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Section I OUR CAMERA CLUB DESCRIPTION

Purpose: The purpose of our Club is to promote an interest in photography, develop friendships, and to help one another improve our photographic skills. Competitions, instructional programs, special photography presentations, and field trips are held throughout the year to help develop both our technical and artistic capabilities.

Meetings: Except for Board meetings, we generally meet in the Foothill Center from 7:00 p.m. to 9:00 p.m. the first and third Mondays of each month. Meeting dates are published monthly on our website: <http://villagescameraclub.com> and in *The Villager* Newspaper.

Competitions: Seven competitions are held on the first Monday evening of the following months; October, November, December, February, March, April and May. Additionally, there is a year-end competition in June.

Programs and Training Nights: Speakers and training session meetings are held on the third Monday evening of each month, September through May; except December.

Field Trips: There will usually be at least one field trip each year. Be sure to sign-up by following the instructions on our Website Home Page. Select the "ACTIVITIES" drop down menu, then click on "Field Trip Registration Information". We look forward to seeing you there.

SIGs and Photo Meet Ups: Special Interest Groups (SIGs) and Photo MeetUps are planned or random get togethers that encourage photography and fun. The focus may be a specific topic or technique.

Board Meetings: Meetings are the third Monday of each month, September through July and are held in the Cribari Patio Room at 9:30 a.m., except in December when there is no meeting. Summer sessions may be scheduled as needed.

Member Dues: Membership dues are \$30.00 per member per year. This covers the cost of judges, speakers, and equipment replacement and maintenance. The dues are billed annually through the Villages.

Camera Club Website: Our Club maintains a website which is the primary source of information for our members and guests. The site is located at: <http://villagescameraclub.com>. As a member you will find all of the following:

- A list of our current officers and board members
- Board Minutes
- President's Messages
- Guest Judges schedules and biographies
- Information about our monthly competitions, program meetings, scheduled events, and field trips
- Names and contact information for all of our club members
- Our Club PSA Representative

- This Information Booklet

Our website has two levels of access:

1. Guests have limited access to basic information about who we are and what we do. Guests can also see images from our current month's competition.
2. Members are allowed greater access to our website. You will need a "Login Name" and a "Password". See *Activating Your Online Account* below.

You will use the Camera Club website to upload your digital images for a competition.

Activating Your Online Account: Once the Webmaster sends you an email with your "Login Name" and "Password". Then do the following to gain complete access to our website.

1. Go to: <http://villagescameraclub.com>
2. Go to LOGIN (upper right hand corner of screen)
3. Insert your "Login Name" and "Password"
 - Click on "Remember me" if you don't want to log in each time you return to the website.
 - Click on: "Login"
4. You should now be logged into the website
5. A few suggestions:
 - You may Drag and Drop the website URL to your desktop as a quick link.
 - To personalize and Change your "Login Name" and/or "Password" do the following: Click on the "Members" tab at the top of the page. Now click on "My Account Settings". Here you will see your current "Login Name, User Name and your User I.D". (Your user I.D. is NOT your password) In the bottom half of this page is a list of changes that YOU can make to personalize your experience. PLEASE WRITE DOWN YOUR LOGIN AND PASSWORD FOR FUTURE REFERENCE.
 - When you wish to leave the website, you may "log off" or click on the red "X" in the upper right corner of the screen. Doing this will allow you to remain logged on the next time you return to the site.

SECTION II HOW TO FIND INFORMATION ABOUT CLUB ACTIVITIES

Your Villager Newspaper: During the September to June period, a rolling agenda of Club activities appears weekly in the Villages community newspaper. From time to time, articles highlighting events and accomplishments are also included.

Channel 26: Our Club Publicity Chairperson also places brief announcements of Club activities on Comcast Channel 26.

Website: Our Club also maintains a calendar and list of Events and Activities on the website. To access it, click on the "Activities " Tab at the top of the web page. On the drop down menu, click on "Calendar and Events." Now, to the left of the word "today" and the displayed month, you will see two arrows. Click on them to change the displayed month. Once you are looking at your month of choice, click on the posted event to read more about it.

