

Bedford Camera Club - Preparation of Images for Digital Projection

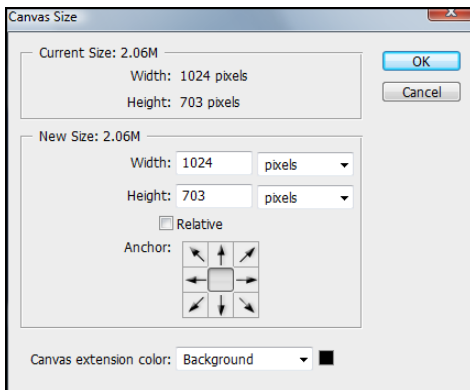
These requirements are for Club Competitions and the Annual Exhibition

Preparing your images for digital projection in the correct manner will enable your image to be projected to its best potential and will save either the competition secretary or the exhibition secretary much unnecessary work if it is prepared correctly. Your image needs to be of the highest quality in the correct format at the correct size. It needs to contain your name as author and the title you wish to use for it.

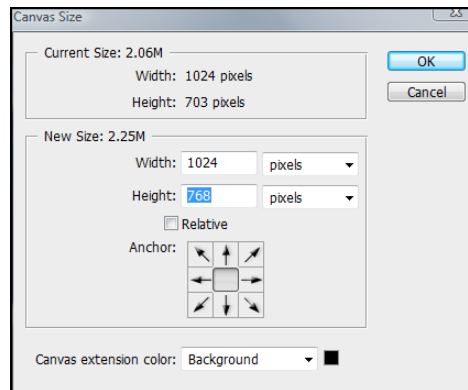
At the present time we are using a digital projector which is set up to project images which are 1400 pixels wide by 1050 pixels high irrespective of the desired landscape or portrait format of the original image. The projector is always projecting an image of that size in conjunction with the projection software we use. We therefore require that your image is prepared to these dimensions. This places some preparation requirements on you, if you wish your image to be seen as a portrait format or say a letterbox landscape format. The projector is set up to optimally project an sRGB colour format image and the software we use does not take into account and convert other colour profiles. Your image should therefore be in a sRGB colour profile. To reduce the administrative time for setting up images for projection we require that the file name used follows a convention. Finally we may require to project your name as author and the image title from information contained in the image file. This requires that the information is placed in a consistent manner in the correct locations within the file. We always use jpeg format files for digitally projected images.

Sizing the image and padding to the correct pixel dimension

You should use your imaging software to initially size your image so that its largest dimension lies within 1400 x 1050 pixels dimensions. One (possibly both) dimensions will be at its maximum. It will now be necessary (if they are not both at maximum) to pad your image with black pixels either to left and right or above and below so that the total image size is now exactly 1400 x 1050. The easiest way to do this in Full Photoshop and Photoshop Elements is to use the Canvas size option.



Before (Example for **old image size of 1024x768**)



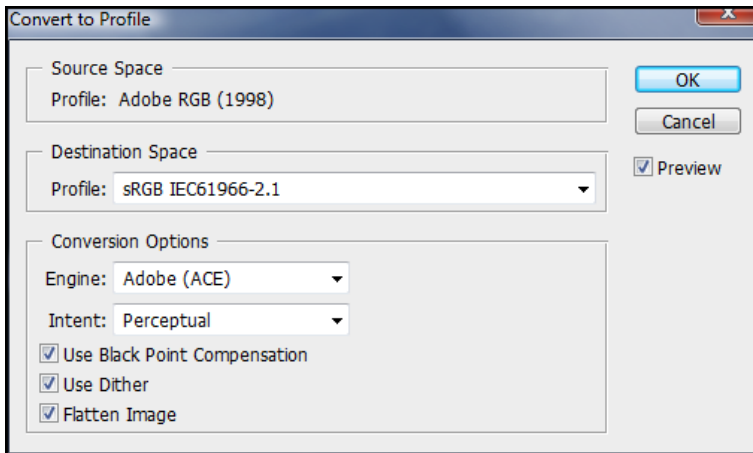
After

Make sure the units are pixels and that your image is located in the central position. Also make sure that the Background colour is selected and that it is black. Now change the dimensions to achieve a **1400x1050** image and click ok. Your image will now be the right size with black sides or top and bottom.

Obtaining the correct Colour Profile

It is highly likely that your image is already in sRGB format in which case no changes are required. However if you are starting from RAW images and you have set your camera to produce "Adobe 1998" profile images or your image processing software is set up to run in "Adobe 1998" mode you should change the image profile.

Projecting an “Adobe 1998” profile image, if it has not been converted, will give a slightly “flat” image appearance. In Photoshop under the “Edit” menu there is a “Convert to Profile ...” option.



