

The Complete Guide

2020 New Jersey Press Association

# Photo Contest



New Jersey Press Association

P.O. Box 358

Titusville, NJ 08560

(609) 406-0600 • [www.njpa.org](http://www.njpa.org)



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# Photo Contest

## The Essentials

CONTEST DEADLINE: **Monday, January 11, 2021**

- All other entries may be uploaded until 11:59 p.m.

CONTEST PERIOD: **January 1 to December 31, 2020**

CONTEST WEBSITE: **[www.betternewspapercontest.com](http://www.betternewspapercontest.com)**

All entries must be submitted on the website.

### YOUR PASSWORD:

If this is the first time your newspaper will enter the contest, the temporary password is bnc. You will be asked to change it when you log on for the first time. However, if your newspaper entered last year, you already have a Contestant Manager who selected a password. Please contact them and request to be made an Authorized Entrant. If you don't know who is your Contestant Manager, call Peggy Arbitell at (609) 406-0600 ext. 14.

### MAXIMUM NUMBER OF ENTRIES:

**Total of 55 entries per newspaper**

There is no limit on the number of entries per category.

### COST TO ENTER:

**Choose either \$239 per newspaper or \$11 per entry**

Please total the number of your entries on the enclosed Contest Entry Form. Send the form and a check for the full amount to NJPA by the mail-in deadline. If entering multiple contests, a single check may be sent with the various contest entry forms.

### For Additional Information:

Peggy Arbitell  
(609)406-0600 ext. 14  
[parbitell@njpa.org](mailto:parbitell@njpa.org)  
[www.njpa.org](http://www.njpa.org)



New Jersey Press Association  
2020 NJPA Photography Contest  
P.O. Box 358  
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## General Information



### Pay Attention

when you see this icon. It could make the difference between winning an award and having your entry disqualified.

New Jersey Press Association's Photo Contest encourages excellence by recognizing the achievements of NJPA member newspapers and digital news organizations. The contest looks to the future by encouraging news organizations to find new ways to inform, entertain, enlighten and engage their readers.

### Eligibility

This competition is open to newspapers and digital news organizations that are full members of New Jersey Press Association whose dues and assessments are paid in full through December 31, 2020.

### Contest Period

January 1, 2020 to December 31, 2020

### Deadline

Monday, January 11, 2021

The contest website will accept all other entries until 11:59 p.m.

### Judging

Entries will be judged according to the guidelines set forth in the category listings and rules. Judges who are independent of the New Jersey Press Association will select First, Second and Third place winners in each category. Awards will be granted only when judges believe that special recognition is warranted. In categories that receive fewer than four entries, the association encourages judges to award prizes only if the entries merit them.

### Awards Presentation

Winners will receive their awards at NJPA's Spring Awards Celebration in April.

### Entry Criteria

All entries must have been published in print or digitally between January 1, 2020 and December 31, 2020. Photos must be the product of 2020.

**REMINDER! - The photography contest WILL BE COMBINED - Daily and Weekly entries will be judged together.**



Each individual photo or "picture story" may only be entered in one category. However, picture stories may include individual photos that have been entered in other categories.

A "picture story" consists of a minimum of three photos and a maximum of 15 photos.

The Portfolio category is intended to show a mix of the photographer's body of work. Photographs entered in other categories can be entered as part of the Portfolio category. The images do not need to be related to each other. Maximum size requirement for 21 images is 8-10 mb.

All photo entries must be in JPEG format. See the "Preparing your entries" section for the specific settings and file information required.



All entries will be examined by the committee prior to judging. Those that do not comply with these rules will be disqualified. If a newspaper's entries exceed the stated number for the contest, the association staff reserves the right to eliminate the excess at its discretion.

## Group weekly newspapers

Group weeklies must submit each entry under the name of an individual newspaper, not under the name of the group. In addition, they must submit a master entry form that totals their entire group's submissions.

Questions?

Contact NJPA's contest coordinator:

Peggy Arbitell

(609) 406-0600 ext. 14

[parbitell@njpa.org](mailto:parbitell@njpa.org)

# Contest Instructions

New Jersey Press Association's Photo Contest is digital.

All photo entries are submitted on the contest website:

For best results, the contest website recommends using the most recent version of Mozilla Firefox to make your contest entries.

## Reminders for this year's contest

Each person submitting entries will have a unique username and password.

The "Contestant Manager" controls what is entered in a contest for your newspaper or website.

- **IMPORTANT:** The first person who logs into the contest and makes two entries becomes your Contestant Manager. (These first two entries may be test entries that are deleted after other entries are submitted.)
- NJPA has 4 contests: Advertising, Editorial Daily, Editorial Weekly, and Photography. The Contestant Manager can choose to make entries exclusively or authorize others to make entries. To allow others to make entries, the Contestant Manager must create a separate account for each person.
- The Contestant Manager has access to all entries submitted to a contest for your newspaper or website, and can edit, disable or delete any entry.
- The Contestant Manager can access account information and passwords for every person he/she authorizes to make entries.

