



A Guide for Getting Started with PhotoEntry (26/08/18)

PhotoEntry is the system that Club members must use to enter Print and Projected Image competitions.

Some of the benefits of using PhotoEntry compared to previous more manual processes are:

- A simplified approach for submitting image.
- Images are checked against competition criteria as you submit them.
- Each member can view their previous entries and the marks obtained.
- Members will have longer time to submit their competition images.

There are four simple steps to submitting images into the PhotoEntry system:

1. Login to the PhotoEntry System
2. Selecting the competition
3. Uploading images into the competition
4. Checking your images

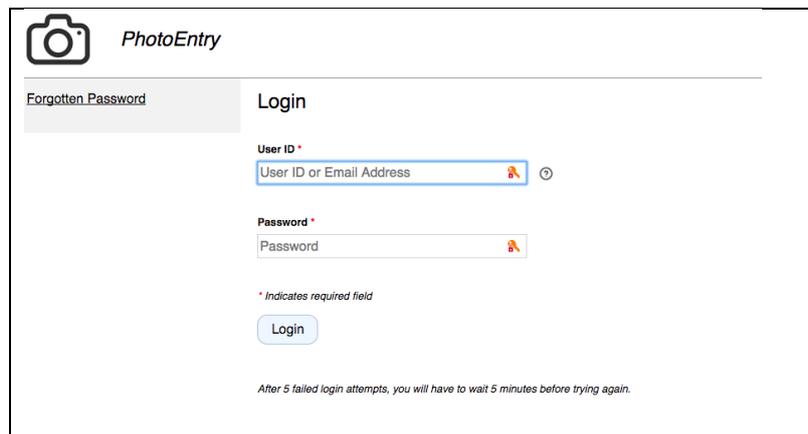
The process is the same irrespective of whether a member is entering an image for a Projected Image (PDI) or Print competition. The only difference is that PhotoEntry will assign a random 4-digit sequence number for each entry entered into a Print competition.

1. Login to the PhotoEntry System

When you first log on to PhotoEntry (<https://compent.photoentry.uk/compent>) you will be prompted to enter the login details sent to you via email from the PhotoEntry administrator.

- UserID: is typically your email address you gave to the club
- Temporary password: sok-sux-jih-cey (this is an example)

You will be required to change the password to one of your own choosing. Remember that the password is case sensitive but the User ID is not.

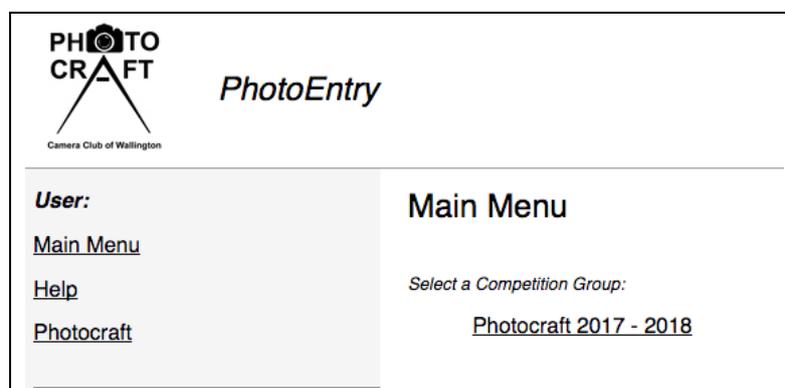


The screenshot shows the PhotoEntry login interface. At the top left is a camera icon and the text 'PhotoEntry'. Below this is a navigation bar with 'Forgotten Password' and 'Login'. The 'Login' section contains two input fields: 'User ID *' with a placeholder 'User ID or Email Address' and 'Password *' with a placeholder 'Password'. Both fields have a red asterisk and a small camera icon. Below the fields is a 'Login' button. A note at the bottom states: 'After 5 failed login attempts, you will have to wait 5 minutes before trying again.'

If you forget your password click on 'Forgotten Password' then you will be taken through the password reset process.

