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INFORMATION BOOKLET



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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 Cribari Conference Room 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: Six competitions are held on the first Monday evening of the following months; October, November, December, February, March 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 Shootouts: Special Interest Groups (SIGs) and Photo Shootouts 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 timeframe, 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

Pictorial/Color: Pictorial photography is the use of the photographic medium as an art form. The emphasis is on interest, visual impact, composition, and technical excellence. Images in the Pictorial Division are not confined to any particular subject, type, or style of photography. For example, monochrome images are acceptable in this category as well as in the Monochrome category. Pictorial images may be manipulated in the camera, on the computer, or in a darkroom.

Photojournalism: Photojournalism entries shall consist of pictures with informative content and emotional impact; including human interest, documentary and spot news. The journalistic value of the photograph shall be considered over pictorial quality. In the interest of credibility, photographs that misrepresent the truth, such as manipulation of the image, or situations that are set up for the purpose of photography, are unacceptable in Photojournalism competition. The primary concern is to make story-telling and/or newsworthy photographs. In competition, the title is read when showing the image. Good titles are important and should add to the photo-story. Cute, fun titles should be saved for pictorial or creative categories. Inappropriate titles can result in lower scores. No manipulation or modification of the Photojournalism images is permitted except resizing, cropping, selective lightening or darkening, and restoration of original color of the scene. No special effect filters can be applied. Any sharpening must appear natural. No elements may be moved, cloned, added, deleted, rearranged or combined.

Creative: Creative photography is producing an image through the use of imaginative skill or originality of thought including the altering of reality. Creative images may include modifications in the camera, on the computer, or in the darkroom. Modifications may convey unusual points of view; including imaginative use of subject matter, lighting, or any other presentation that begins with the maker's photograph or a collection of photographs.

Nature and Wildlife: The Nature category is restricted to the use of the photographic process to depict observations from all branches of nature except anthropology and archeology. The photo should identify the subject matter and certify as to its honest presentation. The story-telling value of a photograph will be weighed more than the pictorial quality.

Human elements shall not be present except when the element represents an adopted habitat or on the rare occasion where those human elements enhance the nature story. An example might be a swallow nest or a wasp nest under an eave. The presence of scientific bands on wild animals is acceptable. However, photographs of artificially produced hybrid plants or animals (any plant or animal that has its appearance changed by breeding and selection by man), mounted specimens, or obviously set-up arrangements are ineligible, as is any form of manipulation that alters the truth of the photographic statement.

Images entered in Wildlife sections meeting the Nature Photography Definition above are further defined as one or more living zoological or botanical organisms free and unrestrained in a "natural or adopted habitat". Landscapes, geologic formations, photographs of zoo or game farm animals, or of any living zoological or botanical species taken under "controlled conditions" are not eligible in Wildlife sections. Wildlife is not limited to animals, birds and insects. Marine subjects and botanical subjects (including fungi and algae) taken in the wild are suitable wildlife subjects, as are carcasses of non-extinct species.

The title should be factual and descriptive and will be read as shown. Scientific names are

encouraged but are not to be used as a basis for judging.

No manipulation or modification of Nature or Wildlife images is permitted except resizing, cropping, selective lightening or darkening, and restoration of original color of the scene. No special effect filters can be applied. Any sharpening must appear natural. No elements may be moved, cloned, added, deleted, rearranged or combined. Horizontal flipping (equivalent to reversing the image) is an acceptable modification.

Travel: A Travel picture must express the feeling of a time and place, portray a land and its people or a culture in its natural state, and has no geographic limitations. Ultra close-ups, which lose their identity, studio-type model shots, or photographic manipulations, which misrepresent the true situation or alter the content of the image, are unacceptable in the Travel competition. No manipulation or modification is permitted except resizing, cropping, selective lightening or darkening, and restoration of original color of the scene. No special effect filters can be applied. Any sharpening must appear natural. No elements may be moved, cloned, added, deleted, rearranged or combined. The title should give the location and complement the travel story.

Monochrome: This must be an exclusively gray-scale image (black to white), which may also include an additional single color, or tint added to the gray-scale. The tint may pervade the entire image, or may be applied to a portion, with the remainder staying gray-scale. Sepia tone is an example of a monochrome with a single tint pervading the image.

The emphasis is on interest, visual impact, and technical excellence. Images are not confined to any particular subject and may be manipulated, but not generated, in a computer.

