.

Article 1 - Name

The name of the organization is The Windsor Camera Club.

Article 2 - Membership

Membership in the club is open to any person, subject to requirements of the bylaws.

Article 3 - Officers and Directors

The executive officers of the club are to include:

1. President
2. Past President
3. First Vice-President
4. Second Vice-President
5. Secretary
6. Treasurer
7. Statistician

The Executive Committee will consist of the officers and directors. All directors shall be appointed by the Executive Committee. All committee chairs are automatically directors. All directors may vote.

A quorum of the Executive Committee shall consist of five officers and directors, but no fewer than three officers.

Article 4 - Elections

The officers are to be elected by the membership at a time specified in the bylaws except for the Past President who serves until his successor qualifies.

The President, 1st Vice President, and 2nd Vice President may not serve a consecutive term. There are no consecutive term limitations for the offices of Secretary, Treasurer and Statistician in order to maintain greater continuity in the club's record keeping. This provision is not intended to preclude the membership from making nominations for the three offices when elections are held.

Terms of office for the Executive Officers will be two years.

Article 5 - Vacancies

In the event of resignation, neglect of duty, incapacity, death or absence from three consecutive meetings, the Executive Committee may replace that person. The President will recommend a replacement for the approval of the Executive Committee. Should the office of President be vacated for any of the reasons stated, the Past President will recommend a replacement for the approval of the Executive Committee.

An absence may be approved by a majority vote of the Executive Committee.

Article 6 - Membership Meetings

Regular meetings of the club will be held as provided in the Bylaws.

A quorum for a membership meeting voting on a business matter will consist of one third of the members in good standing, and no fewer than two officers and one director.

Special meetings may be proposed by the President for approval by the Executive Committee.

Article 7 - Committees

Standing and special committees are to be created by the President and the Executive Committee.

All committees are required to report to the Executive Committee.

Article 8 - Constitutional Amendments

Requirements for the presentation and adoption of amendments to the Constitution are the following:

1. Notice of motion to amend the Constitution, including the text of the amendment, is to be given at a regular meeting of the club membership.

2. The proposed amendment is to be brought before the membership for discussion at the next regular club meeting.
3. A vote is to be taken on the motion at the third regular club meeting following the introduction of the motion. A quorum for the vote shall consist of one third of the members in good standing including a quorum of the Executive Committee.
4. To be adopted, the amendment must be passed by at least two thirds of those present at this meeting.

Article 9 - Bylaws

Bylaws are to be provided by the Executive Committee.

The underlying principle for the passage of all bylaws is that all members will be treated equally, without prejudice to any.

Article 10 - Rules of Competition

Rules of competition are to be provided by the Executive Committee.

Article 11 - Signing Officers

Two signatures are required for the execution of any contract or agreement, and any bank transaction. Officers with the authority to sign contracts, agreements or bank transactions include the President, Treasurer, First Vice-President and the Past President.

Any expenditure of \$1000 or more requires the approval of the membership, by majority vote of a quorum in a regular club meeting.

By-Laws

Membership

1. Any person who has paid current dues is an active member of the club.
2. Any member who is in arrears for two months (four meetings) or more will be suspended from membership.
3. A member may be expelled permanently or suspended (for a period up to 6 months) from the club for cause. A filed complaint or a motion to expel or suspend setting forth reasons must be submitted to the Executive Committee. The Executive Committee will decide whether any action is necessary. The accused person will be notified in writing and given the opportunity to respond to the accusations. An expulsion or suspension requires the approval of a majority of the Executive Committee. The person expelled or suspended has 30 days in which to appeal the decision to the Executive Committee.
4. No member of the club is permitted to put forth a motion, second a motion or vote on a motion when it is a conflict of interest involving that member.

Dues

1. The annual dues of the club are payable at the first meeting in January.
2. The annual membership dues for returning members are \$85.00 for January 1st to December 31st. Members who reside more than 100 km from Windsor and will not be able to attend the two regularly scheduled meetings of the WCC but wish to enter images for competition via the internet, will be offered a special associate membership rate of \$50 per year.
3. Members must be in good standing to enter club competitions.
4. Guests, such as spouses or a person who may drive a member to a meeting, may attend but may not compete.
5. Dues are not refundable.

Nominations and Elections

1. Elections are to be held every two years with new officers assuming their duties on January 1.
2. In October, the Executive Committee will draft a slate of candidates for all executive positions. This slate will be sent to the membership before the first regular membership meeting in November.
3. At the second regular membership meeting in November, additional nominations may be proposed and seconded by the members. If an office is contested, the President or designate will conduct an election by secret ballot.
4. All proposed nominees must give their consent to their nomination.
5. No member may hold more than one elective office at one time.

