

# DIGITAL PHOTOS FOR WAPF (AND MPC) COMPETITION

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This document describes how to create digital image files for WAPF competitions. Always submit your entry well before the closing date, the Competition Coordinator will not give you a chance to resubmit a corrected image close to the deadline.

## SUMMARY OF REQUIREMENTS FOR DIGITAL IMAGES

File Name	As per competition rules (see below)
File Type	JPEG, 1.5 MB maximum file size (2.0 MB for MPC)
Image size	To fit into a 1920 px wide by 1080 px high window
Resolution	Not specified
Colour space	sRGB IEC61966-2.1 profile attached to the file (advised but not obligatory)
Metadata	Include all original metadata when required by rules.

If you need to know more about these requirements, how to set them, why they are required, read on.

## WHY ARE THERE RULES?

Image files are viewed by the judge on a 1920 px wide by 1080 px sRGB monitor and need to be standardised to be assessed in a fair manner.

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### FILE TYPE AND SIZE – JPEG 1.5 MB MAX

JPEG is the most widely used image file format for photographs.

Files are distributed in bulk to the judges using network services, so must be smaller than 1.5 MB. Those that are oversized have an unfair advantage because of better quality. A maximum of 2.0 MB is allowed by MPC.

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### WIDTH 1920 PX MAXIMUM – HEIGHT 1080 PX MAXIMUM

Images for entry in competition have to **FIT ON A 1920 PX WIDE BY 1080 PX HIGH SCREEN** when examined at 100% or 1:1. Those too high or wide will spill over the edge of the screen. Images smaller than this are permitted, but will not look their best compared to full size images.

It is to your advantage to make them as big as you are allowed, as long as you don't upsize them.



Most landscape image aspect ratios (4 x 5, 3 x 2, square), and all portrait images, should be set to a height of 1080 pixels. The width will be less than 1920 pixels. They will display with black spaces on either side.

Letterbox images should be set with a maximum width of 1920 px. The height will be less than 1080 px and they will display with have black areas above and below the image.

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### COLOUR PROFILE - SRGB

The judge's monitor will be set in the sRGB colour space. Your images *should* have the sRGB IEC61966-2.1 profile assigned, so the colours are seen as you saw them. Images with a wrong colour profile will not be disqualified because of this, but you will be disadvantaged. If they have a colour editing profile, such as Adobe RGB or ProPhoto RGB attached, they will look dull in the sRGB workspace. The green colours will particularly be affected.

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### RESOLUTION – NOT SPECIFIED

WAPF no longer specifies that digital images shall have a RESOLUTION OF 72 PPI (pixels per inch). The resolution will affect the physical size (mm or inches) of a print made from the file. It has no effect if the file is shown on a monitor, or is projected. It can be shown on a smartphone or projected on the Sydney Opera House sails.

### DIGITAL FILES STRAIGHT OUT OF CAMERA OR SMARTPHONE

All digital cameras can be set to make JPEG files. Those from your phone will be JPEG or HEIC unless you use Lightroom or another app to take the photo as a RAW image.

It is unlikely your camera can be set to produce images ready for competition straight out of camera. You will need as a minimum to resize them, which can be done with the software that comes with your computer, such as Apple Photos. A modern smartphone file will need development.

Check your camera manual to see if there is a setting that fits within the 1920 x 1080 px window specified.

Setting it to make sRGB files is usually a default, but some cameras allow you to set Adobe RGB as its colour space. Don't do this.

To make an image that complies with the maximum 1.5 MB file size you have to vary the amount of JPEG compression, or the image quality setting. Your camera's manual should show you which setting to use.

Remember when the camera produces a JPEG, 70% of the file data is discarded. A RAW file contains all the data, and when you develop it, you have the opportunity to control how the image displays. Having made a small file, it will not be suitable for making large prints.

## SOFTWARE OTHER THAN ADOBE PHOTOSHOP AND LIGHTROOM CLASSIC

Your camera may be supplied with software that can be used to develop your image files and create JPEGs. Canon and Nikon cameras do this. Some cameras have a subscription to Lightroom Classic or Capture One.

