

Image Preparation of Your Work for Online Entry:

The tips and guidelines provided below are for the photo of your entry that is required when registering. Please see the department's competition guide for guidelines regarding your actual entry.

Guidelines for Photographing 2-D and 3-D Artwork, Hand Crafts and Hobbies

- Avoid using a flash. Natural daylight on an overcast day or shade on a sunny day is the best light for photographing artwork.
- Use a neutral toned matte background, such as grey, black or ivory.
- Set the camera on a tripod or other solid surface for stability. This is most important when lighting is low or when using a slow shutter speed or a low f-stop.
- Check for depth of field. Higher numbers creates a sharper focus. Generally, an f-stop of 5.6 or higher is best. If using auto focus, be sure to tap the focus before shooting.
- Take several photos at different settings and angles. Look at them on your computer screen instead of the camera's viewer screen to select the best image.
- Be sure your artwork fills the frame of the photo with some, but minimal, backdrop showing.
- Use a macro setting on your camera to get a close detail of the work or crop the photo to show a close-up area of your entry.

NOTE: For Fine Arts Divisions 500, 503, 510 and 513, all Woodworking Divisions, all Hand Crafts and Hobbies Divisions, and all Collections Divisions:
Exhibitors have the option of adding 2 detailed photos of each of your 3-D entries.

Preparing Your Images to Upload Online:

Please follow these requirements when preparing your images for submission. Entry images may not upload if they do not conform to the formats and requirements listed below.

- Acceptable image format is .jpg or .jpeg. All other formats will not upload.
- Be sure that the uploaded image is rotated to be in an upright position.
- **The total file size of the uploaded image must be less than 5 MB** (megabytes).
- If your total image file size is greater than 5 MB, you will need to use a photo editing program to resize the photo image. Free programs available: Microsoft Image Resizer, Microsoft Photo Editor, Picasa, Irfanview, Photoscape, pixlr.com and others.
- Image file names should not include any spaces, punctuation marks or non-English characters.
- There can only be a single period in the file name. The period separates the file name and the file format type jpg. *For example, **photoentry1.jpg***
- **Title cannot be greater than 25 characters.** If your entry is accepted for the exhibit, this will be the title shown on the Gallery Exhibit tag during the Fair.
- Use of "Untitled" on your entry as a title is not recommended. Untitled images are too easily misplaced or not identified properly. If unavoidable, please use "Untitled1", "Untitled2", or "Untitled3" to uniquely identify which images belong to a specific entry.
- For the advanced entrant familiar with using a photo editing program:
- Your images are viewed as RGB images using standard Adobe RGB 98 or sRGB color space profile. **NOTE: CMYK files will not upload properly**
- Save the images with as little compression as possible while maintaining a total file size less than 5 MB (megabytes). JPG compression quality of 8 or better will not affect the quality of images viewed on a video screen.

Suggestions:

- File name of digital image should contain the title of the artwork depicted or a key word from the title. Rename your image file name with at least a portion of the title of the entry.
- Place your images in a folder on your computer so you can browse easily for your upload. For example, create a folder called "OC Fair Entries."
- When you are ready to upload, the entry form will ask you to browse: go to the folder on your computer where you prepared the images for submission and browse for the image. Click the file name and then click the "Upload Media" button.
- Image file name should match the title of the artwork that you upload.
- After successfully uploading image, the photo will appear on the screen.
- If necessary, type in the title of the artwork on the entry form that corresponds to the image file name. Maximum of 25 characters.

Photography Competition - Guidelines for Submission

If the image is **heavily** manipulated and composited using Photoshop or a comparable program it must be entered in Non-Traditional Prints Division 526-02 for Adults OR Division 311/312 class 04 for Young Adults.

Traditional darkroom techniques such as cloning, dodging, burning or other manipulation should be entered in 526-01. Photos entered may be digital or film and will be judged together, *Except for Division 520 Black & White Class 09 Analog*. For traditional film prints, we recommend scanning the photo image into a digital format. Taking a photo of the photo may not produce a good representation of your entry.

The OC Fair is a family entertainment venue. Photos of an adult nature may be deemed not appropriate for exhibition by the judges.