



## Exhibition Standards- 2011

### ALL SECTIONS

#### Requirements for PSA Recognition of International Exhibitions

##### 1. Minimum Requirements:

- a. Photographic exhibitions wishing recognition by one or more Divisions of the Photographic Society of America must apply, at least six (6) months in advance of the closing date, to each of the appropriate divisions' Exhibition Standards Director(s) for each section in the exhibition. Such recognition, and conditions, are prerequisites for being published a minimum of three (3) months in the *PSA Journal* and on the PSA website exhibitions listings section, This recognition enables the exhibition to provide acceptances to its exhibitors, who are eligible for PSA "Star Ratings" and for inclusion in the annual PSA "Who's Who" of Photography.
- b. All exhibitions, and exhibition circuits, must apply for recognition based on conformity with these standards. Recognition of subsequent exhibitions is based on past performance and continued compliance with these standards that apply to all sections. Exceptions applicable to specific sections are listed following these general Standards.
- c. The sponsor (organization, association, group, council, club, or chapter), or sponsors in the case of a circuit, must select a General Chairman to provide the leadership to operate and manage the exhibition or circuit, and to be responsible for all its facets according to these PSA Exhibition Standards (ES) regulations.)
- d. The general exhibition chairman, or his delegate, shall be the point of contact for PSA Exhibition Standards, PSA Star Rating and PSA Who's Who directors, and all entrants.
- e. All essential information, especially on websites, must be presented in English with clear instructions to the reader as to how this information can be accessed.

##### 2. Applying for PSA Recognition:

- a. The exhibition chairman, or delegate, must apply for PSA Recognition.
- b. There is no limit on the number of sections that maybe recognized by a division in an exhibition.

- c. A sponsoring organization may obtain recognition for one exhibition in each section once during a calendar year.
- d. For new exhibitions applications for PSA Recognition must reach the appropriate Exhibition Standards Director(s) (ESD) at least nine (9) months, prior to the proposed "Closing Date for Receipt of Entries". All exhibitions, including the individual exhibitions in an exhibition circuit, that gain PSA Recognition, will pay a fee of \$20USD per section. Payment must be in U.S. funds, with checks drawn on a U.S. bank and made payable to "PSA", or by approved major credit card and shall be submitted with the application. **On-line payment via PayPal is also acceptable.**
- e. If the proposed exhibition is applying for more than one section, the appropriate Exhibition Standard Directors must **all** agree to accept that exhibition's application.
- f. A new exhibition seeking recognition must submit a plan on an appropriate form distributed by the Directors of Exhibition Standards Committee.
- g. Applications for PSA Recognition are available from each of the PSA Division Exhibition Standards Directors or via the PSA website ([www.psaexhibitionstandards.com](http://www.psaexhibitionstandards.com)) [www.exhibitionforms.com](http://www.exhibitionforms.com) (Exhibitions should refer to the latest available *PSA Journal* Exhibition Listings section for their names, addresses, or email addresses.)
- g. Each application must include one (1) copy of the exhibitions proposed entry form. Applications must be sent First Class Mail (regular airmail for foreign exhibitions), or by email attachment to each of the appropriate Exhibition Standards Directors. PSA Recognition must be granted to all sections of an exhibition for which recognition is requested before the exhibition entry form may be printed and made available to the entrant.

##### 3. PSA Recognition:

- a. An exhibition applying for PSA Recognition must apply to the appropriate individual PSA Exhibition Standards Director for each section of the proposed exhibition. By their application, the exhibition agrees to comply with all of the minimum requirements for recognition. Each section of an exhibition obtaining PSA Recognition may award PSA Gold Best of Show Division Medals. Upon payment of the required recognition fee these medals will be presented **free of charge.**
- b. When an Exhibition Standards Director has a problem with an exhibition that has multiple sections he is to contact the Exhibition Standards Chairman who will make the decision on removal of recognition for the entire exhibition. If it involves a single division, the ESD will decide. Serious deviations from ES could result in the loss of future recognition.

##### 4. Entry Form: (Conditions of Entry and Regulations)

- Each exhibition must produce an entry form and it shall be distributed to exhibitors worldwide without charge. The Entry Form must contain the following:
- a. Exhibition name, subject to the approval of the Exhibition Standards Director(s).
  - b. Name, postal and email address, telephone and fax numbers (if available) of the General Chairman shall

appear **on the entrant's retained portion** of the entry form.

- c. Name, postal and e-mail addresses of person(s), and website address, if applicable, from whom or where entry forms may be obtained.
- d. Sections, categories, and/or classes sponsored, including restrictions, if permitted or required by individual Division rules.
- e. Closing date for receipt of entries.
- f. Entry fee(s).
- g. Date(s) of judging.
- h. Dates of proposed mailings for (1) notification cards (or e-mail notification) (2) return of total rejects (3) return of all entries (4) awards and (5) catalogs.
- i. Dates and locations of public exhibitions.
- j. Names and briefly stated honors and qualifications of the judges.
- k. Must contain the official PSA Recognition Statement (logo and information as in the separate attachment). This advertisement must be at least the same size as that of any other international recognizing body.
- l. Form, with or without labels, to be filled in by the exhibitor and returned to the exhibition with the entry.
- m. Items 5. a, b, c, d, and e as appropriate.

#### 5. Entry Form Information for Exhibitors:

- a. The entry form shall state: "The exhibition is open to anyone; however, an entry may be rejected when the sponsoring organization or its agent, in its reasonable discretion, believes the entry does not conform to exhibition rules and conditions."
- b. The entry form shall contain the statement "Entries must originate as photographs (image-captures of objects via light sensitivity) made by the entrant on photographic emulsion or acquired digitally. By virtue of submitting an entry, the entrant certifies the work as his own and permits the sponsors to reproduce all or part of the entered material free of charge for publication and/or display in media related to the exhibition. This may include low resolution posting on a website. The exhibition assumes no liability for any misuse of copyright." For digital section(s) images may be acquired digitally, or scanned from film by the entrant or a third party to create a digital file. Adjustments and cleaning may be performed to make the digital file match the original film image.
- c. In exhibitions including: color slides, 3D images, pictorial prints, and/or-digital image entries, the following statement shall also be included: "Images may be altered, either digitally or otherwise, by the maker and artwork or computer graphics created by the entrant may be incorporated if the photographic content predominates." The words "subject to divisional restrictions" shall also be added if the same exhibition includes nature, photo travel, or photojournalism.
- d. The entry form shall also include this statement (or the portions that apply, if the exhibition includes only

slides, or only prints, or only digital images: "All final work must be photographic film, digital file, photographic or digital print material, mounting excepted."

- e. Any communication announcing a PSA Recognized exhibition must list the applicable Division(s) and to which Divisions(s) acceptances for Star Ratings are eligible. This information must be on the application forms and report cards.
- f. One of the following statements: 1) an entrant's four images will be distributed throughout four rounds of judging, or 2) an entrant's four images will be presented to the judges consecutively. Or in the event an alternative procedure (such as simultaneous display of prints for judging) will be used, that statement shall be substituted.
- g. There can be no restrictions as to subject matter except as outlined in the rules of specific sections, or specified by law in the country where the exhibition is held.
- h. Entries must be limited to not more than four (4) prints (or **3D** pairs) and/or mounts and/or slides and/or digital images and/or videos (as appropriate) per section, category, or class. A mixed entry of color slides and digital images is not allowed in the same Section.
- i. Each image must have a unique title. Once an image has been accepted in a PSA Recognized exhibition, that same image, or a like "in camera" or a "reproduction" duplicate of that image:
  - j. **May not** be re-entered in any section of the same Division in that exhibition regardless of media, format, or title.
  - ii. **May not** be re-titled for entry in any other PSA Recognized exhibition.
- i. No title or identification of the maker shall be written anywhere on the face of an image, print mat or mount entered in a PSA Recognized exhibition.
- k. Slides may not be removed from their mounts for any purpose, except the repair of broken mounts/glass, without the consent of the maker.
- l. Customs labels on exhibitor's entry packaging being sent to foreign countries must be clearly marked by the entrant: "Photographs for exhibition only". "To be returned to sender". "No Commercial Value", if required.
- m. Exhibitions will, at their option, accept prints mounted and/or un-mounted unless the divisions involved have specific requirements. The policy must be noted on the entry form and fees may be set accordingly, when applicable.
- n. Exhibitions sponsoring digital section(s), including dual projection sections, may accept entries submitted by digital file by e-mail attachment, or Floppy Disk, CD, Zip Disk, etc. For digital imaging sections, the exhibition entry form shall state the required method(s) of receiving entry(s), any specific format requirements and any additional fees for the postal return of electronic disk(s).

