

AWARDS FOR PHOTOGRAPHIC MERIT

PDI NOTES FOR GUIDANCE



The Photographic Alliance of Great Britain

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APM INFORMATION LEAFLET TWO

The Awards Committee of the PAGB wish to ensure that the images you submit are projected as accurately as possible.

To achieve this aim please ensure your images are submitted in accordance with the following rules. Any divergence may mean that your entry will be excluded.

1. Mode: Files must be in **jpeg** format, RGB mode (for both colour and monochrome images) and in the sRGB colour space.
2. Image Size – **maximum** dimensions of submitted files must be 1400 pixels horizontal, by 1050 pixels vertical. (Please note **NOT** 1400 pixels vertical). Images larger, in any dimension, than this will be disqualified. Entrants are free to make whatever use they choose of the area within these dimensions. (BUT SEE 4 BELOW)

The native resolution of the projector we use is 1400 x 1050 so these dimensions will give optimum viewing. You are welcome to send smaller images which may appear smaller on the screen using a default Black or Dark Grey background or you may arrange the image on your own choice of background provided that the total size is then exactly 1400 px horizontal by 1050 px vertical

3. The PAGB organisers are not permitted to alter/adjust any image or submission in any way.
4. An image will be disqualified if it shows on screen the title or the name of a federation, club or the entrant.
5. The Digital Images will be projected on a Canon XEED SX7 calibrated and profiled projector with PC/Laptop running Windows.
6. We will project in sRGB and you are advised to convert from any other Colour space. (See 1 above)
7. You must write your images onto a 'CD-R', not a rewriteable disc nor a DVD, and ensure that the 'session is closed' Do not put your images in a Folder. Load them separately using the file format specified. Mark your CD, using an indelible pen, with your **Name, ID Number, telephone number and e-mail address** **Please also write the adjudication you are entering as shown on your Entry Form (top right)** (e.g. Wilmslow Nov 2010). Please do not stick any labels on your CD.

8. Each image should be allocated a file name to correspond with the Entry Form* and shown **PDI number_Personal ID number_Title**.

The personal ID number will be shown in your Entry Pack, and on the Entry Form* which will be sent to you by the Awards Secretary approx two to three months before the Adjudication.

For example, if Joe Bloggs has a Personal ID number of CE999 and his first image is Summer Sunset the file name should be **01_CE999_SummerSunset** If image number 10 is Blue Butterfly the file name should **10_CE999_BlueButterfly** The use of "No title" or Untitled" is not allowed.

Please ensure you use an **UNDERSCORE** as a separator **not** a Hyphen (this is the same key but Underscore is accessed by the Upper Case Key) and place a Zero (0) before any single digit number (eg 06, 08) Please make sure there are no spaces anywhere in the Title.

The title part of the filename (which can be in capitals) must be limited to 20 characters maximum and must not include your name (or part thereof) - any that do will be disqualified.

If it is absolutely necessary to shorten the title then there must be enough information to allow us to accurately check the title with the entry form. This shortened title is only for the file name. **You should show the full title on the Entry Form itself and this is what will be announced to the adjudicators.**

9. Please ensure there is no virus present on your CD. A check will be carried out on CD's when received and any suspected of having a Virus will be rejected. There may not be time for you prepare and submit another. We will acknowledge receipt by **e-mail** if you show your email address on the outside of the package as this may not be opened immediately it arrives. Telephone confirmation will not be provided due to time and cost restraints. You can track postal delivery if you use the Recorded Delivery Service.
- 10 You are strongly recommended to have your images projected with properly calibrated equipment prior to submission. If this is not possible you should, at the very least, run the CD on a properly calibrated monitor, other than the one used to load your Entry, to make sure the images display correctly.

11. We need to check and pre-load Entries into the software prior to the Adjudication so it is essential that you adhere to the deadline dates for submission set out in the Entry pack issued to you by the Awards Secretary. Late entries may be disqualified. Digital Entries cannot be accepted on the day of the Adjudication.
12. CD's will not be returned and the PAGB reserve the right to use your images in future Adjudication "Warm Up" panels and for other PAGB publicity purposes in relation to the APM including Advisory days, display on our Website, publication in e-news and inclusion in a Recorded Lecture. Copyright remains with the Author.
13. Whilst every effort will be made to safeguard your entry the PAGB cannot accept any liability for lost or damaged CD's, failure of them to run on the equipment we use nor for any use of any of the images not authorised by the PAGB.
14. Each entrant will be required to sign the Entry Form confirming that all the work submitted complies with the PAGB Definition of acceptable images.