

# **Section G - N4C Contest Rules and Definitions**

## **Inter-Club Contests Procedures & General Rules**

### **Contests**

1. Inter-club contests will be held each month, except June, July, August, and December.  
Competition will be in the following categories:
  - a. 2 x 2 Pictorial Color Slides
  - b. 2 x 2 Nature Slides
  - c. 2 x 2 Photo-Travel Slides
  - d. Photo-Travel Prints
  - e. 2-1/4 x 2-1/4 Color Slides – Bimonthly contests
  - f. Color Prints
  - g. Nature Prints: Black & White or Color – Prints
  - h. Black & White Pictorial Prints – Prints
  - i. Photojournalism Projected Images (2 x 2 slides and Digital)
  - j. Photojournalism Prints
  - k. 2 x 2 Creative Slides
  - l. Creative Prints
  - m. Nature Digital Slides
  - n. Pictorial Digital Slides
  - o. Creative Digital Slides
  - p. Photo Essay Contest will be held in April
  - q. Panorama Print Contest will be held at the Springbrook mini-convention.

### **Statement of Ethics**

2. Digital Photography and the ability to drastically alter digital images plus the ongoing changes in copyright laws have presented us with some unique problems in conducting our contests  

All contest entries must be the work of the entrant and must be made by the entrant either on photographic emulsion or acquired by digital means. All images must be original work and may not incorporate elements produced by anyone else. Copies of copyrighted material or the creative work of others is not acceptable.
3. By virtue of submitting an entry, the photographer certifies that the work is his or her own and grants permission to use the work for Council purposes. The re-naming or re-entering of previous award winners (1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, & HM) in any contest for re-submission in any other N4C contest is forbidden. Judging clubs or anyone handling an image entered in an N4C contest may not in any way alter another's creative work without express permission of the entrant. Exceptions are those conditions the entrant agrees to when entering an N4C contest such as watermarking and resizing winning entries for display on the N4C web page. All images entered in any N4C contest remain the property of the entrant.
4. Digital Adjustment Guidelines. The following guidelines apply to Nature and Photojournalism only. ACCEPTABLE ADJUSTMENTS
  - a. Cropping
  - b. Color correction
  - c. Overall brightness correction
  - d. White balance correction
  - e. Flare reduction or removal
  - f. Saturation
  - g. Recovering shadow detail
  - h. Resizing
  - i. Straightening
  - j. Flipping or reversing the image
  - k. Contrast control
  - l. Noise reduction
  - m. Sharpening
  - n. All adjustments must look natural

## Entering N4C Contests

5. Clubs interested in regular participation in the Council contests will appoint a club chairperson whose duty is to carefully follow the procedure outlined in these procedures and general rules in addition to those that pertain to a specific contest.
6. Prints **MUST** show the title, category of the print, Member Number, the maker's name, and camera club on the back of the mount in the upper left corner.
7. Slides (2 x 2 and 2 ¼ x 2 ¼) **MUST** show the title, Member Number, the entrant's name, address, and camera club on the face of the mount. The slide must be spotted in the lower left corner when it is viewed in an upright position. An entry number should appear on this spot and should correspond to the number shown on the N4C Official Entry Blank.
8. There are no restrictions on type of slide mounts with one (1) exception: **Glass over cardboard will not be accepted** (does not fit standard 2 x 2 projectors). Mounts may be cardboard, glass or plastic.
9. Digital Slide entries must use the format and file naming rules outlined in the "[Rules for all Categories of Digital Slides](#)". Since digital and slides from film will be judged together, pseudo filenames will be assigned to slides from film using the same file naming rules as the digital entries. The N4C Contact from the sending club must provide member numbers and mark them on the N4C Official Entry Blank. The Contact for the judging club will then be able to add the pseudo file names to the digital files names so the digital spreadsheet can be used for the judging and generating a final report of the projected image contest results.
10. Judging clubs may not enter the competition being judged by their club.
11. **Maximum Number of Entries:**
  - a. **Prints:** The maximum number of **prints** which may be submitted by a small any club is eight (8) and sixteen (16) by a large club in any one print category; one (1) entry per member. See the exception allowing double entries in the "Judging Club Rules" Section. A small club is one with 29 or fewer members. Large club is one with 30 or more members. See the Club Codes" list later in this Section. Membership numbers are based on the figures that appear in the current *N4C Directory*.
  - b. **Slides (including Digital Slides):** The maximum number of **slides** which may be submitted by any club is eight (8) in any once category; one (1) entry per member. See the exception allowing double entries in the "Judging Club Rules" Section. In **2¼ x 2¼ Slide** competitions, up to two (2) entries per member and up to sixteen (16) entries per club may be entered since this is a bi-monthly contest.
  - c. **Photo Essay:** There is no club limit, but only one (1) entry per individual.
12. A person belonging to **more than one (1) N4C club MUST** consistently enter from the same club throughout the contest year.
13. The competing club must complete the N4C Official Entry Blank with the maker's complete name, Member Number, and work title in a legible form. Entries are to be numbered and the numbers should correspond to those shown on the N4C Official Entry Blank. Failure to complete these forms properly and legibly denies the maker his or her proper award points. Difficulties arise when one month the name is recorded as R. Smith, the second month Robert Smith, and the third month Rhonda Smith appears from the same club. Please take these responsibilities seriously to assure proper credit.