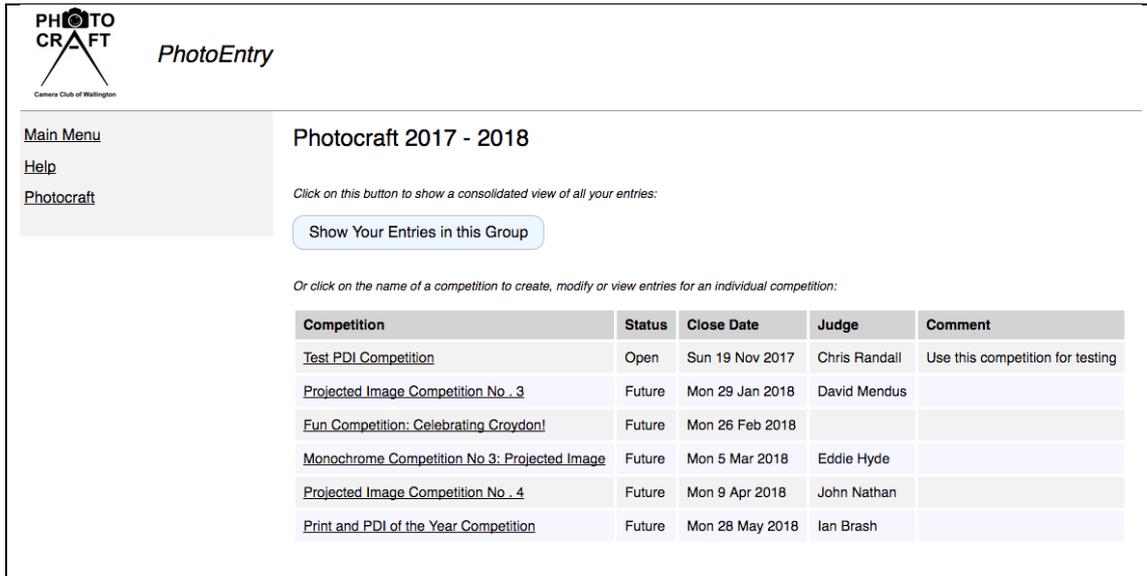
2. Selecting the Competition

Once logged in the following screen is displayed.



The screenshot shows the PhotoEntry main menu. At the top left is the 'PHOTO CRAFT' logo and 'Camera Club of Wallington'. To the right is the text 'PhotoEntry'. Below this is a navigation bar with 'User:' and 'Main Menu'. The 'User:' section contains links for 'Main Menu', 'Help', and 'Photocraft'. The 'Main Menu' section contains the text 'Select a Competition Group:' and a link for 'Photocraft 2017 - 2018'.

From the Main Menu, select the Competition Group for the correct season e.g. Photocraft 2017 - 2018. The next screen presented shows all the competitions for that season.



PhotoEntry

Photocraft 2017 - 2018

Click on this button to show a consolidated view of all your entries:

[Show Your Entries in this Group](#)

Or click on the name of a competition to create, modify or view entries for an individual competition:

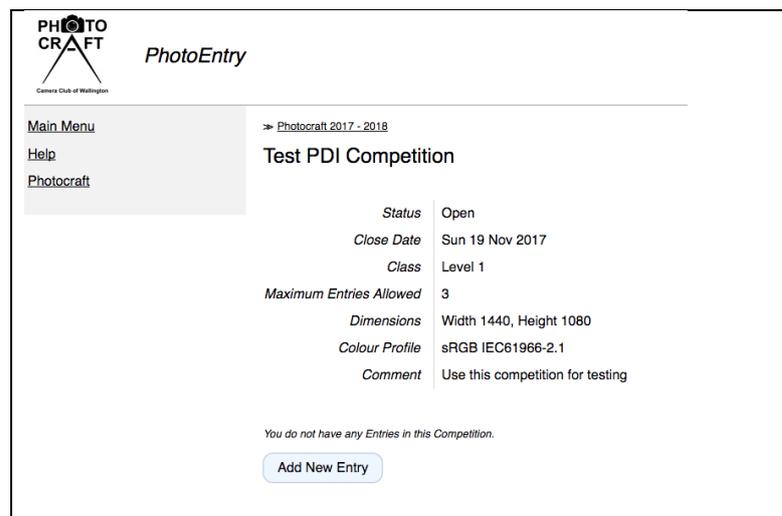
Competition	Status	Close Date	Judge	Comment
Test PDI Competition	Open	Sun 19 Nov 2017	Chris Randall	Use this competition for testing
Projected Image Competition No . 3	Future	Mon 29 Jan 2018	David Mendus	
Fun Competition: Celebrating Croydon!	Future	Mon 26 Feb 2018		
Monochrome Competition No 3: Projected Image	Future	Mon 5 Mar 2018	Eddie Hyde	
Projected Image Competition No . 4	Future	Mon 9 Apr 2018	John Nathan	
Print and PDI of the Year Competition	Future	Mon 28 May 2018	Ian Brash	

