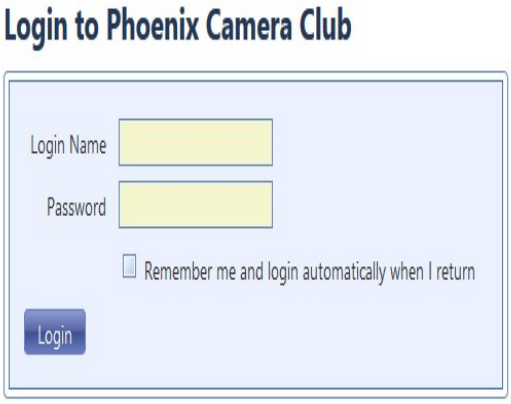
Phoenix Camera Club
Image Submission Instructions for Digital Competition

Follow these steps using the screen shots to help guide you through the process of uploading images to a competition from a file on your computer:

1. Access the website at phoenixcameraclub.org. This screen will appear. Click the LOGIN button.

2. In this screen, enter your login name and password. Click the LOGIN button. If you want to change the password, go to My Account and click on My Account Settings.



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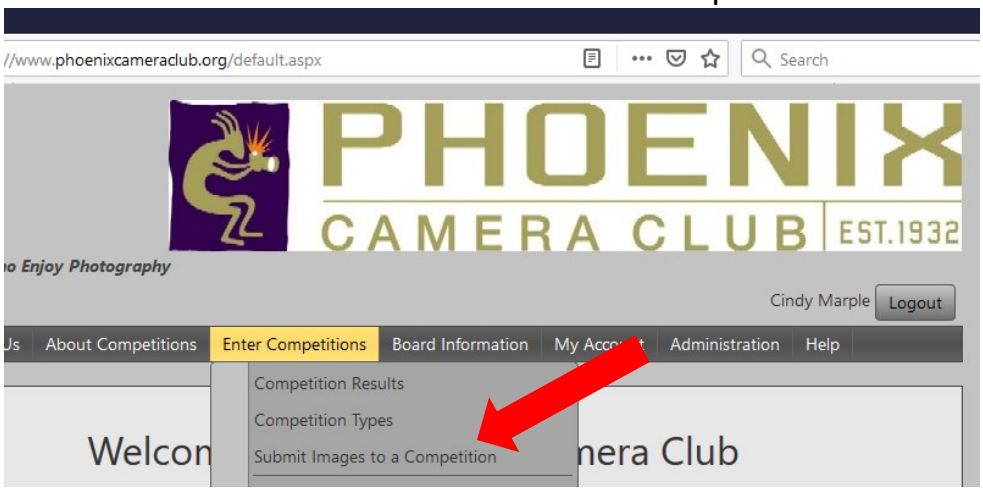
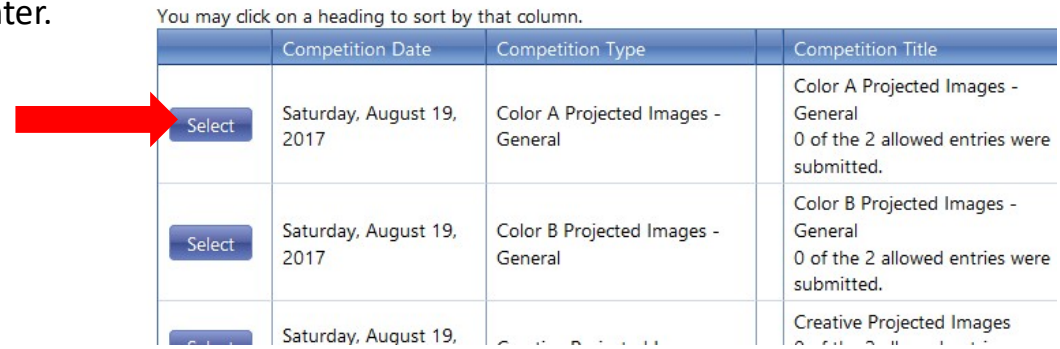
3. After you have logged in, click the ENTER COMPETITIONS tab to open the fly out menu.