Duties of the Officers and Directors

1. **The President** presides at all regular membership and Executive Committee meetings, serves as chairperson of the Executive Committee and administers the affairs of the club with the assistance of the Executive Committee. The President makes all special committee appointments and appoints the chair of all standing committees with the approval of the Executive Committee. The President is an ex-officio member of all committees.
2. **The First Vice-President** presides at all meetings in the absence of the President. In the event of the death, resignation, incapacity or removal of the President, the First Vice-President will assume the duties of the President.
3. **The Second Vice-President** presides at meetings in the absence of both the President and First Vice-President and is the officer who will assume special projects designated by the President and the Executive Committee.
4. **The Secretary** keeps full records of proceedings at regular membership meetings and meetings of the Executive Committee and is the custodian of all club official records. The Secretary is also responsible for all the club's formal correspondence.
5. **The Treasurer** is the custodian of all monies and securities of the club, is responsible for collecting dues and maintaining a roster of members in good standing. The Treasurer pays all bills approved by motion of the Executive Committee. The Treasurer also gives a full accounting of the club's financial affairs at the regular meetings of the Executive Committee. An annual financial report summarizing the year's transactions prepared by the Treasurer and approved by a club committee appointed by the Executive Committee will be presented to the membership at a regular meeting in October.

6. **The Statistician** maintains a full record of club competitions and maintains a list of current members and their acceptances. The Statistician oversees awards for the WCC.
7. **The Past-President** serves on the Executive Committee for two years following their term as President.

The Directors listed below are to assist the officers and committees of the club. A member may hold more than one director position. This does not preclude an Executive Officer also being a Director.

1. **Editor.** Directs all publications and produces Contact, the club's newsletter.
2. **House Director.** Provides for the meeting location and the arrangement of all the meeting facilities, cares for all of the club's physical assets, and maintains order.
3. **Print Director.** Receives prints and prepares all prints for WCC competition meeting and enforces competition rules. Prepares all entries for GDCCC print competitions and arranges for entries to be delivered and returned to the place where they will be judged. Hands out ribbons earned from GDCCC.
4. **Web Site Director.** Creates and maintains the club's web site.
5. **Publicity Director.** Promotes the club through publicity utilizing all available outlets.
6. **Digital Image Director.** Reviews digital image files and enforces competition rules. Receives digital images and selects images for GDCCC competition. Hands out ribbons earned from GDCCC.
7. **Program Director.** Is the Chairman of the Program Committee and oversees planning for WCC Program meetings.
8. **Outings Director** – Arranges and promotes outings during the year.
9. **GDCCC Director** - Act as our liaison with the Greater Detroit Camera Club Council, attends GDCCC meetings and communicates information between the organizations.
10. **Visual Pursuits Director**– Act as liaison with Visual Pursuits and is in charge of the Visual Pursuits Program
11. **O3C Director** – Act as liaison with Ontario Council of Camera Clubs
12. **Facebook Director** – Promotes the Club on Social Media
13. **Directors at Large** – Act as needed and determined by the Executive Committee

Meetings

1. The first Tuesday of each month will be devoted to the presentation of seminars, workshops and other instructional programs.
2. The third Tuesday of the month will be devoted to club competitions.
3. The second Tuesday of the month will be the date for meetings of the Executive Committee at a place to be designated by the President.
4. Normally meetings are from September to June. The Executive Committee may add meetings for July and August.
5. The fourth Tuesday of the month may be used for Special Meetings (as directed by the majority of the Executive Committee).
6. When necessary, meeting times and dates may be adjusted by the Executive Committee (or President).

Competition Standards and Rules

WCC Ethics Policy

Purpose of the Ethics Policy

This policy describes the ethical standards that are expected of all individuals participating in activities of the Windsor Camera Club.

General Principle

When participating in WCC activities, it is expected that participants will:

1. Be honest.
2. Follow the rules and restrictions set out in all relevant WCC documents.
3. Abide by WCC definitions and rules when entering WCC competitions.
4. Not do anything to cause harm to a person, animal, or the environment.
5. Not engage in any actions or activities that might reflect poorly on WCC.

General Eligibility Rules

Eligibility of Entries

Subject to these guidelines, the Windsor Camera Club welcomes submissions by its members into its competitions. All entries will be reviewed and the WCC reserves the right to request a maker's proof of authenticity in whole or in part. The Digital and Print Directors reserve the right to remove or re-categorize any images at their sole discretion.

