

# Image Submission Information

## **Submission of Images - Print & Digital:**

As of April 2018, digital copies of all images (for both Print and Digital categories) are to be emailed to the Convenor at [digitalconv@images.org.nz](mailto:digitalconv@images.org.nz) at least two days prior to club nights. This allows judging sheets to be prepared in advance and provides a reference for annual Salon submissions. Any late entries are not guaranteed to be included for grading.

**FORMATTING-** Digital Images are to be formatted as follows:

File type: jpg format

Size: to fit within 1024 wide x 768 tall (pixels)

For more information on resizing requirements [Click Here](#)

## **FILE NAMING:**

Name the file using the following format and use an underscore sign to separate each section (don't use dots or commas)

Category\_Title\_Member Name\_Club Number\_Grade\_Subject\_Date.jpg

For example: PRINT\_Blue Duck\_Joe Smith\_066\_Int\_Set\_0425.jpg

Or DIGITAL\_Pied Piper\_Joe Smith\_066\_Int\_Open\_0425.jpg

Category: PRINT or DIGITAL

Title: Whatever you wish to name it (but please avoid using 'No Title')

Your Club number: Use 3 digits i.e. 066 (visitors please use xxx)

Grade : Either Int or Adv (i.e. Intermediate or Advanced)

Subject: Either Set or Open

Date: Month and year to be entered in the format mmyy so April 2025 is 0425

Submission of Images - Print:

After emailing a file copy of your image as per the above instructions, prints are to be presented to the Print Convenor each club night no later than 7:20pm. The minimum image size is 6" x 8".

Prints must be presented on suitable stiff card, preferably with a matt on top. If un-matted, images must be securely attached to the backing board.

The owner's name, club number and the title of the photo must be shown on the reverse side of the print. For example:

Title: Blue Duck

Name: Joe Smith

Club Number: 066

Grade: Int or Adv

Category: Set or Open

Date: 0425