

## **BPPA Pictures of the Year 2011**

*Please read the rules carefully:  
there are significant changes and improvements from last year's contest*

### **Deadline**

Entries must be postmarked/delivered/uploaded no later than January 18, 2012.

Entries can be submitted in one of three ways:

*NEW* - electronically via FTP (See Final Preparation of Entry below)

*or*

delivered to the January BPPA meeting

*or*

shipped/delivered to:

CJ Gunther, 21 Marrett Road, Burlington, MA 01803-4006

Questions about entry submission status contact:

CJ Gunther – 617-448-8815, [cjgunther@cjunther.com](mailto:cjgunther@cjunther.com)

Questions about rules contact:

Stephan Savoia - 617-290-0877, [ssavoia@ap.org](mailto:ssavoia@ap.org)

Bill Greene - 617-839-3184, [bgreene@globe.com](mailto:bgreene@globe.com)

Brian Snyder - 617-359-6656, [brian@briansnyder.com](mailto:brian@briansnyder.com)

### **Eligibility**

All entries must have been made by active or life members in good standing (active member's dues must be paid in full by December 31, 2011). Entries do not have to have been published. Previously entered images are not eligible. Photographs manipulated electronically or otherwise to alter content are not allowed, and images deemed excessively manipulated beyond professional parameters will be disqualified.

### **Entries**

All contest entries must be submitted as digital entries on CD, DVD or via FTP. Single entries must have been taken between January 1, 2011 and December 31, 2011. A picture story or video entry may contain images taken in other years IF the images have not previously been entered in this contest. No images captured from video may be entered as still images.

Each entry may be entered in one category only, although individual still images from a picture story or video project may also be entered in a single category. Only one image per entry file number is allowed. No titles, words or borders are allowed on images, except in the Video category.

The contest committee reserves the right to disqualify images deemed excessively manipulated beyond professional parameters, and to request original files or negatives of images that have placed in the contest to verify their authenticity.

### **Entry Fees**

There will be a fee of \$4.00 per entry. There is no limit to the number of entries you can submit. The fee must be made payable by check to BPPA by the entry deadline, January 18, 2012. You can send your check to the following address if you are submitting via FTP: Boston Press Photographers Association, P.O. Box 51477, Boston, MA 02205. If you are submitting via CD / DVD, please include your check with your entry.

## BPPA Pictures of the Year 2011

### Categories

- 01 Spot News** - Photograph of an unscheduled event for which no advance planning was possible.
- 02 General News** - Photograph from a news event for which planning was possible or that explores issues or news of the day distinct from breaking news.
- 03 Feature** - A found situation with strong human interest.
- 04 Sports Action** - Photograph showing participation in a game or athletic event on the field of play.
- 05 Sports Feature** - A feature photograph that is sports-related, including reaction.
- 06 Portrait/Personality** - Photograph that captures an aspect of the subject's character.
- 07 Pictorial** - Photograph that exploits the graphic aesthetic qualities of the subject with emphasis on composition.
- 08 News Picture Story** - A collection of photos with a single theme that fits the description of the Spot News or General News category. Maximum of 12 images.
- 09 Feature Picture Story** - A collection of photos with a single theme that fits the description of the Feature category. Maximum of 12 images.
- 10 Sports Picture Story** - A collection of photographs with a single theme that fits the description of the Sports Action or Sports Feature category. Maximum of 12 images.
- 11 Animal** - A photo where an animal is the featured subject.
- 12 Politics** - A photo depicting a politician, campaign or a political event at any level.
- 13 Video / Multimedia** - Open to television and newspaper videographers and photographers. A story (news, socio-economic, political, feature or sports) no longer than six minutes in duration told in video format. Can include video, stills and audio and may include archival, supplemental and supporting material (e.g. graphics). News value, writing, sound (audio), overall organization and clarity will be the guiding criteria for the judges.
- 14 Team** - A multiple-picture story team entry by an organization. All team entries will compete in this category. Entries in this category will not count toward the portfolio entry limits of the participating photographers. Maximum of 12 images per entry. Only 1<sup>st</sup> place will be awarded in this category.

## **BPPA Pictures of the Year 2011**

### **Preparing Entries**

Adobe Acrobat Reader is required to complete your entry forms.

Adobe Acrobat Reader can be downloaded here if you don't already have it.

<http://get.adobe.com/reader/>

Recommended Software: The folks at Camera Bits have provided the BPPA with temporary use of their photo editing and captioning software, Photo Mechanic.

BPPA Members can download the latest version of Photo Mechanic at this link:

Mac download:

<http://www.camerabits.com/download/PhotoMechanic4.6.6.dmg.gz>

Win download:

<http://www.camerabits.com/download/PMSetup4.6.6.exe>

Photo Mechanic Manual:

[http://www.camerabits.com/download/Photo\\_Mechanic\\_4.6.2\\_Manual.pdf](http://www.camerabits.com/download/Photo_Mechanic_4.6.2_Manual.pdf)

Credentials for using the Demo Version of Photo Mechanic:

Name or Company: BPPA Photo Contest

Department: Demo

Password: 702165654462

Good through January 31st, 2012

BPPA members have until January 31 to use this demo version of the software.