- o. Exhibitions may offer a reduced entry fee in any or all print sections for non-return of prints to exhibitors. This option must be clearly stated on the actual entry form. In order to select the non-return of print option, the actual entry form retained by the exhibition shall require the exhibitor's signature authorizing the exhibition to destroy the exhibitor's prints in lieu of returning them.
- p. An exhibition must indicate on its entry form whether the catalogue will be in electronic or printed form.
- d. International Exhibition Judges (and alternates) may not:
  - i. Judge any section in which they have an entry.
  - ii. View any image entered in the section they are to judge prior to the judging process.

Judging of digital imaging sections may be by digital/video projection or multiple monitors at a single location, or by judges communicating with the exhibition chairman via the internet.

## 6. Exhibition Calendar.

- a. Closing date shall not be more than fourteen (14) days prior to the judging date.
- b. Notification cards or e-mail notification of exhibition results shall be sent to entrants within fourteen (14) days after the last judging date. Non-domestic cards must be sent regular airmail.
- c. All entries, excluding digital files, shall be returned or forwarded within eleven weeks (77 days) after the last judging date.
- d. All awards must be sent within eleven weeks (77 days) after the last judging date.
- e. Catalogs shall be sent to each entrant within eleven weeks (77 days) after the last judging date.
- f. There shall be a minimum of two public exhibitions by projection for slide exhibitions, and there shall be a public exhibition for a minimum of one-week (7 days) for print exhibitions, unless the exhibition is limited by convention, art show, library, museum or other controlling activity. Internet Exhibition Showings of accepted and award-winning digital file sections shall be for a minimum of ninety (90) days. The URL and the viewing dates must be stated in the entry form. Public Showings may also be by digital projection at a location(s) and a time(s) listed in the entry form. Internet showing of accepted images for a minimum of ninety (90) days is acceptable as one of the two public shows.
- g. The Exhibition Standards Director(s) must approve any time deviations for public exhibitions.
- h. Rejected images may not be exhibited as part of the same exhibition with the accepted images.
- i. All decisions on acceptances must be made by the judges.

## 7. Judging:

- a. The entries must be judged by a minimum of three (3) judges, each qualified in the section judged. The same judges will select the awards designated for that section. A judging exception will be allowed in order for the Exhibition Chairman to select a Chairman's Choice award.
- b. Each section, category, and/or class must be judged and shown individually.  
All judging should be done in accordance with applicable current PSA Uniform Practice – Part B - Judging Practices. (See Appendix "A" attached.)
- c. The judges must be given instructions just prior to the commencement of judging regarding any pertinent restriction or requirement, including information on medals and other awards. Instruction shall include a reading of the definition for that section being judged and an explanation of the method of judging to be used.

## 8. Notification of Scores must show the name and year of the exhibition and the section involved.

- a. When a numerical scoring system is utilized, it shall state the minimum and maximum scores possible, the acceptance score, and the score each entry received, and clearly state the name of any award.
- b. Plus or minus marks with numerical scores shall not be used.
- c. When an entry has been re-judged and the score is changed the original score must be replaced by the new score. If the scores are recorded using digital equipment, and a number of entries are re-judged to determine which is accepted, then it is acceptable to replace the lower score with any higher score received.
- d. No erasures are permitted and no score shall ever be lowered, except when on close examination by the judges an image is found to defy the rules and regulations in these exhibition standards.
- e. Exhibitions supplying an appropriate space for an e-mail address in their entry form may notify exhibitors by e-mail instead of a mailed card.

## 9. Catalogs: A digital, internet or printed catalog shall be produced for each exhibition, or exhibition circuit, and must indicate the name and year of the exhibition on the first page of the catalogs. Catalogs produced on CDs, DVDs or sent as e-mail attachments must be saved in a universally accepted format, (for example PDF) that is accessible by the recipient.

- a. Must contain the official PSA Recognition Statement (logo and information as in the separate camera-ready copy enclosed). This advertisement must be at least the same size as that of any other international recognizing body.
- b. Must be available at all times from the first day of the exhibition or public showing of prints. If not possible, accepted prints must be identified by means of an equivalent list or a tab on the corner of each print, or a card next to the print, listing the makers name and country, the title, and any award(s) received. Internet catalogs must be posted for at least ninety (90) days.
- c. List the names of the judges and their briefly stated honors, qualifications and addresses, for each class, category, or section.
- d. List awards separately by class, category, or section preceding the listing of successful exhibitors.
- e. List successful exhibitors in alphabetical order by surname, including given name and initial wherever possible, with minimal address and titles of all accepted entries, or make an alphabetical listing of countries and include the appropriate names alphabetically under each. Do this for each class,

category and/or section separately in alphabetical order (e.g. CPID, EID, Nature, Photojournalism, Photo Travel, Prints, 3D) or, optionally, by country, a single unified listing of all names, followed by their acceptances in each section, duly noted as to section.

- f. List all acceptances in the catalog listing section(s) including those images that are listed in the catalog awards and HM section(s).
- g. Notice: A printed copy of the acceptances, including data from digital imaging section(s) must be sent to the appropriate Exhibition Standards Director (s), the Director (s) of Star Ratings, Who's Who, and Galaxy Awards and others specified by the Exhibition Standards Directors for each of the Divisions recognizing the exhibition. An additional 2 copies of the acceptance list, of all exhibitions, will be sent to the PSA Star Ratings Chairperson. (The appropriate Directors names and addresses are listed in the Services Directory of the January, April, July and October issues of PSA Journals and on PSA Exhibitions Standards.com) The acceptance list sent to the Directors listed above must be by First Class Mail (regular airmail for overseas exhibitions) on or before the approved posting date. The type size and font used in the catalog exhibitor acceptance listings must be legible to the average reader.

Within ninety (90) days of the last judging (s) PSA recognized exhibitions will submit a report of all acceptances to:

[http://www.pcmsphoto.org/PSA/accepts/psa\\_exh\\_s\\_psh.overview.html](http://www.pcmsphoto.org/PSA/accepts/psa_exh_s_psh.overview.html)

- h. If so stated in the exhibition entry form, the exhibition catalog may be made available to those exhibitors who prefer a digital file for viewing and downloading on the Internet. If the entrant does not require a mailed copy, the exhibition may reduce the entry fee by the estimated savings in postage. All catalogs made available on the Internet must have the exhibition's name and year on each page of the acceptance listings and must include everything that the published version does.
- i. If the exhibition accepts traditional as well as digital entries, the digital acceptances shall also be included in a catalog produced and sent traditionally, as well as being displayed on a web site as outlined in # 9i
- j. Internet Exhibition catalogs shall be made available on the Internet for exhibitor viewing and/or downloading for a minimum of ninety (90) days;; the URL must be listed in the entry form. A printed listing of the acceptances, judges and awards must be produced and forwarded to the PSA Directors noted in Section 9(g)
- k. The catalog should state that neither PSA nor the exhibition sponsors assume any responsibility for misuse of copyright by anyone.
- l. Catalogs must not be enclosed when an entry is being forwarded to another exhibition. The catalog must be mailed directly to the entrant.

#### 10. Companion CD:

Exhibitions may produce a companion CD of the accepted and award winning images. The largest permissible image dimension is 800 pixels with a resolution of 72 dpi in JPEG format image quality # 7 or less. These CD's are to be compatible with both PC and Macintosh computers.

#### 11. Return of Entries:

- a. Return of entries shall be in the original containers and wrappings whenever possible. Entrant's special mailing instructions must be followed if sufficient postage has been provided.
- b. Slides must be sent by First Class Mail or better.
- c. Prints may be sent by Parcel Post (or equivalent) or by First Class Mail unless otherwise required by Postal Regulations. **Exhibitions that offer the non-return of print option are not required to return entries to those who have selected that option.**
- d. Unless noted otherwise by the exhibition, digital files need not be returned to the entrants.

#### 12. Exhibition's Responsibility to Exhibitors and PSA:

The exhibition General Chairman must be prompt and courteous when responding to all communications from entrants, PSA Exhibition Standards, Who's Who, and Star Rating directors, beginning at the time of the application until at least 6 months after the catalog mailing date.

#### 13. PSA Division Best of Show Awards:

- a. Exhibitions receiving PSA Recognition may award a PSA Best of Show Gold Medal that is provided free of charge for each PSA Recognized section of the exhibition.
- b. Each Gold medal must be awarded as the top award of the exhibition in each section, unless that section's ESD approves another as having primary importance to the exhibition. In this case, the PSA Division medal may be awarded to some other top place (never a second place) and must be outlined in the entry form and the catalog.
- c. A condensed name of the exhibition and the year must be inscribed on all PSA medals/awards.