Digital Slide entries do NOT use the Official Entry Blank. See "[Rules for all Categories of Digital Slides](#)". Slide from film images will use the Official Entry Blank except that they will need to have a member number assigned so they can be judged with the digital slides.
14. Entries may be submitted more than once, provided the entry has not been awarded any one of the six (6) places (1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> or HM). An entry that has received such an award may not be entered again in any inter-club N4C contest. Merit awards are eligible for re-submission.
15. It is the responsibility of the sending club to pack entries in a type of container, which can be used for the return of the entries following the contest.
16. The entering club must provide and enclose postage STAMPS for the return of entries and forms. Post Offices do not accept previously dated metered mail postage stickers. Do NOT use media or library rate for returns since many Post Offices will not allow those rates. Appropriate labels, envelopes, packaging, etc. must be included.

17. Entries must reach the judging club on or before the 15<sup>th</sup> of the month in which the contest is held. Judging is to be performed before the 25<sup>th</sup> of the month with submissions immediately returned to the entering club. The returned containers/envelopes are to be **postmarked by the 26<sup>th</sup> of the month.**
18. Address all questions regarding N4C contests to the appropriate N4C Contest Chair as listed in the current *N4C Directory*.

### **Judging Club Rules**

19. Entries must reach the judging club on or before the 15<sup>th</sup> of the month in which the contest is held. Judging is to be performed before the 25<sup>th</sup> of the month with submissions immediately returned to the entering club. The returned containers/envelopes are to be postmarked by the 26<sup>th</sup> of the month. For Digital Slide Contests, the judging club recipient must confirm by return email, to the sender, the number of entries received.
20. It shall be the responsibility of the Chair of the Judging Committee to review with the committee these official procedures and general rules and those special rules, which apply to the particular contest being judged. Only entries fitting the category and satisfying all contest rules will be eligible for an award. If the judges unanimously agree that the entry does not satisfy the rules, it will be given the minimum number of points with an explanation in the comments area of the entry form. If a winner is found to violate the rules after the judging is completed, it will not be eligible for N4C Annual Competition at the following N4C Convention; and points it received toward Photographer of the Year and Club of the Year will be withdrawn.

Member clubs should choose judges who are working in the area of photography in which they will judge. Judges who have an aversion to certain subject matter or techniques should not be chosen. A good judge should be able to analyze a print or slide from the standpoint of composition as well as technical quality. If member clubs do not have enough qualified judges from within their local membership list, then they should go outside of the club. Good judges can be developed from within the club, but this experience should be obtained prior to judging an N4C competition. A club judge may be combined with a local artist and a commercial or professional photographer to create a well-balanced judging team. The Chair of the Judging Committee shall not serve as a judge or jurist.

21. Judging and points will be awarded on the basis of technique, composition, and interest.

**EXCEPTION:** Photojournalism, where special PJ Rules applies.

**Technique:** Focus, lighting, color rendition, exposure, print quality.

**Composition:** Arrangement of all elements within the picture area so the subject matter is presented as a harmonious, well-balanced photograph.

**Interest:** Originality, imagination, interpretation, subject, impact, mood, humor, etc.

Three (3) judges should be used. Each judge will score each of the following categories **from one (1) to five (5) points:** Technique, Composition, and Interest. This system permits a **range of three (3) to 15 points per judge with a total range of nine (9) to 45 points per entry.**

22. The Chair of the Judging Committee shall not serve as a judge or jurist.
23. Entries will be judged on a point system. The jury will consist of three (3) judges, each of whom will score the work between one (1) to five (5) points in each of the three (3) categories of technique, composition, and interest. This method permits a minimum of nine (9) points and a maximum of 45 points per entry. **EXCEPTION:** the Photojournalism category, where each judge will assign a single score between two (2) to five (5) based on personal PJ experience and Special PJ Rules covering the subject panel.

The jury may select the top awards strictly on the basis of points earned, or the jury may review the top scoring photographs in a second round of judging. Winners may be selected at this time by a discussion of the merits of the photographs under consideration. This process is an option available to each individual jury panel.

24. In addition to recording the points for each entry, the judging club jury is encouraged to make constructive comments on all entries on the N4C Official Entry Blank. Space is provided for emphasizing the good and noting areas of improvement for the photograph. Valid, useful and helpful comments are encouraged.
25. Awards:
- a. Ribbons **MUST be awarded** to First, Second, and Third Place.
  - b. Judges **may** award three (3) Honorable Mention ribbons. Except for 2¼ x 2¼ slides, up to six (6) Honorable Mention ribbons may be awarded.

c. Merit awards will be issued to the remaining top 25% of the entries.

**There shall not be any tie positions!** The judging club will have to break any ties.

First, Second, Third, Honorable Mentions and merit awards are to be listed on the N4C Official Entry Blank along with constructive comments made by the judges.

