Electronic Submission of Digital Entries

Electronic submission MUST NOT be sent by e-mail with attachments. There is too much data and e-mail pre-supposes that the recipient is available to accept the images. The closing date for receipt is the Thursday before the competition.

Before using electronic submission, you must know who is collating the images. The current alternative collators are:

Avril Candler   07958 223749 avril.candler@btinternet.com

Mark Buckley-Sharp 020 8907 5874 mark.buckley-sharp@tiscali.co.uk

Paul Martin 07792 160404 paul.martin.i@virginmedia.com

Preparing the entry:

• Collect all your image files in one folder for the event in the usual way, and add a text file listing the entries and the section, if any, they are for. Give the folder a name which will be understandable to the recipient.

• Compress the folder into zip format. To do this, right click on the folder, choose 'Send to...', and choose 'Compressed (zipped) folder'. The zip file will appear alongside the original folder.

Sending the entry: (although wetransfer is the preferred service, there are others available such as, pCloud; transfernow; Filemail; mailbigfile)

• In your internet browser, type the address, e.g. www.wetransfer.com

• Use '+' to add your zip file. Use 'Email to' for the collator's email address. Use 'Your email' for your email address. Use 'Message' as a short description of the event. Click on 'Transfer'.

• Also send a personal email to the collator to say the file is on its way.

What Happens?

• Your zip file is uploaded to the wetransfer server. Uploading data is slower than downloading, so it may take a while.

• wetransfer sends an e-mail alert to the collator, and back to you, with a coded link to the zip file.

• Your personal email to the collator is a backup to the alert, but will not have the link.

• The collator can download the zip file, or can forward the alert e-mail to a more appropriate person.

• The zip file is deleted from the server after a few days.