



## PROFESSIONAL PHOTOGRAPHERS OF MICHIGAN

### PROCEDURES - [WWW.PRINTCOMPETITION.COM](http://WWW.PRINTCOMPETITION.COM)

Go to [www.printcompetition.com](http://www.printcompetition.com)

1. If you do not have a previous account, click on free registration of new user. If you have an account, proceed to step
2. Enter email and create a password.
3. Choose the organization "PPM" from the list and click on the register button at the bottom.
4. Verify that your contact information is correct. If it is not correct, make any necessary changes by clicking on the "Change" button at the top of the contact information box. Verify your alert settings and your achievements, make necessary changes.
5. Look for the PPM logo, and select membership status and first time entering information.
6. Click on "Create a New Image Entry".
7. Enter title name in the box provided.
8. Select a category.
9. Select entry type (General or Master Artist). We will be accepting both physical prints and digital submission. **PHYSICAL PRINTS AND DIGITAL ENTRIES WILL BE ELIGIBLE FOR PPM AWARDS FOR QUALIFYING PPM MEMBERS.** Albums may be physical or digital and both will be eligible for PPM awards.
10. Select if your image qualifies for the Lexjet Sunset Award. To qualify for the Lexjet Sunset Award, your entry **MUST** be a Physical Print and **MUST** be printed on ANY inkjet paper/media. (Lexjet media is **NOT** a requirement.) If your entry qualifies for the Lexjet award, you must place the identifying Lexjet label on the back of the print. Labels are found at [www.ppfmi.com](http://www.ppfmi.com) under the 'Print Competition' tab. The Lexjet Sunset award will only be given if a minimum number of Physical Prints are entered determined by Lexjet.
11. Select if your image qualifies for the Fujifilm Masterpiece Award. To qualify for the Fujifilm Masterpiece, your entry **MUST** be a Physical Print and **MUST** be printed on Fujifilm Crystal Archive Paper. You **MUST** be able to provide documentation to show it has been printed on Fujifilm Crystal Archive Paper. A Fuji Masterpiece Award will be awarded (For a qualifying Entries that score above 80) in the Portrait, Wedding and Illustrative Categories. You must place the identifying Fujifilm Masterpiece label on the



back of the print. Labels are found at [www.ppfmi.com](http://www.ppfmi.com) under the 'Print Competition' tab.

12. SELECT YOUR TOP 4 IMAGES THAT WILL COUNT TOWARDS MICHIGAN'S FOUR FOR FOUR AWARD. YOU MAY ENTER UNLIMITED ENTRIES, BUT YOU MUST DESIGNATE YOUR TOP FOUR TO COUNT TOWARDS THE FOUR FOR FOUR AWARD. DESIGNATE AN ENTRY BY CLICKING "YES" ON "FOUR FOR FOUR QUALIFIED". ONLY FOUR ENTRIES MAY BE DESIGNATED FOR THIS AWARD. IF YOU CHOOSE MORE THAN FOUR, YOU WILL BE DISQUALIFIED FOR THIS AWARD.
13. Click on "Create a new Entry". Uploaded files must be sized so the longest dimension is 4,000 pixels (20 inches at 200 ppi). Each file must contain an embedded color profile of either sRGB and be saved at JPEG quality setting of 10. Total file size should not exceed 10 MB. Click on the upload image tab and proceed.
14. Repeat steps 7-13 for each image entry.
15. If you are entering a digital album, you must zip your album pages before uploading. For zipping instructions:  
PC: <http://windows.microsoft.com/en-us/windows/compress-uncompress-files-zip-files#1TC=windows-7>  
Mac: <http://support.apple.com/kb/ph4048>
16. After all images/albums have been submitted and uploaded, click on any "Pay" button or the "pay image fees" button.
17. Select either "Member" or "Non-Member" fee, and enter your total fee: Member is \$15 per Entry for UNLIMITED Entries, Non Member is \$20 per Entry for UNLIMITED Entries. Enter in payment information and click "Charge Card".
18. Print your PPM Entry form by clicking on "Print PPM Entry Form". This must be printed and included in your case.
19. To continue printing your individual image labels, click on your browser back button to return to the previous screen.
20. Print your individual image labels by clicking on "Print All Back Labels".
21. Secure labels to lower left corner on the back of each entry.
22. Refer to the rest of the document for additional rules, clarification and forms.