

# CONTEST RULES FOR MINNESOTA NEWS PHOTOGRAPHER ASSOCIATION 2006 PICTURES OF THE YEAR

## **ELIGIBILITY**

The contest is open to all MNPA members in good standing who work for newspapers circulating in Minnesota in 2006. Photographs must have been taken or published in 2006 and have not been entered in prior MNPA POY contests. Photographs in a picture story entry, taken over a period of time that begins before the eligible date but extends into the period of eligibility, may be entered as long as they have not been entered in previous MNPA POY contests.

## **MEMBERSHIP FEE & ENTRY FORM**

All entries must have a completed entry form and entry fee. Memberships are included in the POY entry fee. The fee is \$35.00 for professionals and \$15.00 for students. Checks are payable to MNPA. DEADLINE for the POY contest is Friday April 6, 2007.

## **JUDGING**

As in previous contests, the 2007 event will feature open judging during the MNPA convention. The open judging will allow photographers to hear the judges' comments and to view all entries.

## **AWARDS**

First, second and third place awards will be made along with any honorable mentions the judges feel are merited. A Best of Show will also be awarded from the first place winners. Judges will not be required to give awards in three places if the category has less than 10 entries. Portfolio categories must have a minimum of two entries. All other categories with less than 5 entries will not be judged.

## **RESULTS**

The winners will be posted at [mnpa.org](http://mnpa.org) and sent to the Associated Press. If time permits winners will be posted at the convention.

## **YOUR PERSONAL IDENTIFICATION NUMBER**

You must request a personal identification number before preparing your files. Please send your request to [reneejones@startribune.com](mailto:reneejones@startribune.com) for your personal code. You must email your request no later than March 31st. After that date the contest chair cannot guarantee you will be able to file your entries in a timely manner.

## **FOLDERS FOR CD ENTRIES**

All single entries should be in ONE FOLDER, named "SINGLES." Multiple picture categories should be placed in separate folders. Each photo package, picture story or portfolio should have its own folder with its own name.

## **LABELING YOUR CD**

Label each CD with your name and organization. It must be legible. Business cards attached with contact information on the CD will be the most beneficial. Mac formatted CD's are preferable. Submit CD's with an entry form and payment for entry.

## **SUBMITTING ENTRIES VIA WEBSITE**

A link on the [www.mnpa.org](http://www.mnpa.org) website will take you to a page sponsored by the U of M School of Journalism where you can upload individual photos or zipped group files. The procedure is very basic. Simply click on "choose file", choose the image or zipped group file you would like to upload and click "submit image". Repeat for each image you wish to enter. **File sizes must be less than 30MB.** Contact a contest chair for information on creating a zipped group file or with other questions regarding this exciting new web-entry procedure.

## **MNPA ETHICS POLICY**

Altering the content of documentary photographs through technology is prohibited. This policy does not apply to improving the technical quality of an image; it is acceptable to dodge and/or burn areas and to correct technical defects in a photo (such as dust spots), as long as the photograph's content is not changed. Only photos in the Illustrations category do not need to follow these standards. The image must clearly be an illustration (not confused with a documentary image) and labeled photo illustration. If it is determined by the contest chair and/or the MNPA president that a photo has violated these standards, the photo will be disqualified from the contest, and the photographer will have his/her MNPA membership suspended.

## **ENTRIES SUBJECT TO DISQUALIFICATION**

- File names are not properly slugged.
- Entries are not in their proper format. > Proper format is a RGB .jpeg file.
- Your name or newspaper affiliation appears in the caption box.
- Any disk or file that is unreadable or defective.
- Violating the ethics policy mentioned above.
- Entries that miss the deadline. > Traditional mailed entries must be received by 5:00 p.m. the day of the deadline. Web entries and hand deliveries will be accepted until 10pm the day of the deadline.

## **TIPS**

Mac-based entries are preferred. The contest preparation and judging will be used on Mac OSX.

Captions must be grammatically correct and concise. It is extremely beneficial that the information you provide is relevant to the category you enter it in.

Entries filed in an inappropriate category will be moved to a more appropriate category at the discretion of the contest chair. Photographers will be notified in such instances. POY judges cannot move an entry to another category.

Single category entries cannot be entered in more than one single category.

When in doubt, contact the contest chair for clarification.

