Section F - 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. Digital Pictorial
   b. Digital Nature
   c. Digital Creative
   d. Digital Travel
   e. Digital Journalism
   f. Digital Black & White
   g. 2 x 2 Slides (September, November, February, & April only)
   h. Color Prints
   i. Nature Prints: Black & White or Color
   j. Black & White Pictorial Prints
   k. Creative Prints (October, January, March & May only)
   l. Travel Prints
   m. Journalism Prints
   n. Photo Essay Annual Contest will be held in April
   o. Panorama Print Annual Contest will be held at the Springbrook mini-convention.
   p. Camera Club Communication Annual Competition in April

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. Any entry which receives a 1st, 2nd, 3rd, or HM award in a monthly competition may not be re-entered in the same year or later years, in the same or any other category, regardless of variations or changes made. Exception: Previous winning images may be included in Photo Essays and may be modified for entry in Creative contests. Other entries receiving merit awards or no award may be re-entered in subsequent competitions, and modifications or rework on such entries is permissible. 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 Journalism 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. 2 x 2 Slides **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 Image entries must use the format and file naming rules outlined in the "Rules for all Categories of Digital Images".

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 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:** The maximum number 2 x 2 slides which may be submitted by any club is eight (8); one (1) entry per member. See the exception allowing double entries in the "Judging Club Rules" Section.
    c. **Digital Images:** The maximum number of digital images which may be submitted by any club is eight (8) in any one category; one (1) entry per member. See the exception allowing double entries in the "Judging Club Rules" Section.
    d. **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. For Prints and Slides, the competing club must complete the N4C Official Entry Blank with the maker's complete name, Member Number, and work title (include the location in the title for Travel entries). 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 Image entries do NOT use the Official Entry Blank. See "Rules for all Categories of Digital Images".

14. Entries may be submitted more than once, provided the entry has not been awarded a 1st, 2nd, 3rd, or HM award in a monthly competition in the same year or later years, in the same or any other category. An entry that has received such an award may not be entered again in any inter-club N4C contest. Also see Rule #3 in the Statement of Ethics section for some exceptions. 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 15th of the month in which the contest is held. Make every effort to email Digital Images by the 13th to allow time for an email confirming that they were received. Digital images should be

at the judging club by 5 p.m. on the 15th of the judging month, and should be sent by the 13th to get confirmation by the 15th. Judging is to be performed before the 25th of the month with submissions immediately returned to the entering club. The returned containers/envelopes are to be **postmarked by the 26th 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 15th of the month in which the contest is held (Digital Image entries by 5:00p.m. on the 15th). Judging is to be performed before the 25th of the month with submissions immediately returned to the entering club. The returned containers/envelopes are to be postmarked by the 26th of the month. For Digital Image 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, image, 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: Journalism Photography, where special rules apply.
    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 Journalism Photography category, where each judge will assign a single score between two (2) to five (5) based on personal journalism experience and Special Journalism 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. The N4C encourages clubs to pay special attention by providing constructive comments for to any image which scores under 27 points (or in Photojournalism, 9 points or less).

25. **Awards:**
    a. Ribbons **MUST be awarded** to First, Second, and Third Place.
    b. All contests will have 1st, 2nd, 3rd, and three Honorable mentions.
    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 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, Member Number, 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 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 judging software is used for all Digital Image contests and is optional for print and slide contests. It 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. 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. **Double Entries:** 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 or email 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, titles, awards, and points for the year.

34. Digital Image winner files will be retained by the N4C Webmaster 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 2 x 2 Slides

1. A 2 x 2 slide is a film transparency in a 2" x 2" slide mount to be viewed by projection on a screen.

2. Slides are made from a photographic film transparency exposed within a film camera or copies of such film. Slides made from digital files are not eligible.

3. Slides may be composed to suit the maker's wishes by cropping within the 2 x 2 slide-mount format.

4. All entries are judged as a single open category. Pictorial, nature, travel, journalism, creative, and other photographs are competing against each other.

Rules for Travel Prints

1. The Travel Prints must conform to the definitions stated under What is Travel Photography?. The location of the photography MUST be included in the title. IF THE LOCATION IS IN THE UNITED STATES, LIST THE STATE IN THE TITLE, IF FOREIGN, LIST THE COUNTRY IN THE TITLE.

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 prints is optional with the overall size not to exceed 16 x 20.

3. Prints may be commercially made or produced by the entrant.

4. Any contingency not covered by these specific Rules for Travel Prints or the Inter-Club Contests Procedures & General Rules will be referred to the Chair of the N4C Travel Print Competition whose interpretation and decision will be final.

5. Entered prints must be clearly marked as to category. The judging club will be evaluating Journalism Prints as well as Travel Prints. It is acceptable to package and send the prints in one container, provided they are wrapped separately and clearly marked.

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. Black & White Prints must conform to the definitions listed under *What is Black and White Photography?*

3. The print may be produced by the entrant or by a commercial laboratory.

4. 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.