We recommend your newspaper designate one person as the Contestant Manager. This is the person we will contact if there are problems with any of your contest entries.

## Authorized Entrant

Each person the Contestant Manager gives permission to make entries is an "Authorized Entrant".

- While the Contestant Manager can see and edit all of the entries and account information, the Authorized Entrant only can see and edit the entries he/she made.

Potential contestants can save their work on the contest website in their own Scrapbook accounts. Scrapbooks are personal. They are not connected with a particular contest, but are available for any contest.

- For this contest, once a potential contestant has been made an Authorized Entrant, he/she can upload content from his/her Scrapbook directly into an entry.



If you have any problems uploading your entries or have any questions about the process, please contact Peggy S. Arbitell at 609-406-0600 ext. 14 or [parbitell@njpa.org](mailto:parbitell@njpa.org).



## Start early and become familiar with the process!

We strongly recommend that you start making your entries early. Certainly don't wait until the day before the deadline!

We suggest you make some test entries to learn the process. Later, these test entries should be "disabled" so they are not part of your official entries.

Step-by-step directions for setting up accounts and making entries are available on the contest website – [www.betternewspapercontest.com](http://www.betternewspapercontest.com). Under "Contestant Login", click on "Contestant Manager Help" or "Authorized Entrant Help".

Or use these links for PDFs of the directions:

### Contestant Managers

- [http://betterbncsupport.com/images/ContestantManager\\_Instructions\\_4\\_3.pdf](http://betterbncsupport.com/images/ContestantManager_Instructions_4_3.pdf)

### Authorized Entrants

- [http://betterbncsupport.com/images/AuthorizedEntrant\\_Instructions\\_4\\_3.pdf](http://betterbncsupport.com/images/AuthorizedEntrant_Instructions_4_3.pdf)

If you have questions or problems, please contact Peggy Arbitell at (609) 406-0600 ext. 14, or [parbitell@njpa.org](mailto:parbitell@njpa.org).

For technical issues, go to the contest website – [www.betternewspapercontest.com](http://www.betternewspapercontest.com). Click on "contact BetterBNC", then "Start Trouble Ticket".

## Contest definitions

**Division:** a specific contest, e.g., Advertising Weekly, Advertising Daily, Editorial Daily, Editorial Weekly or Photography

**Category:** a specific competition within a contest division, e.g., "Best Special Section" or "News Writing Portfolio" or "Sports Action" photo. Each category has specific requirements that are explained in the contest rules.

**Entry:** a submission in a category. The Photography contest does not limit the number of entries per category. However, this contest has an overall limit of 55 entries per newspaper.

## Preparing your entries

### Keep the Judges happy!

Don't make them wait for your JPEGs to be displayed because a file is too large. Entries that the judges cannot view will be disqualified.

### Maximum entry size

Each entry should be less than 5 MB. Individual photos using the settings below are unlikely to reach this size. However, picture stories may exceed this limit.

### Reduce the size of picture story entries

For picture story entries, submit the key photos using the specs below. For the supporting photos, try reducing the DPI resolution until the entire package is no more than 5 MB.

## Photo settings

Submit your entries in JPEG format with the following settings:

- RGB mode for all photos, color and black & white
- JPEG compression quality set to 6
- DPI no higher than 250
- Longest side of image no longer than 10 inches
- Only one image per file

## Identifying photos

Use Photoshop's "File Info" to enter information about each entry:

- In the "Description" or "Caption" area:
  - Title: All photos and picture stories must have titles
  - Author: Photographer's name
- In the "Origin" area:
  - Give date the photo was taken – NOT the publication date.

## Photo captions:

Enter photo captions in the "Caption text" box on the website entry form:

- Enter the date published, followed by caption information the judges need to know about the photo.
- For picture stories, on the first picture, add a title and introductory paragraph about the entire entry.
- Photographer's name and affiliation must not appear in the "Comment" box.

## Naming entries



When uploading files, any filename may be used. The contest website uses information you entered (newspaper name, division, category, etc.) to assign a unique code to each file. These codes sort your entries into the proper circulation group, division and categories for judging.

## Making entries

### Headline or Title of Entry

Enter the same title for the photo or picture story as you listed in Photoshop. Do NOT include the name of the photographer.

### Credits

In the boxes labeled "Who should be credited for this entry?" you can enter up to four names of people who worked on the entry.

- In the box titled "First Name" list the FULL name: Joe Green
- In the box titled "Last Name" list that person's title: Photographer, etc.
- If more than four people worked on the project, enter: Photo Staff, etc.