If you already use Photo Mechanic to caption your images, and you have the latest version, you can download the IPTC file for filling in your required fields. Fields that are blank are to remain blank, replace the text in the other fields with the appropriate information.

Download IPTC File for Photo Mechanic here:

<http://www.bppa.net/contest2011/bppaiptccaption.ipt>

If you prefer to use Photoshop for your captioning process, you can download the XMP file for filling in your required fields. Fields that are blank are to remain blank, replace the text in the other fields with the appropriate information.

Download XMP file for Photoshop here:

<http://www.bppa.net/contest2011/bppaiptccaption.xmp>

### **Entry Forms**

Download and fill out completely the appropriate entry forms. Forms should be filled out electronically (not hand written) if possible. After completing the entry form, click the 'Submit Entry Form' button at the bottom of the page. The entry form will automatically email to the contest supervisor and then ask you to print a copy for your records. If you are submitting via CD / DVD, please include the printed completed form with your disk.

Download Singles Categories Entry form here: [http://bppa.net/wp-content/uploads/2011/12/Singles\\_pub\\_0001.pdf](http://bppa.net/wp-content/uploads/2011/12/Singles_pub_0001.pdf)

Download Video Category Entry form here: [http://bppa.net/wp-content/uploads/2011/12/Video\\_pub\\_0001.pdf](http://bppa.net/wp-content/uploads/2011/12/Video_pub_0001.pdf)

Download Portfolio Entry form here: [http://bppa.net/wp-content/uploads/2011/12/Poy\\_pub\\_0001.pdf](http://bppa.net/wp-content/uploads/2011/12/Poy_pub_0001.pdf)

Download Team Entry form here: [http://bppa.net/wp-content/uploads/2011/12/Team\\_pub\\_0001.pdf](http://bppa.net/wp-content/uploads/2011/12/Team_pub_0001.pdf)

## **Image Sizing**

It is recommended that each entry be 300 dpi with the longest dimension 12 inches. Save and compress each file as an RGB JPEG at level 10, baseline standard. Image orientation must read in normal viewing position; images will not be rotated or flopped. Note: Images that have been sized for other contests, such as the World Press Photo, POYi (Pictures of the Year International) or NPPA's Best of Photojournalism, are acceptable.

## **Photographer Code**

Create your unique photographers code, which will be used to identify your images. Every photographer must have a unique individual code made up of five letters, all lower case. Do not spell words or use initials, as hiding your name and organization is part of this goal. For team entries, create a new and separate five letter code for the team.

## **File names for single picture entries**

The filenames for entries are made up of the two-digit category number, photographer's code, and number of photos in that category. Use hyphens to separate the sections of the filename. All entries must end in .jpg (except in the Video category), and you must use leading zeros for the first nine categories as well as for the number of photos entered. Entries in the Video and New Media categories should use this naming convention as well.

Example: 03-abcde-07.jpg

"03" is the feature category, "abcde" is the photographer code, and "07" makes this the seventh image entered in features by this photographer.

## **File names for picture stories**

For a picture story, file names will follow the same rules but add sequential letters for each story within that category and a number to indicate the image's sequence within the story.

Example: 10-abcde-A-02.jpg

"10" is the Sports Picture category, "abcde" is the photographer code, "A" is the first photo story entered by this photographer in this category, and "02" represents the second image in the story.

Each picture story must have a plain black image at the end of the story to serve as a separator during the judging process and does not count toward the 12 image maximum. This blank image must also follow the naming convention.

## **Captions**

Captions must be completed in file info on each entry, and must follow this form exactly:

**Caption** – Please be concise. Your name or organization may not be included, as this information could be displayed on screen during the judging.

**Headline** – Title of the photo or title of picture story/video/new media project

**Author/Photographer** – Photographer Code

**Category** – Contest category number (01-15)

**Source** – your email address

All other fields should be left empty.

For picture stories, every image has a caption. Additionally, the caption of the first image in the story should include a brief synopsis of the story before the caption.

**Video / Multimedia** – Video entries follow the same naming convention as the still image entries.

Example: 13-abcde-01.mov

Entries absolutely may NOT contain the name of the author(s) or the organization for which the piece was produced. Video / Multimedia entries must have a title and include a preview image. .MOV files are preferred and encouraged, though other formats will be accepted only if they will play as standalone files. If a format other than .mov is used, and the entry will not play in a standard viewing program such as Quicktime, the entry will not be judged. Use formats other than .mov at your own risk. URL links will not be accepted. While the visual elements of a

Video/New Media entry must primarily be created by the BPPA member entering the project in the contest, please list on the entry form everyone who deserves credit for the entry. Video / Multimedia entries may be no longer than 6 minutes and, after compression, may not be more than 500 MB in file size. Keep in mind, longer does not mean better; *editing counts*.

