

Submitting Images for Competition

1. Log on with your username and password.
2. Select "**Competitions**" from the main menu.
3. Select "**Submit Images to a Competition.**"
4. Click on the "**Select**" button for the competition date and category you wish to enter.

	Competition Date	Competition Type	Competition Title	Close Date/Time
Select	Thursday, September 08, 2016	Freestyle Digital	Summer Exhibition 0 of the 3 allowed entries were submitted.	Sunday, September 04, 2016 12:00 AM EDT
Select	Thursday, September 29, 2016	Black & White (Monochrome) Digital	Black & White (Monochrome) Digital 1 0 of the 2 allowed entries were submitted.	Saturday, September 17, 2016 12:00 AM EDT
Select	Thursday, September 29, 2016	People And Portraits Digital	People And Portraits Digital 1 0 of the 2 allowed entries were submitted.	Saturday, September 17, 2016 12:00 AM EDT

5. **Image Size:** Your competition jpg entry must be sized to a width not to exceed 1920 pixels AND a height not to exceed 1200 pixels. Even though the instructions indicate your image will be re-sized, we suggest you resize to proper dimensions **before** submission.
6. Click on the "**Upload Images into the Competition**" button at the bottom of the screen.

Images you entered into this Competition

You have entered 0 of the 2 images you are allowed to enter into this competition.

You have not entered any images to this competition.

Upload Images into the Competition Add Images from my Image Library

Print Labels for Print Submissions Return to Competition List

7. On the next screen, click on "**Select**" button to select an image from your computer to upload.

After your images are uploaded into your library, references to those images will be automatically entered into your Competition.

Competition Title: Altered Reality Digital 2
Competition Date: Thursday, October 20, 2016
Competition Type: Altered Reality Digital

You have already entered 0 of the 2 Images permitted for this competition.

Select

Return to Competition without submitting Save Images and Proceed to Edit Page

8. As soon as you see the green dot next to your image, click "**Save Images and Proceed to Edit Page**"

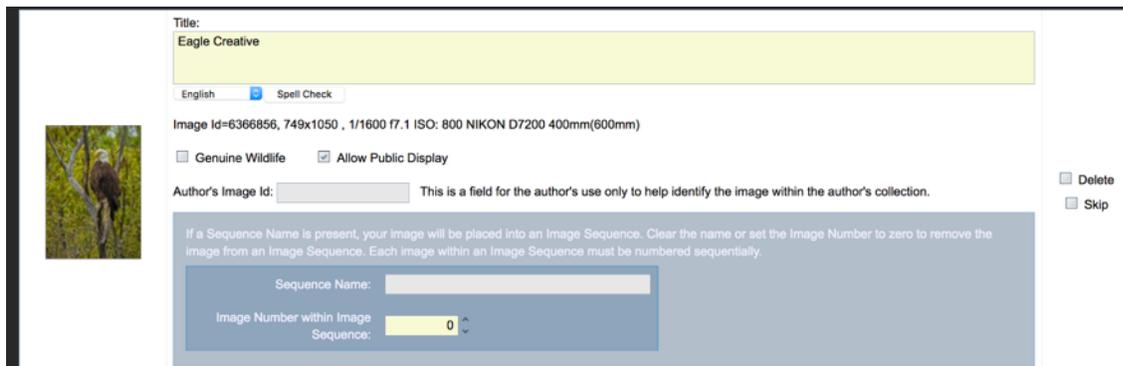
Eagle Creative.jpg Remove

Select

Return to Competition without submitting Save Images and Proceed to Edit Page

9. On the next screen, you can change the title name of your image.

- Titles must not contain any of the characters ~ \ / : " ? | < >
- Do not leave ".jpg" at the end of the title, as this is a part of the file name and not the title.



Title:
Eagle Creative

English Spell Check

Image Id=6366856, 749x1050 , 1/1600 f7.1 ISO: 800 NIKON D7200 400mm(600mm)

Genuine Wildlife Allow Public Display

Author's Image Id: This is a field for the author's use only to help identify the image within the author's collection.

If a Sequence Name is present, your image will be placed into an Image Sequence. Clear the name or set the Image Number to zero to remove the image from an Image Sequence. Each image within an Image Sequence must be numbered sequentially.

Sequence Name:

Image Number within Image Sequence:

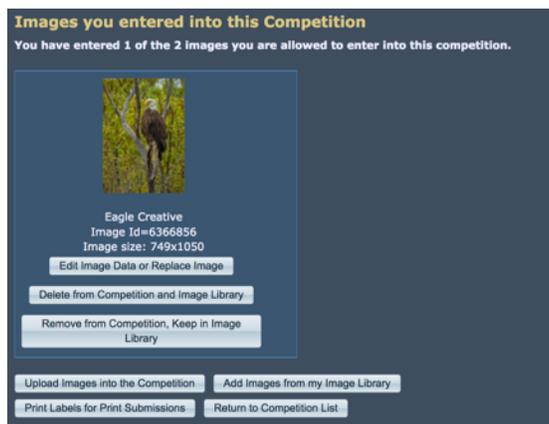
Delete
 Skip

10. Verify that all the information is correct.

- **No** need to check “Genuine Wildlife
- Make sure the box “**Allow Public Display**” is checked
- **No** need to enter anything in the “Author’s Image Id:” box
- Do **not** check either the “Delete” or the “Skip” box on the right hand side of the screen
- You do **not** need to enter anything in the Sequence boxes

11. Click on “**Save any changes and return to the original page**” to upload the image for competition.

12. You will see a confirmation screen “**Images you entered into this Competition**”



Images you entered into this Competition

You have entered 1 of the 2 images you are allowed to enter into this competition.



Eagle Creative
Image Id=6366856
Image size: 749x1050

13. Click on “**Return to Competition List**”

14. You need to repeat the above steps for each category that you wish to submit images for. If the category allows more than one image, repeat the steps to submit the second image.

If you need to revise an image already submitted, see the **Modifying Submitted Image** instructions.