#### 14. Additional Medals and Honorable Mention Awards

- a. In addition to the free PSA Gold Medal presented in each recognized section, the Nature division may offer one other gold medal (Best Wildlife) in an open section. An exhibition may purchase a PSA Silver Medal for a purpose specified by the division involved, a PSA Bronze Medal for a subject selected by the exhibition, and three (3) PSA honor ribbons.
- b. An additional Silver and Bronze Medal and set of three honor ribbons may be purchased for every 33 additional entrants in that section in the previous years' exhibition. First year exhibitions are limited to one set of Silver and Bronze Medals and one set of honor ribbons.
- c. The cost of each additional medal is \$20 and the cost of each set of three ribbons is \$10.
- d. Each PSA award is to be presented to an image that meets the criteria in the opinion of the judges, after the Best of Show has been awarded. The awarding of any of these medals makes the image

- ineligible for any other medal in the same section of the exhibition.
- e. The exhibition must state in the entry form the criteria for awarding each PSA medal.

**15. Non PSA Awards:**

Exhibitions may restrict any award, other than a PSA medal, to specific subject matter of their choice or to a designated group of entrants.

**16. Exhibitions offering non PSA Sections:**

An exhibition having PSA Recognition in one or more sections that chooses to offer other section(s), category(s), or class(es) that are not PSA Recognized sections must print the following statement at the beginning of any unrecognized section, category, or class in their exhibition entry form and exhibition catalog: "The following category, section or class is not recognized by the Photographic Society of America and any acceptances will not count toward PSA Star Ratings, Who's Who, Distinctions, etc."

**Additional Minimum Requirements for Recognition by Division**

**17. Color Projected Image:**

Color Projected Image Exhibitions qualifying for PSA Recognition may sponsor any number of sections that can include both digital and slide entries(dual projection) or, at the option of the sponsor, be limited to just one of those formats. Theme sections can be substituted for open sections.

**18. Electronic Imaging:**

- a. An Electronic Imaging exhibition qualifying for PSA Recognition may sponsor any number of sections that include one or both classes of digital images: color or monochrome.
- b. In place of open sections, an exhibition may elect to sponsor theme sections, The subject matter must be available worldwide and the subjects must be either color or monochrome. Both cannot be entered in the same section.
- c. If PSA gold medals are presented, one shall be awarded for the Best of Show in each section.
- d. Acceptances in Color and Monochrome classes will be credited towards EID Star Ratings and Who's Who for each class.
- e. Except for the items noted, all other Exhibition Standards shall apply. In addition to the requirements shown in 9(g), exhibitions hosting digital sections shall report to the appropriate Star Ratings and Who's Who Directors the exhibition results in the following MS Excel© or MS Word© compatible English format: Surname, Given Name, Title, Country. This format shall be used separately for each clearly identified section of an exhibition.
- f. **Video/Motion Picture:**
  - i. The entry form must state what media are to be accepted, sizes and types of film and/or tape, type of sound accepted and the exhibitions other limitations.

- ii. Exhibitions may establish a lower entry fee for entrants not requiring the return of entries.
- g. Except for the items noted, all other Exhibition Standards shall apply.

**19. Nature:**

- a. All images used in International Exhibitions recognized by the PSA Nature Division requirements must meet the PSA Nature Definition as follows: "Nature photography is restricted to the use of the photographic process to depict observations from all branches of natural history, except anthropology and archeology, in such a fashion that a well informed person will be able to identify the subject material and to certify as to its honest presentation. The **story telling value** of a photograph **must** be weighed more than the pictorial quality while maintaining high technical quality. Human elements shall not be present, except where those human elements enhance the nature story. The presence of scientific bands, scientific tags or radio collars on wild animals is permissible. Photographs of artificially produced hybrid plants or animals, mounted specimens, or obviously set arrangements, are ineligible, as is any form of manipulation that alters the truth of the photographic statement. **No techniques that add to, relocate, replace, or remove pictorial elements except by cropping are permitted. Techniques that enhance the presentation of the photograph without changing the nature story or the pictorial content are permitted. All adjustments must appear natural. The removal, or manipulation, of colors contained within the original image to enable the production of monochrome images is permitted.**
- b. **PSA Authentic Wildlife:**
  - i. Definition for the Wildlife Medal: Authentic wildlife is defined as one or more organisms living free and unrestrained in a natural or adopted habitat. Therefore, landscapes, photographs of zoo or game farm animals, or any living subject taken under controlled conditions are **not** eligible for Wildlife competitions. Exhibitions presenting the PSA Nature Wildlife Gold Medal are to include on their entry forms:
    - ii. The preceding definition of authentic wildlife in addition to the general nature definition.
    - iii. A "box" to the right of the entry title space to be marked "W" by the entrant as certification that the photograph so designated complies with both the general nature and the authentic wildlife definitions.
- c. **Theme Sections:** Nature exhibitions restricted to one theme, such as entomology or botany, etc. may apply for and receive recognition as a "Theme Exhibition"
- d. Nature exhibitions qualifying for PSA Recognition may sponsor any number of sections.

Projected sections can include both digital and slide entries (dual projection) or, at the option of the sponsor, be limited to just one of those formats. A mixed entry of color slides and digital images is not

allowed. Additional theme sections can be substituted for open sections.

- e. If an exhibition elects to sponsor a Wildlife section, the Nature Division Gold Medal for Wildlife must, if given, be awarded for Best of Show in the Wildlife section.
- f. **Exhibiting:**
  - i. Nature slides and digital images must be projected as a separate Nature section at all public exhibitions.
  - ii. Where an exhibition has elected to sponsor a second separate Wildlife section the slides or digital images from the General or Restricted sections may be combined with those of the Wildlife section as long as there is visible demarcation (title slide) identifying the transition from one section to the next.
  - iii. Where two Nature Print sections are sponsored, the prints from both sections may be intermixed when hung for showing provided that all honor or medal winners are clearly labeled as to the section in which they received the award.
- g. **Nature Prints:**

A Nature Print entry shall be a maximum of four (4) prints or mounts and may be monochrome or color or mixed at the discretion of the exhibitor. The size will be determined by the individual exhibition, with a maximum of 16x20 inches (40x50centimeters.) Prints may be home or commercially processed.
- h. **Nature Sequences**

Sequences may be established by a nature exhibition as a category within the confines of an approved nature section subject to the following rules:

  - i. One or two sequences of 2 to 10 slides, digital images or prints each may be allowed at the exhibition's discretion. A commentary of not more than 400 words per sequence may be allowed and commentary restrictions must be printed in the entry form.
  - ii. Sequences shall be judged as a separate category within the section and may not be mixed with other images in judging the section.
  - iii. Accepted sequences are allowed two acceptances and one title for Nature Division Star Ratings and Who's Who purposes.
  - iv. No more than four total acceptances may be awarded by an exhibition within a single section. The permissible entry combinations are (1) four single slides, digital images or prints, (2) two sequences, or (3) two single slides, digital images or prints and one sequence. This limitation must be included in the entry form.
  - v. Sequences must be listed as such in the catalog.
- i. **Nature Digital Images**

Images may be acquired on traditional film and scanned to a digital file, or acquired with a digital camera.

## 20. Photojournalism:

- a. A Photojournalism exhibition qualifying for PSA Recognition may sponsor any number of sections. Additional theme sections can be substituted for open sections. Projected sections can include both digital and slide entries (dual projection) or, at the option of the sponsor, be limited to just one of those formats.
- b. Prints may be home or commercially processed. Each print class shall consist of not more than four (4) prints un-mounted, or four lightweight mounts not over 8 ½ x 12 inches (21.3x30 centimeters) each containing one or more prints, monochrome or color or mixed.
- c. Should an exhibition elect to hold theme sections as allowed under the rules, those sections may take the place of one of the General sections and the themes must be available to exhibitors world-wide. Each section with PSA recognition will receive a Gold medal to be awarded for Best of Show. Exhibitions sponsoring only general sections may also purchase a silver Human Interest medal for those sections.
- d. Print, slide and digital image sequences may be entered in any class, in all recognized PJ exhibitions, by placing more than one picture in a single mount or file.
- e. The entry form shall state whether titles will or will not be read at the judging
- f. The following statement shall be printed in the entry form and read to the judges at the onset of the judging: "Photojournalism entries shall consist of images with informative content and emotional impact, including human interest, documentary, sports and spot news. The storytelling value of the image shall receive priority over pictorial quality. In the interest of credibility, PJ images must not misrepresent the truth. No situations shall be set up for the purpose of photography, and no alteration of the subject matter is allowed, including any techniques that add combine, relocate, replace or remove any elements of the original image. No unnatural sharpening or special effects filters can be applied. Only cropping, resizing, lightening, or darkening and restoration of original color are permitted. Color images can be converted to monochrome."
  - ii Exhibitions offering a Human Interest medal or a Human Interest section shall also include, "Human Interest is defined as an image depicting a person or persons in an interactive, emotional or unusual situation, excluding sports action."
- h. **Photojournalism Digital Images**

Images may be acquired on traditional film and scanned to a digital file or acquired with a digital camera.