26. N4C Print Stickers will be applied to the winning prints designating First, Second, Third and the three (3) Honorable Mentions. The month and year of the competitions will be recorded on these stickers.
27. The Chair of the Judging Committee shall submit a summary report of the contest results immediately after the judging date using the N4C Universal Monthly Inter-Club Contest Reporting Form provided by the Council and the Contest Chair. Include the winners' complete name, work title and full name of the club in a legible form.

This is a no-carbon required form (3-part form) to be completed by the Judging Committee Chair and mailed as follows: original/white copy goes to the N4C Contest Recording Chair, yellow copy goes to the N4C Bulletin Editor; and pink copy goes to the Contest Chair. The Council suggests the Chair of the Judging Committee also make a copy of this report for the Judging Club records. The Digital Slide judging software includes a Judges Report that is to be printed and mailed to these three individuals.

Remember the N4C Official Entry Blank when completed with the Judges scores, total scores, constructive comments and awards will be mailed back to the entering club with their entries so the judging club will have no other record of the contest results. Merit awards need not be reported on the N4C Universal Monthly Inter-Club Contest Reporting Form but a complete list of the competing clubs must be reported.

Digital Slide judging software generates the equivalent of a conventional N4C Official Entry Form that is used to report scores, judges' comments and awards to the entering club for giving to entrants. The Digital Slide judging software will be used for judging and generating the report for the photojournalism projected images category. These results may be emailed to entering clubs. Ribbon awards are sent by postal mail.

28. A different member club will handle judging each month. Judging clubs may not enter the competition being judged by their club.
29. Judging Clubs may submit double entries (no more than two entries per member) in the monthly contest immediately following their service as a judging club. For example, a club judging Color Prints in January may not enter in that category so they could submit double entries in Color Prints in February, except for the May judging where the club would enter in April to keep the scoring in the same contest year. Double entries do not mean the club may enter double entries in any other categories, just the category they served as a judging club. Please note the reason for double entries on the Official N4C Entry Blank when the entries are sent to the judging club.
30. Accidental double entries are not permitted, even though it is an accident. If one individual enters work in the same category through two separate clubs in the same month, the judging club must declare the second entry ineligible. If one club accidentally includes two (2) entries by one photographer, the judging clubs must declare one (1) entry ineligible.
31. It is the responsibility of the judging club to handle all entries with care and to return the entries in the same condition as they were received. Neither sending club nor judging club can be responsible for damage en route. Please pack entries carefully.
32. Except for the remounting of an occasional broken slide, the judging club need not concern itself with dirty slides, prints, etc. That is the duty of the sender.
33. The N4C Contest Recording Chair (Reporting to the Second Vice President) keeps the master list of winning makers and titles for the year.
34. Digital Slide winner files will be retained by the Digital Contest Chairs as historical archives and make them available to resolve possible disputes over duplicate entries.
35. At the end of the contest season all photographs awarded First, Second, Third, or Honorable Mention will be eligible for the Council annual competition. These must be the same prints, slides or images that were entered in the monthly competition. The work must not have been altered in any way. Suitable medals and certificates will be awarded for each category.

## Rules for All Categories of 2 x 2 Slides

1. Slides may be composed to suit the maker's wishes by cropping within 2 x 2 format.
2. Slides entered in the 2 x 2 Pictorial contest can include any subject material but must conform to the conditions specified in [What is Pictorial Photography?](#)
3. Slides entered in the 2 x 2 Nature contest must conform to the conditions stated in [What is Nature Photography?](#)
4. Slides entered in the 2 x 2 Photojournalism contest must conform to the conditions listed under [What is Photojournalism?](#)
5. Slides entered in the 2 x 2 Creative contest must conform to the definitions listed under [What is Creative Photography?](#)
6. Slides entered in the 2 x 2 Photo-Travel contest must conform to the definition stated under [What is Photo-Travel?](#). The location of the photography **MUST** be included.

## Rules for 2¼ x 2¼ Slides

1. In a 2¼ x 2¼ bimonthly competition all entries are judged as a single, open category. Pictorial and nature photographs are competing against each other.
2. Double entries (up to two entries per member and up to 16 entries per club) for each of the 2¼ x 2¼ slide bimonthly contests. One 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> and up to six Honorable Mentions if appropriate will be awarded.
3. Slides may be composed to suit the maker's wishes by cropping. **EXCEPTION:** Any 2¼ x 2¼ slide so cropped that it will fit the 2 x 2 format must be entered in a 2 x 2 competition.

## Rules for Photo-Travel Prints

1. The Photo-Travel Prints must conform to the definitions stated under [What is Photo-Travel Photography?](#). The location of the photography **MUST** be included.
2. Prints must also be labeled with Title of the work, Maker and Club.
3. Prints may be any size or shape from a **minimum of 8 x 10 inches and not to exceed 16 x 20 inches**. Mounting or matting of the prints is optional with the overall size **not to exceed 16 x 20**.
4. Prints may be commercially made or produced by the entrant.
5. Photo-Travel slides and prints are to be judged as two (2) separate categories and contests by the same judging club.