SECTION III OUR CLUB AFFILIATION AND STANDARDS

N4C (Northern California Council of Camera Clubs): The Camera Club is a member of N4C, an organization of sixteen San Francisco Bay Area camera clubs whose members comprise photography enthusiasts - beginners, amateurs and professionals. N4C provides an opportunity to grow photographically and to compete at an interclub level. N4C hosts field trips, seminars and workshops. Information can be found at <http://www.N4C.org>

PSA (Photographic Society of America): The Camera Club is a member of PSA, an international photography organization offering a variety of services to its members. Information on PSA can be obtained at: <http://www.psa-photo.org> or from our Club PSA Representative, whose name and telephone number are listed on our website. Our local PSA Chapter is the Yerba Buena Chapter. Information about them can be found online at: <http://www.psa-yerbabuena.org>.

Standards

The Villages Camera Club subscribes to the *Ethics Statement* of the Photographic Society of America (PSA). Consistent with that *Ethics Statement*, all images submitted for competition in both print and projected image formats, and in all competition divisions shall be the original work of the photographer.

No clip art, digital art or photographs other than those made by the entrant may be used in whole or in part in any portion of the image. Images may only be manipulated as noted in individual category definitions. When graphic elements other than photographs created by the entrant are used in an image, photographic content must still predominate.

SECTION IV COMPETITION CATEGORIES

There are six categories for competitions. They are: *Pictorial/Color, Photojournalism, Creative, Nature and Wildlife, Travel and Monochrome*. There are rules that spell out what is acceptable in each of these categories. To see these rules you should access the N4C website

<http://n4c.org/definitions/>

This website also contains examples of the type of image acceptable in each category. Competition entries that do not comply with these rules will be subject to disqualification.

SECTION V JUDGING

Judges are invited by the Villages Camera Club to participate in the judging of our competitions. The judges are certified and follow category definitions as defined by N4C. Prior to each competition meeting, the judge is announced in *The Villager* and on the Villages website. Our Club offers a small stipend to the judges for their time and travel miles. Judges provide a constructive evaluation of each image entered at monthly competitions. Then, following PSA guidelines, the judge will award a 1st, 2nd, 3rd place and possibly an honorable mention to winners in each of the competition categories and at each competition level.

Images that are submitted into the wrong category may be disqualified during judging. Disqualified images (images that have not received a score) may be resubmitted into the correct category at a future competition.

Each category of digital images is projected individually with the given titles to be critiqued. Final judging may be made with images viewable on the laptop if necessary for clarity.

SECTION VI COMPETITIONS

Experience Levels: For competition purposes, the membership is divided into four groups. Basic (B), Intermediate (I), Advanced (A) and Masters (M). The four groups allow each member to compete against members with the same level of expertise.

Typically new members start in the Basic (B) group, unless they are seasoned photographers and wish to start in one of the other groups. Members may, if they wish, move up to a more advanced group, but only during the "summer off" months prior to September 15th by notifying the President and the webmaster. The Board has approved a policy whereby any individual who achieves three or more N4C placings or HMs during one club year will be automatically moved up to the next level for the following club year.

Training, field trips and competitions are for everyone regardless of expertise. If you are new to the club and/or photography, you will find that most members are willing to give assistance and answer questions to help you get started.

Competitions: Our regular competitions of Projected Images are held on the first Monday evening of the following months; October, November, December, February, March, April and May. We also have an annual year-end competition in June. Images that place in a competition will automatically be submitted to the next N4C competition -- so these images will compete at the interclub level.

How Many Pictures Can I Submit? Each member is allowed to enter a maximum of three (3) images per competition. For the "year-end" competition all images that placed 1st, 2nd

or 3rd in a club year competition will be automatically entered.

A sequence of up to two to four story-telling images may be entered into the Nature, Wildlife or Photojournalism categories and will be judged as one entry. Please refer to the N4C definitions referenced above for more details regarding sequence image entries.

Regulations for Projected Images:

- Images must be in a JPEG format and less than 4 megabytes (MB) in file size and must fit within a 1920 pixel horizontal by 1200 pixel vertical rectangle. Images uploaded which are larger than 4 megabytes will not be accepted by the website.
- Projected images may originate from slides, prints, or digital images.
- An image may not be submitted in more than one category in the same competition.
- An image that has not placed (this includes images that receive an Honorable Mention but do not place) may be resubmitted. The VCC recommends that if an image still has not placed after being submitted three times, do not submit the image again.
- Projected images, having previously received a score of 1st through 3rd in any competition, cannot be re-entered into subsequent competitions in the same category, but can be entered into a different competition category if the image meets the criteria for the new category.
- An image may have both a color version and a monochrome version. A mono version of the image may be submitted into the color category. The color version may not be submitted in the mono category. Either version may be entered into other categories for which it qualifies. Once either version of the image has placed, only that version of the image may be entered into other qualifying categories in the future, with one exception, if the mono version places in the mono category then the color version may be entered to the color category.
- Projected images, which were disqualified by the judge in a previous Villages Camera Club competition, may be re-entered into a future competition up to a maximum of one (1) time. If the disqualification was due to the image not meeting the specifications for the entered Category, then if re-entered, the image should be entered into a category where it does meet the specifications of the Category.
- To promote the development of photographic skills, members are encouraged to submit recent work.

SECTION VII SUBMITTING IMAGES FOR COMPETITION

The deadline for submission of digital images during regular competitions is 2 p.m. on the Sunday prior to the competition. The website will not allow late entries.

How To Submit An Image Into a Competition

You must prepare a JPEG format file less than 4MB and conforming to a maximum 1920 (horizontal) X 1200 (vertical) pixel size. Store this file on your computer. Then:

Log into the VCC website at <http://villagescameraclub.com>

Go to **Competition Entry**, then to **Submit(Upload) Images to a Competition**

1. Select the competition that you want to enter
2. On the next screen, click **Upload Images into the Competition**
3. On the next screen, click **Select** then browse to the file on your computer and open it. Your image title will show on the screen with a green button beside it. Now click on **Save Images and proceed to edit page.**
4. On the next screen you can edit the title if necessary. Then click on **Save any changes and return to original page.** Repeat the process for additional submittals in the same or another competition.
5. After you have loaded the image to the website, you will see a confirmation that it has been received. It will tell you how many images you may enter in that competition. You will also see the option to:
 - Edit the information entered in #4 above.
 - Remove the image from competition
 - Upload additional images to this competition.
6. Finally select **Return to competition list.** AND YOU ARE DONE! The website will take care of the rest of the work.

Note: Uploading images into a competition automatically places these images into your personal library.

Please contact the Webmaster with any questions.

N4C competitions:

All images that place 1st, 2nd or 3rd in any category and at any level will automatically be submitted to the next N4C interclub competition in the same category at the same level. This happens automatically and you do not need to resubmit your work. You will be notified if your image places at the N4C level.

SECTION VIII SHARING YOUR WORK AFTER THE COMPETITION:

We like to share our work with our fellow Villagers and their guests. We do this by placing prints of your winning images in the Cribari Center and other locations throughout the campus, and creating a photo slideshow on our home webpage.

Placing Winning Projected Images on the Website: The Webmaster will automatically display all winning projected images in a gallery on the Club website.

Displaying Prints from Projected Images: Participants wishing to have prints of their winning projected images displayed in Cribari, and elsewhere in the Villages, must provide the display chair with an 8 x 10 printed copy with no matting. After rotations throughout the Villages, your displayed images will be returned during regular meeting times.

What If I Don't Want To Share My Photos? Members who do not want their submissions used for public display must notify the Membership Chair and sign an 'Opt Out' disclaimer to that effect. Otherwise, the Villages Camera Club may display digital images on our website, at various locations around the Villages, and in any Villages publicity venue (for example, in the *Villager* newspaper).

SECTION IX YEAR-END COMPETITION

All images that place 1st, 2nd or 3rd at any VCC competition during the club year will be automatically entered into the "year end" competition. All projected images that place in the annual competition will be viewed at the year-end event, and the final awards will be presented.

Year-End Judging:

Judging is a "closed" session with an outside, qualified judge. In attendance are the President, Vice President, and Competition Chairperson. The Judge individually views all entries for each category independently. No commentary is provided during this process.

In each category and at each level a 1st, 2nd, and 3rd place is awarded. Honorable Mentions may be assigned at the judge's discretion. One entry is chosen from all the category winners and designated as the "Best In Show". This takes place after the last regular competition in May during the period preceding the Year-End Event.

Awards and Commentary:

The results of the annual awards competition will be announced at the Awards Event. The outside judge will provide commentary on the winning entries.

Following the event, certificates of recognition are awarded to members having images that won annual awards.

Publication and Display:

Subsequent to the annual awards event, the results of the annual competition will be published on our website. In addition, the winning prints will be displayed in the Cribari Center and possibly other locations around the Villages during the summer months.