

V3 13/09/23

Crib Notes for members entering PDIs and Print PDIs in club competitions using the Cloud Based Software Photoentry.

New members will shortly be receiving an email from Photoentry:

Photoentry

Dear "members name"

Your photographic club or society, Beaumaris & Menai Bride Camera Club, is using the PhotoEntry System for managing entries into competitions.

This email was sent because your Photoentry Administrator has added you as a new user:

Initial Login Set Password	Click here to set password (link will expires after 7 days)
URL	https://compent.photoentry.uk/compent
User ID:	normally your e-mail address

Choose a strong password. It is recommended that you use a mixture of digits (e.g. 345, letters (e.g. Aa) and symbols (e.g. @\$!). A password length of 9 is strong and 12 is ultimate password strength. A password manager is useful

You can find useful information in the FAQs section on the website, or contact your Competition Secretary with any queries.

If you forget your password or do not respond to the above link before it expires please use the forgotten password link on the login page to send you another of these emails.

When you log in you will be presented with the main menu

Click on the [2023-2024 Competitions](#) link.

V3 13/09/23

You will be presented with a list of competitions for the season.

Click on the competition link "1st Open PDI Competition 2023-24".

You will be presented with some key information such as Closing date of competition, maximum entries allowed, Target dimensions in pixels, Maximum image size, minimum dimensions in pixels, colour profile, usually date of competition in comments.

To add your image (Projected Digital Image or PDI) click on the button coloured pale blue "Add New Entry"

Enter the following details:

Entry Title - try and use a title that will not change with time so we can ensure it is not entered in external competition a second time and get disqualified.

Entry reference is optional for your own use.

Entry is Publishable - normally Yes by default as you have agreed that we can use your image in External competitions when you signed up as a member of BMBCC and we would like to use good images on our website. If you do not want this to be the case contact me so we can discuss the reason. Please note that if you are a member of more than one camera club, then you will have to decide which one will be able to use your images or prints in external competitions.

Click on "Add this entry"

Click on the pale blue button "Choose JPEG"

Locate the image file on your computer/phone/tablet

From this screen Choose the location where your images are stored on your computer as JPEG's. It may make uploading incorrect images files less likely if you name your image file the same as the title you entered earlier but it is not compulsory.

Click on the pale blue button "Upload Image"

V3 13/09/23

A thumbnail of your image will be presented with title and a green OK if it meets the image criteria of size, colour profile etc.

There is a "Show help" button for more information.

If the size or colour profile do not meet competition requirements a warning will be given. It will still be allowed in the competition but it may not project correctly and the colours may be off. We encourage you to correct the warnings, for help please see the guidance on the clubs website.

When all 4 images are uploaded you can change the order by using the up and down arrows. You can use the action button to delete an upload, change an upload or edit the title.

If you receive a warning you may correct the image and re-load it to Photoentry in order to clear the warning.

If too many entries are submitted we may have to cull entries - we will cull the last entry in the list, so make sure this is not your best image!

Admin. will have the option to cull images 2nd to 4th in the list. Because of this functionality we do not have to pre-fix a number 1-4 in the image file name.

You do not need to add your membership number to the image file name as this information is held within Photoentry.

Make sure you load the PRINT PDIs into the PRINT competition - not the PDI competition! It may help you if you pre-fix your PRINT PDIs with PRINT. Make a note of the 4 digit random sequence number assigned to your Print PDI (next to the thumbnail produced when uploading files). Upload up to the maximum number of images allowed for the competition.

Each upload will contain a random sequence number to assist us on the night when presenting images. This sequence number should also be added to the back of your prints with the title so we can present them in the correct order.

As you add images to various competitions through the season you can view them all as follows:

Click on 2023-24 Competitions

Click on the Pale blue button "Shows Your Entries in this Group"

V3 13/09/23

All the images you have uploaded will be shown with the competition name it was entered into.

Clicking on the thumbnail will show you the full sized image.

Under the Photoentry Main Menu there is a Help / FAQ link, BMBCC Website link and NWPA website link for your convenience.

Paul Roberts

BMBCC Competition Secretary