

How to export images from Lightroom for Projected Image Competitions

This step-by-step guide shows you how to create a preset in Lightroom for exporting images and how to use it to prepare your images for submission to Melbourn Photographic Club projected image competitions.

The first section shows how to create a preset to do the export for you. You only have to do this once. The second section shows you how to use the preset each time you want to submit images to a competition. The last section gives some additional guidance on sending the images to the projectionist.

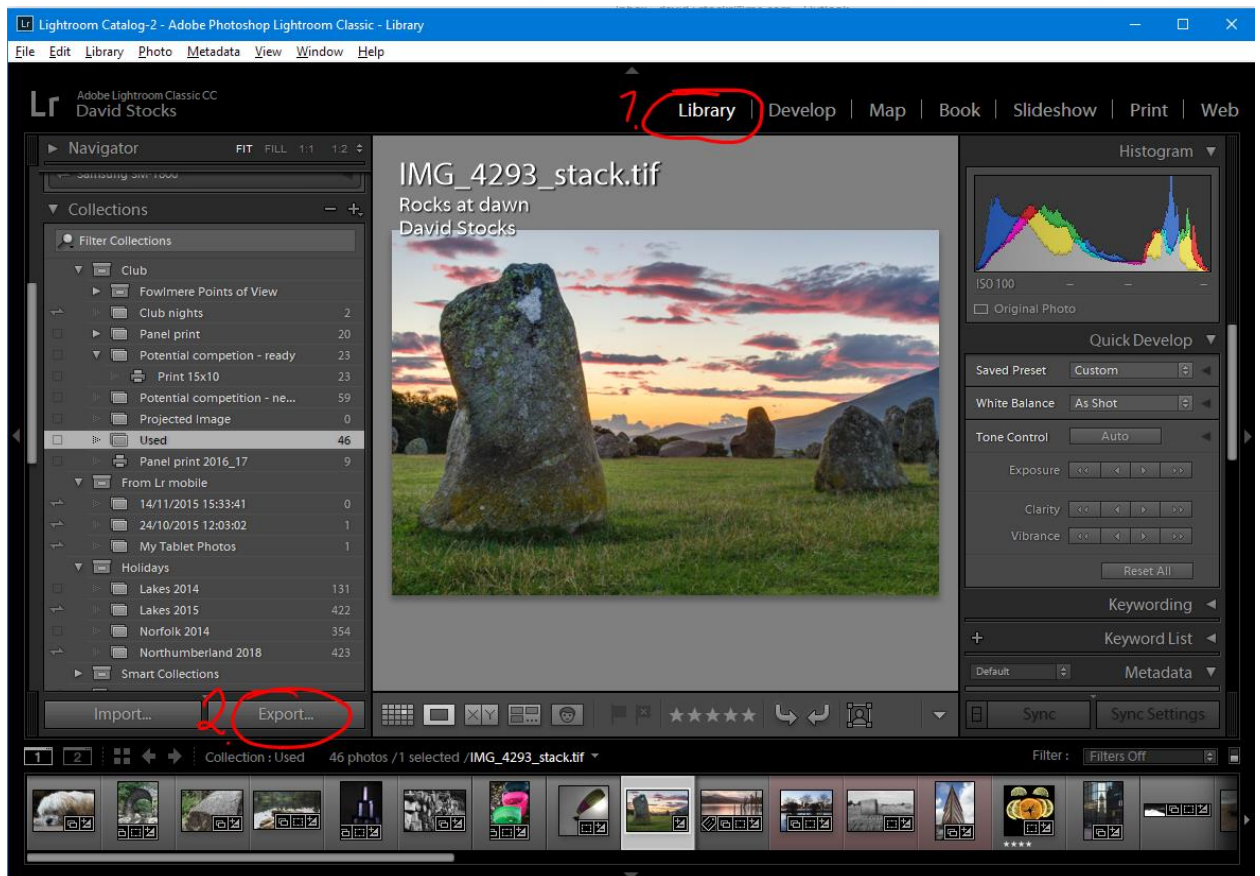
If you have questions, please contact me at mpc-competitions@outlook.com

