

Louisiana Photographic Society
Checklist for Entries to Digital Projection Competition
Revised 10/01/2015

1. Open your Image in Editing Software (Photoshop etc.) File > Open

2. Adjust your Editing Software (Photoshop/Elements etc.) for our digital projector as follows:

- a. Color Mode – RGB (Image > Mode > RGB Color)
 - b. Color Mode – 8 Bits/Channel (Image > Mode > 8 Bits/Channel)
- This is also known as 24-bit RGB
- c. Color Space -sRGB (Edit > Convert to Profile > Destination Space > sRGB)

3. Prepare your images for display using software of your choice - *.

- a. Brightness, Contrast, Saturation, Hue, Cropping etc. (Image > Adjustments > *)
- b. Flatten Image if layered (Layers > Flatten Image)
- c. Sharpen if desired (Filter > Sharpen > Unsharp Mask)

d. Size Vertical Height <= 1200 pixels; Less than 2.3 megabytes

(Image > Size > Resample I; Image > Size > Constrain Proportions

Width <= 1920; Height = 1200)

4. Rename both photos as follows:

Photographer Name-number and category-image name with category being either AC (level A, color), AM (level A, monotone), BC (level B, color), or BM (level B, monotone).

Examples: Your Name-1AC-Title.jpg and Your Name-2AM-Title.jpg

DO NOT USE ANY OF THE FOLLOWING CHARACTERS IN NAME “\” “-” “.”

FAILURE TO SHOW LEVEL MAY RESULT IN AUTO ENTRY INTO Level “A”.

- 1. **Save As:**
- 2. Save your photo as a jpg file. (File > Save as JPG)

- a. Set to “Baseline Standard” and Set Quality = 12. Check that size is less than 2.3M
If size is greater than 2.3M reduce quality until size is less than 2.3 M. Press OK or Save

6. Prepare your email to send to the coordinator

- a. Open your email software for a new message (Outlook > File > Open)
- b. Attach Picture(s) to message (Use paper clip or Insert > File in Microsoft OUTLOOK)

(DO NOT USE “Insert > Picture” OR ANY OTHER METHOD THAT EMBEDS YOUR PICTURES IN THE BODY OF THE EMAIL!)

- c. Photo Titles In the body of the email enter the Photo titles as follows:

Photographer Name-number and category-image name with category being either AC (level A, color), AM (level A, monotone), BC (level A, color), or BM (level B, monotone).

Examples: Your Name-1AC-Title.jpg and Your Name-2AM-Title.jpg

- d. Email to: dpcontestcoordinator@laphotosociety.com
- e. Subject: LPS Digital Projection Competition

DO NOT PUT SPACES OR PERIODS IN “LPS”

- f. Send **prior to 8:00 PM Monday** before the Thursday meeting.

You will receive a confirmation that your entries were received by the Digital Projection Coordinator. If you haven’t received a confirmation before the Monday deadline, contact the Digital Projection coordinator at dpcontestcoordinator@laphotosociety.com to confirm that your entries were received.

* Specific keystrokes apply to Photoshop 7 through CS5. Other programs are similar