## 21. Photo Travel:

- a. The Photo Travel section of the entry form must state that "Subject matter must portray Photo Travel", and include the following definition:

"A Photo Travel image must express the feeling of a time and place, and portray a land, its people, or a culture in its natural state. Photo Travel images have no geographical limitations. Ultra close-ups

which lose their identity and studio-type model shots are unacceptable. **Techniques that add to, relocate, replace or remove any element of the original image, except by cropping, are not permitted. Techniques that enhance the presentation of the image, without changing the photo travel content, are permitted. All adjustments must appear natural. The removal, or manipulation, of colors contained within the original image to enable the production of monochrome images is permitted.**

- b. Photo Travel exhibitions qualifying for PSA Recognition may sponsor any number of sections. Projected sections can include both digital and slide entries (dual projection) or, at the option of the sponsor, be limited to just one of those formats. Additional theme sections can be substituted for open sections. A mixed entry of color slides and digital images is not allowed.
- c. A Photo Travel Print entry shall be a maximum of four (4) prints un-mounted, or four lightweight mounts not over 16x20 inches (40x50centimetres) at the discretion of the exhibition. Prints may be monochrome or color or mixed at the discretion of the exhibitor. Prints may be home or commercially processed.
- d. **Photo Travel Digital Images**  
Images may be acquired on traditional film and scanned to a digital file or acquired with a digital camera.

## 22. Pictorial Print:

- a. Pictorial Print exhibitions qualifying for PSA Recognition may sponsor any number of sections. Theme sections can be substituted for open sections.

The following are the maximum sizes, including mounts, for the two classes of Pictorial Prints:

- (i) Large Prints A – Maximum size of 16x20 inches (40x50 centimeters)
- (ii) Small Prints B – Maximum size of 8.5x12 inches (21.3x 30centimeters)
- b. The entry form may state, under the Pictorial Print Division, that an exhibitor may enter all classes offered.
- c. Each class shall consist of not more than four (4) prints. Overseas entries, or entries which cross the U.S./Canadian border, may be restricted to lightweight mounts or un-mounted. If this procedure is used, it must be noted on the entry form.
- d. A monochrome print is defined as having no more than two colors, monochrome (various shades of grey from black to white) plus one other color. . A monochrome print toned in a single color will remain a monochrome work.
- e. Exhibitions may choose to use one of the following two definitions for their Monochrome Print Sections:
  - i. A monochrome print is defined as having no more than two colors: monochrome plus one other color, or:
  - ii. A monochrome print is defined as having no more than one color, but it may be any single color. .

One of the above definitions must be added to a Monochrome print entry form, if not, then the exhibition must accept prints as defined in No 1.

- f. Exhibitions that involve public showing in more than one city may be allowed an extra two weeks (in the time limit from judging date to the end of the exhibition) for each such additional showing.
- g. Special approval may be granted for other means of public showing of prints where space limitations exist. An application must be made to the Exhibition Standards Director, fully describing the proposed method of showing.
- h. Only pressure sensitive labels may be used on un-mounted prints.

## 23. 3D Division:

a. A 3D exhibition qualifying for PSA Recognition may sponsor any number of sections. Additional restricted sections can be substituted for general sections. Projected sections can include both digital and slide entries or, at the option of the sponsor, be limited to just one of those formats.

b. The entry form must specify the type(s) of slide format(s) that will be accepted, such as Realist mount, Viewmaster (a reel is considered one entry), 2x2 pairs, medium format, etc. and/or the types of digital format(s) that will be accepted, such as e-mail attachment and/or the type(s) of disk, along with any specific requirements. (See Item 23.j.)

c. The entry form must specify the type(s) of print format(s) that will be accepted, such as lenticular, anaglyphs, over and under pairs, Holmes-style cards, etc. Holmes-style cards must be seven inches (178 mm) wide and are traditionally up to four inches (102 mm) high, but an exhibition can choose to accept taller cards

d. 3D prints shall be restricted to reflective (opaque) material. Photographs on transparency material may be entered in a projected section at the discretion of the exhibition and may be judged and displayed in hand viewers if appropriate projection equipment is unavailable.

e. Digital entries may be judged either by a digital projector or on monitor(s) at a single location or at multiple locations via the Internet, and entry forms must specify which display method will be used for judging. Disks need not be returned if so stated on the entry form.

f. 3D exhibition sections restricted to one category of subject matter, such as action or human interest, etc. or to a particular process such as Phantograms, may apply for and receive restricted recognition. PSA-recognized exhibitions which are not sponsoring restricted sections may buy a PSA Silver Medal to offer for a restricted subject within a general section.

g. The 3D Division recognizes circuits which follow the procedures in CES (24a) through (24f). Simultaneous circuits (24g.) will not be recognized.

h. For 3D digital entries, exhibitions can use the

following procedure or develop any other procedure that achieves the same result.

- i. Digital stereo pairs should be submitted using one of three formats:
  - a. A single image file consisting of the stereo pair with the left image on the left side and the right image on the right side.
  - b. A stereo pair using two (2) separate image files - consisting of one Left image file and one Right image file.
  - c. A stereo triplet consisting of a single file with 3 images placed horizontally - the left stereo image on the left third of the image, the right stereo image in the center of the image and the left stereo image repeated, on the right side of the image.

- ii. For the single file format: Each stereo image should consist of two (2) individual images submitted as a single digital file composed of a Left image on the left and a Right image on the right. Maximum image width (horizontal) of each individual image should not exceed 1024 pixels and the maximum height (vertical) should not exceed 768 pixels, resulting in a maximum combined image file width (horizontal) of 2048 pixels and a maximum image height (vertical) of 768 pixels. For the separated 3D pair format, the height will be no more than 768 pixels high, and the width will be an even number less than or equal to 1024 pixels. For 3D triplets, each image consists of three (3) individual side-by-side "chips" - one left chip, one right chip and a repeat of the left chip, the width of each not exceeding 660 pixels. A small gap of a few pixels is left between the chips so that when the three individual chips are placed side by side, the total width of the triplet, including the gaps, does not exceed 2048 pixels.

For each of the three images formats, the 3D image files should be saved with a .jpg extension at 96 ppi. (The size of each file should be no greater than 1.5MB, depending on the quality of the JPEG compression and other factors.)

- iii. The body of the email includes contact information for the maker, the title of each of the submitted images with their corresponding numbers, and when and how the fee is being sent. The subject line of the email contains the name of the maker and the name of the exhibition. The only information on the file name is the number and title of the image and no identifying information may be embedded or otherwise included within or next to the attached files. Any such information must be removed before judging.

## 24 Circuits

- a. A circuit applying for PSA Recognition must apply to the appropriate individual PSA Exhibition Standards Director. By their application, the exhibitions agrees to comply with all of the minimum requirements for recognition. Each circuit with PSA recognition may award PSA Gold "Best of Show" Division Medals. These medals will be presented **free of charge** to exhibitions awarded PSA Recognition.
- b. Circuits may be sequential, simultaneous or both.
- c. **General Regulations for all Circuits.**

- i. Circuits must have a minimum of three exhibitions to a maximum of six .
- ii. Awards: Each section of each exhibition in the circuit must have its own separate awards.
- iii. Closing date: There must be a single closing date for the circuit. Entries that are received too late to be included in the first Exhibition of the circuit must be prepared and entered into the next available exhibition of the circuit. A letter of explanation is to be sent to the entrant.
- iv. Judging: A judge may select the same section only once in the exhibition circuit. If the circuit offers more than one section and if a judge is qualified he/she may select a different section in one of the exhibitions of the same circuit. There must be a sufficient number of highly qualified judges in the cities, towns, county, province or state where the circuit is being held, or the circuit is required to bring in outside judges (i.e. there must be nine judges to jury a single section in a circuit of three.)
- d. **Circuit Exhibition Calendar** is the same as the single exhibition calendar with the following exceptions:
  - i. **Exhibitions:** Slides, digital images or prints are to be publicly exhibited in each area from where the exhibition of the circuit draws its name (city, town, county, province or state, etc.)
  - ii. **Return Entries:** All entries shall be returned, and awards mailed, within eleven weeks (77 days) after the last judging date of the circuit. Exception--Simultaneous circuits that require additional time for showing an extended exhibition schedule may request an exception from the appropriate PSA Exhibition Standards Director(s) to return entries and awards 119 days, 5 @ 140 days, and 6 @ 161 days. An exception must be printed in the entry form in **bold type** to inform exhibitors.
- e. **Catalogs** shall be sent to each entrant within eleven weeks (77 days) after the last judging date.
- f. **Circuits:** A sequential circuit is a group of allied exhibitions conducted sequentially with slides, digital images and/or prints being forwarded from one exhibition to the next without return to the entrant until the series is complete. Judging's must be held in separate cities, towns, counties, provinces, etc. on separate dates that are not less than seven or more than 30 days apart.
- g. An appropriate individual Exhibitions Standards Director may allow more than one exhibition of a circuit to judge the same section simultaneously in a suitable place. The following procedures must be strictly adhered to:
  - i. Each exhibition judging must have independent scoring and record keeping.
  - ii. The scores of each exhibition judging panel must not be announced, or observed by another exhibition judging panel, until after each image has been judged.
  - iii. Each exhibition judging panel must select their exhibition awards separately, and in complete secrecy from the other judging panel(s). The scores of any group of judges must not be visible, or available, to any other group of judges in a circuit.