This section outlines the standards and definitions specified for entries into the WCC competitions. It is the photographer's responsibility to abide by the rules of this competition. The honour system will apply in regard to compliance of the rules for competitions.

Rules and Guidelines

1. The submitted image and all image elements must be photographic in nature and be the work of the entrant. This includes the digital manipulation and the post processing of a single image or the combination of multiple images or elements in a final image. For example, backgrounds and textures must originate with the maker. Text or logos added to an image are not permitted.
2. Images entered may be colour or monochrome (including infra-red). In-camera multiple exposures, HDR, focus stacking or stitched panorama techniques are allowed. Digital frame, pin-line, borders and mats are permitted.
3. Open editing (as listed above) is permitted in all categories except Nature and Altered Reality (see Additional Rules and Definitions for Nature and Altered Reality)
4. **If the submitted image is made from a WCC workshop or event, it can be entered into a competition.**
5. Inspirational ideas can be found on the web but should not be duplicated.
6. Images submitted by a member may not be the same as (or substantially similar to) another image submitted by that member to a WCC competition in a current year or any previous year's categories; either as a digital image or print.
7. The submitted image must not contain any watermarks, the name of the image nor the name of the photographer embedded or displayed on the image.

Additional

By entering an image to the club's competition, the member agrees to allow the use of that image for the club's promotional purposes. The member will retain copyright to these images and the photographer will be acknowledged. Typically, this may include the posting of winning images on the club's web site, social media or brochure.

The member also agrees that images entered into the WCC competitions may also be submitted by the club as part of an entry in intra-club or (inter)national competitions where the WCC is a participant. The member may or may not be contacted to discuss eligibility into these specific outside competitions.

All possible care is taken to safeguard entries but the club assumes no liability for loss or damage.

Titles

1. The image title should complement or contribute to the vision or message being presented in the image.
2. Your choice of titles is limited to 25 characters and must be tasteful. Please do not include file numbers as part of your title. Titles should be kept short and be descriptive e.g., "Canola Field in Bloom".
3. **Nature** is the only category where titles are restricted to include the name of the species. For landscape images, include the location. Choose common or scientific name, not narrative titles. However, descriptive words as they pertain to the subject are allowed in addition. For example, choose
 - i. "Lioness Feeding Cubs, Kenya", instead of "Play time with Mom"
 - ii. "Merganser on Lake Ontario", instead of "Looking at you".
 - iii. "Blue Jay Preening Chick", instead of "Blue & White Splendour"
4. In Altered Reality, Portrait, Open Monochrome and Open Colour, the titles can be chosen to suit its Maker. Please place importance on the title of the photo. An effective name can add to the feeling of your photo and can positively influence the Judge's perception of the photo's impact. For example: A photo of a dog beside a graveside in a cemetery could be titled 'At the Cemetery', but a more impactful title would be 'Waiting for my Master'.

Media

There are two media with which members may compete:

1. **Prints, PR**, include colour and monochrome. Prints must be mounted on a mount board no larger than 16" by 20". Prints must be made from images originally captured with a camera. Only prints mounted on a 16"x 20" board will be eligible for submitting to GDCCC for competitions. Each print must have a completed sticker in the upper left corner on the back of the print identifying the maker, title, category and definition. Download labels from www.windsorcameraclub.com under Documents.

2. **Digital, DG**, image files (JPGs) that are intended for projection include colour and monochrome.

These can include images captured with a digital camera or produced by scanning film images made with a camera. The entry must have a maximum resolution of 2160 pixels on the longest edge. Submitting an image sized to less than 2160 pixels will cause the image to be displayed on the screen smaller than all other properly sized images. The image must be saved using the sRGB colour space.

Competition Definitions

Altered Reality:

The Altered Reality competition promotes the manipulation of photograph(s) in both in-camera and post processing for artistic purposes to create a fictional or conceptual image or photographic art.

Any subject and all forms of photographic manipulation are allowed. Any image using **STYLIZED** filters must be entered in the Altered Reality category. Any subject or topic is acceptable in this Competition.

The entrant must have taken all components of the final image. Images may not be constructed, in whole or in part, within a computer.