## Rules for Color Prints

1. The print may be produced by the entrant or by a commercial laboratory.
2. Prints may be any size or shape from a **minimum of 8 x 10 inches and not to exceed 16 x 20 inches**. Mounting or matting of the print is optional with the overall size **not to exceed 16 x 20 inches**.
3. Any contingency not covered by these specific Rules for Color Prints or the Inter-Club Contests Procedures & General Rules will be referred to the Chair of the N4C Color Print Competition whose interpretation and decision will be final.

## Rules for Nature Prints

1. Nature Prints must conform to the conditions stated in [What is Nature Photography?](#). Nature may be either black and white or color.
2. The print may be produced by the entrant or by a commercial laboratory.
3. Prints may be any size or shape from a **minimum of 8 x 10 inches and not to exceed 16 x 20 inches**. Mounting or matting of the print is optional with the overall size **not to exceed 16 x 20 inches**.

4. Any contingency not covered by these specific Rules for Nature Prints or the Procedures & General Rules will be referred to the Chair of the N4C Black & White Pictorial and Nature Prints Competition whose interpretation and decision will be final.

## Rules for Black & White Pictorial Prints

1. Black & White Photography is also called monochrome. The resulting image is limited to monochromatic hues or shades of gray, although filters may be applied to give a hue or tint. Different photographic processes and toners may also give a different hue to a black & white photograph; for example, selenium, sepia and split toning (duo-toning). No fraction of the image shall be given a special color treatment.
2. The print may be produced by the entrant or by a commercial laboratory.
3. Prints may be of any size or shape from a **minimum of 8 x 10 inches and not to exceed 16 x 20 inches**. Mounting or matting of the print is optional with the overall size **not to exceed 16 x 20 inches**.
4. Entered prints must be clearly marked as to category. The judging club will be evaluating Black & White Pictorial Prints as well as Nature Prints (Nature Prints may also be Black & White). It is acceptable to package and send the prints in one container, provided they are wrapped separately and clearly marked.

## Rules for Photojournalism Prints & Projected Images

Prints and Projected Images (2 x 2 slides and Digital) are to be judged as two (2) separate categories and contests.

1. All entries including digital slides must have been taken by the entrant.
  - a. Prints may be commercially processed.
  - b. Prints are restricted to a **MAXIMUM** size of 8 x 12 inches.
  - c. Prints may be color or black & white.
  - d. Prints should be **UNMOUNTED** or on a lightweight mount **not to exceed 8 x 12 inches in size**.
2. Slides from film and digital slides must show the title of the photograph or a caption. Pseudo file names will be assigned to slides from film entries so that the Digital Slide judging software can be used.
3. Prints must be labeled with the title of the work or a caption.
4. The three (3) jury members shall vote a score of **between two (2) and five (5) points**. Separate voting for technique, composition, and interest will **NOT** be made, but will be considered only in connection with the suitability of the work for Photojournalism competition. The total score for each submitted photograph will range from six (6) to fifteen (15) points.
5. The titles or captions of the submitted works will be read at least for the first round of judging. If subsequent rounds are required, it is not necessary to repeat the title or caption.

## Rules for Creative Prints

1. Creative Prints must conform to the definitions listed under [What is Creative Photography?](#).
2. Prints may be commercially made or produced by the entrant.
3. Prints may be of any size or shape from a **minimum of 8 x 10 inches and not to exceed 16 x 20 inches**. Mounting or matting of the print is optional with the overall size **not to exceed 16 x 20 inches**.

## Rules for All Categories of Digital Slides

1. Entries in the Digital Pictorial Slide contest can include any subject material but must conform to the conditions specified in [What is Pictorial Photography?](#).
2. Entries in the Digital Nature Slide contest must conform to the conditions stated in [What is Nature Photography](#).
3. Entries in the Digital Creative Slide contest must conform to the conditions stated in [What is Creative Photography?](#).

4. **Image Format** -- Image files must be in jpg file format. Save jpg file using sRGB color space standard is recommended for consistent color under the projection conditions used for judging the contest. No logo or copyright is to appear on the image for judging. Copyrights may be included in the file metadata.
5. **Image Size** – The longest side must be no more than 1024 pixels. The file size must be no more than 500 KB.
6. **Naming Image Files** – Example: 01,CE028,DP,Beautiful Sunset.jpg  
Following this naming convention is vital as this information takes the place of any further entry forms.
  - a. 01, = to be used on all entries. It may be changed later and used to sequence the judging. The N4C Contact of the entrant’s camera club will use this number to sequentially number the filenames being submitted – normally from 01 up to 08.
  - b. CE028, = entrant’s personal N4C Member Number. : (CE is the “[Club Code](#)” designation of the entrant’s camera club – See the section on “[N4C Member Numbers](#)” 028, = entrant’s personal ID Number within their club assigned by the entrant’s camera club. Get a personal ID Number from the N4C Contact of the entrant’s camera club)
  - c. DP, = the Digital Pictorial contest category  
DN, = the Digital Nature contest category  
DC, =Digital Creative contest category  
DJ, Photojournalism Projected Image (includes 2 x 2 slides and digital images) category
  - d. Beautiful Sunset = the entrant’s title for the image.
  - e. jpg = the file extension indicating the format of the file (.jpg)
  - f. Commas are used to populate the electronic record keeping system for tracking and judging..
7. Entrants are to submit their digital image entries (jpg files) to their own club N4C Contact who is responsible for the N4C Digital Contests. The N4C Contact will consolidate all the entries, assign member numbers per above for 2 x 2 slides and forward all entries to the month’s Photojournalism Projected Image contest judging club. The judging club will assign pseudo file names and add them to the spread sheet so they can be judged with the digital entries.
8. CLUB N4C CONTACT RESPONSIBILITY

