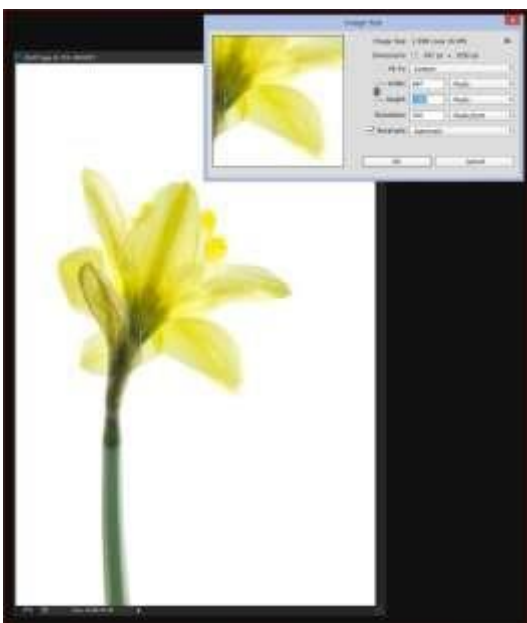
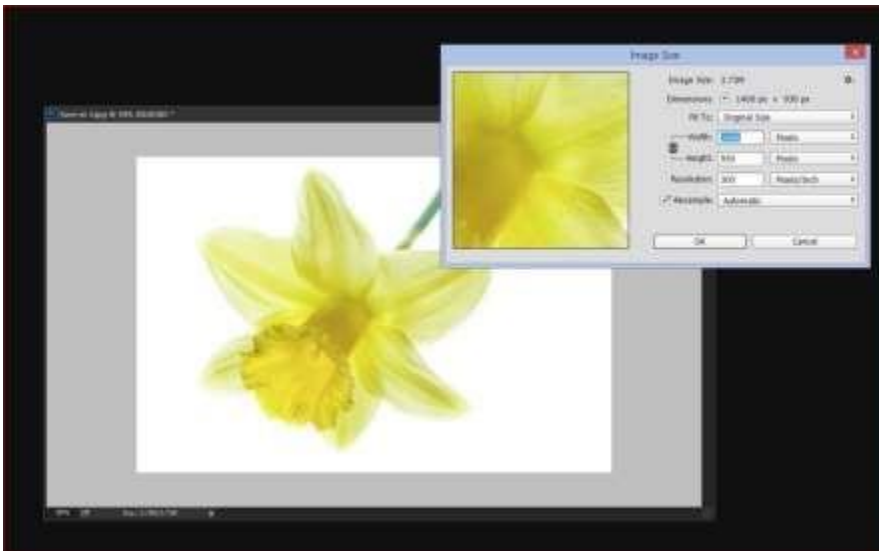


## Preparing Images for the KCPA Annual Exhibition

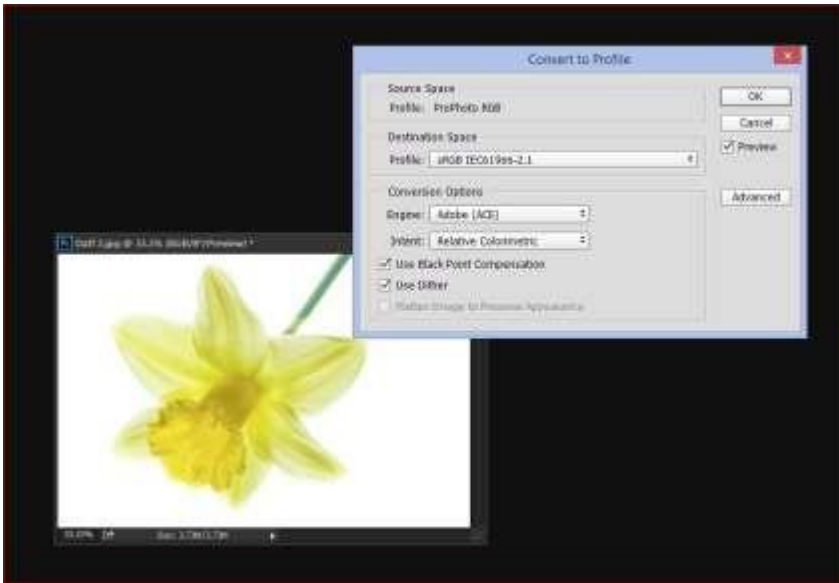
**The KCPA are providing these “Helpful hints and tips to assist you with your exhibition entry. However, we can in no way be held accountable for any views or comments that a judge may make about the submitted image”**