Every competition has one of the following status values. The status is changed manually by the Competition Administrator.

Status	Description
Future	The competition has been created but is not yet open for entries. The Competition Administrator will open the competition when he/she is ready to.
Open	The competition is open for entries. You may submit entries, modify them, and delete them as you wish but only while the competition is Open.
Closed	Entries have closed, and you may no longer change your entries.
Judged	The competition results have been entered and can be seen on the screens.

3. *Uploading Images into the Competition*

Selecting an 'Open' competitions will allow you to enter images for that competition.
Note: A test competition has been setup for you to use to practice and become familiar with the process.



This screen provides lots of information:

- ❖ Competition name
- ❖ Status
- ❖ Date competition closes
- ❖ Your Class (Level 1 or Level 2)
- ❖ Maximum entries allowed
- ❖ Maximum dimensions of an image
- ❖ Required Colour Profile
- ❖ Comments

You will now need to click on the 'Add Entry' button in order to upload your images.
The upload process requires you to select and upload one image at a time.

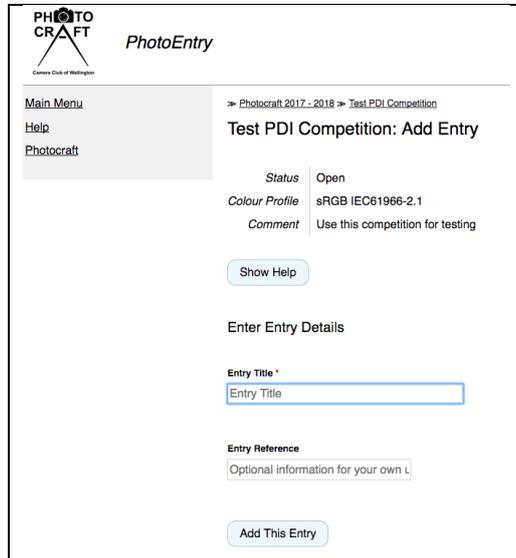


PHOTO CRAFT PhotoEntry
Camera Club of Wallington

[Main Menu](#) [Help](#) [Photocraft](#)

>> Photocraft 2017 - 2018 >> Test PDI Competition

Test PDI Competition: Add Entry

Status	Open
Colour Profile	sRGB IEC61966-2.1
Comment	Use this competition for testing

[Show Help](#)

Enter Entry Details

Entry Title *

Entry Reference

Optional information for your own U

[Add This Entry](#)

Enter the Title of the image that you wish to upload. You can ignore Entry Reference field. Then click on Add This Entry.

Notes:

- We no longer need to show 01, 02 or 03 before the image title to indicate the order that they will be projected.
- Make sure that all information is entered accurately and Titles should be entered in 'Title Case' i.e. where each word begins with a capital letter and continues in lower case. e.g. Entry Title: Inside Out.