- a. **Member Numbers.** Assign and maintain a list of Member Numbers for club members. See the section on “[N4C Member Numbers](#)” later in this Section.
- b. **Send Member Numbers to N4C.** Periodically, send an updated list of member numbers to the N4C Digital Contest Chair for identifying contest entries.
- c. **Collect monthly entries** from club members and verify that they qualify under the contest rules. Insure that the same entry image is not submitted for judging in more than one (1) category during that month.
- d. **Change the Sequence Number** (first two digits) in the image filename of each member’s entry to number the club entries to run from 01 up to 08 (or up to 16 when the general rules allow double entries). See section above on “Naming Image Files”

A club will normally have up to 8 entries for a contest. A typical image file-name list might look like:

01,CE044,DP,Baby.jpg  
 02,CE015,DP,Sunset.jpg  
 03,CE022,DP,Fruit Basket.jpg  
 04,CE033,DP,Old Barn.jpg  
 05,CE037,DP,White Water.jpg  
 06,CE002,DP,Shadows.jpg  
 07,CE025,DP,Old Car.jpg  
 08,CE018,DP,Umbrella.jpg

- e. **Emailing of Files by Club N4C Contact**-- The images may be sent to the monthly N4C Judging Club Contest Chair one-at-a-time, or in groups provided the group does not exceed 10 MB. One transmission rather than individual transmissions is preferable. Sending files by Email is preferred; however files by CD are acceptable if received by the 15<sup>th</sup> of the month.
- f. **Content of the Email Message:**
  - Subject Line of the Email should say “N4C Contest Entries from (your club name)”.
  - Specify which monthly contest and how many images are attached to the Email.

- List the Member Numbers and corresponding member names to ensure that the Judging Club has that information.
- Give the Club Name and your full name.
- Attach the image files
- Make sure to get a return confirmation that the entries were received by the judging club.

## **Requirements for Digital Slide Contest Judging Clubs**

The N4C Digital Slide Contest will require preparation by the judging club, primarily in learning the electronic software to record entries and the results of judging. The use of electronic record keeping will, however, reduce the overall effort to keep records when compared to other N4C contests. The N4C Digital Slide Contest Chair will give the judging clubs an Excel spreadsheet form to automate many of the record keeping tasks (easily utilizing preprogrammed macro buttons on the form). Also a Word document uses “Mail Merge” to summarize the results from the spreadsheet for sending to the entrants. The judging club must complete a successful test of the judging software at least one month prior to the contest. The software system is also available to clubs for use in local club contests. Contact the N4C Digital Contest Chair for further information about the software applications.

### **1. Software Requirements:**

- Image Viewing Software
- Microsoft Excel, spreadsheet software (version 2000 or later recommended) or 100% compatible.
- Microsoft Word, word processing software.
- Utility to generate a text file listing of image filenames in a directory or folder.
- Email service capable of receiving image files, and communicating contest results

### **2. Hardware Requirements:**

- Digital Projector (resolution should be XGA – native 1024x768 pixels or better) & Screen
- Laptop Computers - two are strongly recommended for efficiency; one for image projection, and another for tabulating results on a spreadsheet. Both Windows PC and Macintosh are supported.

### **3. Image Viewing Software Requirements:**

Digital Slides are to be judged by projection on a screen (not on a computer monitor). Computer software used to display the images will meet the following requirements:

- a. Be compatible with a digital projector
- b. Show images full screen within the bounds of 1024x768.
- c. Black background for areas not filled by the image
- d. No visible software window borders, no buttons, no cursors, no filenames visible while judging a given entry. In other words only the image on a black background will be on the screen.
- e. No Photographer name or club name shall be displayed or communicated to the judges during the judging.
- f. Capability to select individual slides for viewing (example - to see several slides to break tied scores)
- g. The quality of the image (color and sharpness) on the projection screen should be very close to its appearance on a good computer screen.

The entries for a contest class will all be in a single directory or folder to be sorted in alphanumeric sequence by filename.

## **Rules for Photo Essay Competition**

1. A photo essay is defined as a series of projectable images, such as digital images on a DVD, which tell an integrated story. The presentation is accompanied by a narrative and/or music, presented in a pleasing and understandable manner.
2. This annual competition will only be conducted in April. Clubs can have as many entries as desired, but only one entry per member is allowed. Entry forms may be obtained from the N4C website or the Photo Essay chair, or at the following web site <http://www.n4c.us>
3. The minimum number of images shall be twenty (20). There is no maximum number of images required, but the program time shall not exceed six (6) minutes. Only still images (*not Video Clips*) can be used to compose the Photo Essay. The “Ken Burns” effect is permitted on individual images.