- iv. A separate jury may prejudice the entries if their total entry exceeds 25,000 images.
- v. Judging's at a simultaneous circuit should be limited to not more than 3 groups of judges judging together at one time.
- vi. This section does not apply to stereo exhibitions.

ethics statement will be subject to loss of PSA membership and/or awards and honors.

## 25. Suggestions and Recommendations for Exhibitions

- a. All sections should include in their entry form an approximate minimum/maximum rate of acceptance. The rate of acceptance should be between 25% and 45% for all exhibitions.
- b. Entry forms to non-domestic exhibitors should be mailed five (5) months before the closing date by surface mail or three (3) months before the closing by regular airmail.
- c. At the option of the exhibition, the entry form may contain a provision that entries received without appropriate fee will not be judged, forwarded, or returned. It is recommended that the exhibition write any entrant submitting without fee, if time permits, that the entry will be so handled rather than totally relying on a general statement in the entry form.
- d. Late entries (domestic North America) should be marked "Refused - Return to Sender" and returned unopened. Non-domestic exhibitors with late entries should be notified by regular air mail requesting disposition (1) forwarding to another domestic exhibition, (2) returning to sender upon receipt of all necessary postage, (3) held until following exhibition or (4) any other instructions from the exhibitor.
- e. The exhibition has the option of asking entrants to identify "Creative" slides/prints with a "C", Nature "Wildlife" with a "W", and PJ "Human Interest" with "H" on the mount and/or exhibitor's entry form, or allowing the judges to select the top Creative, Wildlife or Human Interest slide/print from any of the accepted slides that conform to their definitions.
- f. The Photo Travel Division recommends that the exhibitions be presented with informative and instructive commentary, encouraging the public to improve their travel photography and their knowledge of other lands and peoples.
- g. The Nature section of the entry form should state that descriptive titles that properly identify the subject are strongly recommended for Nature Images. It is strongly recommended that titles be read during the judging.
- h. In cases where a number of entries of similar material have been accepted, it is not required that all of these entries be exhibited. Entries having very sensitive content (e.g. bloody nature kills or frontal nudity) need not be shown at public exhibition.
- i. International exhibitions may have any standards and/or conditions that are not in conflict with the PSA Consolidated Exhibition Standards

## 26. PSA ETHICS STATEMENT

A member of the Photographic Society of America shall act in accordance with all PSA policies. A member shall be honest in performing and reporting service to the Society. A member shall be ethical in making and presenting images. Members not in compliance with this

## Appendix "A"

# PsA

## PHOTOGRAPHIC SOCIETY OF AMERICA INCORPORATED PSA UNIFORM PRACTICE – JUDGING PRACTICES (Part B - 2007)

The following are recommendations for all Exhibitions requesting PSA Recognition, and other PSA Competitions, between Jan.1 and Dec.31, 2007.

The purpose of these standards is to provide recommendations and suggestions for uniform exhibition judging and in order that all PSA recognized exhibitions may judge and exhibit their photographic color and monochrome prints, digital prints, and photographic slides in a uniform and consistent manner. This document is a resource of information for all exhibitions, especially new exhibitions. It provides benchmark recommendations for the proper illumination of prints and the proper projection of slides for both judging and public exhibition in order that consistent viewing may be achieved from one PSA recognized exhibition to another, all over the world. The individual exhibitor can easily duplicate these conditions to properly evaluate his exhibition entry.

### **B1 - JUDGING AND DISPLAYING PHOTOGRAPHIC PRINTS**

#### SPECIFICATIONS FOR JUDGING PRINTS

##### I. Lighting for Judging Prints:

A. Light (Color) temperature indicates the "atmosphere" created by the light source. Light temperature is referred to in degrees Kelvin (K). A low color temperature produces warm light and a high color temperature produces cool light.

B. The proper color temperature for judging and viewing prints should be between 32000 K (warm – i.e. toward red light) and 55000 K (cool – bright sunlight). When there is a choice, the higher value within these limits is preferred.

C. Incandescent (household tungsten type) bulbs burn at a color temperature below 30000 K and are, therefore, not suitable to be used alone.

D. As lighting temperature and wattage are marked on most bulbs and tubes it is not necessary to use a color temperature meter to check the K for judging or exhibition. (However, if it is deemed desirable to check the K of a mixed lighting situation such as tungsten and fluorescent a three filter color temperature meter should be used.

E. Color Rendering Index (CRI) rates a light source's ability to render colors in a natural and normal way, based on a

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scale from 1-100. The best quality fluorescent tubes (such as the GE "Chroma 50") have a CRI rating of 90. These tubes are available in both 24" size (highly recommended for use in the construction of new Print Judging Light Boxes) and 48" size for area lighting.

F. Proper color temperature can be provided by any of the following means, but the preferred methods are in the order given.

##### II. Judging Print Box:

A. The preferred light source for print judging boxes (and for other judging and print exhibition environments) is often referred to as "Full Spectrum" fluorescent lighting, which is balanced for app. 55000 K. (Uncorrected fluorescent illumination is lacking in magenta, and prints viewed under this illumination appear greenish. Therefore this type of lighting is **unacceptable** for PSA Recognized exhibitions.)

B. Still very acceptable are those light boxes having a mixture of incandescent bulbs and deluxe cool white fluorescent bulbs. 25% of the total wattage should be the specified fluorescent bulbs e.g. 2 - 25-watt cool white fluorescent bulbs and 4 - 40 watt incandescent bulbs.

C. Copies of "How to Construct a Print Judging Light Box" are available from PSA Headquarters. e-mail [hq@psa-photo.org](mailto:hq@psa-photo.org)

##### D. Light-stand and Easel Lighting Method:

1. Photoflood lamps Type A (34000 K) or Type B (32000 K) with reflectors may be used.

2. A hand held incident light meter reading, or a reflected light meter or camera meter reading used with an 18 percent reflectance Gray Card should be used to balance the illumination, one light at a time. Then measure the overall illumination.

3. Quartz Halogen studio type lighting can be used in a similar manner as that outlined in item 2 above.

4. There are other methods for judging prints that are too numerous to list above, the importance consideration for those using other methods than described herein is to test the system in order that the integrity of these PSA standards for proper judging and exhibition conditions are maintained.

##### E. Illumination Level

The illumination level provided by PSA international Exhibitions, and other Competitions, for judging photographic prints is higher than that used for general viewing. See item 3.a below. (Print exhibitors, therefore, make their prints slightly darker than for general viewing, which makes the highlights, color and detail in a color print and the highlights and tones of a monochrome print stand out!)

1. The traditional PSA illumination level at the print plane for judging is a light value (EV) of 9.5 with an upper limit of EV 10 and a lower limit of EV 9.

2. EV measurements can be made with a photographic light meter, or by using an in-camera light meter set at an ISO (ASA) value of 100, match the f-stop value reading with the illumination value in the table, see item 3.c below. A reflected light meter reading can be made with an 18% reflectance gray card placed at the center of the print area. If using an incident light meter it should be placed at the center of the print area facing the judges.

##### 3. PSA Exhibition Illumination Guide

Light value (EV) (or) Camera 1/15th Sec. @ f-stop below:

10.0 f 8.0

9.5 f 6.5

9.0 f 5.6

4. A print judge may request verification of illumination levels.

##### F. Uniformity of Illumination

The illumination at the edges of the print should not be more than nor less than 0.5 EV (1/2 f-stop) from that of the center of the print.

#### G. Judging Angle, and Distance

1. The center of the print viewing area should be at the eye level of the judges.
2. Minimum distance for positioning the judges should be 6 times the long dimension of the print. e.g. 8 X 10 inch print = 6 X 10 = 60 inches (5 feet), 16 X 20 inch print = 120 inches (10 feet). In exhibitions accepting both Class A large prints and Class B small prints and using the same panel of judges for both classes, it is recommended that the Class B small prints be judged first and the judges' seating adjusted for the judging of the Class A large prints.
3. Judging distances for prints of mixed sizes: As the large print class of PSA International Exhibitions, and some other Competitions, contain a mixture of print sizes it is recommended that the judge's position should be approximately 6-7' from the print.
4. Judging distances for small print classes should be viewed according to the information given in b. above.