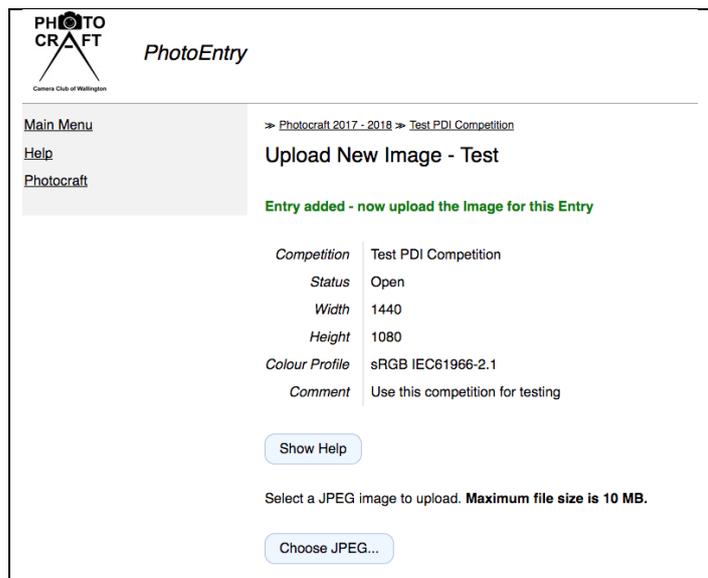


PHOTO CRAFT PhotoEntry
Camera Club of Wallington

[Main Menu](#) [Help](#) [Photocraft](#)

>> Photocraft 2017 - 2018 >> Test PDI Competition

Upload New Image - Test

Entry added - now upload the image for this Entry

Competition	Test PDI Competition
Status	Open
Width	1440
Height	1080
Colour Profile	sRGB IEC61966-2.1
Comment	Use this competition for testing

[Show Help](#)

Select a JPEG image to upload. **Maximum file size is 10 MB.**

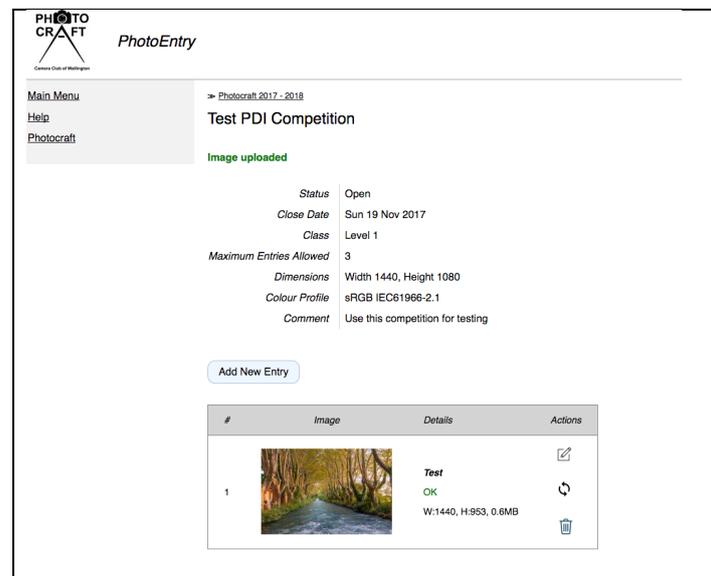
[Choose JPEG...](#)

Click on Choose JPEG and select your JPEG image to upload. The name of the file does not matter, as the system generates its own unique filenames for you.

Notes:

- The maximum dimensions are Width 1440 pixels and Height 1080 pixels. Images exceeding these dimensions will be automatically scaled to fit. The scaling process works well providing the original image is significantly bigger than the required dimensions. It is recommended that you either submit the full-size image (under 10 MB), or that you scale it yourself to fit the above dimensions. If you are allowing the image to be published on the web site with a copyright watermark, it is better to submit a full-sized image, as this will be used to generate the watermarked image.
- The JPEG image should use the sRGB IEC61966-2.1 colour profile. If you upload an image with a different colour profile PhotoEntry will have to convert it and the results may not be as you expect. Furthermore, the colours may not be displayed correctly when the image is transferred to projection software, or published on the web. Please ensure that you export in standard sRGB, and that you are happy with the results before uploading. PhotoEntry will warn if the colour space is not sRGB IEC61966-2.1.

On clicking on Upload Image PhotoEntry will upload your image and display it as a part of your competition entry.



