

***This page describes the file naming convention for digital imaging competitions.***

Step one, prepare the image for competition: The image must not exceed 768 pixels in height and 1024 pixels in width. (*Included are procedures to use Photoshop to size and save an image for submission.*)

Step two, name the image with the proper information to identify the submission properly.

EXAMPLE: "30-CPI-1-John Dow~Chicago Skyline.jpg"

The "~" is used as a field separator.

The second field represents the competition code in this example "CPI" stands for "Color pictorial images". Until there become enough entries to split Color from monochrome the competitions will be combined. So even though the competition is labeled color pictorial images, monochrome images are acceptable. Use code "ARI" for Alteration of Reality Images.

The third field is the sequence number or round. In the example "1" represents the first image to be displayed for this club. Other acceptable are "2", "3" and "4" for regular competition. And the images will be displayed in the order of the numbers, in the same fashion as other club competitions.

If the club has makeup images the sequences numbers would be "5", "6", "7" and "8". The fact that the numbers are in this range signifies to the competition chair that the images are regular makeups.

Judge's makeups would be noted by a "9" in the sequence field.

The fourth field is the Makers Name. In this example it is "John Dow". Please put first name first and only enter first and last name, space is limited.

The fifth and last field is the Image Title. In this example it is "Chicago Skyline". This field is limited to 35 characters (including spaces) because of the program used for the judging. Any more than 35 characters will be cut to 35 to keep the program from having problems.

***Images for a standard entry could look something like this.***

30-CPI-1~Robert Brandes-Ice Cream in the summer.jpg

30-cpi-2~Bill Brown~Chicago by the River.jpg

30-Cpi-3~Jim Jones~The blue river.jpg

30-CPI-4~John DOE~Big Bird.jpg

***If the club also had 4 makeup images they could look like this.***

30-CPI-5~Rob Bendon~ summer time.jpg

30-cpi-6~Robert Brown~Chicago.jpg

30-Cpi-7~Kim Jones~The blue boat.jpg

30-cPI-8~John Doe~Blue Jays.jpg