

MATAMATA-TIRAU CAMERA CLUB

Preparing and sending digital images for Camera Club.

Naming and sizing images correctly for club critiques and competitions is the responsibility of the person submitting. Any images not named and sized correctly may mean we don't receive them, the judge may not receive them, or the judge may reject them.

Which is what we are trying to avoid with this guide.

As different computer system handle file names differently, for maximum compatibility please note the following guidelines for naming your images – this is to ensure your images are compatible with all the different systems we use and we can get all your images critiqued.

- You may use uppercase, lowercase and numeric characters
- The following characters are illegal – do not use them in file names
 `/ ? < > \ : * | " % { } @ = + ' #`
- Do not use spaces, instead use underscore '_' or hyphen '-' as separators
- Do not start or end your filename with a space, period, hyphen, or underline.
- Ensure your file has the extension '.jpg'
- Your grade must be the first character of the filename
- Your initials must be the last characters of your filename

Correct examples:

A_Sample_Photo_CP.jpg *a-sample-photo-cp.jpg* *a-SamplePhoto_CP.JPG*

Incorrect examples:

A sample photo? Cp.jpg *a-sample photo.jpg* *a "sample photo" cp.JPG*

Resize images to the PSNZ standard sizing of maximum of 1620 pixels wide x 1080 pixels high.

Image submissions are only to be sent to the photos@matamatatiraucameraclub.nz email address. If you can't email then submit at a meeting. Do not use any personal email addresses.

The committee will not alter image names and sizes unless specifically requested to.