An Image Sequence: A sequence consists of a series of related images. A sequence print must have two or more related images printed on the same sheet of paper, or mounted on the same mat. A projected image sequence is only permitted in the Nature and Photojournalism divisions, and is comprised of two to four related images, which count collectively as one entry.

Detail Note: A sequence can be one entry with multiple images of the same person or object shown in movement (for example a biker in stages of flying through the air, or the phases of the moon during the lunar eclipse), or a series of no more than three individual images showing the same progression of movement or storytelling. It is important that the images contain the same people, place, action or identifiers, which tell a story.

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 above. 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.

Each category of prints are viewed in a light box stand. The prints are judged individually with the given titles to be critiqued and then transferred to print racks for viewing.

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.

Members of the club self-select their level based on their experience. 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.

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 Prints and Digital/Projected Images are held on the first Monday evening of the following months; October, November, December, February, March 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, including our "year-end" competition when you can also submit up to three (3) images. Your year-end submissions must be selected from images that you have already entered during the regular monthly competitions.

- Images may be placed either into the print category, the digital/projected category, or a combination of both.
- A sequence of up to two to four story-telling digital images, or one (1) print may be entered into the Nature, Wildlife or Photojournalism categories and will be judged as one entry. Please refer to Section IV Competition Categories for more details regarding sequence image entries.

Regulations for Projected Images and Print Submissions:

Projected Images:

- Images must be in a JPEG format and less than 4 megabytes (MB) in file size (to fit within a 1600 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.
- Projected images made from prints that were previously judged cannot be re-entered for judging.

Prints:

- Framed Prints are not acceptable for competitions
- Prints must be matted or mounted in some fashion, either flush to foam core or framed with mat board. The maximum thickness of the print and board is 5/16 inch.
- The minimum outside measurement for any print mat is 11 X 14 inches and the maximum outside measurement is 16 X 20 inches. The print itself, inside the mat, may be any size.

Projected Images and Prints:

- An image may not be submitted in more than one category in the same competition. Projected and Print categories are all considered separate categories.
- An image that has not placed 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 or print images, having previously received a score of 1st through 3rd or HM 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 or print 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.

- When a projected or print image has received a score of 1st through 3rd or HM in competition, other similar images (taken at the same site and approximate time and differing only in angle, etc.) cannot be separately entered into subsequent competitions.
- To promote the development of photographic skills, members are encouraged to submit new work.

SECTION VII SUBMITTING IMAGES AND PRINTS 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 -- Projected AND Print

For both Projected Images **AND** Prints you must prepare a JPEG format file less than 4MB and conforming to a maximum 1600 X 1200 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.

At this stage, if you have selected a PRINT competition, you will have the option to **Print Labels for Print Submissions.** Choose this option and on the next page select **Generate Report.** Print two copies of the label -- one goes on the top left reverse of the print and the other is loosely taped to the center reverse of the print.

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 - print or projected - 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 your winning prints 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, as well as digital images from winning print entrants, 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. Images will be placed in clear acrylic 8 x 10 holders. 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

Each member may submit a total of 3 entries from the current year's competitions occurring between October and May. Images that were not submitted into a competition during the year are not eligible to be entered into the year-end competition.

You are not allowed to make any changes to your year-end submissions, the titles must

remain the same and images must be submitted in the same category as they were submitted during the year.

- All prints submitted into the annual competition will be on display at the year-end event, and the final awards will be presented.
- All digital projected images submitted into the annual competition will be viewed at the year-end event, and the final awards will be presented.

Submitting Images for Year End Competition:

Prints:

In order to provide adequate time to assemble and organize entries for judging, all prints should be delivered to the Print Chair no later than 5 p.m. the first Thursday following the final regular competition in May.

Note: Prints currently on display at various locations in the Villages will be returned to respective members at the final regular May competition on Monday.

In addition to submitting your print entries, it is important to also have uploaded a digital image of your entries. This will allow us to print award certificates from the competition manager software. If you do not upload a digital image, we will not be able to generate an award certificate for you or feature your winning print on our website.

Projected Images:

All Projected Image entries (and digital images of Print entries) must be uploaded to the website by 5 p.m. on Thursday following the final regular competition on the first Monday of May. The competition manager software will not allow any uploads after the above deadline. Prints will still be judged even if a digital image has not been uploaded to the website.

Year-End Judging:

Judging is a "closed" session with an outside, qualified judge. In attendance are the President, Vice President, and Print and Projected Chairpersons. The Judge individually views all entries for each category of digital and print images 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 week 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.