4. Select the SUBMIT IMAGES TO A COMPETITION option.



5. Select the competition you wish to enter. Note you can only submit to one competition at a time. So this will be a repetitive operation for each competition you wish to submit to. Click the SELECT button for the competition you wish to enter.



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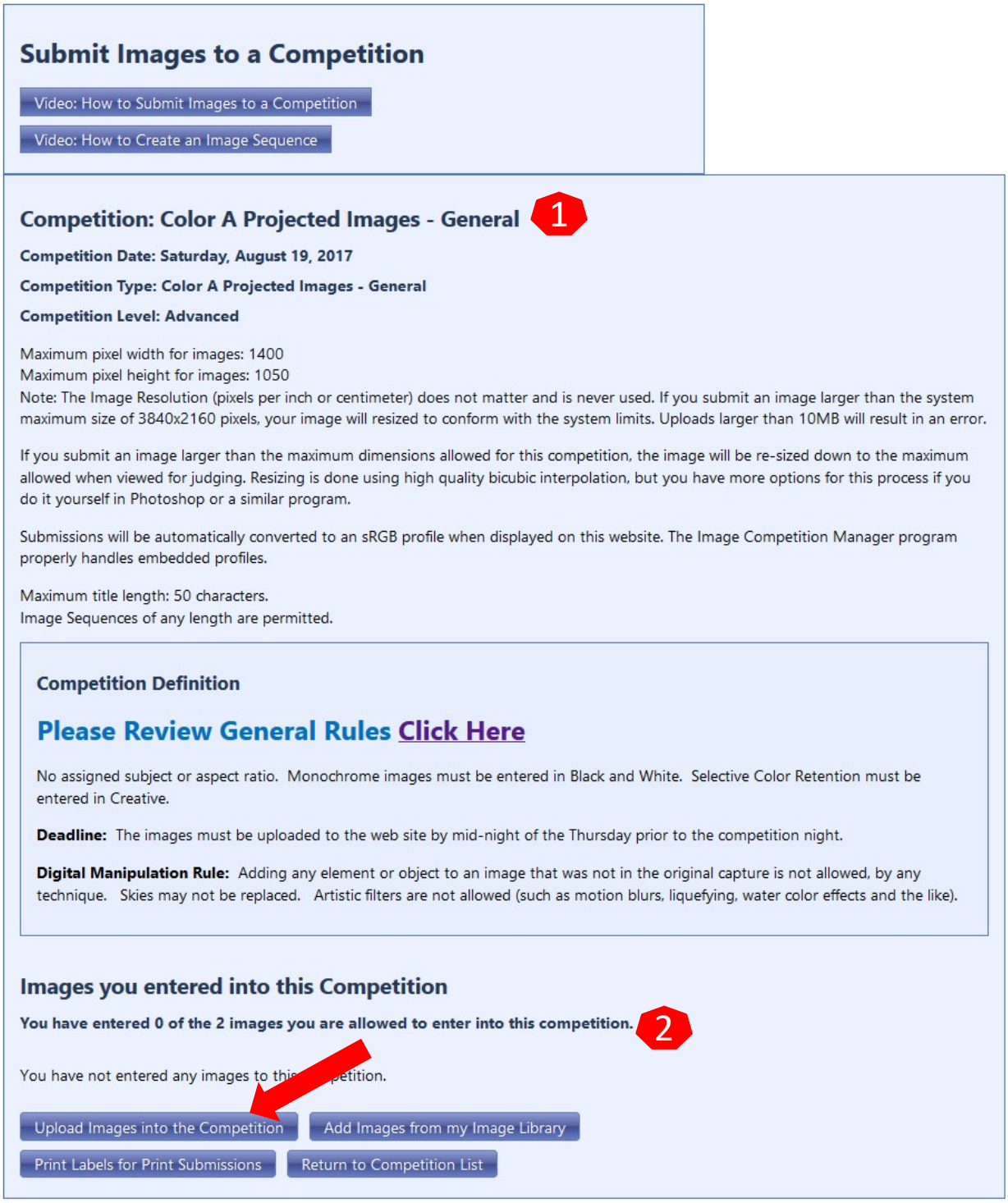
6. Confirm you are entering into the correct competition category (at 1). Confirm the status of your competition entries up to this point so you don't try to submit more entries than you are allowed (at 2). Then click the UPLOAD IMAGES INTO COMPETITION button.



