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PREPARING IMAGES FOR DPI COMPETITIONS

The information here covers what you need to know to prepare your images for PDI competitions in either Adobe Photoshop, Lightroom or Elements. Other imaging packages have similar features such as Affinity Photo. As you'll see, the process is relatively similar for all the titles so if the software you own isn't covered you should still be able to see what's needed from these instructions.

If images you submit to competitions, including those at CPS, do not follow guidelines or rules your entries may not be eligible or may be disqualified or returned to you for amendment. At first, this seems somewhat harsh but guidelines and rules exist to ensure entries are in a standard format to allow the judges to compare entries to a common standard.

It is vital if the colours in your image are to be rendered as expected by competition software and display properly on the Internet and in video communication, that the colour space is set to sRGB.

Specifying the specific dimensions and the sRGB colour space, for example, means your image will match the display capabilities of a projector and be viewed at its clearest and sharpest and with colours as close as possible to those you intended. Requiring that the title and your name should be entered in a consistent manner in the hidden EXIF/IPTC data means the display software used during projection allows various software we use to automatically maintain an accurate record of your cumulative results

The following should work in either Adobe Photoshop or Elements. Other imaging packages have similar features.

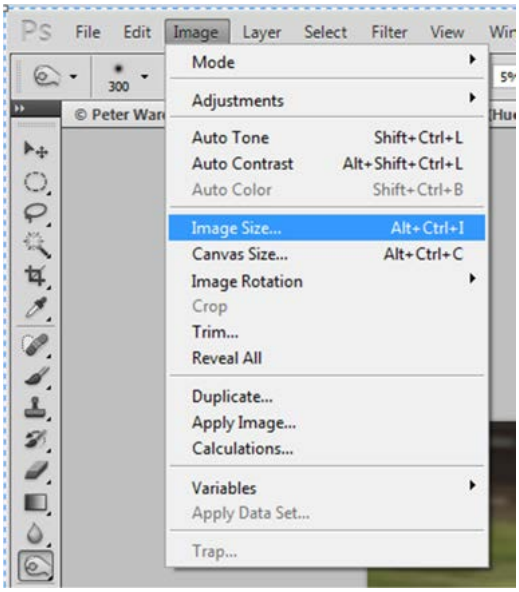
After you have finished all your adjustments, image manipulations and cropping before doing anything else **Save this image file** then:

Change Size to fit within a size of 1600 pixels maximum WIDTH by 1200 pixels maximum HEIGHT *(note that these are maximums and neither dimension should be exceeded)*

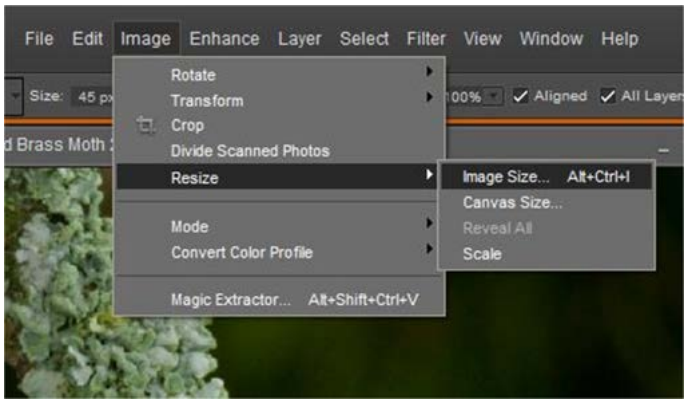
If your image is under these dimensions there is no need to add black to the background.