Nature:

- a. Nature images must be entered into the Nature Category, except for Nature Landscapes which must go into either the Open Monochrome Category or the Open Colour Category.
- b. Any digital image that contains "Nature", where "Nature" is defined as, Nature in all its forms, including the many facets of Botany, Geology, Astronomy, and Zoology. Human elements, if present, should be unobtrusive and enhance the nature story. Those depicting cultivated plants, domestic animals or pets, still-life studies, mounted specimens, museum pieces or groupings, or similar subjects are NOT eligible. The presence of scientific bands on wild animals is acceptable. Zoo shots and Game Farm shots are eligible provided the artificial habitat is not apparent in the image. Photographs of artificially produced hybrid plants or animals, mounted specimens, or obviously set arrangements, are ineligible, as are some forms of manipulation manual or digital (see below) that alters the truth of the photographic statement.
 - i. The photographer may perform enhancements and modifications that improve the presentation of the image that could have been done at the time the image was taken but that does not change the truth of the original nature story.
 - ii. Cropping and horizontal flipping (equivalent to reversing a slide), straightening, keystone, noise removal, dodging and burning, exposure adjustment, color balance, color correction, white balance, saturation, sharpening, and "HDR" (High Dynamic Range), and Focus Stacking, are examples of acceptable modifications.

- iii. Adding elements to your images, combining separate images or rearranging and/or cloning elements in your image, removing major elements from your image other than by cropping, are **not acceptable** and will lead to disqualification of your image.

Portrait (Salon only):

Portraits must be of a person(s) which can be of an individual, family or group. Excluded from Portrait are sporting action events that are part of the action of the sport, i.e. skateboarding, hockey, baseball, etc.

Open:

The Open competition is intended to depict what appears to a casual viewer to be a photographic representation of reality.

In Open, all subject matter is acceptable, except images that belong in the Altered Reality, Nature **or Portrait (Salon only) categories** or are prohibited by other rules.

Any modification to an Open image that results in it still appearing to a casual viewer to be un-manipulated is acceptable. In other words, Open images can be modified and idealized in post-processing, but not to the extent that they no longer appear to be an objective depiction of a possible reality as seen by a casual viewer. Modifications done in camera, such as long exposure, are allowed, as are HDR images, focus stacking and panorama stitching.

Open Monochrome:

An Image that **may** contain white and only one other colour (tone).

Open Colour

An Image that is not Monochrome

Use of Artificial Intelligence (AI) in WCC competitions

1. **Applies to All Categories – Print and Digital**
2. **All components of the submitted image are the maker's original work and do not contain elements created or captured by someone else.**
3. **Use of narrow AI features such as Denoise, Sharpening, Masking, Subject Selection, and Resolution Enhancement of an image's size contained within a post processing application are permitted provided they comply with a competition's editing criteria.**
4. **A generated artificial intelligence (AI) image is not considered to be a photographic image because it was created by an AI system and contains no image captured by the entrant.**

Therefore, generated AI images will not be accepted into our competitions. The use of Adobe Firefly and similar program are not allowed.

5. Content-Aware options in Photoshop or other plug-ins are allowed, but not the Photoshop Generative Fill.
6. AI sky replacement is permitted provided that the new sky was captured by the entrant.
7. All aspects of the post-processing for the submitted image must be done by the maker.
8. For all potential winning images, the Director of Competitions may require an entrant to provide all the RAW images used in creating an image.
9. Computational photography – as used in cell phones and mirrorless cameras is allowed.

Categories

Digital Altered Reality: DG AR: Images may be in monochrome or colour. Use the Altered Reality Definition above to determine eligibility. If the image fits the Altered Reality definition, it must be entered in this Category.

Digital Nature: DG NA: Images may be in monochrome or colour. Use the Nature Definition above to determine eligibility. If the image fits the Nature definition, it must be entered in this Category.

Salon Only: Digital Portrait: DG PO: Images may be in monochrome or colour. Use the Portrait Definition above to determine eligibility. If the image fits the Portrait definition, it must be entered in this Category.

Digital Open Monochrome: DG OM: Digital Monochrome. Use the Open and Monochrome definitions above to determine eligibility. If the image fits the Open and Monochrome definitions, it must be entered in this Category. Not eligible are images that must be entered in the Altered Reality, Nature, or Portrait (Salon only) Categories.

Note: All Monochrome landscapes, including Nature landscapes, must go in Open Monochrome.

Digital Open Colour: DG OC: Use the Open and Colour Definitions above to determine eligibility. If the image fits the Open and Colour definitions, it must be entered in this Category. Not eligible are images that must be entered in the Altered Reality, Nature, Portrait (Salon only), or Open Monochrome Categories.

Note: All Colour landscapes, including Nature landscapes, must go in Open Colour.

Print Nature: PR NA: Images may be in monochrome or colour. Use the Nature Definition above to determine eligibility. If the image fits the Nature definition, it must be entered in this Category.

