

External Competition Secretary – Role & Guidance

Initial Responsibilities

- Maintain an image bank, both of PDIs and Prints (as PDIs), to enable the Club to select images that will be entered in all of these competitions. (Existing image bank will be provided by previous incumbent).
- Keep a record of each individual competition selection so that the rules appropriate to each competition are adhered to and so that images already used are not re-entered in the same competitions.
- Liaise with Internal Comps Sec to obtain digital files of images used in our internal comps and, if deemed suitable, our critique/challenge nights.

The following actions are involved for each competition

- 1) Call a selection panel meeting – can be done via Zoom
- 2) Prepare the image bank for the selection meeting by weeding-out older images not generally chosen in the shortlists by the previous selectors. Then add all new images from recent internal competitions. These will include images from PDI competitions and the digital files that have accompanied print entries. Other images may be added from any club member representing work that has not been presented in recent competitions. If these are taken from other sources (e.g. “critique” evenings) then extra care is required to ensure that the club is authorised to use them in the current competition (i.e. seek permission from the author of the selected image).
- 3) Identify any images that have been used in previous instances of the competition under selection. This requires a detailed look at the past recorded entry charts and will normally include past use as prints or PDI. These images are temporarily put aside, to be reintroduced to the base for future use.
- 4) Selected images require to be ordered and checked for format – e.g. pixels and colour space (sRGB), correctly titled, and then sent to the host club.

When we are hosting

Advance liaison with the other clubs involved is required where NAPC are hosting the competition. The rules and entry forms should be distributed one or two months before the competition date, requesting the opponents’ entries two weeks before the competition. Folders have been included for our last hosting of the four competition

types involved, including relevant spreadsheets etc – these will be passed over by the previous incumbent.

Check and retitle the entry files and prepare the **DiCentra**¹ file for projection/TV Screen and the audience forms listing the entries. Images and instructions should be sent to the judge within 10 days of the competition, and audience forms and results confirmation circulated to the other clubs.

NAPC external competition expected rotation at April 2025

2025 Sat 31st May Devon Clubs' Battle (Panel & PDI) is at Exmouth PG

2025 November PDI Challenge Shield is due to be at Kingsbridge

2025 November SDPL Print round is due to be at Crediton

2026 February WCPF Inter-Club Championships, PDI & Prints, in Exeter

2026 March Paul Stevens Trophy is due to be at Torbay (was NAPC in 2025)

2026 March SDPL PDI round is due to be at NAPC

2026 May Devon Clubs' Battle (Panel & PDI) is due to be at Exeter Club

2026 November PDI Challenge Shield is due to be at Plymouth

2026 November SDPL Print round is due to be at Exmouth

2027 February WCPF Inter-Club Championships, PDI & Prints, in Exeter

2027 March Paul Stevens Trophy is due to be at Paignton

2027 March SDPL PDI round is due to be at Dawlish & Teignmouth

2027 May Devon Clubs' Battle (Panel & PDI) is due to be at Newton Abbot

2027 November PDI Challenge Shield is due to be at Ivybridge

2028 March Paul Stevens Trophy is due to be at Newton Abbot

2028 November PDI Challenge Shield is due to be at Newton Abbot

¹ Training will be required for use of DiCentra

Entry requirements for external competitions

Included in the “hosting” folders (which will be provided by the previous incumbent) are the rules, entry forms, and most recent club contacts for each type of competition, covering paperwork that we send out to the other clubs when we are the hosts, and various spreadsheets used in organising the competitions. WCPF events are subject to rules sent by them each year – usually to Club Secretaries / Representatives. Entries to WCPF are online.

The entries required for our five local “Battles” (inc. 2 x SDPL per season) are summarised as follows:-

PDI Challenge Shield v Kingsbridge, Plymouth and Ivybridge

- 20 x PDI with a maximum of 4 images per Photographer

South Devon Photographic League (SDPL) NAPC, Crediton, Dawlish & T, and Exmouth (2 events)

- 15 x Prints (**Nov**) or 15 x PDI (in **March**) with a maximum of 2 images per Photographer

Paul Stevens Trophy – NAPC, Torbay and Paignton

- 10 x PDI + 10 x Prints with a max of 2 Prn/PDI or 3 combined per Photographer

Devon Clubs’ Battle NAPC and usually about 10-14 clubs in Devon

- Panel of 5 prints, max 2 per photographer, and 5 x PDI, max 1 per Photographer