From the top menu bar select Image, then Image Size:

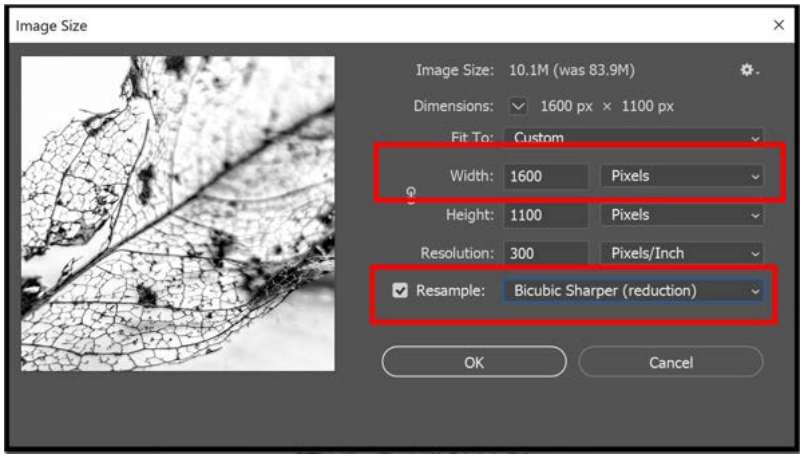
In Adobe Photoshop:



In Adobe Elements:



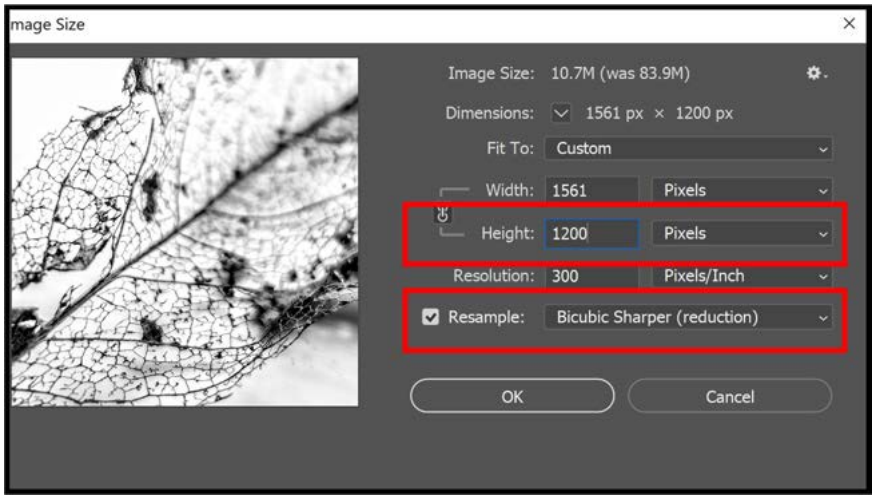
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Landscape format images tick resample and constrain proportions and in **"Width" insert 1600 and check "Height" <u>is less than</u> 1200 pixels**

As you are reducing the size of the image select

"Bicubic Sharper (best for reduction)". Click "**OK**"



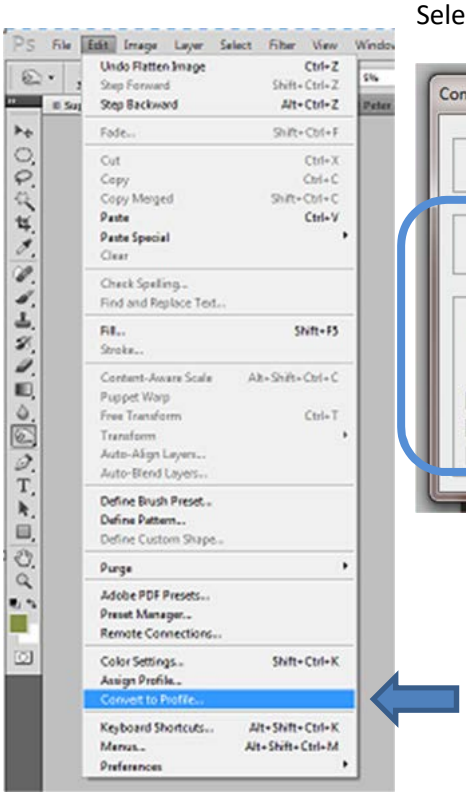
For **Portrait format images** tick resample and constrain proportions and in **Height insert 1200 pixels and check width is <u>less than</u> 1600 pixel.**

