

How To Enter Toledo Camera Club Competitions Through Our New Website

First, prepare your photos. Remember where you put your jpg images on your computer.

They must be jpgs (preferably sRGB). 1200 pixels max on either side.

Titles only, **no photographer's names**, no designation for As or Non As. But do add the "F" if you took the photo especially for the assignment, after the assignment was announced. Sample title:

Red Rose F.jpg

Happy Camper.jpg

With the new program, your name is automatically added to the photo. In Visual Pursuits, you will be able to access all the images you entered and your personal information. More on that later.

Beginning one month before the "turn-in" date for a competition you may begin entering images.

1. Go to **Toledo.VisualPursuits.com** and enter your user name and password

2. Click on the

"Competitions" tab (3rd from the left) to get a drop-down menu that shows **"Submit Images To A Competition"**

3. You will see all the different scheduled contest "Types" for each date:

- Creative Assignment
- Creative Non-Assignment
- General Assignment
- General Non-Assignment
- Monochrome Assignment
- Monochrome Non-Assignment
- Nature Assignment
- Nature Non-Assignment

4. Scroll down to the competition you want to enter. (Assignment and Non-Assignment will be separated.) In the heading, the Close Date/Time is all the way on the right, and the Competition Date is on the left. Use whichever date is most comfortable for you, but make sure you are looking at the correct type and entry date. Click on the **"Select"** button and you will get another prompt window for entering images.

5. Once you click

"Select" on the contest you want to enter, you will get a window that gives you information about the contest and prompts you to enter your image. Once you locate your image, at the bottom of the page, click

"Upload Images Into The Competition". Your entries will appear in that window after uploading. When finished with one competition, you can go to the next.

REMEMBER, you are only allowed 3 entries in each of the Divisions (Creative/General/ Monochrome/ Nature), which are now called "Types", even though each contest shows you can enter 3 in each. This is a quirk of the Visual Pursuits software, just don't do it. Chairmen will be responsible for making sure no member enters more than 3 images in each Division, along with making sure they fit the definition for that Division. If your images don't fit in the Division, the Chairmen should notify you and give you the option to enter a new image.

You can upload and change images anytime you want up until the competition close date and time (11:59 PM). So, if you find a different image you want to enter after you've uploaded your images, you can edit the entry and/or swap it out with the new entry. This is done in the enter competition window.

No one else can see your information, so don't worry about that. We'll be working out any bugs as we go along.