#### H. Support Area Behind Print

The print should be placed against a panel that has been painted a medium gray tone using "flat" (non-glossy) paint. The size of this panel should be such that it extends beyond the top and both sides of the print a distance equal to at least one quarter of the long dimension of the maximum size print to be judged. (e.g. 5 inches on each side of a 16 X 20 inch print. Dimensions of this backing area would = 30" X 30", or with Class B prints, 2.5 inches on each side of an 8 X 10 inch print - dimensions = 15" X 15")

#### J. Light-stand Placement

When light-stands are used one light may be placed on each side of the print "easel", or other support, above the print and angled downward. The light stands should be angled at approximately 60 degrees from a central viewing position and if necessary they should be "feathered" inward to eliminate any unwanted reflections on the print.

### III. ROOM CONDITIONS FOR JUDGING

- A. Room arrangements should be designed to produce a minimum of influence on the judging procedure. All distractions should be removed from the judge's field of view. Room lights should remain on.
  - B. Eliminate any distracting light or reflection directly behind the judging easel, or Print Light Box. Bright light coming through windows, or any other source, should be eliminated.
  - C. All judging, including the final judging to select medal winners, etc. should take place under identical conditions.
  - D. Seating for any audience should minimize any annoyance to the judges e.g. public seating should start a minimum of two rows behind the judge's position.
  - E. Comfortable chairs may be provided for the judges. Rest and/or refreshment breaks can be arranged between the rounds, or more frequently if required.
  - F. There should be no audible comments or conversation from the audience or the workers that might influence or otherwise distract the judges.
  - G. If the scoring device is such that an individual judge's score can be recognized before all judges have voted, the scoring device should be out of view of the judges. The final total score may be announced.
  - H. Soft white cotton darkroom gloves, or medical vinyl gloves should be worn by print handlers at all times.
  - J. Absolutely no food or beverage should be allowed in the judging room while prints are out of their protective boxes.
- #### IV. LIGHTING FOR PUBLIC PRINT EXHIBITION

A. The lighting for the print exhibition should duplicate as closely as possible the conditions under which the prints were judged. The minimum light value should be acceptable to an informed person.

B. Regular fluorescent room lighting (greenish in color) is not desirable. Supplementary tungsten lighting will help to correct this lighting, as it will bring out the natural color and tones of the prints.

### B2 - JUDGING AND EXHIBITING PHOTOGRAPHIC SLIDES

#### I. SPECIFICATIONS FOR JUDGING SLIDES

##### A. Projector Illumination Test

1. Before beginning the test, check the projector lamp for cracks, peeling and/or darkening of its reflectors coating (the lamp should be in new or near new condition to be acceptable for judging a PSA Exhibition or Competition. Put an empty "super-slide" mount (40mm square format) in the projector. Turn off all the room lights and eliminate any window, or other light entering the room, as the meter should measure only the projectors "white light" being reflected from the screen.

2. Tests of the projected light being reflected from the screen should be made by using a hand held reflected photographic light meter, or using an in-camera light meter.

a. Hand Held Reflected Light Meter Test: The overall brightness measurement of the projected image at the screen plane for judging should be a light value (EV) of 8.5 with an upper limit of EV 9 and a lower limit of EV 8.(or)

b. Camera Meter Projector Illumination Test: Set the ISO (ASA) value at 100 and match the f-stop value reading with the illumination value in the table below. A camera meter should be used with a lens having a focal length wide enough to cover the full "circle" of the white light screen "image".

B. PSA Slide Exhibition, or other Competition, Illumination Guide. Light value (EV) (or) f-stop value with shutter @ 1/15th sec.

9.0 f 5.6

8.5 f 4.6

8.0 f 4.0

##### C. Projection Screen Test for Even Illumination:

Hold a hand held reflected light meter approximately 12" from the screen. Angle the meter so it is not affected by its own shadow, or use a hand held reflected light spot meter, or an in-camera spot meter, to measure the center and the four corners of the projected image on the screen. The illumination at each of the four corners of the screen should not differ from the illumination at the center by more than 0.5 EV (1/2 f-stop). If they are lower check the projector bulb for deterioration, improper installation, and the projector condensers for improper alignment or foreign material.

##### D. Projection Equipment, and Setup Information

Projection Screen: A screen manufactured for the purpose of viewing projected images should be used. It should be clean and free from all blemishes or damage. It should be a minimum size of 70 inches X 70 inches. A matte white, beaded, lenticular, or other commercially manufactured screen surface may be used for all categories. A matte white screen is preferred.

##### E. Keystoning:

1. Keystoning is caused by tilting the projector upward to project its image on a perpendicular screen.
2. When using a portable stand projection screen, tip the top of the screen toward the projector until the effect is corrected, then secured
3. When using a hanging projection screen, the bottom of the screen may be moved back until any keystoning has been corrected then secured.

4. Alternatively, the projector may be raised to the same level as the center of the screen and thus eliminate keystoneing. Use two tables (one stacked on top of the other) and place the projector on the top table. Use a third table for the projectionist to stand on (with Carousel or tray-fed projectors, a chair may be placed on the third table for the projectionist to sit). By using this or a similar setup, the projection lens can be raised and any keystoneing eliminated. (With this setup, the projection light is above the heads of the judges and the judges may sit closer together for a better angle to view the images.)

5. If none of the above is practical in the judging room (or in the public exhibition) and the projector is below the center of the screen (or above the center of the screen in the case of a sloping-floor auditorium), then the upward or downward angle of the projected light **should not** exceed 10 degrees from the perpendicular to the screen

#### F. Correcting a Potential Focusing Problem:

Focusing problems are frustrating for the judges and may be greatly diminished with proper projector positioning relative to the horizontal axis of the screen. Once the projector/screen combination has been set up, place an empty 35mm slide-mount horizontally in the gate of the projector; focus the slide mount edges until they are sharp. Observe each side of the projected white light image on the screen and move the projector (or the screen) from side to side until both sides of the projected "white" image

appear to be equal in height. For the best result measure the height of the projected "image" on each side and adjust the projector/screen until the sides are equal. Note: Horizontal correction has a greater effect on focusing than keystoneing.

#### G. Projector Lenses

1. A flat field projection lens **should** be used.

2. Lenses with small apertures restrict the light reaching the screen. Any lens with a larger number than f3.5 **should** be checked using the screen reflectance test above.

#### H. Judging Distance and Judges

1. The minimum distance for positioning slide judges should be 10 feet from the screen.

2. Members of the judging panel shall be shown several well exposed images (not part of the entry) of medium density to evaluate the projection illumination. They may request adjusting the screen, the projector, or their seating location to achieve an acceptable projected image and be comfortably seated.

### II. ROOM CONDITIONS FOR JUDGING

A. All judging, including the final judging to select medal winners, etc. should take place under identical conditions.

B. Room arrangements should be designed to produce a minimum of influence on the judging procedure. The area surrounding the screen should be free from direct or reflecting light and any other distractions.

C. Seating for the audience should minimize any annoyance to the judges. Public seating should start a minimum of two rows behind the judge's position.

D. Comfortable chairs **may** be provided for the judges, and rest breaks arranged between the rounds, or more frequently if required.

E. There **should** be no audible comments or conversation from the audience or the workers that might influence, or distract the judges.

F. If the scoring device is such that an individual judge's score can be recognized before all judges have voted, the scoring device should be out of view of the judges. The final total score may be announced.

**G. Absolutely no food or beverage** should be allowed in the judging room while slides are out of their protective boxes.

### III. PUBLIC SLIDE SHOW RECOMMENDATIONS

#### A. Projection Screen:

A matte white screen is preferred and recommended (especially if the area of seating for the audience exceeds a viewing angle of 25 degrees as measured from the screen to the end seats of the audience rows).

#### B. Projection Lens

When using front projection in medium to large sized auditoriums fast long lenses are required. Shorter focal length lenses may be used closer to the screen with the projector(s) placed on a table within the seating area.

C. When multiple long lenses are being used it is best to "stack" the projectors by placing one above the other, rather than placing them side-by-side:

1. In this way the images will cover the previous image better, and

2. As long and very fast projector lenses have a very shallow depth of field (that may only be a few inches at the screen distance) it may be impossible to properly focus them. See also 4b & 4c above.

#### D. Projected Image Brightness Increase:

Kodak Extra Bright Lamp Module: This replacement module can be used safely with an EXW projector lamp. This combination will increase the projected brightness on the screen by app. 2/3 of an f-stop. (Check other manufacturers if appropriate.)