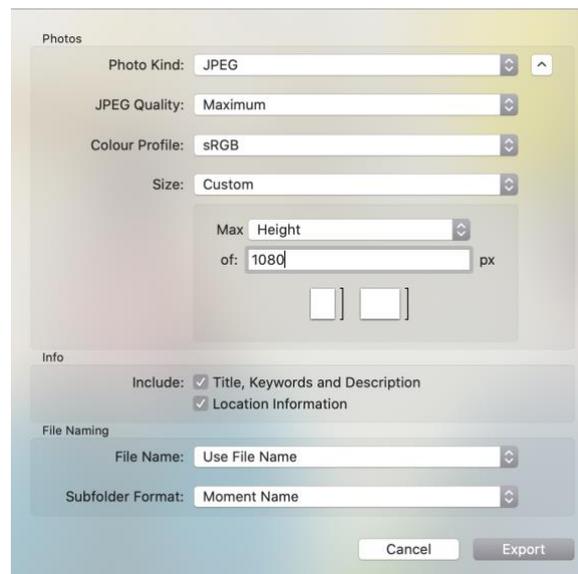
There are several other excellent alternatives to Lightroom Classic and Photoshop. Check out Photoshop Elements, DxO PhotoLab, and Luminar, which are available at a one-off price rather than annual subscription. There is always GIMP, which is free. Cloud-based Lightroom may also be used.

The application Photos supplied with your Mac operating system, or Windows Photo Viewer can be used to develop your photo files and export them as JPEGs compliant with the rules.

## APPLE PHOTOS

For an image in Apple Photos, MENU File > Export > single image.

Set up the dialog box as below:



When you click Export a copy of the image will be put in the folder you have selected. This will work with most photos, but you will need to check if it is okay as described below.

- If the file size is too large, use a lower JPEG Quality setting
- For Landscape letterbox images, set the Max Width to 1920 px.