## Official Entry Form

Once you have completed the entry form, click on the "Submit" button and you will be taken to the entry verification page, titled "This Page is Your Official Entry Form."

- From the verification page, you can "Submit Another Entry", "Manage Entries" or "Logout".
- DO NOT hit the Back button or you may eliminate this entry!

Once the maximum number of entries is reached in a category, that category is no longer available unless an entry is "disabled" using "Manage Entries".

You may print copies of the Official Entry Form for your use, but please do not send them to NJPA.

## Photo Contest Categories – Open to newspaper & digital news members

- 1** **Spot News**  
Any single picture of an unscheduled (no opportunity for planning) news event.
- 2** **General News**  
A single picture of a scheduled (opportunity for planning) news event.
- 3** **News Picture Story**  
A series of pictures of a general news or spot news event.
- 4** **Sports Action**  
Any single picture taken during on-going action of any activity considered a competitive sport.
- 5** **Sports Feature**  
Any single picture of a sports-related event that is not game action.
- 6** **Sports Feature Picture Story**  
Series of photos of a sports-related event that is not game action.
- 7** **Feature**  
All single picture entries that do not fit in any other category.
- 8** **Feature Picture Story**  
Any series of feature pictures that tells a story other than a breaking news event. It does not need to have been printed in the next day's paper.
- 9** **Portrait**  
A single picture that reveals the essence of the subject's character.
- 10** **Pictorial**  
A single picture made for scenic or artistic value.
- 11** **Best Portfolio**  
Portfolios will be judged on their impact as a unit, demonstrating diverse ability, journalistic value and photographic excellence. Entry may contain no more than 21 images. Must include one picture story. Newspapers may submit only one entry in this category. Size requirement for 21 images is 8 to 10 MB.
- 12** **COVID-19**  
An image or series of images (12 max) which is directly related to the COVID-19 pandemic.
- 13** **Protest**  
An image or series of images (12 max) which is directly related to the protests that occurred after the killing of George Floyd on May 25, 2020.

### Best of Show

The winner will be selected by the judges from among all of the first place photos.

NEW JERSEY PRESS ASSOCIATION  
**2020 Photo Contest Entry Form**

Newspaper \_\_\_\_\_

Address \_\_\_\_\_

Contact Person \_\_\_\_\_ Title \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

The fee is \$239 per newspaper or \$11 per entry. Maximum of 55 entries per newspaper. You may pay by check or credit card. If paying by credit card, please select "Credit Card" below and submit this form via email to [parbitell@njpa.org](mailto:parbitell@njpa.org). NJPA will then email you an invoice for the payment along with a link to pay online through PayPal.

Payment options:     Credit Card     Check enclosed (payable to NJPA)

Below, indicate the total number of entries per category that your newspaper is entering.

**Group Weeklies:**

Please complete one copy of this form for each newspaper in your group. Then complete the Master Form for Group Weeklies (on next page) totaling all entries in each category and attach them together.



CATEGORIES		# of Entries
1	Spot News	1 _____
2	General News	2 _____
3	News Picture Story	3 _____
4	Sports Action	4 _____
5	Sports Feature	5 _____
6	Sports Feature Picture Story	6 _____
7.	Feature	7. _____
8	Feature Picture Story	7 _____
9	Portrait	8 _____
10	Pictorial	9 _____
11	Best Portfolio	10 _____
12.	COVID-19	11. _____
13.	Protest	12. _____
TOTAL Number of ENTRIES		Total _____
AMOUNT PAYMENT enclosed		\$ _____

Contest Entry Form **MUST** arrive at NJPA's office by 4pm on January 11, 2021-  
 NJPA, P.O. Box 358, Titusville, NJ 08560  
 OR Email form to: [parbitell@njpa.org](mailto:parbitell@njpa.org)



NEW JERSEY PRESS ASSOCIATION  
**2020 Photo Contest Entry Form**  
**MASTER ENTRY FORM FOR GROUP WEEKLIES**

Group Name \_\_\_\_\_

Address \_\_\_\_\_

Contact Person \_\_\_\_\_ Title \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

Below, indicate the total number of entries per category for your group.



**Group Weeklies must complete this form and submit along with individual entry forms for each paper.**

	CATEGORIES		# of Entries
1	Spot News	1	_____
2	General News	2	_____
3	News Picture Story	3	_____
4	Sports Action	4	_____
5	Sports Feature	5	_____
6	Sports Feature Picture Story	6	_____
7.	Feature	7.	_____
8	Feature Picture Story	7	_____
9	Portrait	8	_____
10	Pictorial	9	_____
11	Best Portfolio	10	_____
12.	COVID-19	11.	_____
13.	Protest	12.	_____
	TOTAL Number of ENTRIES	Total	_____
	AMOUNT PAYMENT enclosed	\$	_____