E. Podium lights should be angled or shielded so they do not shine on the screen during the public presentation.

### IV. PUBLIC HEALTH AND SAFETY:

Public health and safety should always be considered prior to the opening of the public exhibition. Check the following:

A. Exit and aisle lighting

B. Other electrical service/hook-ups (e.g. tape down loose electrical drop-cords that cross public aisles).

C. Public access and egress, steps and stairways.

D. Availability of handicap parking and the entrance to the exhibition area.

E. Public Washrooms

F. Have a public or cellular phone available in case of sickness, injury or other emergencies.

G. Designate someone to turn the lights on and off when required.

H. As public safety laws vary from country to country and from state to state the above may or may not be regulated in your area.

J. Fire Extinguishers should be available as a public safety precaution in all judging locations and public exhibition areas in accordance with local public safety regulations.

### B3 - JUDGING AND EXHIBITING ELECTRONIC STILL IMAGES

It is recommended that the jpg compressed image file size is to be a maximum of 350 KB. This will provide manageable file handling and adequate quality.

The maximum image pixel size recommended is 1024 pixels in the horizontal dimension and 768 pixels in the vertical dimension. Images may be submitted to the exhibition either by email or on a disk. The method(s) of submitting images is at the discretion of the exhibition and will be so stated on the entry form. Judging of electronic still images may be done by using an electronic projector or by displaying the images on properly calibrated monitors.

## I. JUDGING ELECTRONIC STILL IMAGES BY USING A DIGITAL PROJECTOR.

### A. Projectors:

If a projector is used in judging still electronic images, or in showing still electronic images at a public showing, it should have the following specifications:

Resolution: XGA, 1024 X 768 pixels (minimum)

Brightness: 1000 lumens (minimum) Contrast Ratio: 400:1 (minimum)

Keystone Correction: Automatic or Manually adjustable.

### B. Projector Illumination Test:

1. Test an image that is 1024 X 768 pixels and is filled with white. Turn off all room lights and eliminate any window or other light entering the room. The meter should measure only the projector light reflected from the screen.

2. The test can be conducted by using a hand held reflected light meter, or by using an in-camera light meter.

a. Hand held reflected light meter test: The overall brightness measurement of the projected image at the screen plane for judging should be a light value (EV) of 9.0 with an upper limit of 11.0 and a lower limit of 8.5.

b. In-camera meter projector illumination test: Set the ISO value at 100 and match the f-stop value reading with the illumination value in the table below. A camera with a spot meter can be used. If necessary, adjust the projector brightness to meet the illumination criteria.

C. Table: PSA Electronic Imaging Illumination Guide  
Light Value (EV) f-stop value @ 1/30th sec.

11.0 f8

10.0 f5.6

9.5 f4.6

9.0 f4

### D. Projection Screen:

A matte white screen, manufactured for the purpose of viewing projected images, should be used. It should be clean and free from all blemishes or damage. It should be a minimum size of 70 inches X 70 inches.

### E. Screen test for even illumination:

Hold a hand held reflected light meter approximately 12" from the screen, or use a hand held reflected light spot meter, or an in-camera spot meter, to measure the center and the four corners of the projected white light image on the screen. The illumination of each of the four corners should not vary from the illumination at the center by more than 0.5 EV (1/2 f-stop).

### F. Keystoning:

1. Keystoning may be corrected by using the adjustment on the electronic projector.

2. If necessary, the projector height may be adjusted to eliminate keystoning.

3. In the event the projector should be pointed upward (or downward if in an auditorium with a sloping floor) the resulting angle between the lens axis and a line perpendicular to the screen should not exceed 10 degrees.

### G. Focusing:

Focusing of electronic images may be accomplished by using the computer desktop for the image. This should be done before the judging starts. Adjust the distance from the projector to the screen so that the image fills the screen horizontally. Use the lens zoom adjustment if available.

Adjust the focus for a sharp image. The electronic projector should hold focus throughout the judging session. Repeat the above procedure if it becomes necessary after a long break or if the equipment has been turned off and on again.

## I. JUDGING ELECTRONIC STILL IMAGES USING VIDEO DISPLAY (MONITORS)

### A. Electronic equipment and display:

The electronic equipment and video display (monitor) used for judging of electronic images should be calibrated. A monitor calibration color target is available on the EID website to check the monitor for correct color. The minimum size of the monitor screen should be 19 inches and have minimum pixel dimensions of 1024 X 768 pixels They should display 24 bit color (8 bits per channel) or better. Judging of electronic still images on monitors may be done on-site (with the judges assembled at one location) or off-site (with each judge at a different location).

### B. ON-SITE JUDGING USING MONITORS

**1. If judging is done on-site, each judge should be supplied with a separate monitor to view the images. The image changing should be controlled at a central computer so each judge views and votes on the same image at the same time.**

2. If the scoring device is such that an individual judge's score can be recognized before all judges have voted, the scoring device should be out of view of the judges. The final total score may be announced.

3. If the judges are not viewing the same image at the same time, one or more scorers should be available to assist in recording the scores of each judge in such a way that the scores of one judge are not revealed to any other judge before the completion of the judging.

### C. OFF-SITE (REMOTE) JUDGING

If done off-site, the judging will vary with the number of entrants, sections, and images, and can be done in one day or over a period of several days if necessary.

1. The chairman should choose judges who have technical knowledge of computer equipment as well as the usual judging qualifications. The chairman should furnish these judges with the technical standards necessary for them to calibrate their equipment so there is uniform viewing of all images at each remote location.

2. Remote judging may be done by either one of the following two methods.

#### a. On a secure private website.

The chairman is responsible for setting up a secure private website with a server capable of handling all the images. The judging process has two steps: The first is the on-line judging of all submitted images. The second is the selection of the medal winners and honourable mention images where the chairman can either set up a telephone conference call between the judges or a secure emailing conference so the voting can occur instantaneously.

#### b. If a secure private website is not available

The chairman writes an entry form and entry rules and posts them on a website. The entrant then fills in the form and sends it along with the images by email (or the images can be put on a disk and mailed along with the entry form to the chairman. The chairman prepares the images for judging using appropriate software which includes a collator that prepares the images in a list for judging, an image viewer, and a scoring report for entering the scores and providing a uniform scoring system. The images and software are placed on CD-ROMs and sent to the judges. The judges score the images with the image viewer, use the scoring report to record the scores, and then email the results in a text file to the chairman. After receiving all the results, the chairman should tabulate the scores. The chairman should then send the judges a list of the images that

may be considered for medals and honorable mention and a list of those images that may be revoted to obtain the necessary number of acceptances for the exhibition. Voting by the judges on these images can be done by secure emailing or by telephone conference.

3. After the judging has been completed, the accepted images can be assembled into an html file for posting the results, as well as the exhibition catalog, on a website. If the accepted images are written to a CDROM to be distributed to the entrants, the maximum image size should be 550 pixels in the horizontal dimension and 450 pixels in the vertical dimension.

**NOTE: For exhibitions with a large number of entries (over 100 entries) remote (off-site) judging is less suitable than on site judging**

### III. ROOM CONDITIONS FOR JUDGING (FOR ALL ON-SITE JUDGING)

- A. All judging, including the final judging to select medal winners, etc. should take place under identical conditions.
- B. If the scoring device is such that an individual judge's score can be recognized before all judges have voted, the scoring device is to be out of view of the judges. The final total score may be announced.
- C. Room arrangements should be designed to produce a minimum of influence on the judging procedure. While judging projected images, the area surrounding the screen should be free from direct or reflected light and any other distractions. When judging on a monitor, the area around the monitor(s) should be free of clutter and distracting objects.
- D. Seating for the audience should minimize any annoyance to the judges. Public seating should start a minimum of two rows behind the judges' position.
- E. Comfortable chairs should be provided for the judges. Rest breaks may be arranged between the rounds, or more frequently if required.
- F. There should be no audible comments or conversation from the audience or the workers that might influence, or distract, the judges.

### III. PUBLIC SHOW RECOMMENDATIONS

Public showings of the exhibition should be done with a digital projector.

#### B. Projection Screen:

A matte white screen is preferred and recommended (especially if the area of seating for the audience exceeds a viewing angle of 25 degrees as measured from the screen to the end seats of the audience rows).

#### C. PUBLIC HEALTH AND SAFETY:

Public health and safety should always be considered prior to the opening of the public exhibition. Check the following:

- 1. Exit and aisle lighting
- 2. Other electrical service/hook-ups (e.g. tape down loose electrical drop-cords that cross public aisles).
- 3. Public access and egress, steps and stairways.
- 4. Availability of handicap parking and the entrance to the exhibition area.
- 5. Public Washrooms
- 6. Have a public or cellular phone available in case of sickness, injury or other emergencies.
- 7. Designate someone to turn the lights on and off when required.
- 8. As public safety laws vary from country to country and from state to state, the above may or may not be regulated in your area.
- 9. Fire Extinguishers should be available as a public safety precaution in all judging locations and public exhibition areas in accordance with local public safety regulations.