4. Each DVD (and entry form) must be marked with the maker's name and address, e-mail address, N4C member number (which includes the club affiliation) and approximate running time. A N4C member number will be assigned if this has not already been done.
5. The DVD format is the standard format. Entries can be created in any software, but the entry must be on a DVD format that is "universal" and playable on all computers and DVD players. The Photo Essay chair should be consulted if there are questions about compatibility. The entry may be a collaborative effort of several people or of an entire club, with the club listed as the author. The images must be the work of the entrant(s), except for a travelogue, where up to five percent (5%) of the images may be obtained from commercial sources. The DVD content should not contain credits (i.e. the name of the maker) that would identify the maker or affiliated club.
6. The entrant(s) may have non-professional, unpaid assistance in preparing the DVD (i.e. using specific software to produce or convert photo essay to common DVD format).
7. The maker's name must not appear in any of the images or on the soundtrack.
8. The judging committee will consist of three judges (consistent with other N4C contests). A club, including the club serving as host for the competition, may only enter the competition if no members of that club are serving as a judge. Judges who are not members of any affiliated club in N4C may be used provided that they have sufficient experience in judging photography contests similar to those in N4C and are willing to complete the necessary forms and provide feedback to contest entrants.
9. All the following must be considered by the judges:
  - a. Quality of the photography
  - b. Soundtrack Quality (music and narrative if included)
  - c. Impact, interest, and integration of sound and images.
10. The club that hosts the essay competition may conduct the judging at a time and place where interested individuals may attend the session. The judges must comment on the entries for the benefit of the audience. It is suggested that the judges' comments be made available to those entrants and the public who were unable to attend the judging.
11. By tradition, all entries are shown at the Springbrook meeting in April. The first, second, third place and HM winners will be shown at the convention. The winners will be announced at the convention in the fall.
12. Clubs will accrue points toward the Club of the Year Award as follows:
  - First – 8 points
  - Second – 6 points
  - Third – 4 points
  - Honorable Mention – 2 points

## Rules for Panorama Print Contest

1. A Panorama print is considered to be a photographic print with an aspect ratio greater than 2:1.
2. Open contest, any subject, mode or process, color or Black & White.
3. The print may be produced by the entrant or by a commercial laboratory.
4. Prints may be of any size or shape **not to exceed 320 square inches**. The print **MUST** be mounted with the size of the mount **not to exceed 320 inches**.
5. Any contingency not covered by these rules will be referred to the Chair of the Panorama Print Competition whose interpretation and decision will be final.
6. Ribbons will be awarded according to current N4C judging club rules, points will count towards Club of the Year and Photographer of the Year.
7. To reduce cost and problems with mailing oversize prints this contest will require that entrants deliver their entries to Springbrook either in person or make arrangements to have them delivered and picked up afterwards. No prints will be returned by mail.

## Rules for Camera Club Bulletin Competition

1. This annual competition will only be conducted in April.
2. N4C clubs may enter any one bulletin from the current competition season. This entry should be representative of the club's best newsletter work.
3. The First Vice-President, assisted by Director #1, will announce the judging arrangement for this competition in the January and February issues of the *N4C News Bulletin*.
4. The judging system is based on a total of 45 points. Neatness, method or reproduction and quality of the content of the newsletter will be given consideration.
5. Awards will be presented to the First, Second, Third, and Honorable Mention positions. The winning bulletins will be announced at the N4C Annual Convention.
6. Clubs will accrue points toward the Club of the Year Award as follows:  
First – 8 points, Second – 6 points, Third – 4 points, Honorable Mention – 2 points

## Rules for the N4C Annual Awards

It is the duty of the club hosting the Annual Convention to conduct the annual contest. The host club must:

- a. Arrange for the judging of all contest material,
  - b. Supply all medals and award certificates,
  - c. Arrange for the showing of all winning slides as part of the convention program, and
  - d. Arrange for the presentation of the awards at the annual banquet.
1. The Convention Chair will appoint a committee of no less than three (3) members to execute and perform the duties listed above.
  2. All First, Second, Third, and Honorable Mention winners in the N4C sponsored monthly competitions, or N4C approved special event contests such as Invitational Salons or N4C Club sponsored contests are eligible for inclusion in the Annual Competition. Merit award winners are **NOT** eligible. Only work that won **in the current competition season** is eligible. The competition season begins in September and ends in May.
  3. By June 1, the Annual Contest Committee shall notify the Second Vice-President of the address to which the winning works must be sent. The committee will also specify a deadline by which the entries must be received. Judging may **NOT** be held before July 1.
  4. The Second Vice-President will forward this information to each N4C Club. A list of that club's eligible entries will be sent at the same time.
  5. All winning slides and prints will be judged by three (3) competent jurors who have worked in the division they are judging. Persons selected to judge cannot be affiliated with N4C. Photojournalism projected images and prints should be judged by experienced journalists or news photographers.
  6. Judging shall be done according to N4C contest rules and must be completed in time to allow for the purchase and engraving of awards and medals.
  7. All contest material must be returned to the Convention Committee in sufficient time to make arrangements for the presentation and display of the work at the Annual Convention.
  8. Large and Small Club of the Year and Photographer of the Year will be selected on the basis of total points earned during the current competition season. With the exception of the Bulletin Contest and Photo Essay Contest (see appropriate entries in this section), point values are as follows:  
First – Four (4) points  
Second – Three (3) points  
Third – Two (2) points  
Honorable Mention – One (1) point