Select the sRGB option as shown and tick boxes as shown and click ok.

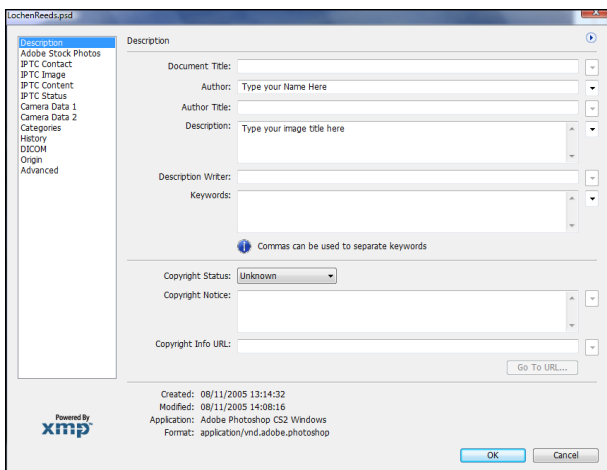
Author and Title Fields

The software we use for projection and scoring of images will also be used to maintain the total scores achieved through the competition season so it is particularly important that you spell your name in a consistent manner for all images you submit. You must use consistently the same Upper and Lower case letters and the same letter spacing. For your name and titles please use upper and lower case capitalising as necessary. Do **not** use just upper case.

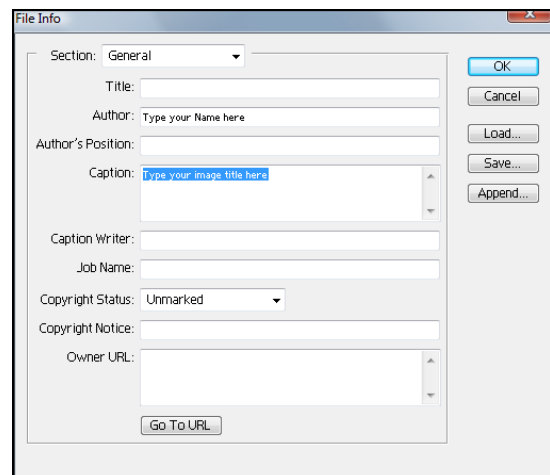
The software used for projection will need to have access to this data in each image file. Please put this data in the IPTC fields for each image. Please do not use any special characters such as %, &, etc

	Photoshop Elements 5 Field Name	Photoshop 7 Field name	Photoshop CS Field Name	Bridge Field Name
Authors Name	Author	Author	Author	Creator
Picture Title	Caption	Caption	Description	Description

The table above shows the name of the field where the information should be located. For instance if using Photoshop 7 there is a field called “Author” where your name should be placed and a field called “Caption” for the title. In Photoshop CS and Bridge the field names differ. In Photoshop including Elements under the “File” menu there is a “File Info ...” option where these name fields are located.



Photoshop CS



Photoshop 7

IPTC Core	
Creator	Type you Name here
Creator: Job Title	
Creator: Address	
Creator: City	
Creator: State/Province	
Creator: Postal Code	
Creator: Country	
Creator: Phone(s)	
Creator: Email(s)	
Creator: Website(s)	
Headline	
Description	Type your Title here
Keywords	
IPTC Subject Code	
Description Writer	
Date Created	
Intellectual Genre	
IPTC Scene	
Location	
City	
State/Province	

Bridge

Having updated the data fields the next time your image is saved from Photoshop, the text will be included in the file. It is sensible to open the file and look at the file information to ensure that it has been put there correctly. In Bridge, when you select a different image you will be asked whether you want to update the data.

(It should be noted that the latest version of our projection software will accept titles in the "title" field in the IPTC data (**Not "Author Title"**) instead of the "description" field. This field may be used as an alternative but if the data differs from the content of the "description" field the "title" field content will take precedence.)

Members without Photoshop

For members without Photoshop who use Widows Vista or Windows 7 (**but definitely NOT Windows XP**)

1. Go to an Explorer listing of your files
2. Right click on the image .jpg file
3. Select Properties from the drop down list
4. Select the Details Tab
5. You should now be able to write in your Name and Title. (Run the cursor down the right side of the window to see the boxes where you can write)
6. Click Apply

Saving your File

Your file should be saved as a jpeg file, and as jpeg files compress the data within them and lose quality doing so each time they are saved, you should always select the highest quality available. **File Names** should be of the format **nAA-xxx.jpg** where: Examples: **1MQ-LionAtKruger.jpg 2MQ-My Picture.jpg**

n = image number(usually 1-9) **AA** = Two of the author's initials

xxx at the authors discretion, as many alphanumeric characters as the author requires, plus it may include spaces, underscores and minus signs.

No **commas** or **apostrophes** should be included in the image file name.