### B4 – JUDGING AND EXHIBITING STEREO IMAGES

### I. STEREO SLIDES

#### A. Projectors:

- 1. Slides submitted in stereo mountings. Slides should be projected with a stereo projector having lamps with a rating of a minimum of 300 watts and a maximum of 750 watts.
- 2. Slides submitted in 2X2 mounts as stereo pairs. Slides should be projected using two matching and properly polarized projectors. The projectors should be aligned so the images from each coincide.

#### B. Projector Illumination Test

- 1. Before beginning the test, check the projector lamps for cracks, peeling and darkening of the reflector coating (the lamps should be in new or near new condition). Put an empty "super-slide" mount (40mm square format) in the projectors. Turn off all room lights and eliminate any window or other extraneous light entering the room, as the meter should measure only the projectors' white light being reflected from the screen.
- 2. Tests of the projected light being reflected from the screen should be made by using a hand held reflected photographic light meter, or by using an in-camera light meter.
  - a. Hand held reflected light meter test: The overall brightness measurement of the projected image at the screen plane for judging should be a light value (EV) of 8.5 with an upper limit of EV9 and a lower limit of EV8.
  - b. In-camera light meter test: Set the ISO (ASA) value at 100 and match the f-stop reading with the illumination value in the table below. A camera meter should be used with the lens having a focal length wide enough to cover the full white light image projected onto the screen.
- 3. PSA Exhibition Illumination Guide.  
Light Value (EV) f-stop value with shutter set at 1/15th sec.  
9.0 f5.6  
8.5 f4.6  
8.0 f4.0

- 4. When using two projectors to show 2X2 mounted stereo pairs, the illumination from each projector should be measured separately and the illumination from one projector should not vary from the illumination of the other projector by more than 0.5 EV (1/2 f-stop).

#### C. Projection screen:

A screen manufactured for the purpose of viewing projected images should be used. The screen should have a vertical lenticular surface (preferred) or a flat silver surface and be a minimum of 70 inches square. It should be clean and free of all blemishes and damage.

#### D. Stereo Viewing Glasses:

Glasses polarized for stereo viewing should be available for judges and others in attendance at the judging and to those who attend a public showing.

#### E. Medium Format Transparencies:

At the discretion of the exhibition personnel, medium format transparencies may be projected with matched 2¼ projectors in the same manner as 2X2 mounted transparencies or may be viewed in a hand-held viewer.

### II. STEREO PRINTS.

#### A. Stereo cards (Holmes-style views) 7" wide and a maximum height specified by the exhibition committee.

- 1. Each judge should be provided with a stereoscope. Judges who wear glasses should be provided a stereoscope with a hood wide enough to accommodate the glasses.
- 2. Stereo prints should be judged with lighting that is comfortable for the judges. Lighting may be by any lamp that provides adequate and even illumination, or by indirect natural (window) light as long as the images are evenly lighted and not washed out by excessive illumination. (Avoid

direct sunlight. It is too harsh.) Each judge should use the same type of light to view the prints.

B. Anaglyphs:

1. Judges should be provided with red/cyan glasses for judging anaglyphs.
2. Lighting conditions should be as described under Stereo Cards – Item A2 (above).

C. Over-Under Pairs:

The judging of over-under pairs should be by ViewMagic, or comparable viewer in a lighting condition that eliminates glare.

III. ELECTRONIC STEREO IMAGES:

A. Judging electronic stereo images on a monitor:

1. The electronic equipment and video display (monitor) used for judging of electronic stereo images should be calibrated.

A monitor calibration color target is available on the EID website to check the monitor for correct color. A minimum size of the monitor screen should be 19 inches and have minimum pixel dimensions of 1024 X 768 pixels. They should display 24-bit color (8 bits per channel) or better. Judging of electronic stereo images may be done on-site (with the judges assembled at one location) or off-site with the judges each at a different location).

2. The judges may use free vision viewing or a stereoscopic viewer. Such viewers should be furnished.

3. For entry specifications, refer to the Consolidated Exhibition Standards (2004). Entrants are requested to email up to 4 attached files, each containing a triplet described below. The body of the email should include contact information for the maker and the title of each submitted image with the corresponding entry number. The subject line of the email should contain the name of the maker and the name of the exhibition. Each attached stereo image should consist of 3 side-by-side chips – one left chip, one right chip, and a repeat of the left chip – each chip not to exceed 360 pixels in width. There should be a small gap, not greater than 10 pixels, between each chip. The total width of the composite stereo image should not exceed 1100 pixels. Such triplet constitutes one stereo image and should be sent by email as a JPEG at 72 dpi resolution and be a file size of about 100 to 500 KB.

4. Exhibitions may develop any other procedure that will achieve the same results as those specified in item 3. (above)

B. Digital projectors may be used to judge stereo images submitted as separate stereo pairs.

1. The digital projectors should be types that do not polarize the light internally.

2. The projectors, used in judging and at a public showing, should have the following specifications:

Resolution: XGA, 1024 X 768 pixels (minimum) Brightness: 1000 lumens (minimum)

Contrast Ratio: 400:1 (minimum) Keystone Correction: Automatic or Manually adjustable.

3. Projector Illumination Test:

Test an image that is 1024 X 768 pixels and is filled with white. Turn off all room lights and eliminate window or other light entering the room. The meter should measure only the projector light reflected from the screen. The test can be conducted by using a hand held reflected light meter, or by using an in-camera light meter.

a. Hand held reflected light meter test: The overall brightness measurement of the projected image at the screen plane for judging should be a light value (EV) of 9.0 with an upper limit of 11.0 and a lower limit of 8.5.

b. In-camera meter projector illumination test: Set the ISO value at 100 and match the f-stop value reading with the

illumination value in the table below. A camera with a spot meter can be used. If necessary, adjust the projector brightness to meet the illumination criteria.

c. Table: PSA Electronic Imaging Illumination Guide Light Value (EV) f-stop value @ 1/30th sec.

11.0 f8

10.0 f5.6

9.5 f4.6

9.0 f4

4. Projection Screen:

The projection screen should be as listed under IC above.

5. Stereo Viewing Glasses:

Glasses polarized for stereo viewing should be available for judges and others in attendance at the judging and to those who attend a public showing.

C. Any information identifying the maker should be removed from the image before it is judged.

E. Judging conditions:

1. If judging is done on-site, each judge should be supplied with a separate monitor to view the images.

Each judge should view and judge the same image at the same time.

2. If the scoring device is such that an individual judge's score can be recognized before all judges have voted, the scoring device should be out of sight of the judges. The final total score may be announced.

3. If the judges are not viewing the same image at the same time, one or more scorers should be available to assist in recording the scores of each judge in such a way that the scores of one judge are not revealed to any other judge before the completion of the judging.

4. If the judging is done off-site, the judging may vary with the number of entrants, sections, and images, and can be done in one day or over a period of several days if necessary.

a. The chairman should choose judges who have technical knowledge of computer equipment as well as the usual judging qualifications. The chairman should furnish these judges with the technical standards necessary for them to calibrate their equipment so there is uniform viewing of all images at each remote location.

b. Remote judging may be done by either of the following two methods.

i). On a secure private website:

The chairman is responsible for setting up a secure website with a server capable of handling all the images. The judging process has two steps: The first is the online judging of all submitted images. The second is the selection of the medal winners and honorable mention images where the chairman can either set up a telephone conference call between the judges or a secure emailing conference so the voting can occur instantaneously.

ii). If a secure private website is not available:

The chairman writes an entry form and entry rules and posts them on a website. The entrant then fills in the form and sends it along with the images by email (or the images can be put on a disk and mailed along with the entry form) to the chairman. The chairman prepares the images for judging using appropriate software which includes a collator that prepares the images in a list for judging, an image viewer, and a scoring report for entering the scores and providing a uniform scoring system. The images and software are placed on CD-ROMs and sent to the judges. The

judges score the images with the image viewer, use the scoring report to record the scores, and then email the results in a text file to the chairman. After receiving the results, the chairman should tabulate the scores and then send the judges a list of the images that may be considered for medals and honorable mention and a list of those images that may be re-voted to obtain the necessary number of acceptances for the exhibition. Voting by the judges on these images may be done by using a secure emailing or by telephone conference.

F. After the judging has been completed, the accepted images can be assembled into an html file for posting the results as well as the exhibition catalog, on a website. If the accepted images are written to a CD-ROM to be distributed to the entrants, the maximum image size should be 550 pixels in the horizontal dimension and 450 pixels in the vertical dimension