As you are reducing the size of the image select

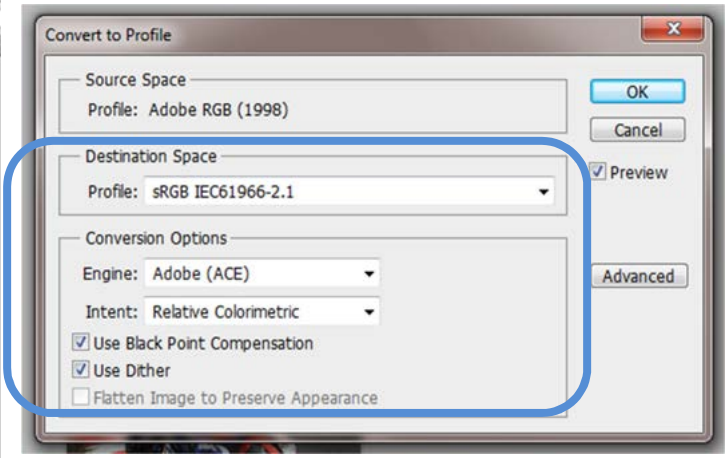
"Bicubic Sharper". Click "**OK**"

<u>Next Convert to sRGB</u>

First if you have layers in your image on the top menu bar click Layer and then Flatten Image.
Then in Adobe Photoshop:



Select Convert to Profile



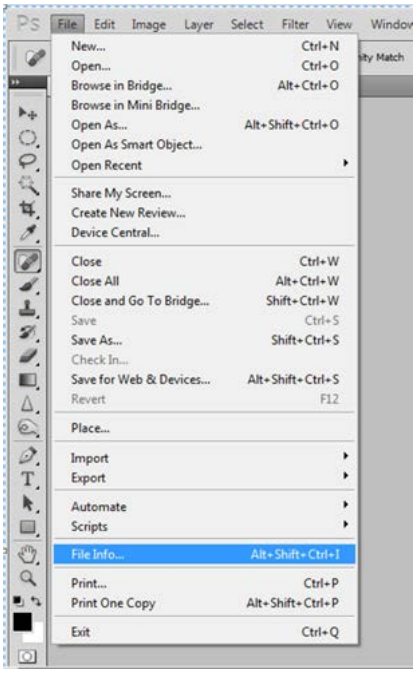
Select sRGB IEC61966-2.1 – click OK

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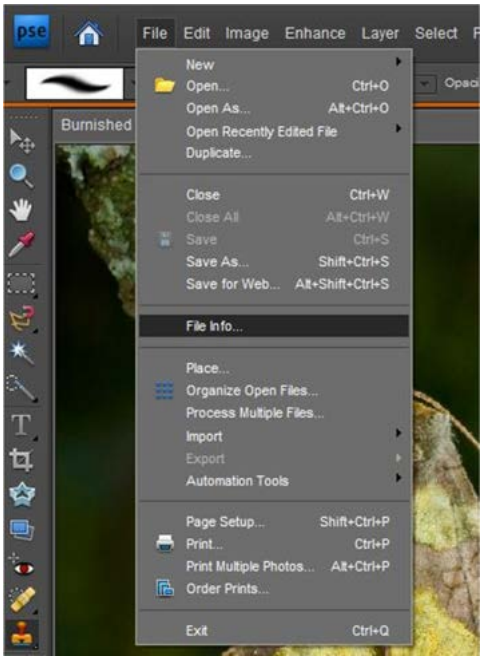
In Adobe Elements access this dialogue box via Image, Convert Colour Profile, Apply sRGB Profile:

You now need to add the EXIF data so that the Competition Secretary can display your image and record your score. From the top menu bar select File, then File Info:

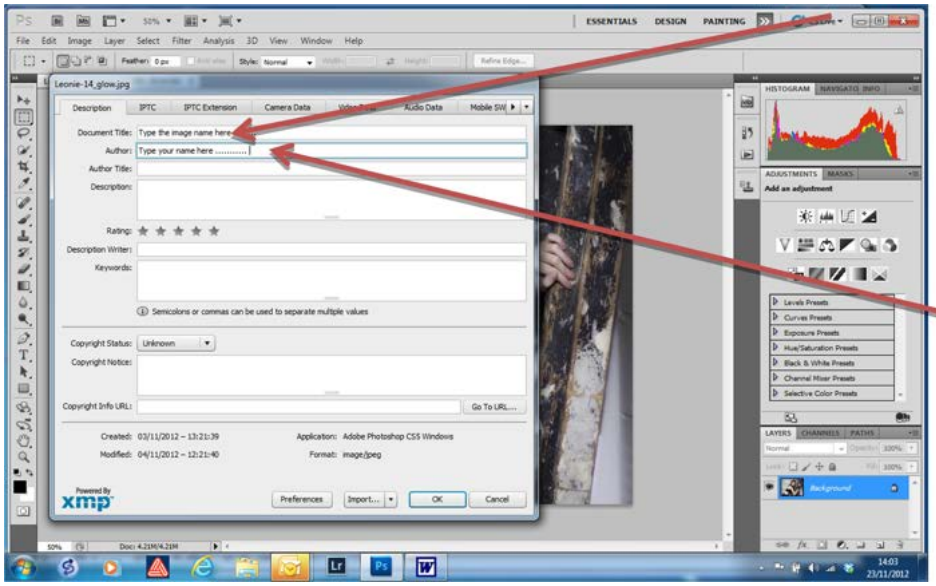
PhotoShop



PhotoShop Elements



In Adobe Photoshop and Adobe Elements



Insert your image title here (do not use all Uppercase and do not use punctuation characters)

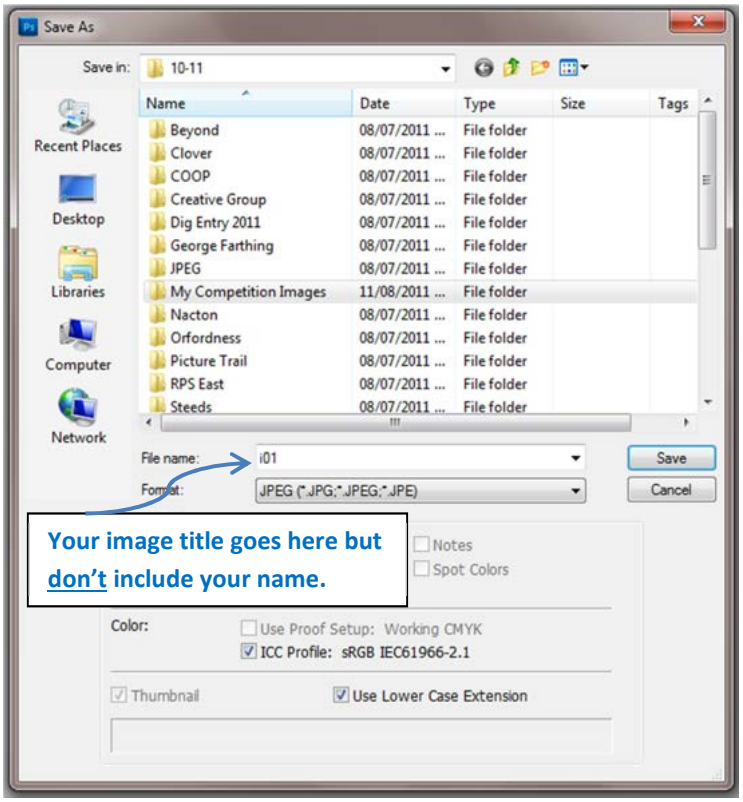
Insert your name here and ALWAYS use the same format for all future entries. This is important because it allows the software to automatically maintain an accurate record of your cumulative results

Other entries are optional

Now Click Ok

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You are now ready to save your image as jpeg.

