

Prepare Images as a PDI (Projected Digital Image)

These instructions are both for images to be judged as PDI's and for PDI versions of print submissions.

All PDI's must have the following information and format:

1. Filename must be in the format Author name – Title - (Category)

Categories are: (MD) for Mono Digital
 (CD) for Colour Digital
 (MP) for Mono Print
 (CP) for Colour Print

2. Title must be entered

3. Author (Artist / Creator) Name must be entered

4. The File Format must be jpeg 100% quality

5. The colour space must be sRGB

6. The maximum dimensions permitted are

Width 1600 pixels

Height 1200 pixels

Lightroom Desktop Classic (LrC)

(Current Creative Cloud Version)

Exif and Filename

Library Module, Metadata Tab

- Make sure that Exif and IPTC is selected in the top (main) bar of the metadata section
- Change the Filename to conform to the convention in (1) above. (If you prefer you can leave the filename as is here but set it in the export section)
- Enter the Title of the image re (2) above
- Enter the Author Name re (3) above. Note most cameras allow you to set your name as the author and this will automatically fill author name in Lightroom. If your name is not automatically entered you can put it in the Creator line also marked as 3 on the screenshot.

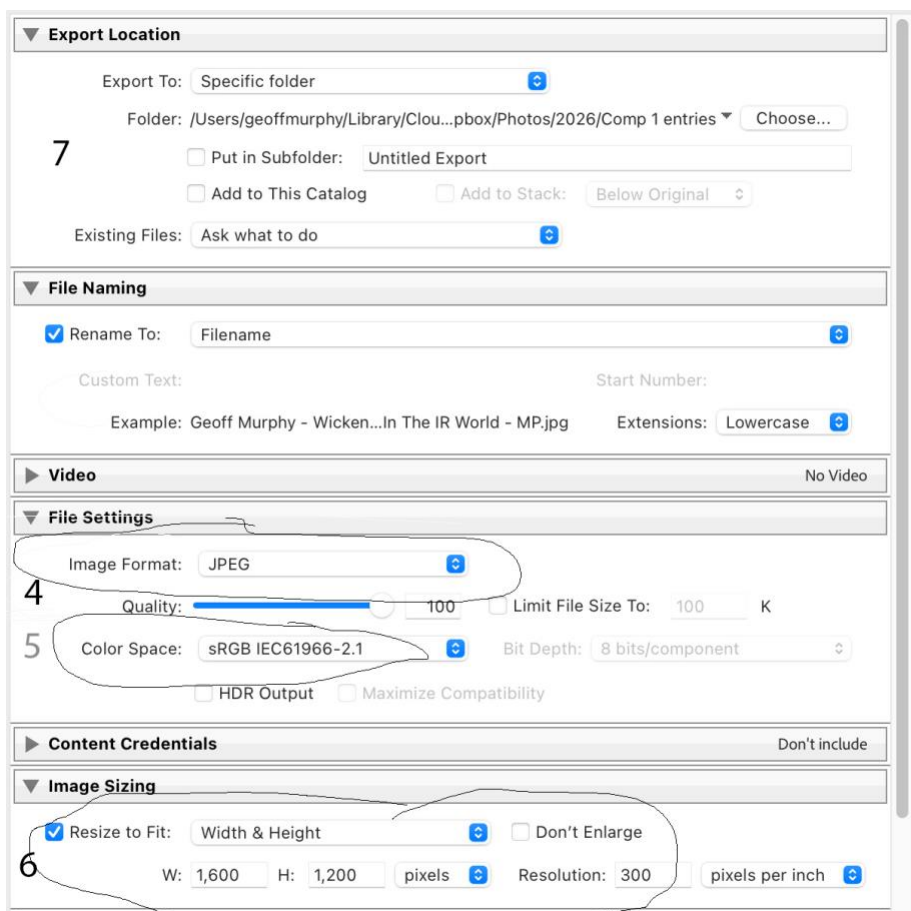


Lightroom .. Exporting the image

There are several ways to get to the export dialogue. In the library module there is a dedicated button at the bottom left of the screen. Otherwise select File / Export in the top dropdown menu's

The settings for steps 4, 5 and 6 are shown below.

It is optional to miss out step 1 above, leaving the source filename as it is and instead set the name of the file in the export location dialogue, shown as (7) below. My preference is not to rename on export because if changes are needed to the image at a future date there is no record of the filename of the source file. By aligning the name of the source file and the exported file as in step 1, there is an absolute record.



Photoshop (Current Creative Cloud Version)

1. Select File from the top drop down menus, then select File Info
 - a. If Author is not automatically populated, enter your name as the Author
 - b. In The Author Title Field enter the title of the image
 - c. Click OK
2. Select Edit from the top drop down menu, then select Convert To Profile
 - a. In Source space if it shows 'sRGB' the image is already sRGB - click Cancel.
 - b. If Source Space does not show sRGB, in the Destination space drop menu, select sRGB then click OK.
3. Select Image from the top menu bar, then select image size.
 - a. For the width and height settings make sure that Pixels are the selected criteria
 - b. Enter 1600 as the maximum width in pixels
 - c. Enter 1200 as the maximum height in pixels
 - d. Click OK
4. To export the image select File from the top menu bar then Save A Copy (Not Export or Save As)
 - a. Enter the filename in the format required for the competition (described on the first page of this document)
 - b. Select the location the file is to be stored in
 - c. Select JPG format
 - d. Make sure the embedded profile is set to sRGB (If it isn't you didn't convert the profile as above and you will need to go back and set that correctly)
 - e. Select Save
 - f. Make sure Quality is maximum
 - g. Jpeg format should be baseline
 - h. Click OK