5. 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 Journalism Prints

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

1. Journalism Prints must conform to the definitions listed under What is Journalism Photography?.

2. All entries 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.

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 Journalism 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 Images

1. Entries in the Digital Pictorial contest can include any subject material but must conform to the conditions specified in *What is Pictorial Photography?*.

2. Entries in the Digital Nature contest must conform to the conditions stated *in What is Nature Photography?*

3. Entries in the Digital Creative contest must conform to the conditions stated in *What is Creative Photography?*.

4. Entries in the Digital Travel contest must conform to the conditions stated under *What is Travel Photography?*

5. Entries in the Digital Black & White contest must conform to the conditions stated in the Definition *What is Black and White Photography?*

6. Entries in the Digital Journalism contest must conform to the conditions stated under *What is Journalism Photography?* 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 Journalism competition. The total score for each submitted photograph will range from six (6) to fifteen (15) points.

7. **Image Format** -- Image files must be in jpg file format. Saving jpg files 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.

8. **Image Size** – The longest side must be no more than 1024 pixels. The file size must be no more than 500 KB.

9. **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
   d. DT, = the Digital Travel contest category
   e. DB, = the Digital Black & White contest category
   f. DC, = the Digital Creative contest category
   g. DJ, = the Digital Journalism contest category
   h. Beautiful Sunset = the entrant's title for the image.
   i. jpg = the file extension indicating the format of the file (.jpg)
   j. Commas are used to populate the electronic record keeping system for tracking and judging..

10. 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, modify entry file names with the desired sequence numbers described above and below, and forward all entries to the appropriate month's digital contest judging clubs.

11. 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 (Ken Johnson – web@n4c.us) 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"

    e. 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

f. **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 15th of the month.

g. **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 Image Contest Judging Clubs

The N4C Digital Image Contests 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 Image 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 Images 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 images for viewing (example - to see several images 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 Annual Competition

1. A photo essay is a series of projectable images accompanied by music and/or a narrative which tell an integrated story presented in a pleasing and understandable manner.

2. The deadline for receipt of entries by the contest chair is March 31st with judging conducted in April. Members may submit one entry per year with a maximum number of member entries per club of 8 as in other digital contests (see #10 for point accrual.) In addition a club may also submit one club entry in which one or members may work colloboratively on an essay. Customarily, the club president or other club officer submits a club entry. Club entries **are not** awarded points toward the Club of the Year Award.

3. The minimum number of images shall be twenty (20). There is not a limit on the maximum number of images, but the program time shall not exceed six (6) minutes. Hint: the majority of winning entries in the past few years have been between 4-5 minutes. Only still images (*not Video Clips)* can be used to compose the Photo Essay. The "Ken Burns" effect is permitted on individual images.   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 photo essay should contain the source of the sound track and of any travelogue included but *must not identify the maker or club entering the contest.*

4. Standard N4C naming will be used with the photo essay contest—with the file name used for the .mp4 entry submitted via Dropbox to d.tomes@me.com . Alternatively the photo essay can be saved to this public Dropbox link: https://www.dropbox.com/sh/lpgd17oowpbyoiw/AAC3EbTDLbnY-mPwJzcrUrV1a?dl=0 . A USB memory stick may be used to send an entry by mail to the contest chair (Please inform the contest chair!) Although the file name is sufficient for entering the contest, e-mail communication with the maker's name, e-mail address, and telephone number is helpful if technical assistance is desired. The photoessay chair will confirm receipt of the photoessay via e-mail.

5. Entries can be created in any software, but the entry must be entered as a "universal" file format such as .mp4 or .mov, playable on all computers. The entrant(s) may have non-professional, unpaid assistance in converting the entry to the standard format of .mp4 or .mov as needed. The .mp4 file format is preferred. The entrant's photo-essay should be sent to sent to the Contest Chair in the specified file type via Dropbox (see above). The Photo-Essay Chair will assemble all entries for judging (see # 9), for showing at Springbrook, and at the Fall Convention.

6. The judging club will provide three judges (consistent with other N4C contests) for this contest. Normally the judging club will not be able to submit entries to the contest the year they are judging.   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.

7. All the following must be considered by the judges: (a.) Quality of the photography, (b.)Soundtrack Quality (music and narrative if included) and (c) Impact, interest, and integration of sound and images.

8. The club that hosts the essay competition is encouraged to conduct the judging at a time and place where interested individuals may attend. 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. The photo essay chair will provide a computer, projector and other supplies to present the essays for judging and record the results of the essay judging for the host club.

9. By tradition, all entries are shown at the Springbrook meeting in April. The winners will be announced at Springbrook after essays are shown. The first, second, third place and HM winners will be presensted at the Fall convention during one of the banquets.

10. 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

Revision 9/201

Rules for Panorama Print Annual Contest

1. A Panorama print is considered to be a photographic print with an aspect ratio greater than 2:1 with no square inch limitation.

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.** (The length times width, in inches, must not be greater than 320.)

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 Communication Annual Competition

1. N4C will run two separate Communication Contests. One for Bulletins and Newsletters, and one for Web Sites. This annual competition will only be conducted in April.