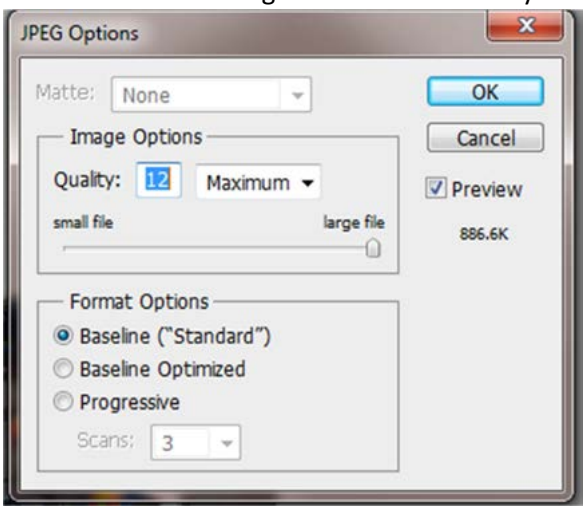


From the top menu bar click on File, Save As (not Save!!)

In Format select JPEG from the drop down list (click on down arrow to right of box). In the File Name box type in the name of the image. Do not put your name after the image title. Certain punctuation characters within image titles are undesirable. These are: , # & / : ; * " ~ < > | ? \ Either create a new folder or select a folder to save your image. Later you will need to copy the images from this folder to a CD or USB or to attach to an email to submit your entry so pick a location you can find again!

Now click on Save.

You will see this dialogue box. If not already selected choose quality as Maximum and 12, use Baseline Standard. Click Ok – You have now saved the file with the new filename, sRGB colour space at the correct resolution and with the EXIF data added.



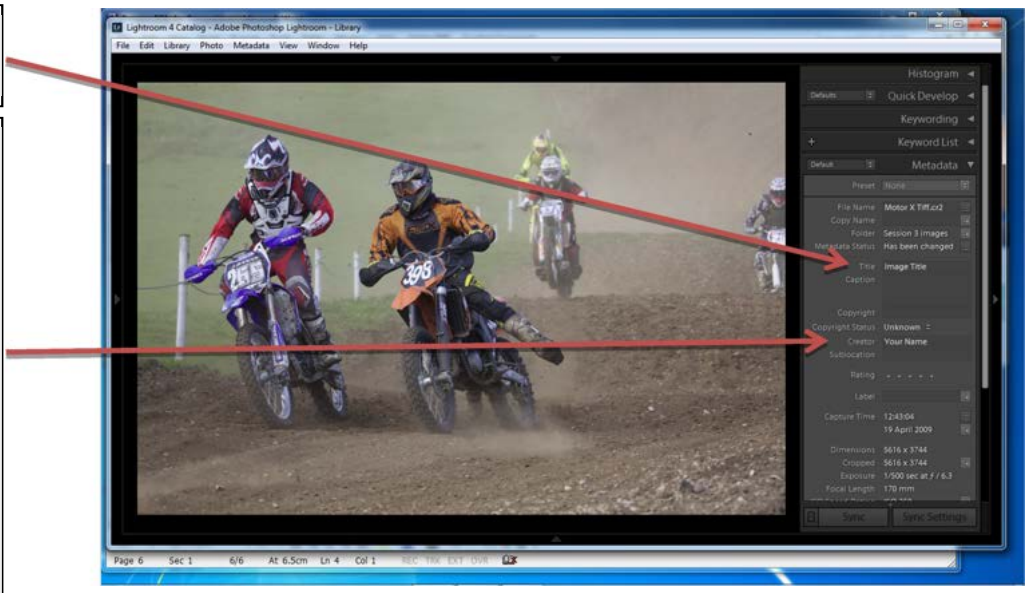
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In Adobe Lightroom:

Adobe Lightroom also permits the adding of EXIF data but it works in a different way, details being as follows:

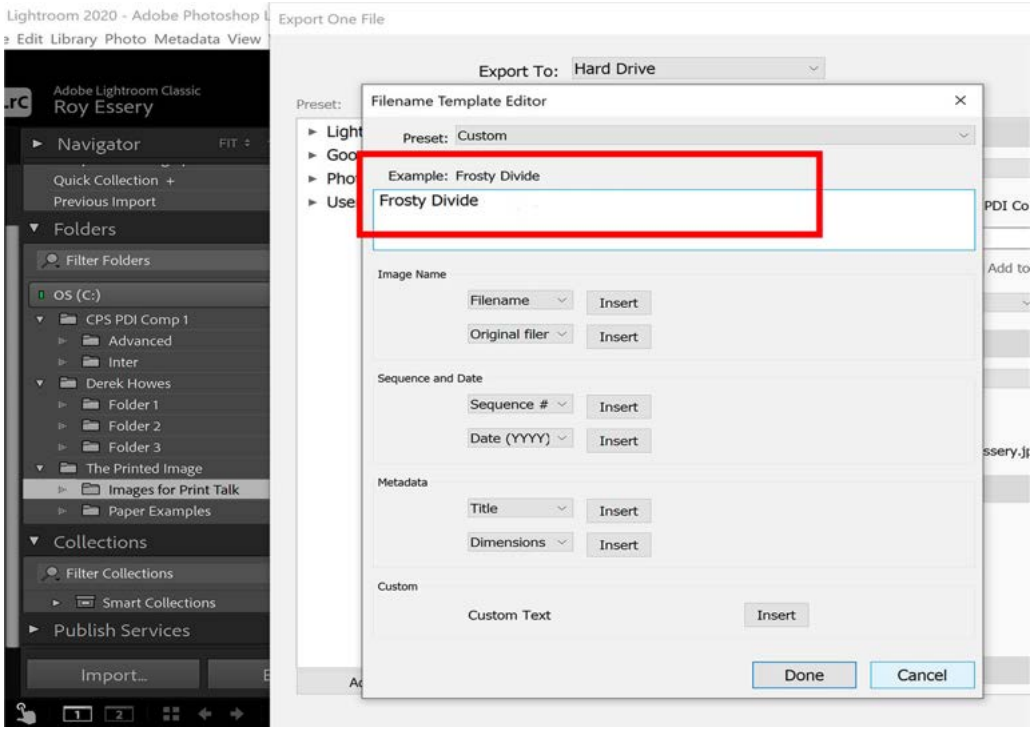
Insert your image title here

Insert your name here and ALWAYS use the same format for all future entries. This is important because it allows the software to automatically maintain an accurate record of your cumulative results