- Create a folder for the images you wish to enter into the exhibition, on your desktop for your PDI entry. You are allowed up to 30 images in each, but do check Conditions for full details.
- Edit your image.
- Preserve your master copy as you normally would, these notes assume that Photoshop is used, but if you are using Paint Shop Pro or another application then save in your normal format for that. **DON'T SAVE YOUR MASTER AS A JPEG !**
- Save it as a normal Photoshop file so that you can go back to it later if necessary.
- Use Image->Image Size... to reduce the size of the image to the smaller limit size **required for competition entry** according to the proportions of your image, e.g. a letterbox-shaped image would typically be a maximum of **1400 pixels wide**, or a portrait-shaped image would be a maximum of **1050 pixels high**. Set **Resolution to 300**, we are asking for high resolution for printing of the catalogue. [For explanation see here.](#)
- Please check your image sizes carefully!
- Landscape Orientation example.

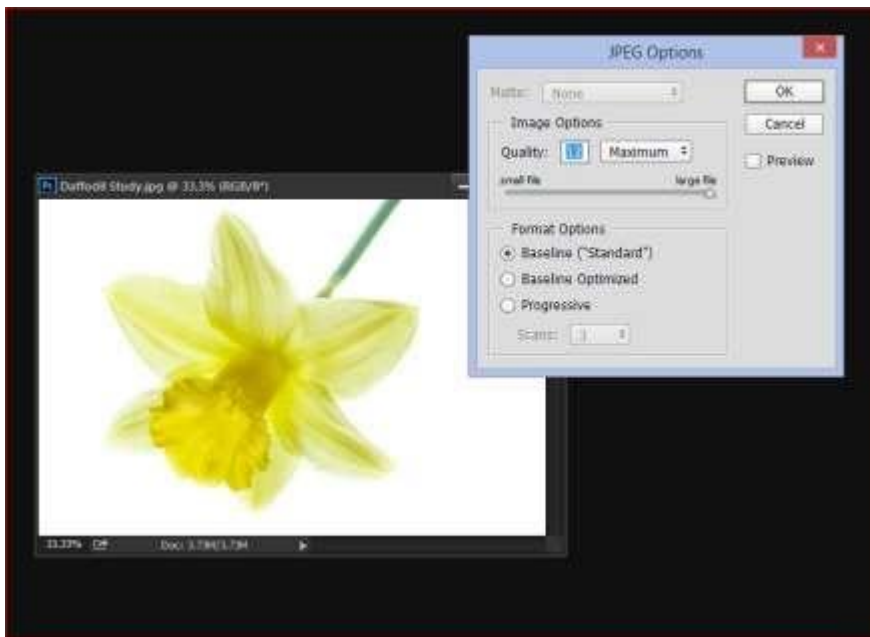


Portrait Orientation example.

- Zoom in to 100% or even 200% so that you can see how your image will project.
- Please do not add any unnecessary borders to your images. Black borders serve no purpose for digital projection, while white borders can distract the eye from the image. A thin stroke around the image is acceptable.
- Use the - Edit->Convert to Profile function to make the colours in your image into sRGB format so they show the up as the 'correct' colours on projectors and monitors.



- GO TO File>Save As You can make sure your File Name is correct at this stage and save it to your images folder for the Exhibition. Each image file to be uploaded must be no larger than 3 Mb.



- This is the procedure for your PDI entry.