Salon Only: Print Portrait: PR PO: Images may be in monochrome or colour. Use the Portrait Definition above to determine eligibility. If the image fits the Portrait definition, it must be entered in this Category

Print Open Monochrome: PR OM: Use the Open and Monochrome definitions above to determine eligibility. If the image fits the Open and Monochrome definitions, it must be entered in this Category. Not eligible are images that must be entered in the Altered Reality, Nature, Portrait (Salon only) Categories.

Note: All Monochrome landscapes including Nature landscapes must go in Open Monochrome.

Print Open Colour: PR OC: Use the Open and Colour definitions above to determine eligibility. If the image fits the Open and Colour definitions, it must be entered in this Category. Not eligible are images that must be entered in the Altered Reality, Nature, Portrait (Salon only), or Monochrome Categories.

Note: All Colour landscapes, including Nature landscapes, must go in Open Colour.

Notes:

1. In the monthly competitions Portraits must be entered into the Open Monochrome or Open Colour Categories.
2. There is no Category for Altered Reality Prints.

Competitions

Monthly Competitions

There are 7 Competition Categories available each month.

1. Digital Altered Reality
2. Digital Nature
3. Digital Open Monochrome
4. Digital Open Colour
5. Print Nature
6. Print Open Monochrome
7. Print Open Colour

Entry Submission and Deadline:

All entries for Competition night whether Prints or Digital MUST be submitted as JPG sRGB images to Visual Pursuits at <https://wcc.visualpursuits.com/> no later than Midnight Sunday night, 9 days before the Competition date - the third Tuesday of each month, Jan. – Dec. excluding July and August. Entries will not be accepted after the deadline. All Prints must be brought in by 6:45 pm on the Competition night. Refer to Attachment A and B for information on submission sizing i.e. for both Digital and Print Categories, images must be resized to 2160 px on the longest dimension.

Number of Entries

A member may enter a maximum combination of four entries (with a maximum of 3 Prints or 3 Digital Images) in each monthly competition

Reusing Entries

Images previously accepted in monthly competition are not eligible for any further monthly competitions but may be entered in the Annual Salon.

Entry Validation:

1. The Print Director and the Digital Director will examine all images prior to competition and if necessary, remove them from the competition.
2. Nudity or Implied Nudity: Images entered into competition showing the pubic area, or female nipples will not be allowed or published in the Contact or on Visual Pursuits or allowed on the Windsor Camera Club website.
3. Decisions about the eligibility of an image entry that are made by the Print or the Digital Image Director before or on the Competition Night will be final.
4. An image that contains the member's name, watermark or otherwise identifies the member, will be removed from the Competition. Do not include your name in the filename.

Judging:

All Print entries will be judged by a panel of three judges and one alternate judge. Digital Images are scored by three Judges using Remote Judging with Visual Pursuits.

- a. All judges must be "Silver or Gold" photographers or members selected by the President or his delegate from other Clubs.
- b. A judge cannot vote on his or her personal entries (part of Visual Pursuits).
- c. A judge may abstain from voting if he/she feels the entry cannot be judged without prejudice.
- d. In all cases subject to (b) and (c), the judge will enter a zero in the judging box if judging live (Prints).
- e. Judges Re-scoring for Prints: If the scores of the judges differ by more than 30, they will be asked to re-score the image. This is only to ensure that an error was not made in entering the score.
- f. Ribbons will be awarded to 25% of the entries plus ties.
- g. Each judge will award a score between 50 and a maximum of 100 points. The average of the scores of the three judges will be used by the Statistician to determine the nightly Award Winners in each category of competition
- h. Points are awarded during the monthly competition with first place (blue ribbon) being given a value of 3, second place (red ribbon) given a value of 2 and HM (yellow ribbon) given a value of 1. If a member obtains more than one ribbon of the same value in a category, the second and/or third ribbon value will be demoted by one.

Member Advancement

1. There are three Levels for competitions: Bronze, Silver, and Gold. A member starts as a Bronze member.
2. A member will advance from Bronze to Silver when during a competition year they have 12 or more entries and an average score of 80 (subject to annual review) or above on their 10 highest scores.
3. A member will advance from Silver to Gold when during a competition year they have 12 or more entries and an average score of 85 (subject to annual review) or above on their 10 highest scores.

GDCCC Entries

1. The Print Director selects prints to submit to GDCCC Competitions based on the rules set out by GDCCC.
2. The Digital Image Director selects digital entries to submit to GDCCC Competitions based on the rules set out by GDCCC.