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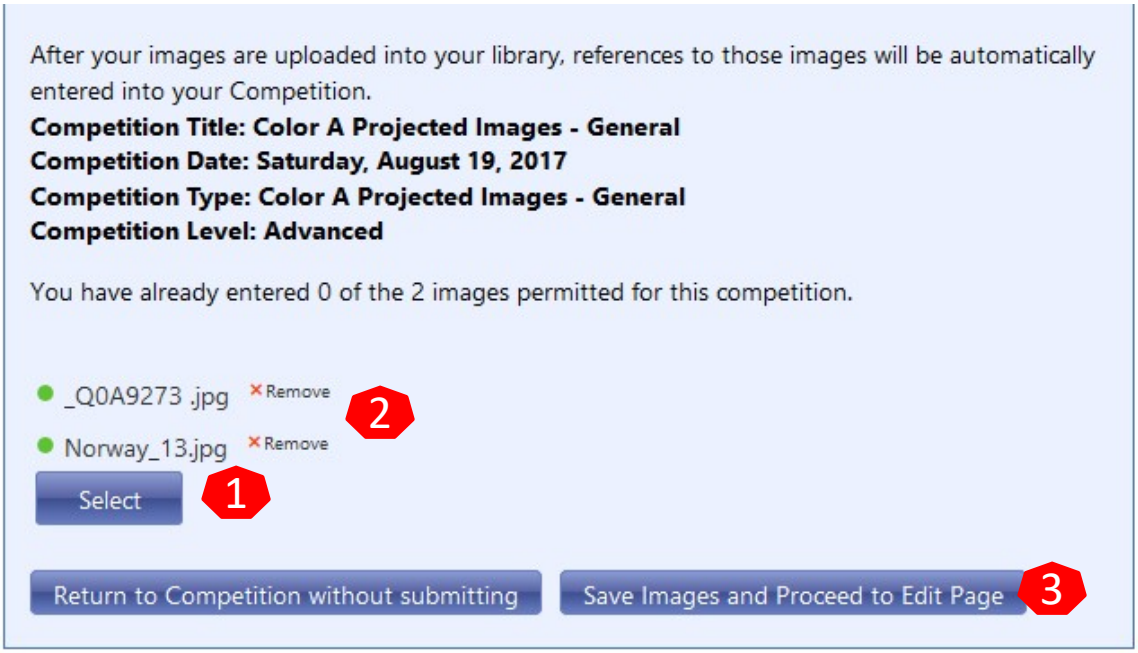
7. Navigate to the location where your images are stored on your computer. Select the image you want to submit. If both of your images are in the same location, you can select them both at the same time, but if they are in different locations you will have to do SELECT twice.
8. You will be returned to the previous screen. At this point you have three options. You can continue to submit an additional image in this category by clicking the SELECT button (at 1) or you can remove the entry you just selected by clicking on the xremove (at 2) button and make another selection, or you can submit the image(s) selected by clicking the SAVE IMAGES AND PROCEED TO EDIT PAGE (at 3).



