



Using PhotoEntry to enter Club Competitions

From September the Club is intending to use an online system called PhotoEntry to handle running our competitions. This will make it much easier for you to enter competitions and for us to run them.

Getting Set Up

Although September is quite a while away, we want to set things up so that you have time to get familiar with the system. To do that firstly we need a couple of bits of information from you to set you up as a user.

We only need a little information – your name and an email address. However, this information will be stored securely on the internet, and we need your permission to do that. Any images you submit will also be stored on the internet along with data such as the image title. (If you for any reason do not wish to give your normal email address, why not set up one at one of the free email providers such as Gmail? But remember this is where Competition news will go.)

Once you have supplied the information you will be set up as a user and sent a temporary password. You will be asked to change the password for one of your choice the first time you login.

Entering Competitions

All competitions will in future require digital copies of images to be submitted via the PhotoEntry software.

If this should cause any difficulties for a member, please let Owen Kennedy know and we will see what arrangements can be made to help.

Print Competitions

Although Print Competitions will be judged on the basis of the printed image, so that we have the option to display them to members on a screen you must submit a digital copy before the closing date for the competition.

A printed copy must also be brought on the night or sent in advance so that the Judge can view the printed image.

Digital Competitions

A digital copy of the entry must be submitted before the closing date via PhotoEntry. No printed copy is required.

Digital Images

Digital Images should be a maximum of 1920 x 1080 pixels, otherwise they will be resized automatically. This automatic resizing may not bring out the best in your image so it is far better to do that yourself so you can see the results.

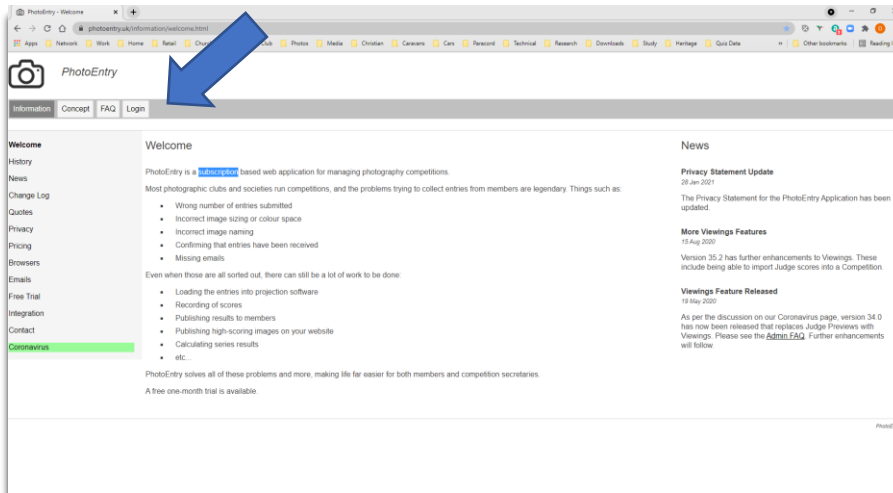
The Colour Profile should be sRGB or your image may not display colours correctly.

Logging In to PhotoEntry

PhotoEntry is compatible with most of the recent browsers, and because it is web-based can be viewed on many different types of devices..

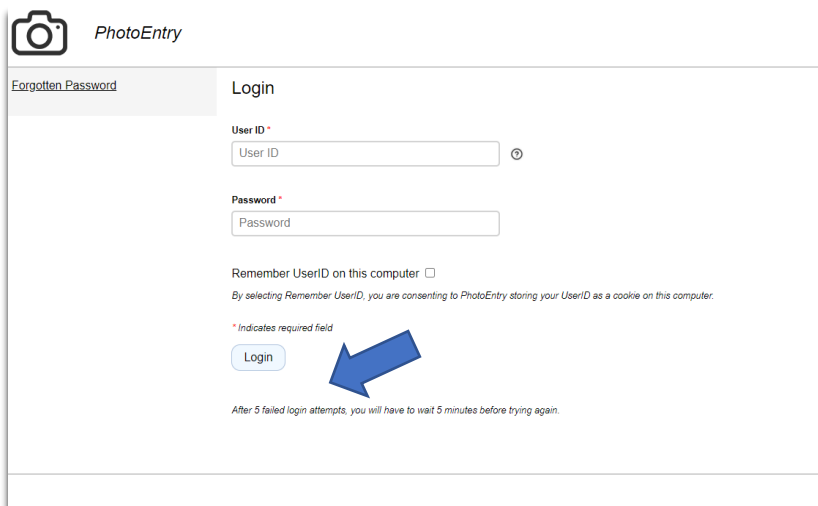
Open your Internet Browser and enter the site address: www.photoentry.uk and you should be taken to the site.

Click the login button to go to the opening screen.



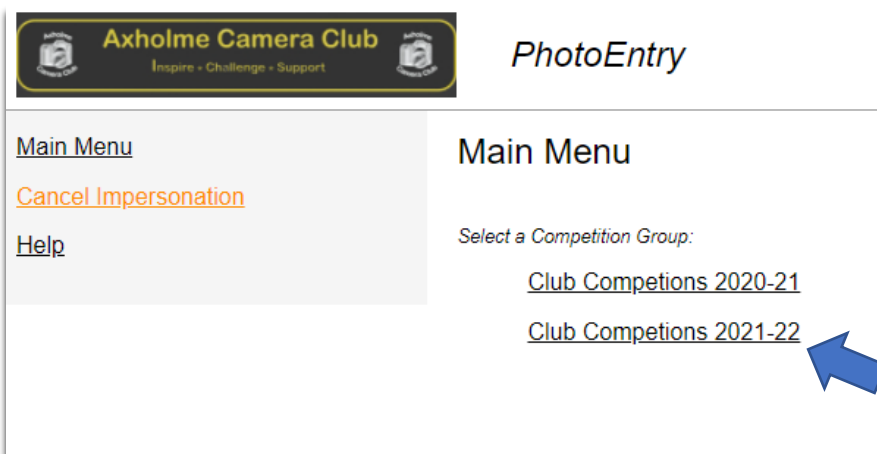
This should take you to the Login Page.