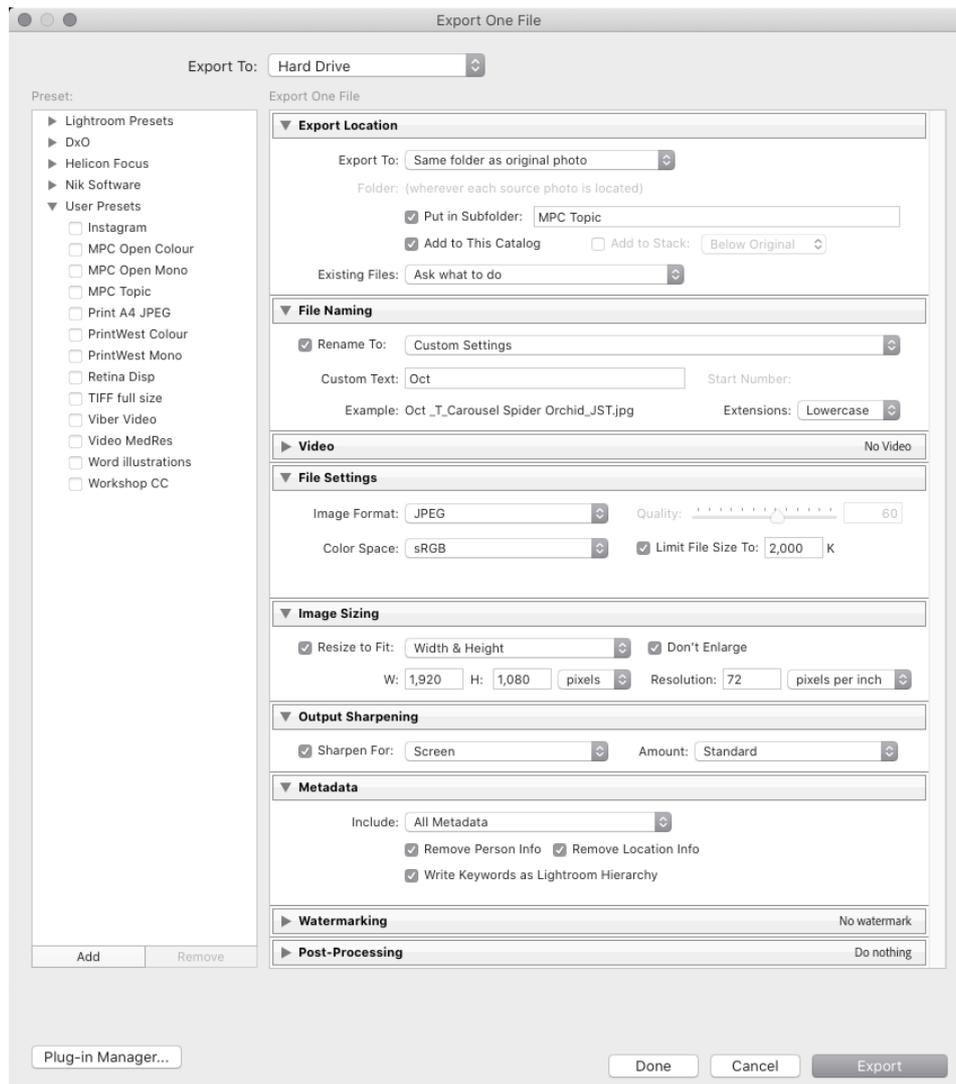
## USING LIGHTROOM CLASSIC TO CREATE SCREEN-SIZED JPEGS

Lightroom Classic is probably the safest, most comprehensive and best application to develop your images and prepare JPEGs that meet the rules. Cloud-based Lightroom can be used, but it is tricky.

All output (prints or digital) should start with a **FULL-SIZED MASTER** image file, because the JPEG you create will have a lot of detail stripped away destructively. Lightroom Classic's WORKFLOW DOES THIS SAFELY, PRESERVING YOUR MASTER IMAGE.

When you edit with Lightroom Classic, the original file is unchanged. All your edits are stored in Lightroom Classic's catalogue file. For others to see your image with its adjustments, you have to **EXPORT** the image as a new file with the adjustments applied. The image will be saved-as a new file.

If you have worked on the image in Photoshop, save it as a **FULL-SIZE MASTER IMAGE**, in a format that will contain all your layers (.PSD or .TIF) so you can later work on it if you need. It will appear in your Lightroom Classic catalogue when you save it.



If you do all your development using Lightroom Classic, your master file is the original camera image. If you Photoshopped it, your master file will be the .tif or .psd master file created by Photoshop.

*If you need to produce prints for the second stage of the WAPF competition, go back to your master file.*

Hint – Flag your master file so you can distinguish it from all other versions of the image.



## SAVE THESE SETTINGS AS A PRESET

Before clicking the Export button, save these settings as a Preset. Click the Add button. You will be given the option to name the Preset. The one above is MPC Topic for October.

Now next time you want to export an image, just start with your **MASTER IMAGE**, choose the Preset from the Users Presets list, and these same settings will be set up. Now click **EXPORT** and you will find your Export image will be created with all the right settings. The original master file is unchanged.

**IF YOU DO THIS YOU SHOULD NOT GET FORMATTING WRONG EVER AGAIN!!**

## USING PHOTOSHOP TO CREATE SCREEN-SIZED JPEGS

Start with your **FULL-SIZED MASTER FILE**. This is a fully developed image used to create prints and digital files of different sizes. These can be for competitions, social media, your portfolio, sharing, or exhibiting. The master image is your best quality image. Everything you create from it will be degraded in some way.

Your master image is:

- A TIFF or Photoshop (.PSD) file
- In a large colour space (ProPhoto RGB), and 16 bits/channel.
- Is developed – eg. Distractions removed, colours and tones enhanced, creative (local) sharpening performed.
- Is Cropped BUT NOT RESAMPLED. It has the same pixels as the camera file, and the same fine detail.
- Is recommended to have all layers, so you can go back and rework the image.

## CREATION OF A JPEG FROM YOUR MASTER FILE USING PHOTOSHOP

- Make sure you **SAVE**, to preserve the master file. **WHAT YOU DO NEXT IS PERMANENTLY CHANGES THE FILE.**
- Convert the image to 8 bit. MENU: Image > Mode > 8 Bits/Channel
- Flatten image MENU: Layer > Flatten image
- Set image size and resolution. MENU: Image > Image Size. Ensure the little chain link between Height and Width is checked and the units are set to Pixels. For most images, set the **HEIGHT** to 1080 Pixels, and the **WIDTH** will become less than 1920 pixels. For Letterbox-landscape images, set the **WIDTH** to 1920 pixels and the **HEIGHT** will be less than 1080 pixels.
- Convert to sRGB. MENU: Edit > Convert to Profile > Profile: sRGB IEC61966-2.1 > Engine: Adobe (ACE) > Intent: Perceptual or Relative Colorimetric recommended. Check the Use Black Point Compensation box to maximise shadow detail. Note this setting recalculates each pixel so it closely matches the colours of your master. There are other menu choices that just replace the profile but also change the colours when applied.
- **SAVE-AS** a JPEG file. MENU: File > Save-As. Choose a folder to store your image. Set **FORMAT** to JPEG. Ensure the Embed Color Profile checkbox is checked. Ensure the file name conforms with the rules (see below). Click Save. In the JPEG Options window, set the Quality as High (9) and click OK.
- In Apple Finder or Windows explorer, navigate to your new file and check its file size (megapixels). If it is too big (greater than 1.5 MP), go back to Photoshop, undo the **SAVE-AS** and re-save with a lower quality. The right quality setting will depend on your camera.
- Finally, close your master image, choosing **DO NOT SAVE** if the dialogue box appears.