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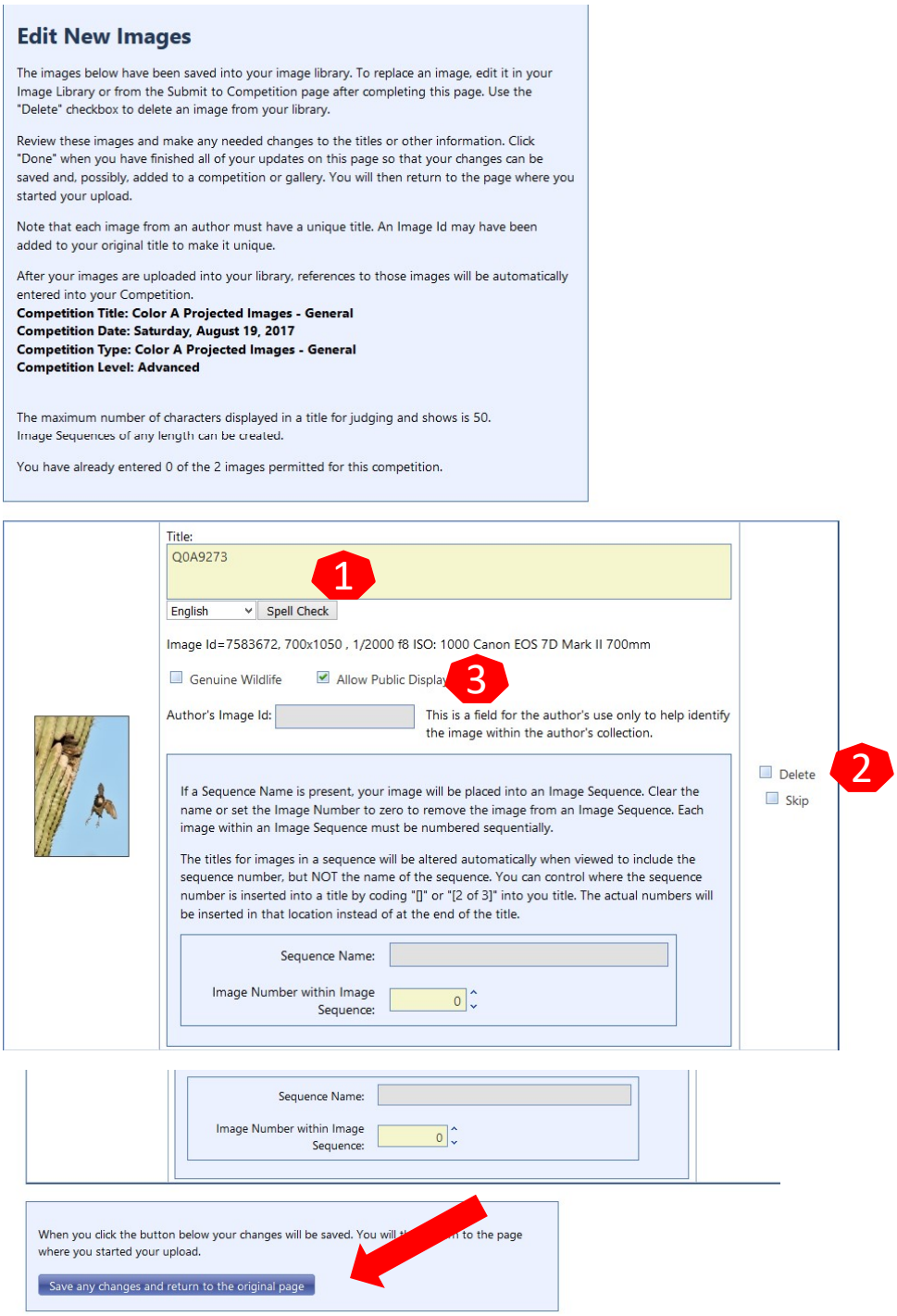
9. At the next screen you will have a chance to edit entry information. You can modify the image name (at 1). You have one last chance to delete the image from the competition (at 2). You can allow or not allow the public to see your image (at 3). When done, go to the bottom of the screen and click the SAVE ANY CHANGES AND RETURN TO THE ORIGNAL PAGE button.