The large Club of the Year award will be presented to a club with 30 or more members. The Small Club of the Year Award will be presented to a club with 29 or fewer members. Membership numbers are based on the figures that appear

in the current *N4C Directory*. The photographer who accumulates the most points during the current competition season shall be named as Photographer of the Year.

9. Awards are to be furnished for all First, Second, Third place winners in all divisions of the Annual Competition. Certificates of Merit are to be furnished for all three Honorable Mention positions in all divisions of the Annual Competition. An award shall be furnished for the Large and Small Club of the Year and for the Photographer of the Year. No other contest awards shall be made. Awards shall be furnished by the convention host club, but shall be paid from the N4C treasury. Awards shall be properly engraved with the name of the winner.
10. All winning slides from the current competition season must be shown as part of the Annual Convention program. The host club must also show the top three (3) Photo Essays. All winning prints from the current competition season must be displayed at the Annual Convention. Convention registrants may dispense with any or all showings by a simple majority vote.
11. The presentation of the awards shall be done by the N4C President with the assistance of the First Vice-President. The awards will be presented at the banquet. The Contest Committee will furnish the N4C President with a list of all of the winners in all divisions of competition to be used during the award ceremony. A copy of the list will be given to the Editor of the *N4C News Bulletin* for subsequent publication.
12. All contest material shall be returned to the participating clubs by the Contest Committee as soon as possible following the Convention, including such awards and/or trophies not claimed at the banquet. Contest material may be claimed by club members attending the Convention **immediately after adjournment** unless the host club makes other arrangements for promptly returning the entries.

## **Recommendations for Mailing Slides**

All slides, particularly glass-mounted slides, should be mailed in such a way as to provide maximum protection at minimal cost.

1. Use Styrofoam mailers available from Creative Products, PO Box 489, Morton Grove, IL 60053.
2. Mailers may also be made at home from ½” inch foam insulation.
3. Slides may also be securely sandwiched between two (2) layers of corrugated cardboard and enclosed in a heavy envelope.

No matter which recommendation you choose, slides should NEVER be mailed loose in ANY type of container. At the very least use the container the film processor used to ship your slides to you.

## **N4C Member Numbers**

Member Number assignment is the responsibility of each Club's N4C Contact. A system of Member Numbers will simplify and reduce errors in identifying and tracking contest entries and points. Member Numbers must be used for all contest entries as a concise and consistent way of identifying the camera club and entrant. The judges may see image filenames and this coded number prevents recognition of entrants and clubs by name.

**Member Number Format** – Example: CE028

The Member Number will identify the N4C club as well as the individual club member.

- CE = the [Club Code](#) of the entrant's camera club – See [Club Codes](#) below.
- 028 = entrant's ID Number assigned sequentially by the entrant's camera club.

**Master Member Number List**

The Club N4C Contact will maintain their club list of Member Number assignments that will include Member Name and Member First & Last Name.

The Club N4C Contact will Email (preferably on a spreadsheet form to be supplied by N4C) all revisions of Member Number assignments to the Digital Contest Chair who will maintain the Master Member Number List. Member numbers assignments will be permanent within a club – not changing from year to year. Inactive numbers are not to be reassigned to another member. Members belonging to more than one club will have different numbers in each club. A member must make all N4C contest entries from the same club throughout the contest year.

**CLUB CODES** (\*\* indicates “Large Club” with 30 or more members as indicated in the *N4C Directory*)

Club Code	Club Name	Location
AA	Ames Camera Club	Ames, IA
AE	Albert Lea Lens & Shutter Photography Club	Albert Lea, MN
AJ	Anamosa Camera Club	Anamosa, IA
BA	Boone Y Camera Club	Boone, IA
CA	Cheyenne Camera Club	Cheyenne, WY
CE	**Central Iowa Camera Club	Marshalltown, IA
CJ	Cedar Rapids Camera Club	Cedar Rapids, IA
CN	Color Shooters Camera Club	Moline, IL
DA	Dubuque Camera Club	Dubuque, IA
DE	**Des Moines Camera Club	Des Moines, IA
DJ	**Duluth-Superior Camera Club	Duluth, MN
FA	Fort Dodge Camera Club	Fort Dodge, IA
FE	**Fargo-Moorhead Camera Club	Fargo, ND
GB	Great River Camera Club	Muscatine, IA
HA	Huron Area Photography Club	Huron, SD
HE	Heart O'Lakes Camera Club	Fergus Falls, MN
MM	Individual Member	
JA	Iowa City Camera Club	Iowa City, IA
KA	Kaposia Kamera Club	So. St. Paul, MN
LE	**La Crosse Area Camera Club	La Crosse, WI
LN	Lidgerwood Camera Club	Lidgerwood, ND
LR	**Lincoln Camera Club	Lincoln, NE