2. The contests will be run for the next two years by the committee: 2014-15 and 2015-16.

3. Gene Schwope will manage the promotion, advertising, contest rules and collection of the entries. Awards will be presented to the First, Second, Third, and Honorable Mention positions. The winners will be announced at the N4C Annual Convention.

4. In 2015, Carl Hardy will manage the judging and selection of winning entries. Winners will be announced at the Convention. The BOD will arrange for the availability of all necessary medals.

5. In 2016, Carl Hardy will manage the judging and selection of winning entries. Winners will be announced at the Convention. The BOD will arrange for the availability of all necessary medals.

6. At the Convention in 2016, the committee will turn over all contest results and statistics to the BOD. The BOD will determine if the contests will continue, and who should run them. In the past Director #1 has managed the Bulletin Contest.

7. 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

Annual Contest Policy

1. An Annual Contest is defined as any contest that only occurs once during a single contest year.

2. Awards and medals will be awarded according to current judging club rules.

3. An Annual Contest may be sponsored by the Council or by any member club with the approval of the N4C Board of Directors. Any club sponsoring a contest will be responsible for the logistics and management of that contest.

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 digital images and 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 digital images, 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. Journalism 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 Communication 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 three (3) Honorable Mention positions in all divisions of the Annual Competition. When the number of entries in any division of the annual competition exceeds 60, an additional Honorable Mention will be given for each increment of 10 entries over 60. 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 digital images and 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.

N4C Member Numbers

Member Number assignment is the responsibility of each Club's N4C Contact. A system of Member Numbers simplifies and reduces 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 Ken Johnson web@n4c.us who will maintain the Master Member Number List. Member number 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	Club Code	Club Name	Location
AE	Albert Lea Lens & Shutter Photography Club	Albert Lea, MN	LE	**La Crosse Area Camera Club	La Crosse, WI
AR	**Black Hills Photography Club	Rapid City, SD	LN	Lidgerwood Camera Club	Lidgerwood, ND
BA	Boone Y Camera Club	Boone, IA			
CA	Cheyenne Camera Club	Cheyenne, WY	MA	Minot Camera Club	Minot, ND
			ME	Mitchell Camera Club	Mitchell, SD
CE	**Central Iowa Camera Club	Marshalltown, IA	MJ	**Minnesota Valley Photography Club	Lakeville, MN
CJ	Cedar Rapids Camera Club	Cedar Rapids, IA	NA	**North Metro Photo Club	Fridley, MN
CN	Color Shooters Camera Club	Moline, IL	NC	North Shore Photo Club	Two Harbors, MN
DA	Dubuque Camera Club	Dubuque, IA	NB	**North Iowa Photo Club	Mason City, IA
DE	**Des Moines Camera Club	Des Moines, IA	NE	**Omaha Camera Club	Omaha, NE
DJ	**Duluth-Superior Camera Club	Duluth, MN	RA	RV Digital Camera Club	Dewar, IA
FA	Fort Dodge Camera Club	Fort Dodge, IA	SA	Shutterbug Camera Club	Burlington, IA
FE	**Fargo-Moorhead Camera Club	Fargo, ND	SE	**Sioux City Camera Club	Sioux City, IA
GB	Great River Camera Club	Muscatine, IA	SK	**Sioux Falls Camera Club	Sioux Falls, SD
HA	Huron Area Photography Club	Huron, SD	SN	**Saint Paul Camera Club	St. Paul, MN
HE	Heart O'Lakes Camera Club	Fergus Falls, MN	SP	**Southwestern Iowa Shutterbugs	Creston, IA

MM	Individual Member		TA	Topeka Camera Club	Topeka, KS
JA	Iowa City Camera Club	Iowa City, IA	UA	Williston Camera Club	Williston, ND
KA	Kumtemier Kamera Club	So. St. Paul, MN	WA	**Wichita Area Camera Club	Wichita, KS
HU	Hugoton Area Camera Club	Hugoton, KS	WJ	Women's Color Photo Club	Minneapolis, MN
			WI	**Western Wisconsin Photo Club	Hudson, WI

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 Black and White Photography?

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.

What is Nature Photography?

➤ No photograph is worth the distress or injury to any wild creature.

➤ The only digital editing that can be allowed must fit with the N4C definition for acceptable Journalism or Nature images (see page F-1).

➤ 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 Journalism Photography?

Journalism Photography or Photojournalism means simply the telling of a story by the use of a picture, or a sequence of related separate pictures arranged for presentation as a single entry. 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 Journalism or Nature images (see page F-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 Travel Photography?

Travel implies going to some place other than one's customary environment, and travel photography suggests the photographic depiction of that new environment or the means used to get there. Be sure to state the name of he locale where the picture was made in the title of the digital image, slide, or print. IF THE LOCATION IS IN THE UNITED STATES, LIST THE STATE IN THE TITLE, IF FOREIGN, LIST THE COUNTRY IN THE TITLE.

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.

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.