The screenshot shows the PhotoEntry website interface. At the top left is the logo for PHOTO CRAFT Camera Club of Wallington. The main header area displays 'PhotoEntry' and 'PhotoEntry 2017 - 2018'. Below this, there is a navigation menu with 'Main Menu', 'Help', and 'Photocraft'. The main content area is titled 'Test PDI Competition' and shows 'Image uploaded' in green. Below this, there are details for the competition: Status: Open, Close Date: Sun 19 Nov 2017, Class: Level 1, Maximum Entries Allowed: 3, Dimensions: Width 1440, Height 1080, Colour Profile: sRGB IEC61966-2.1, and Comment: Use this competition for testing. There is an 'Add New Entry' button. Below the details is a table with columns for '#', 'Image', 'Details', and 'Actions'. The table contains one entry with a thumbnail image of a path through trees, the title 'Test', status 'OK', and dimensions 'W:1440, H:953, 0.6MB'. There are icons for editing, refreshing, and deleting the entry.

To complete the competition entry for this competition, three images in total will need to be uploaded. To achieve this, you will need to click on 'Add Entry', browse for the next image and then click on 'Upload File' for each of your images.

4. Checking Your Images

When you have completed the uploading of all the competition images the final screen will look similar to the following:

#	Order	Image	Details	Presentation Seq	Actions
1	↓		<p>Test image No.1</p> <p>Image successfully resized from high resolution upload</p> <p>W:1439, H:1080, 1.4MB (Orig: W:4000, H:3003, 9.1MB)</p>	9973	  
2	↑ ↓		<p>Test Image No.2</p> <p>Image successfully resized from high resolution upload</p> <p>W:1440, H:1080, 1.3MB (Orig: W:4000, H:3000, 9.2MB)</p>	9145	  
3	↑		<p>Test Image No.3</p> <p>Image successfully resized from high resolution upload</p> <p>W:1439, H:1080, 1.1MB (Orig: W:4000, H:3003, 6.7MB)</p>	4810	  

For print competition write the sequence numbers on the back of your physical prints before bringing them along to the competition.

Now that you have entered all of your images, check that all details and images are exactly as you wish them to appear in the competition. The images are displayed in the order that they will be shown in the competition. If you need to change the order in which the images will appear, use the blue arrows to the left of the images to adjust accordingly.

If you need to make any changes to an entry, there are options to the right of the image details to edit the title, replace the image or delete the entry. When all images have been correctly uploaded, click on Logout (button top right of screen).



Notes:

When an image has been uploaded the submissions will be in green where it meets the competition rules.

- Image No.1 fully meets all the competition criteria
- Image No.2 shows that the *image successfully resized from a higher resolution* upload. It was uploaded as an oversized image (e.g. more than 2 x greater than 1440 x 1080) so PhotoEntry has resized it to the correct dimensions and quality. In this example, the original size of the uploaded images is shown along with the system reformatted size
- Image No.3 has a Missing Colour Profile but PhotoEntry assessed it to be sRGB. Also, the image was uploaded as an oversized image but less than 2 x greater than 1440 x 1080 so PhotoEntry has resized it to the correct dimensions but gave the warning in Orange (Amber). In such cases you might want to consider changing the image for a correctly sized one to avoid any possible loss of quality.

General Notes

Web Browsers:

If you get an error message in PhotoEntry implying that 'the website is too busy to show the webpage' and you are using a Microsoft browser such as Internet Explorer, this is likely to be due to the browser not PhotoEntry. Currently, the best solution is to run it in a non-Microsoft browser such as Firefox, Google Chrome, Chromium or Safari.

Avoiding the Browser's "Back" Button:

Use the navigational links to move around in PhotoEntry - do not use the browser's "Back" button (see PhotoEntry Help for more detail).

Tip: If you need to return to the list of all competitions for the season after uploading images, click on the competition season at the top of the screen (it has '>>' in front of it) to avoid having to return to the main menu.

Help:

The FAQ's in the help section provide a good level of detail in answering general questions. But should you need further assistance please ask a fellow member or send an email to photocraftcompetitions@gmail.com