Enter your email address as the user name, and your password and click the Login button.



Main Menu

If you have logged in successfully you will see the following screen.



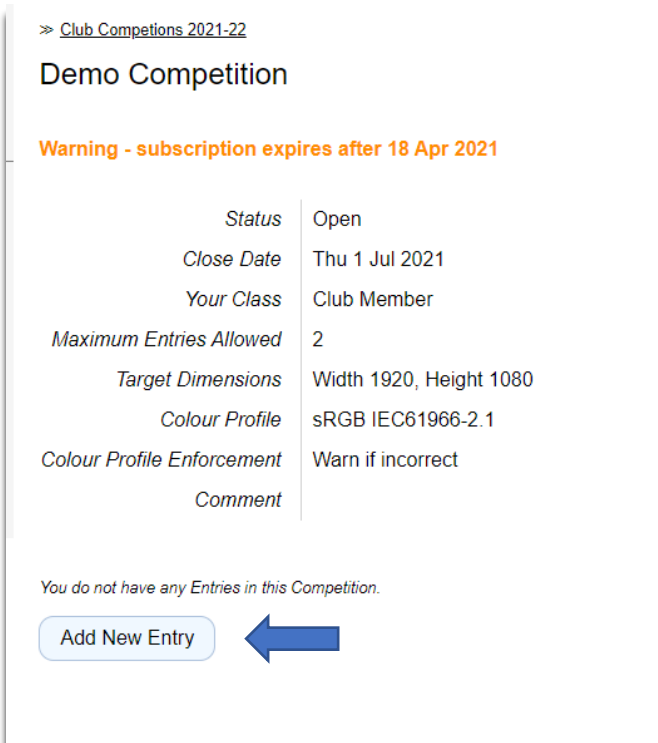
Uploading your Entries

To try uploading images Choose “Club Competitions 2021-22”

You should see a list of the active competitions. At the moment that may only be a “Demo Competition” to allow you to try uploading. This competition will be deleted later so it does not matter what images you upload.

The Demo Competition is set up like our normal competitions – so it will only allow you to upload two images. The images must be Jpeg files. They should be a maximum size of 1920 x 1080 pixels, otherwise the software will resize them accordingly. The colour profile should be set to sRGB otherwise they may not display correctly.

Choose “Add New Entry”.



The following screen should be shown.

Demo Competition: Add Entry

Warning - subscription expires after 18 Apr 2021

Status	Open
Colour Profile	sRGB IEC61966-2.1
Colour Profile Enforcement	Warn if incorrect
Comment	

[Show Help](#)

Enter Entry Details

The title may be up to 50 characters comprising alphanumeric, space, and the characters .!-%()

Entry Title *

Entry Reference

Publish Top Images to Club Website

Remember for next time

[Add This Entry](#)

Fill in your Image's Title. You can also choose whether, or not, the entry can be used on the Club website.


Click "Add this Entry" and you will be prompted for the image.

Entry added - now upload the Image for this Entry

Competition	Demo Competition
Status	Open
Target Dimensions	Width 1920, Height 1080
Colour Profile	sRGB IEC61966-2.1
Colour Profile Enforcement	Warn if incorrect
Comment	

[Show Help](#)

Select a JPEG image to upload. **Maximum file size is 10 MB.**

[Choose JPEG...](#) 

The system will then upload your entry into the competition.

Viewing images

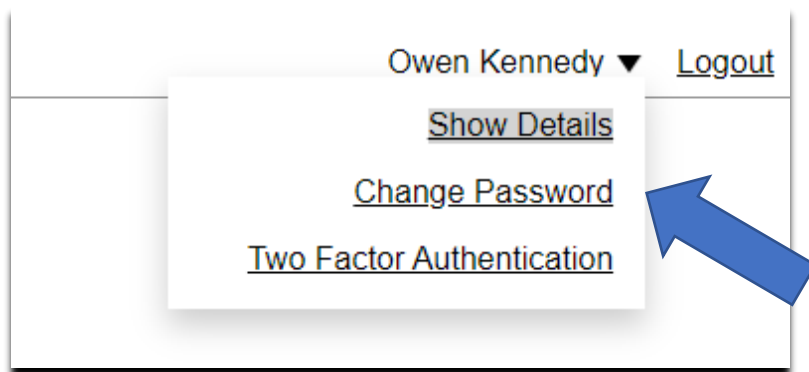
You can view your own entries at any time by going back to the main menu and choosing a competition.

After a competition has been completed it can be set to allow you to view all the entries.

You can see this by looking at the Competitions we have used to test the system.

Your User Details

You can check that the details held on the system are correct by selecting the “Your Details” option from the drop down menu when you click on your name (Top Right of Screen)



The only details held by default are your name, email address and details of the photos you enter in competitions.

If you wish you can add any relevant membership or distinction details, and indicate whether you are happy for your images to be displayed on the Club Website.

Removal of Personal Information

If at any time you decide you would like your details removed from the system simply email me and request that. You can either be “forgotten” which removes your personal details but leaves your images in past competitions, or “deleted” which also removes your images etc.

Changing your Password

If you wish to change your password at any time you can do this by choosing the “Change Password” option from the dropdown menu as shown above.

Questions

We appreciate that there may be some questions to start with – if there is anything I have not covered – drop me an email and I will do my best to answer it!

Owen Kennedy – owen@thekennedys.org.uk