Salon Competitions

1. There are 9 Competitions Categories available for the Salon.
 - a. Digital Altered Reality
 - b. Digital Nature
 - c. Digital Portrait
 - d. Digital Open Monochrome
 - e. Digital Open Colour
 - f. Print Nature
 - g. Print Portrait
 - h. Print Open Monochrome
 - i. Print Open Colour
2. Awards will be limited to the 25 percent of entries plus ties.
3. A maximum of four images can be entered in each of the above categories.
4. Only images that have qualified in monthly competition during the 12 months of the previous competition year may be entered.
5. Entries, except for Portraits, must be entered in the same competition Category they were entered in the Monthly Competitions.
6. Portrait Digital Images must be entered in the Portrait Digital Image Category. Portrait Prints must be entered in the Portrait Prints Category.
7. An image cannot be entered into more than one category.
8. The name of an image that was previously accepted can be corrected for entry in the Salon, with the approval of Salon Committee.
9. The Salon judges will be selected by the President or his designate.
10. When the dates are set, Salon information, instructions and dates will be sent to the members in late December.
11. Note: "Qualified" means that an image has been entered into competition and has not been disqualified for any reason (e.g., inappropriate material, more than allowed number of entries on a competition night, an image that has been previously entered, etc).
12. If a print that qualified during the competition year was lost or damaged and the maker wants to enter the image in the salon, a duplicate image can be submitted for approval by the Salon Committee.

Salon Awards

See chart below

Salon Awards of Medallions, First, Second and Third will be awarded to different members for each Category.

Rosettes and Ribbons

First place (blue), second place (red), third place (yellow) rosettes and Honourable Mention (White) ribbons will be awarded in the following categories (subject to the 25% rule).

1. Altered Reality Digital Image
2. Nature Digital Image
3. Portrait Digital Image
4. Open Monochrome Digital Image
5. Open Colour Digital Image
6. Nature Print
7. Portrait Print
8. Open Monochrome Print
9. Open Colour Print

Medallions

1. Altered Reality Digital Image
2. Nature Digital Image
3. Portrait Digital Image
4. Open Monochrome Digital Image
5. Open Colour Digital Image
6. Nature Print
7. Portrait Print
8. Open Monochrome Print
9. Open Colour Print

Best image Medallions and Trophy

The following three awards will be given for best Images.

1. Best Digital Image
2. Best Print Image
3. **F.J. Ted Douglas Trophy**

The F.J. Ted Douglas Trophy and keeper medallion will be awarded to the best image of the Salon selected from the Best Digital Image and Best Print Image. The member who receives the F.J. Ted Douglas Trophy will not receive the Best Digital Image medal and/or the Best Print Image medal.

Attachment A

Identification for Print Submission

Identification of a print will be placed on the back of the mount board in the upper left-hand corner of either a vertical or horizontal print.

The identification label must include the following:

Maker's name

Date of Entry

Title of the image

Maker's class (Bronze, or Silver or Gold)

Category (Open, Nature, or Monochrome)

Club name

Digital Entries

Digital entries are required to use the image size, and image identification and file naming format shown in the following steps to be entered in competition: **These same instructions apply to digital image files submitted for print entries.**

Digital files submitted to the Visual Pursuits website will automatically be converted to the sRGB profile. If you normally work in a different colour space (e.g. Adobe RGB), your image may appear to change in colour compared to your original image.

Editing, Cropping and Color Adjustments

It is recommended that you edit, crop and make any color adjustments to your images after converting to the “sRGB” color profile so you will know exactly what your image will look like when it is viewed on the website and projected. (See note above.)

Note: It is important that if you are going to crop your image that you do so before you resize your image as shown below. If you crop your image after resizing, you may end up with a much smaller image than you expect.

Resizing

Using Photoshop select from the menu bar “**Image**” then “**Image Size**”. If using Photoshop Elements select “**Image**” then “**Resize**” then “**Image Size**” to bring up the box shown below.

First make sure that “**Scale Size**”, “**Constrain Proportions**”, and “**Resample Image**” are selected. Next change the dimension which has the larger value for the “**Width**” or “**Height**” to **2160 pixels** as shown below.

Finally click **OK** and your image will be resized to the required maximum pixel size allow for competition.

Note: The actual “Resolution” value doesn’t have any effect for projection of an image or viewing it on a computer monitor. The resolution matters only when you are printing the image.