## PHOTOSHOP IS RISKY!!

If you don't save your Master after finishing its development, or you save when closing the file at the end of conversion to a JPEG, you will corrupt it, and trash all the work you did to create it. If you use this method to create digital competition images every time from scratch it is easy to get it wrong.

Converting files to JPEG with Lightroom is much simpler and safer.

## FILE NAMING

FILE NAMING IS CRITICAL FOR WAPF COMPETITIONS. **READ THE COMPETITION RULES!!** THE REQUIREMENTS ARE DIFFERENT FOR EACH COMPETITION.

As an example, for the PrintWest competition the file name should look like this:

c\_MPC\_FirstName\_Surname\_Your image title.jpg

C shows it is a Colour image (m = monochrome)

MPC is the 3-letter code for your club

The image title should be words separated with spaces, not underscores. The Competition Director copies the filenames into an Excel spreadsheet to create a register of images, and the underscore character becomes a column break in this process. If you put underscores where they are not needed, the Competition Director has to rename your files. It's a big job.

## FILE NAMING FOR MPC APPRAISAL MEETINGS

The standard naming should be of the form:           Month\_Category\_Image Title

For example:    Oct\_OC\_Starry Night

The categories are:

Open Colour	OC
Open Mono	OM
Topic	T

## CHECKING YOUR IMAGES' METADATA

Before entering your images into the competition, **CHECK THE METADATA.**

If you have ADOBE BRIDGE, navigate to the folder containing the competition images to be checked. MENU: VIEW > AS DETAILS. The image thumbnail will be listed with its metadata. HINT: Bridge can be used to edit some metadata. Adding the image title is recommended, both for your own future use, and for display in Lightroom Classic. Don't think you can cheat by changing the Capture Date. The Competition Coordinator will view the Date Created in Bridge. The Date Created is the camera's clock date, which is not editable.

You can also see the metadata using Explorer with Windows computers. Open the images in WINDOWS PHOTO VIEWER. The metadata can be revealed using the MENU: File > Properties > General. You should see the Colour Space (sRGB), Horizontal and vertical resolution, and the pixel dimensions (Less than 1920 wide, less than 1080 high).

Using a Mac computer with OS Catalina or later, set the window of images to Columns view. If you click on an image file, the metadata will be shown. If you can't see the metadata, open the image in **PREVIEW**, then the Inspector (Menu: Tools > Show Inspector, or Command + I). Click General to see the Colour Space (sRGB), Horizontal and vertical resolution, and the pixel dimensions (Less than 1920 wide, less than 1080 high).

## HAVE YOU SUBMITTED THE IMAGE TO ANOTHER WAPF COMPETITION?

You can only submit an image to WAPF competitions once. To avoid your image being disqualified, you need to check it has not been submitted to another competition. Your club will lose points in PrintWest if your entry has been disqualified and has no score.

Lightroom Classic can be used in several ways to help your memory.

- Add a keyword "WAPF Entry"
- Create a Collection for WAPF entries
- Use the Default metadata "Caption" to record entry into a WAPF competition.

## .... AND FINALLY

You can use a Lightroom Classic Preset to create JPEGs for other uses. Just take the same Lightroom Classic Preset, modify it, and click the Add button to save with a different Preset name. Always run the Preset on your **MASTER FILE**, not your screen sized JPEG.

- Match your computer, smartphone or tablet screen (pixel dimensions, colour space) to show as your portfolio.
- Make images to be imported into a text document 1000 px wide maximum so as to keep the file small.
- Images for Instagram should fit into a 1000 px wide by 1000 px high window.

*Remember! - Preserve your original full sized Master Image (RAW + Lightroom Classic edits, PSD or TIFF) for future use!. Resizing, flattening, changing the bit depth of an image in Photoshop changes it permanently.*

*Downsizing removes detail, upsizing won't get it back*

*Don't develop and save JPEG images multiple times. Each time you save, the image is degraded, because the JPEG algorithm compresses and sharpens the image permanently*

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