## **MNPA — past entry numbers**

<b>CATEGORY</b>	<b>1999</b>	<b>2000</b>	<b>2001</b>	<b>2002</b>	<b>2003</b>	<b>2004</b>
Feature	72	79	59	99	125	108
General News	55	48	65	56	83	81
Illustration	11	8	7	11	11	5
Pictorial	43	36	54	54	77	64
Portrait & Personality	68	56	62	66	108	105
Sports Action	38	34	60	75	93	92
Sports Feature	52	42	59	73	83	92
Spot News	16	16	28	30	26	23
Category X	-	-	-	28	19	44
Photo Package	19	19	22	26	24	32
Picture Story	13	7	9	10	17	16
Sports Portfolio	2	7	7	10	8	14
College Portfolio	2	2	0	5	2	2
Portfolio	8	5	9	10	7	8

## **SINGLE CATEGORIES**

- (spn) Spot News — a picture of an unscheduled event for which no advanced planning was possible.
- (gen) General News — a picture of a scheduled event for which advance planning was possible.
- (fea) Feature Picture — usually a found situation with a strong human interest, a fresh view of the commonplace.
- (spa) Sports Action — any action photo from a sporting event that cannot be recreated.  
A play-related photo.
- (spf) Sports Feature — any non-action photo from a sporting event. Reaction from fans or players either on the field or off the field and may occur before, during or after game action.
- (por) Portrait/Personality — a picture of a person that reveals the essence of the subject's character.
- (pic) Pictorial — a beautiful, graphic image; composition, tonal and color qualities are typically more important than the subject matter.
- (ill) Illustration — a controlled picture, not a found situation, intended to clarify or dramatize a preconceived idea.
- (mul) Multimedia Picture Story — Highlights the use of audio and photography in the presentation of web-based stories. Video may also be included in the multimedia package. Entries in this category will be judged prior to the still contest. To submit a multimedia entry please write a live website address that links to your presentation in the space available on the entry form. \*Note: We are aware there may be no way to avoid the name of publication and photographer.

## **MULTIPLE CATEGORIES**

- (spp) Sports Portfolio — demonstrate versatility. Submit a maximum of 10 entries, only one of which may be a story or a sequence. A story or sequence may include no more than 12 images.
- (pac) Photo Package — up to six photos that together tell a story or show a sequence or concept.  
Story is generally not as in depth as "picture story." Title slide optional.
- (pst) Picture Story — more in depth than a package, a maximum of 18 images per story. Title slide optional.
- (poy)  
&  
(cpy) Photographer of the Year Portfolio & College POY Portfolio —  
A portfolio may contain no more than 20 entries, totaling no more than 64 images.  
Multiple picture categories count as a single entry.

### **PORTFOLIO RULES**

For Photographer of the Year Portfolios

- A portfolio must include at least one picture story. It also must include entries from at least four single categories, one of which must be a news picture.
- An entire Sports Portfolio may not count as a single entry in the Photographer of the Year Portfolio.

## SCANNING SPECIFICATIONS

•Adjust your monitor so that this image renders accurate color, contrast and density. An reference image is available by sending your email address to: [reneejones@startribune.com](mailto:reneejones@startribune.com) This is the same photo from last year. If you need the image I will email it back to you so you can use for calibrating your monitor. Do not submit images corrected for newspaper presses or CMYK files.

•Poor quality images are unacceptable for submission, so edit tightly and tone accurately.

•Scan each image as an RGB or grayscale file only.

•Final image size of each entry should be no larger than 10 inches, vertical or horizontal. The DPI should be at least 200. This will give you a uncompressed RGB file size between 8-12 megs. Uncompressed grayscale file size should be about 2-4 megs.

•Unsharp mask is not recommended.

•Save each file as JPEG Quality "8" (10 if in PS 5.5 or later) and Baseline Standard.

•After scanning and making your adjustments, save them on your hard drive using temporary file names. Entering in caption and entry info will be much easier to do as a group, one right after another. Though it may look intimidating at first glance, inputting info will only take a couple of minutes for each picture.

## FILE NAMING SPECIFICATIONS

### FILE INFO BOX

All caption and other pertinent information will be entered into the FILE INFO area of Adobe Photoshop. (Or, if using other captioning software, it must be compatible with Adobe Photoshop's FILE INFO).