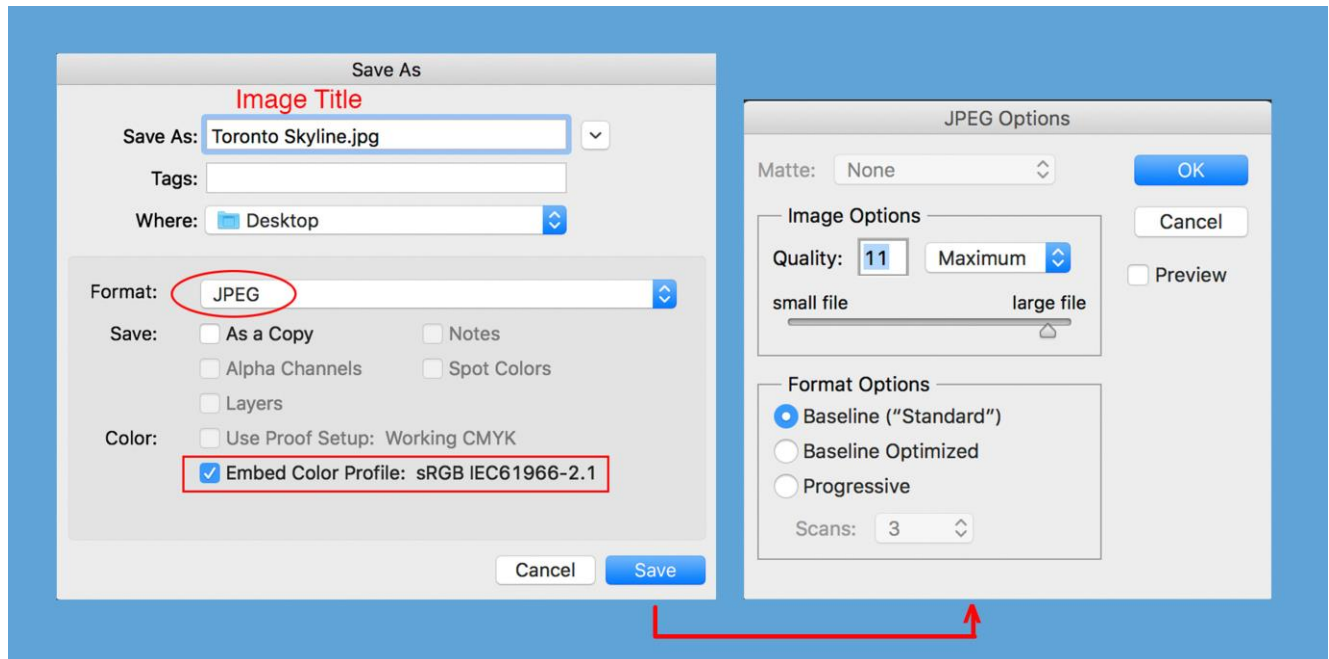
Saving the Image

Using either Photoshop or Photoshop Elements from the menu bar select “**File**” and then select “**Save As**” to bring up the box shown below.

Attention: Do not use the “Save” option instead of the “Save As” option as this will overwrite your original image file and negatively reduce the quality of you original image. Always save your file by creating a new name that is not currently present in the directory or folder you wish to save it to. Always keep your original file in a safe place.

First select the file format “**JPEG (*.JPG)**” in the Format box as shown below. Next make sure there is a check mark in the “**ICC Profile: sRGB IEC61966-2.1**” or **Embed Color Profile: sRGB IEC61966-2.1** box as shown below. Next use “**Save in:**” or “**Where:**” to select a directory or location on your hard drive where you wish to store the file.

Next select a value of “**10, 11, or 12**” in the “**Quality**” box as shown below. Finally click “**OK**” and your image will be saved to the location you selected.



Submitting Entries for Competition

Digital copies of entries for either **Prints** or **Digital** entries must be uploaded to Visual Pursuits at <https://wcc.visualpursuits.com/> by Midnight Sunday night 9 days prior to the Competition Night (the 3rd Tuesday of each month September-June).

Attachment C: Using Visual Pursuits

Login using the correct **email address** and **password** supplied.

Go to **Competitions > Submit Images to a Competition**. You can enter up to 3 images total even though there are 8 different competitions.

