



## **Bishopthorpe Camera Club Annual Exhibition, January 2024: Submitting Images**

We are excited to announce that our next Annual Exhibition will take place at York Theatre Royal and last through January 2024.

This is another wonderful opportunity for the Club and its members to showcase their work to a wider audience and **we hope that everyone will submit images**. Your pictures can be on any subject and in any style and we are looking forward to an exciting mix of images and a wide and varied selection of subjects, reflecting your creativity.

**Images must not have been used in previous exhibitions.**

### **How it Works**

Your images will be received by the Exhibition Team, anonymised and sent to a selection panel. They will independently review all images and indicate for each image its suitability for display.

The Exhibition Team will collate the results and use this as the basis to make a final selection. We will endeavour to include at least one and, hopefully, two printed images from each member. Other images will be included in an audio-visual display in the foyer of the theatre.

We expect that there will be hanging space for over 100 prints. The hanging system this time will allow unmounted prints to be returned to members after the event.

### **Costs**

To help offset the cost of the exhibition we are requesting an entry fee of £5.00 per person. We feel that this is the most equitable way of supporting the exhibition.

The fee should be paid electronically to the club bank account at the time of submission. Use your **name** and **exhibition** as a reference. We will of course welcome any further donations!

<b>Account name:</b>	Bishopthorpe Camera Club
<b>Account number:</b>	97193485
<b>Sort code:</b>	09-01-54

### **Submitting Images**

**Up to 10 images per member may be submitted.** Images must of course be your own and should not have been submitted to previous club exhibitions. Christmas Knock Out, Digital competition, Cuppa and Capture, Photowalks, Digital Critique, etc are all fine.

It is important that you prepare your images as follows:

- **Colour or black and white JPEG files.**
- **If possible, set colour space to sRGB.**
- **No image borders, frames or signatures.**

## Image Size and Aspect Ratio

**This is very important. It is different from other club activities.** It has to be different because of the higher number of pixels required for printing compared to viewing on screen. **Heavily cropped images are unlikely to be of sufficient quality.**

Also please note that a few millimetres of image will be lost around the edges during the printing process. So it's best not to have a key part of the image right at the edge.

To make the mounting process manageable images will be printed only at the following aspect ratios.

**Ratio 3:2**                    **These will be printed at 18" x 12"**  
**Ratio 4:3**                    **These will be printed at 16" x 12"**  
**Ratio 1:1 (square)**       **These will be printed at 12" x 12"**

These ratios match either sensor ratios of most recent digital cameras or is the common square crop. **If you use a phone camera** it is likely to be a different ratio (often 16:9) You will have to crop your image to match the ratios above. Make sure you leave enough pixels as stated below.

## File Size by Pixels

### The ideal size for pixel dimension is:

**3:2** images should be:        5400 by 3600 pixels.  
**4:3** images should be:        4800 by 3600 pixels.  
**Square** images should be:    3600 by 3600 pixels.

### The minimum size for pixel dimensions is:

**3:2** images should be at least:    4320 by 2880 pixels.  
**4:3** images should be at least:    3840 by 2880 pixels.  
**Square** images should be at least: 2880 by 2880 pixels.

To print at these sizes we would expect the file size to be between 3 Mb and 20 Mb. Please do not send files larger 20Mb as handling becomes a problem. If your file is larger than 20Mb then please reduce the image quality or number of pixels.

- **Do not reduce the pixels below the minimum number above.**
- **Make sure the aspect ratio is not altered.**

Take great care if resizing images to increase the pixel count to meet the specification. The quality is unlikely to be high enough to print at this size.

Please contact the Exhibition Team if you need help or are in doubt regarding image suitability for printing. You can use the club secretary for this or use the Exhibition Team email address: [exhibition@bishophorpecc.co.uk](mailto:exhibition@bishophorpecc.co.uk).

## Metadata and File Names

Your images must be saved as a **jpeg**. Your **image title must be the file name** and this title should be shown in the metadata "title" field. Please try to use an original title for each image. It saves us work and helps to avoid confusion and errors during selection, printing and curation.

**You will notice that there is an additional piece of information needed in the file name.**  
Again this will save us a lot of work.

We need the following in the file name: **aspect ratio, Landscape/Portrait, file name, your name:**  
So,

Images that are **3:2 portrait** should be named: **32P, A big tree, Ansell Adams**  
Images that are **3:2 landscape** should be named: **32L, A giant plant, Pat Smith**  
Images that are **4:3 portrait** should be named: **43P, Minster bells, Jo Jones**  
Images that are **3:2 landscape** should be named: **32L, Last woman standing, Jo Jones**  
Images that are **square** should be named: **SQ, Red window, Don McCullen**

Metadata should be the same as the file name.

**Please Note.** If your processing software includes a "Caption" field or a "Description" field you must delete anything in there. There must be **NO** other metadata in the caption field. **People with Olympus cameras should note that, depending on which software you use, you may need to remove, "OLYMPUS DIGITAL CAMERA" from the metadata.** If it is left then in place then it causes significant problems with the website.

We are sorry if this sounds too prescriptive, but hope you appreciate that we may well have 250-300 images to process and need to automate the system as much as possible.

## Submission Form

The submission form should be completed and sent at the same time as image files.

## Dates

All images and your submission form must be sent at the same time by WeTransfer no later than midnight **Sunday 15<sup>th</sup> October** to:- [exhibition@bishophorpecc.co.uk](mailto:exhibition@bishophorpecc.co.uk).

If you have any queries regarding submitting your images or anything else, please contact the Exhibition Team us using the email address: [exhibition@bishophorpecc.co.uk](mailto:exhibition@bishophorpecc.co.uk)

We will be asking for other volunteers to help with mounting of the prints later this year and again in January when the exhibition is installed.

Best wishes.

Jocelyn Hayes  
Andy Chamings

on behalf of the Exhibition Team