### **Portfolio - Photographer of the Year**

A portfolio will determine the BPPA Photographer of the Year. A portfolio must contain photographs from at least 4 different single image categories and at least two stories. A story may be from categories 08, 09, 10 or 13. Portfolios may contain no more than 15 entries and no more than 50 images (a Video entry counts as 1 image toward the maximum of 50). Picture stories (categories 08, 09 and 10) are considered one entry and may contain no more than 12 images per story. Use plain black images as dividers at the front and back of each story; these do not count toward the maximum number of images in the story or the portfolio. All other rules apply, including captioning and rules on manipulation. Again, please note: EDITING COUNTS.

PLEASE NOTE THE DIFFERENCE IN FILENAMING CONVENTION FOR PORTFOLIO OF THE YEAR ENTRY: Filenames should follow the convention "15-01-abcde-02.jpg", where "15" is the category for portfolio, "01" is the category of the individual entry, the photographer's code is "abcde" and "02" is the second image in the portfolio. So in this example, 15-01-abcde-02.jpg is a portfolio entry image (15) from the general news category (01) and is the second image in the portfolio entry of photographer "abcde." Arrange images with the singles first followed by the picture stories and then videos. The category (01 thru 13) should be included in the "category" IPTC field.

**Best of Show** – Judges will select out of all first place winners in all categories (excluding portfolio).

### **Judging**

All entries will be judged by three working photojournalists from outside this region. Judging will be open to any members in good standing. However, no comments, questions, or remarks of any kind will be allowed during the judging. Viewers may only enter and leave the room between categories.

Judges will determine 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> place awards in each category except Team (only first place will be awarded in the Team category). Honorable mentions will be awarded at the judges' discretion. If no honorable mentions are cited, then one alternate will also be chosen, but will only be identified in the case of a disqualified image. Entries in each category will be judged in random order. Photographer of the Year portfolios will be judged last.

Categories will NOT be combined. If there are not a minimum of 15 entries and five entrants in a category, the category will not be judged. Entries will be judged in the category in which they are entered, and will not be re-categorized,

### **Final Preparation of Entry for FTP**

All entries should be in one folder.

The folder title should be your photographer's code.

Compress the entire folder of images into a single zip file.

How to compress into zip files (MAC):

Highlight the folder by clicking on it once.

Select COMPRESS 'folder' under the FILE menu in the Finder

Your compressed folder will appear with the file extension .zip

How to compress into zip files (PC):

Highlight the folder by clicking on it once.

Right click the folder,

Select 'Send to...'

Select 'Compressed (zipped) folder...'

Your compressed folder will appear.

DO NOT send individual jpg files, they will be deleted and your entry will not be received. ONE zip file only.

FTP the entire .zip file to the following address using ftp software.

FTP host name: [app.brickftp.com](http://app.brickftp.com)

USER NAME: contest

PASSWORD: bppa2011

On completion of file transfer, send an email to [cjgunther@cjgunther.com](mailto:cjgunther@cjgunther.com) for confirmation of receipt of entry.

If submitting entry on CD, follow the steps above, but burn zipped file onto a CD instead of ftp-ing.

# BPPA Pictures of the Year 2011

## Check List for Entry

- All Entries made during the calendar year 2011 (except where noted in rules)
- Please include a headshot if you have not done so in the past two years:  
*First Name Last Name.jpg*
- Recommended size of each entry is 300 dpi, 12 inches on the long dimension
- Use the unique code you created to follow the File Naming conventions:  
*category-photographers code-image number in category.jpg*
- Photo stories have a black, blank frame at the end
- IPTC Fields are filled out correctly:

Caption: Clear and precise

Headline: Title of Photo

Author/Photographer: Your unique photographer code

Category: Contest Category number 01, 02, 03...13

Source : your email address

All other fields left blank

- Download and complete the .pdf entry form(s)
- Video / Multimedia entries must have a title and include a preview image. Video / Multimedia may NOT include the creator or the creating organization's name anywhere in the entry. No longer than 6 minutes in duration and no larger than 500mb.

### Portfolio Entry Check list

- Follow new File Name convention:  
*15-category-photographers code-image-number-in-portfolio.jpg*
- Black, blank frames separate each story
- IPTC Fields are filled out correctly:

Caption: Clear and precise

Headline: Title of Photo

Author/Photographer: Your Photographer code

Category: Contest Category number 01, 02, 03...13

Source: your email address

### Electronic Submission of Entry:

- Entry should include the completed pdf entry form(s), headshot jpg (if needed), with all entry files in one folder, named with your photographer's code.
- Compress the entry into one .zip file (no separate folders, all at the root level)
- Upon completion of file transfer, send an email to [cjgunther@cjgunther.com](mailto:cjgunther@cjgunther.com) for confirmation of receipt of entry
- Send check for your fee totals