Club Code	Club Name	Location
LA	**Linn Area Photo Club	Cedar Rapids, IA
MA	Minot Camera Club	Minot, ND
ME	Mitchell Camera Club	Mitchell, SD
MJ	**Minnesota Valley Photography Club	Lakeville, MN
MN	**Muddy River Camera Club	Clinton, IA
NA	**North Metro Photo Club	Fridley, MN
NC	North Shore Photo Club	Two Harbors, MN
NB	**North Iowa Photo Club	Mason City, IA
NE	**Omaha Camera Club	Omaha, NE
RA	RV Digital Camera Club	Dewar, IA
SA	Shutterbug Camera Club	Burlington, IA
SE	**Sioux City Camera Club	Sioux City, IA
SK	**Sioux Falls Camera Club	Sioux Falls, SD
SN	**Saint Paul Camera Club	St. Paul, MN
SP	**Southwestern Iowa Shutterbugs	Creston, IA
TA	Topeka Camera Club	Topeka, KS
TE	TCI Camera Club	Bagley, IA
UA	Upper Missouri Camera Club	Williston, ND
WA	**Wichita Area Camera Club	Wichita, KS
WE	Wyandotte Camera Club	Kansas City, KS
WJ	Women's Color Photo Club	Minneapolis, MN

## Definitions

The following subject category definitions are presented to persons entering the monthly contests so that all entries may be judged fairly and equally. To some extent, their interpretation is subjective and all judges have some personal biases. It is our intent to minimize these differences. These definitions are as clear and precise as we are able to state them, though it is not possible to cover all eventualities and answer all questions.

Generally, those entries that conform most closely to the subject definitions have the greatest chance of success in the contests.

### What is Pictorial Photography?

In pictorial photography we are concerned with the artistic quality of the presentation of the subject rather than with the subject itself. Literally, all subjects qualify, but since “Interest” accounts for one-third of the score, subjects that catch the viewer’s eye will have an advantage. The judges will be seeking answers to the question, “Did the photographer simply record the subject, or did he/she through the photographic process enhance the viewer’s interest in the subject?” Pictorialism may be accomplished by meticulous photographic technique, proper presentation, careful composition, or most likely all of these factors.

### What is Nature Photography?

- No photograph is worth the distress or injury to any wild creature.
- Nature photography is simply the recording of our natural world by some photographic means. Included are all branches of nature except Archeology and Anthropology.
- The hand of man shall not be present in any nature entry except where wild birds or animals have invaded mans world such as fence posts and other man made objects freely adapted for use by wild creatures.

- Banding or tagging on nature subjects is acceptable. Photographs at bird feeders are not acceptable if any part of a man made feeder is shown in the photograph.
- Photographs taken in zoos, animal farms or game farms are acceptable as long as the setting remains natural and the hand of man is not visible.
- Cultivated plants, domestic animals and pets are not acceptable and should be entered in other categories.

### **What is Photojournalism?**

Photojournalism means simply the telling of a story by the use of a picture. The type of photograph that one sees in the newspaper or magazines that depicts some event or activity is what is meant. The caption is important, but the best journalistic photographs tell their own stories and don't always need a caption. A good picture is, after all, worth more than a thousand words. An element of human interest is important and virtually essential for pictures to succeed in competition. Interest is paramount, but good composition and technique will often make the difference that decides the winners.

The only digital editing that can be allowed must fit with the N4C definition for acceptable Photojournalism or Nature images (see page G-1). In the interest of credibility, photographs which misrepresent the truth, such as manipulation to alter the subject matter, or situations which are set up for the purpose of photography, are unacceptable. No elements may be moved, cloned, added, deleted, rearranged, combined or changed in any way that affects the integrity of the image content. 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 added or applied, and any sharpening must appear natural.

### **What is Photo-Travel Photography?**

Travel implies going to some place other than one's customary environment, and photo-travel photography suggests the photographic depiction of that new environment or the means used to get there. There is no definition of how far away that environment must be to qualify as "travel" or how different that new environment must be. However, the judges will generally award prizes to those photographs that depict more exotic and unfamiliar places, even though such places are "home" to someone. Good photographic technique and particularly the ability to convey the feeling and flavor of the place visited will help you be a winner. Try to emphasize the character that makes the place unique from other places. Be sure to state the name of the locale where the picture was made on the slide or print.

### **What is Creative Photography?**

Creative photography is an opportunity for those who dare to explore the experimental and creative forms of photographic expression. These will include, but not be limited to derived images, ultra-high contrast, black light, bas-relief, solarization, multi-images, trick lenses and filters, and other ways to alter the image to produce a new abstract effect. Just about anything goes. The important thing is the result, not the means to create it. This area of photography bridges between photographic realism and creative art. It is very difficult to judge and there are literally no rules to follow. Generally concentration on form and color rather than detail in the image will help you succeed.