	Competition Date	Prints	Competition Title	Competition Type	Close Date/Time	
<input type="button" value="Select"/>	17 March 2020		Digital Altered Reality March 2020	Digital Altered Reality	11 March 2020 00:00 EDT	<input type="button" value="Closed"/>
					<input type="button" value="Judged"/>	
<input type="button" value="Select"/>	17 March 2020		Digital Assignment March 2020	Digital Assignment	11 March 2020 00:00 EDT	<input type="button" value="Closed"/>
					<input type="button" value="Judged"/>	
<input type="button" value="Select"/>	17 March 2020		Digital Nature March 2020	Digital Nature	11 March 2020 00:00 EDT	<input type="button" value="Closed"/>
					<input type="button" value="Judged"/>	
<input type="button" value="Select"/>	17 March 2020		Digital Open March 2020	Digital Open	11 March 2020 00:00 EDT	<input type="button" value="Closed"/>
					<input type="button" value="Judged"/>	
<input type="button" value="Select"/>	17 March 2020	<input type="button" value="Prints"/>	Print Assignment March 2020	Print Assignment	11 March 2020 00:00 EDT	<input type="button" value="Closed"/>
					<input type="button" value="Judged"/>	
<input type="button" value="Select"/>	17 March 2020	<input type="button" value="Prints"/>	Print Monochrome March 2020	Print Monochrome	11 March 2020 00:00 EDT	<input type="button" value="Closed"/>
					<input type="button" value="Judged"/>	
<input type="button" value="Select"/>	17 March 2020	<input type="button" value="Prints"/>	Print Nature March 2020	Print Nature	11 March 2020 00:00 EDT	<input type="button" value="Closed"/>
					<input type="button" value="Judged"/>	
<input type="button" value="Select"/>	17 March 2020	<input type="button" value="Prints"/>	Print Open March 2020	Print Open	11 March 2020 00:00 EDT	<input type="button" value="Closed"/>
					<input type="button" value="Judged"/>	

Choose the Competition you wish to enter a photo in and click **Select**

Competition: Digital Altered Reality

Competition Date: 19 May 2020 19:30

Status: Open

Closes: 13 May 2020 00:00

Competition Level: Advanced

Competition maximum pixel width for images: 2160

Competition maximum pixel height for images: 2160

Note: The Image Resolution (pixels per inch or centimeter) does not matter and is never used. If you submit an image larger than the system maximum size of 7680x4320 pixels, your image will be resized to conform with the system limits. Uploads larger than 20MB will result in an error.

If your image might be used in multiple competitions with different size limits, upload an image large enough for any of the possible competitions. Images will be re-sized down to the maximum allowed by a competition when viewed for judging. Resizing is done using high quality bicubic interpolation.

Submissions will be automatically converted to an sRGB profile when displayed on this website. The Image Competition Manager program properly handles embedded profiles.

Maximum title length: 25 characters.

Image Sequences of any length are permitted.

Maximum images per Competition Level from all submitters: 3

Images you entered into this Competition

You have entered 0 of the 3 images you are allowed to enter into this competition.

You have not entered any images to this competition.

[Upload Images into the Competition](#)

[Add Images from my Image Library](#)

[Print Labels for Print Submissions](#)

[Return to Competition List](#)

To add a New Image: Click Upload Images into the Competition and choose the file from your computer.

Use the "Select" button below to select one or more files to upload. On most browsers you can also drag and drop files onto the Select button. Use the "Select" button to add additional files. The upload process will start with each file as soon as you use the Select button. When all the files have been uploaded, as indicated by the green dot by each file name, click the "Save Images" button below.

Please only upload only your own images. You will become the author of any images you upload and your images will be marked with your copyright. Avoid uploading duplicate images. Instead, reference your existing image in your Image Library.

After your images are uploaded into your library, references to those images will be automatically entered into your Competition.

Competition Title: Digital Altered Reality

Competition Date: 19 May 2020

Competition Type: Digital Altered Reality

Competition Level: Advanced


You have already entered 0 of the 3 images permitted for this competition.

Select

Return to Competition without submitting

Save Images and Proceed to Edit Page

After the Image has uploaded completely – click **Save Images and Proceed to Edit Page**

	Title: <input type="text" value="IMG 7741 BW"/>	<input type="checkbox"/> Delete <input type="checkbox"/> Skip
	Title contains 11 characters. <input type="text" value="English"/> <input type="button" value="Spell Check"/>	
	Image Id=11878983, 5400x3600 , 1/200 f9, ISO: 100, Created: 2019-11-04 Canon EOS 6D, 28mm	
	<input checked="" type="checkbox"/> Allow Public Display	
	Author's Image Id: <input type="text"/>	This is a field for the author's use only to help identify the image within the author's collection.
	<input type="checkbox"/> Allow entry of an Image Sequence	

When you click the button below your changes will be saved. You will then return to the page where you started your upload.

Save any changes and return to the original page

The name of the file is **usually inappropriate**. Next, type in the **Actual Title** of the file using upper and lower case – eg. Great Blue Heron (Remove the name that was showing (eg. IMG 7741 BW)
Note; Only 25 characters including spaces are allowed for entry of the title. Also: **No two pictures in your library can have the same Title**. If this is another Great Blue Heron – add a 2 on the end to make your title unique. (EG. Red-bellied Woodpecker 3)

In the bottom left corner, click **Save any changes and return to the original page** for the next entry

