

File Naming for Exhibition

Each file has the following information and in this order:

Category, **image title** (use initial caps and spaces between words, with a maximum of 25 characters including the spaces), **maker's initials**. Where two members have the same initials, the Vice President, Digital will give one a slightly different code.

Category	Digital	Print
Artistic	A	ARP
Black and White	B	SBP or LBP
General	G	SCP or LCP
Challenge	C	---
Nature	N	---

Examples:

Digital Entry:

Image titled, My Favorite Place, entered into the General category by Barb Krawczyk
G-My Favorite Place-BK

Print Entry:

Print titled, My Special Place, entered into the Large Color Print category by Kevin Fay
LCP-My Special Place-KF

File Sizing:

Images should be resized to 1920x1080, that is a maximum **width** of 1920 pixels and a maximum **height** of 1080 pixels. (When resized, neither dimension can exceed these sizes, but one or the other will often be smaller. That is normal.)

Submission of Digital Files for Digital and Print Exhibition.

Entries are jpeg files sent via email to the Vice President of Digital at sps.digitalentries@gmail.com. The email should list your name and what month you are entering your images into. There is no specific order of entries. Files should be email attachments within the same email with the email title as follows: Maker Name, Month, Year. Example:

To: sps.digitalentries@gmail.com

Subject: Kevin Fay, September, 2023