PhotoVaultOnline on a page

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What is it?

PhotoVaultOnline is a web-based system for managing photographic competitions. It is in wide use for salons, competitions and camera clubs. Its address is https://www.photovaultonline.com . We started using it in **2012.**

How do I use it?

For full details, you may want to see or download the user manual at
https://www.photovaultonline.com//photovault/help/PhotoVaultOnlineUserManual.pdf .
You need to do three things:

1. Be registered on PhotoVaultOnline.

   a. If you have already registered for submission to salons, you are ready to enter our competitions. **Please register now if you are not already a user!** Click on the **Register** tab or go straight to https://www.photovaultonline.com/photovault/index.php?r=register/create . You will get a confirmation email back, and you need to respond to this.
   b. **Always ensure this profile is kept up to date with your current email address. PhotovaultOnline uses this for all communications with you!**

2. Click on My Clubs and select Pretoria Photographic Society as your club. Do this a few days before entering, as it needs confirmation from the team. If you do not get a confirmation back that this has been accepted by the projection team, please contact them (the person's details are on that page and our website). Steps 1 and 2 only need to be done once.

3. Upload the photos you want to use in our competitions, monthly, year-end and any other competition, e.g. our entries for Interclub. If these images have been used for a salon, no need to upload again.
   a. Prepare your photos to our normal pixel size standard (max 1920 px horizontal by 1080 px vertical), 2MB file size, sRGB colour space. Note that at least ONE of the dimensions of your image must conform to the exact dimension. You do not need to aim for a 2MB file, many smaller files have quality which is quite good enough. Name them simply with any title you like, e.g. Pretty flower.jpg without any special characters. For prints, do exactly the same – this allows easy reference to the picture you upload.   Then bring the print to the meeting, should we start showing them again. Print entries are currently in recess.
   b. Log in at https://www.photovaultonline.com/photovault/index.php?r=site/login, which is on the **Login** tab of the home page.
   c. Take a look at the guide for quick entry from the note on the home page: https://www.photovaultonline.com/photovault/index.php?r=site/index# . This details the next steps
   d. Click on My Club Entries, then choose a competition. This opens the competition, first asking you how many categories you intend to enter, then showing you the categories
   e. Click on one of the picture-shaped placeholders and it will prompt you for the photo. The number of placeholders is larger for the multiple entries judges get the month after judging, so follow the rules.
   f. If your image is in error, e.g. too large in pixel size or file size, the system will tell you there and then.
   g. You will get an email confirming your entries.
   h. After the competition you will get an email with your results, and any promotion which resulted.

It's simple, and for most people it is old news, as they are already doing it for salons.