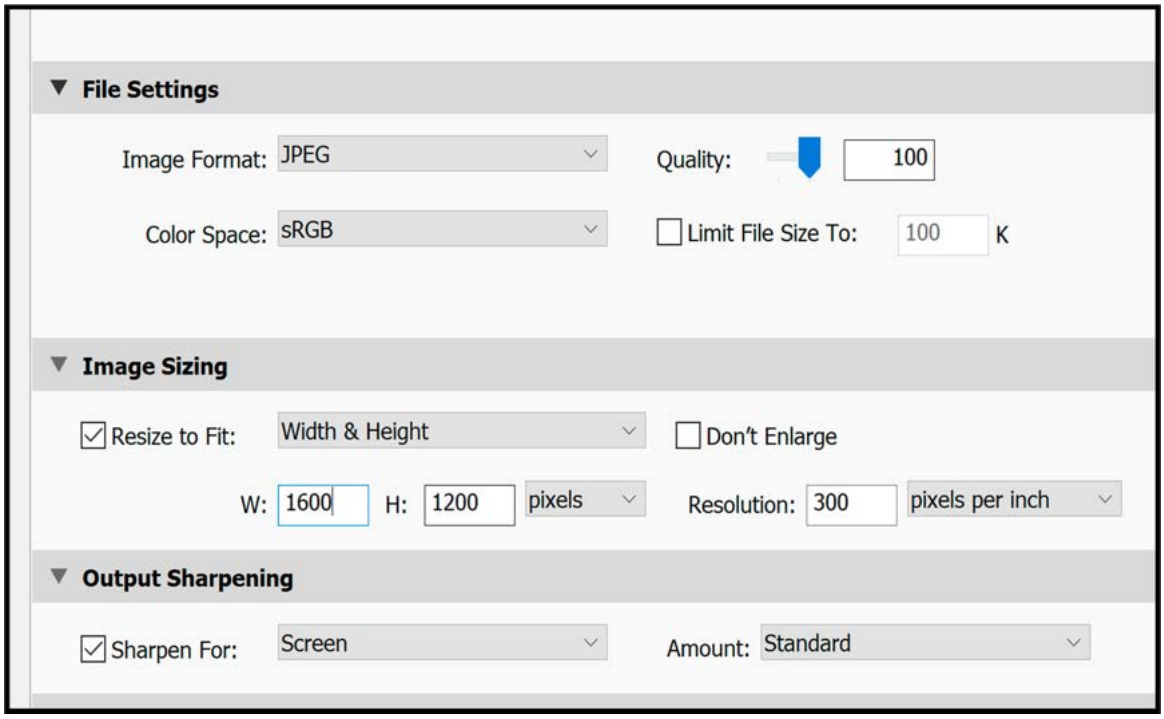


Then Export your image to a suitable location on your computer (undertaken by right-mouse click on the image – see details below) OR open image in Photoshop/Elements and follow the instructions previously given above.

Name image (Image Title e.g. "**Frosty Divide**). Do not put your name after the image title. Certain punctuation characters within image titles are undesirable. These are: , # & / : ; * " ~ < > | ? \



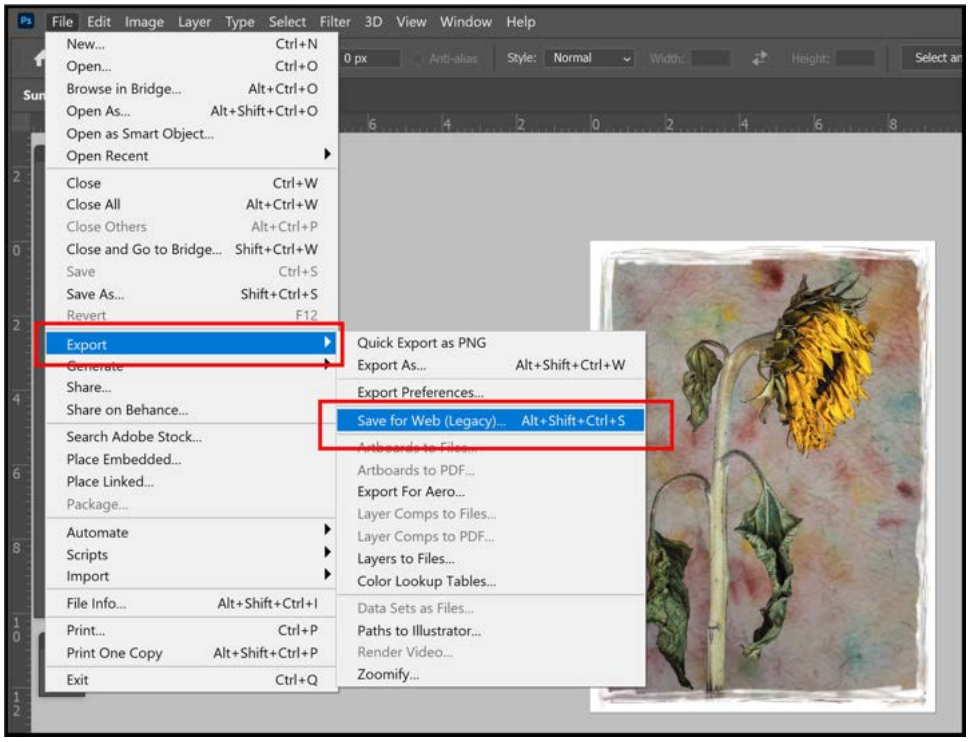
Now chose right colour space, insert max pixel size, etc as shown here:

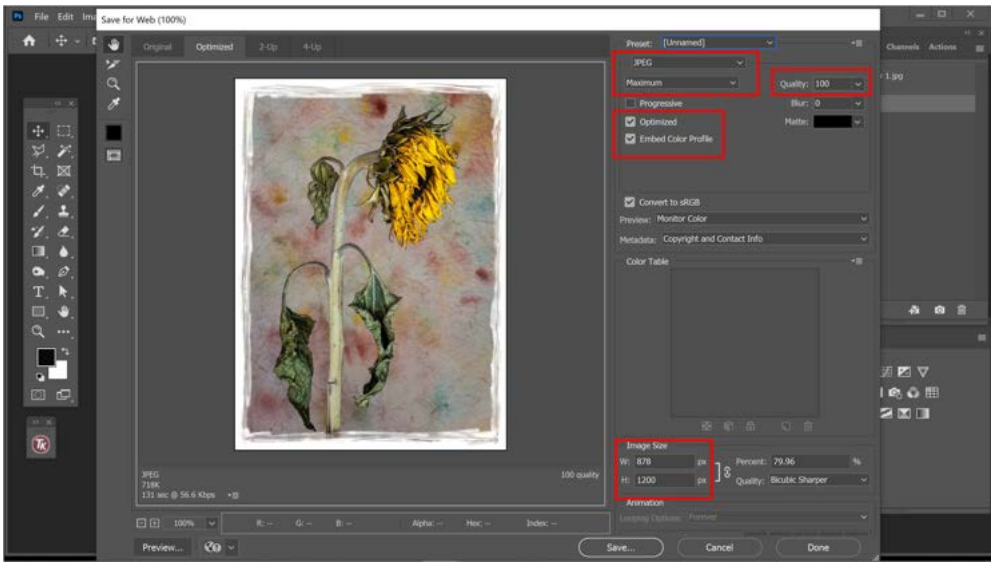


An alternative

In considering the above it needs to be appreciated that in Photoshop, Elements and, to some extent, Lightroom there are always a number of ways to achieve a similar result. As an example, rather than use the Image > Image Size drop-down dialogue box to resize your image you can use the Crop Tool, selected via the Toolbox (It is the floating palette on the left hand side of the screen). When this is selected an options box appears at the top of the screen which permits you to add a size for width and height. You could input 1600px for max width and 1200px for max height and then crop to the image. This would then give a perfectly sized image. Having done so go to File > Save for Web and Devices and input as shown here and click OK to save.

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All that remains is to email them to pdisecretary@colchesterphotosoc.co.uk or alternatively copy your entries to a USB stick and hand them to the PDI Secretary before the deadline.

If issuing by email you can expect to receive an email back at the PDI Secs convenience acknowledging receipt. To avoid disappointment, please note that if this doesn't happen the onus is on you to make contact and raise the query.

Note that all PDI images are required to be provided by midnight of the Thursday prior to the competition.

For help with this advice note email pdisecretary@colchesterphotosoc.co.uk

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SOME EXTRA TIPS FOR CORRECT IMAGE PROCESSING (whether PDI's or Prints)

1. **Periodically calibrate your monitor, say every 6 months or after a major operating system upgrade.**
2. **Make sure your monitor is not placed in direct sunlight.**
3. **If possible use a hood around your monitor.**
4. **Calibrate the monitor in the ambient light most frequently used when you are image editing.**
5. **Don't undertake image editing in inappropriate artificial lighting conditions, such as tungsten. If using artificial lighting it is recommended that you work under a daylight balanced light.**
6. **Edit your images against a light neutral background colour set in your image processing applications, not black. However when your post-processing is complete and after undertaking any cropping, etc. temporarily switch your background colour over to black. This shows any undesirable light areas that are close to the outside edge of the frame. This switch to black also simulates what your image will look like if presented as a PDI and offers you the opportunity to deal with any problem areas to the edge of the frame and, if considered desirable, to possibly create a thin key-line around your image. This is especially useful if the edges of your image are black and a key-line provides visual separation between the content of your image and the black of the projector screen, thereby preventing your image to appear to bleed into the black background produced by the projector. If you do create a key-line is recommended that you use a 2 or 3 pixel stroke weight and to avoid pure white as a colour.**