### SECTION: General

(FILE INFO)

**Title:** Same as the file name. THEY MUST BE EXACTLY THE SAME. The title name is formerly known as object name in earlier versions of Photoshop.

**Author:** Your name. This is what will be used when winning images are posted.

### **Caption:**

Enter the caption here. Mandatory for every picture including individual pictures in a picture story. Captions may be projected onto the screen so do NOT include your name or organization in this field. (If your name or organization appears in the caption field the picture will be subject to disqualification.)

PICTURE STORIES: For the first picture in a picture story enter in a brief introductory caption which summarizes the entire picture story. This overall caption should precede the caption for the first individual picture: the remaining pictures in the picture story should only include the caption for the individual picture.

### SECTION: ORIGIN (FILE INFO)

**Date Created:** Must be filled in.

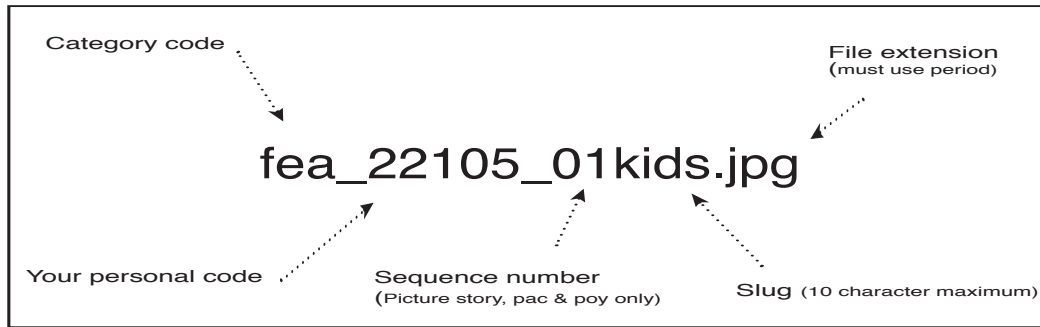
**City:** Location of image.

**State:** Location of image.

**Source:** Newspaper affiliation. This is what will be used when winning images are posted.

**Headline:** Name of entry. This is what will be used when winning images are posted.

## NAMING CONVENTIONS



### SLUGGING YOUR FILE NAME

Instructions for file name/object name or currently known as title name in Photoshop 7

- (1) Enter the three-letter category code,
- (2) Underscore (“\_”),
- (3) Your five digit personal code,
- (4) Underscore (“\_”),
- (5) Sequential number for picture story, pac or poy (01-18); don’t type anything if single category),
- (6) One word slug of your choice (ten or less letters),
- (7) and end with .jpg (every character should be lower case).

- for those entering portfolio and would like a certain order to be shown, then use the sequence number 01,02,03 etc..

For example:

poy\_22105\_01martini.jpg  
poy\_22105\_02dancing.jpg

Number of characters for the slug is as follows,

Category code — 3 characters  
Underscore (“\_”) — 1 character  
Personal code — 5 characters  
Underscore (“\_”) — 1 character  
(Pic story number) — 2 characters  
Slug — 10 characters maximum  
.jpg — 4 characters

---

Total = 26 characters maximum

### CATEGORY CODES

The three-letter category code using lower case letters.

- |                            |   |     |
|----------------------------|---|-----|
| (1) Spot News              | - | spn |
| (2) General News           | - | gen |
| (3) Feature                | - | fea |
| (4) Sports Action          | - | spa |
| (5) Sports Feature         | - | spf |
| (6) Portrait/Personality   | - | por |
| (7) Pictorial              | - | pic |
| (8) Illustration           | - | ill |
| (9) Multimedia             | - | mul |
| (10) Sports Portfolio      | - | spp |
| (11) Photo Package         | - | pac |
| (12) Picture Story         | - | pst |
| (13) POY Portfolio         | - | poy |
| (14) College POY Portfolio | - | cpy |

### TIPS

- (1) Copy and past your slug from the title field to the file name.
- (2) Having the correct category code in the file name determines the final destination for the entry in the contest. So make sure it is correct!
- (3) For multiple entries. If the files sort the way you want them to in your folder, it will sort the same way in the contest folder.

Questions about the contest contact  
Liz Flores (612 708 8463/eflores@startribune.com)  
or Renee Jones Schneider  
(612 201 0758/reneejones@startribune.com)