NEW PROCESS FOR SFUPS MONTHLY PHOTO CONTESTS

Beginning with the June 2015 contest, the submission of images and voting for the monthly contests has been moved to the web site. The on-line contests can now be accessed on the web site under the "Contests" drop down - "Enter and Vote".

This accomplishes several goals:
1. Providing a streamlined process to submit images for the contest.
2. Allowing all members to vote for the images, whether they are able to attend the meeting or not.
3. Allowing members to view the images on their own computer for as long as they want during the week-long voting period, to be able to judge the focus, color, composition, etc.
4. Spending less time at the monthly meeting on the contests; all the images will be shown once at the meeting, then the winning images in each category will be displayed. Like now, each winner will have time to explain their image and the equipment used.

CONTEST FLOW

The submission period for each monthly contest will open a couple of months early, allowing for plenty of time to enter images. Therefore, there will be several contests open for submissions at a given time. During that time you will **not** be able to view any of the images that have been submitted. As soon as the voting period starts, all the images for the current month's contests will be visible.

The submission period will close at midnight the second Saturday prior to the monthly meeting date. The voting period will start as soon as the submission period ends, and run for one week until midnight the Saturday prior to the meeting. There is a countdown timer on each contest page indicating when the submission period ends and voting starts and we will also send out a reminder notification when voting begins. Once voting begins, a second countdown timer is displayed and when it expires no more votes will be accepted!

SUBMITTING IMAGES

Note that **only two entries** are allowed per person per month; it can be two images in one category or one in each category. Challengers may submit in either category; past Photographer of the Year winners can only submit in the Masters category.
- Prepare your entries. Images will display best if submitted at a **resolution of 144 pixels per inch**, and **1400 pixels on the long side**, **in JPEG format and sRGB color space.**
- Images must have the filename as described in the contest rules (photo title, month and category. Do not use any spaces or special characters (@, &, ', /, ?, !, etc.) in the file name, only dashes or underscores. DO NOT INCLUDE YOUR NAME. For Example: WhatsThatThing-JuneMastr).
- Full submission guidelines can be found here: https://sfups.org/contests/contest-rules/

How to Submit Images:
- Go to https://sfups.org/contests/enter-and-vote/ or the "Enter and Vote" drop down under the "Contests" tab.
- You must be logged in with your email and password.
- Select the contest you want to enter.
- Click on "Submit Entry" located in the blue bar.

- Fill in the Photo Title – **do not** include your name as this field is visible to voters.
- Click on Browse to go to the folder on your computer and select your image file that has been appropriately formatted and named.
- Click on "Save" – wait until a white box appears with the confirmation message "Contestants Successfully Added." This will only take a few seconds if you have sized your images correctly. This will be your only confirmation and it will appear below the blue bar as follows. Note that you will **no longer** receive a confirmation email.

- Your image title will also appear below this bar along with a red "vote" button. However, "Vote" buttons are inactive until the contest starts.
- Once you have submitted images they cannot be replaced, so be sure you have chosen your images carefully.

VOTING

Contests will be open for voting for one week, ending at midnight on the Saturday before the monthly meeting.

Once voting starts, you will be able to cast two votes in each category. You can vote once for each of your two favorite images or place two votes for your first image choice.

Vote carefully and **keep your cursor off the "Vote" button until you are ready to commit. You will not be able to change your vote(s) once they are submitted.**
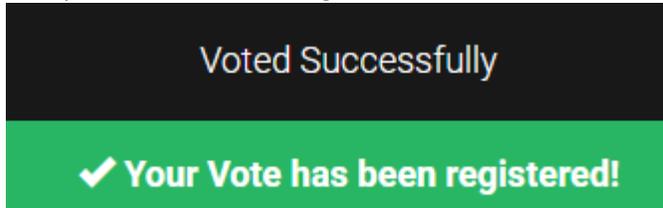
IMPORTANT: Read the contest description thoroughly to ensure that you are voting for an image that fits the category.

Please do not vote for your own image. If you do, your vote will be discarded and will not count; you will have wasted your vote.

How to Vote:
- To access voting, go to the "Enter and Vote" drop down under the "Contests" tab.
- Select the appropriate contest.
- You must be logged in with your email and password in order to see the contest entries and to vote.
- Before voting you should view the images full-size as the thumbnails are cropped:
    - Click on the middle of the first thumbnail image and you will see the full-size image.
    - You will then be able to navigate through all the images in a contest using the white arrows in the middle left and right of each image.
    - To get back to the thumbnail images, click on the black space on either side of the image or hit Esc (escape).

- Once you make your decision, click on the red "Vote Now" button. You will see an acknowledgement that your vote has been registered:

- After voting, click on the Return to Main Contest Page button below the thumbnail images. (If you voted while viewing the image full-size, click on the border on either side of the image to return to the thumbnail images.)

- Select the second contest category for that month and place your vote(s).
- REMEMBER: You get **two votes per category**; but if you make a mistake it cannot be undone. So please make sure to keep your cursor away from the vote buttons until you are ready to commit.

WINNERS

The winners will be announced at the monthly meeting. For each contest, all the entries will be shown once at the meeting and then the winners will be announced. The winners will subsequently be shown in the "Winning Images" category under the Contests drop down on the web site.

If you have any questions about the contest procedures, contact audiovisual@sfups.org or webmaster@sfups.org.

We hope you enjoy this new online experience and find it easy and exciting.