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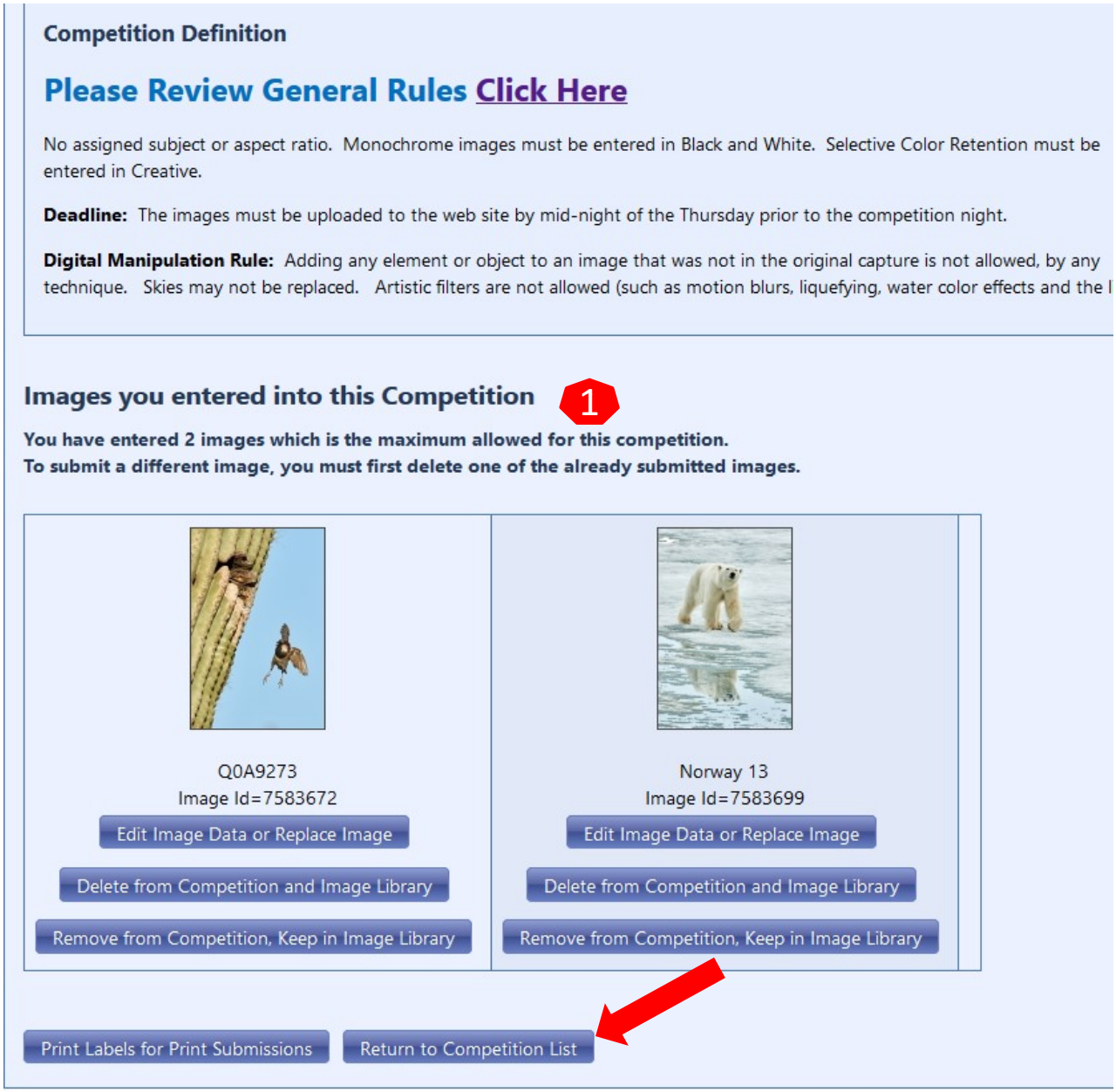
10. At the next screen you can see the status of your competition submission (at 1). You click the RETURN TO COMPETITION LIST button. If you wish to enter additional images in additional categories, repeat for each category. Once finished, click the LOGOUT button at the top right of the screen.



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General Notes:

1) The first 5 minutes of the Video: How to Submit Images to a Competition shows how this process works. You can stop when it gets to the Gallery discussion.
2) PCC does not use Image Sequences. You can ignore any inputs related to Sequence in the "edit screen", and the Video of How to Create an Image Sequence.
3) An Image Library is created behind the scenes that contains all the uploaded images. If you wish to resubmit an image (that has not won an honor) you can do that by clicking "Add Images from my Image Library" instead of uploading again. Input whatever search criteria you have, or Display Recent Updates to find the image. Select FINISHED MARKING DESIRED IMAGES. That will take you back to the entry screen as in step 10.
4) In each category you will find the category definition, as well as a link to the General Rules.
5) All the rules, including category definitions and entry preparation, are located under the Organization flyout, Documents and Files to Download. There is an expandable section for the rules.
6) You can view the scores and results of a competition under the Competition flyout, Competition Results. Pick the category and month you are interested in and SELECT it.
7) To see your results, go to My Account / Image History. You can sort the resulting list by clicking in the headers, i.e. by the Event Date or Competition Type.