PART 1 - Setting up the Lightroom Export Preset

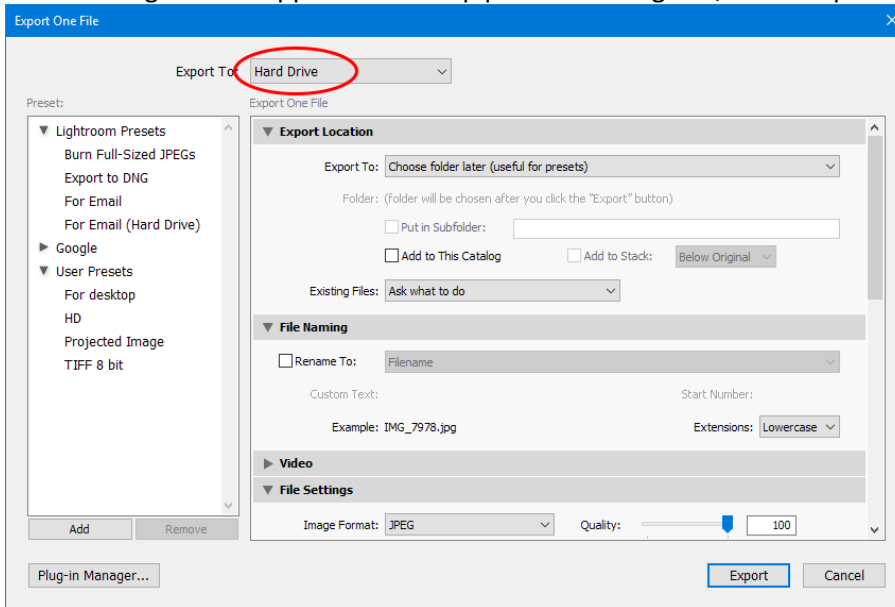
Note that you only need to create the Lightroom export present once.

1. In the *Library* module, click *Export*

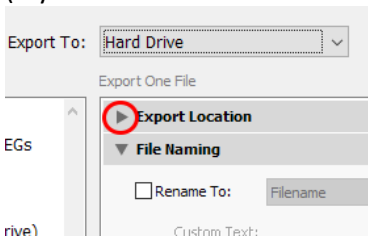
a



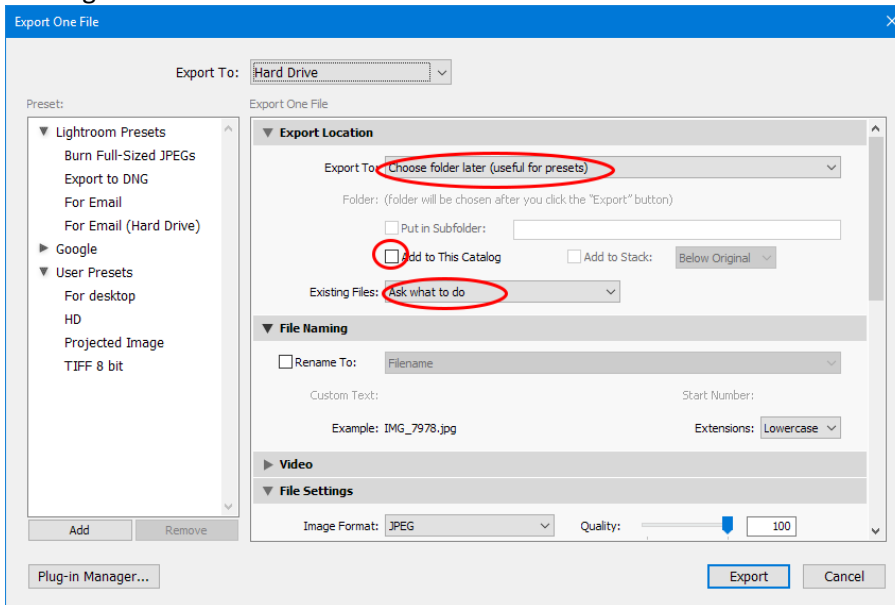
2. A new dialog box will appear. In the top part the dialog box, select Export To: *Hard Drive*



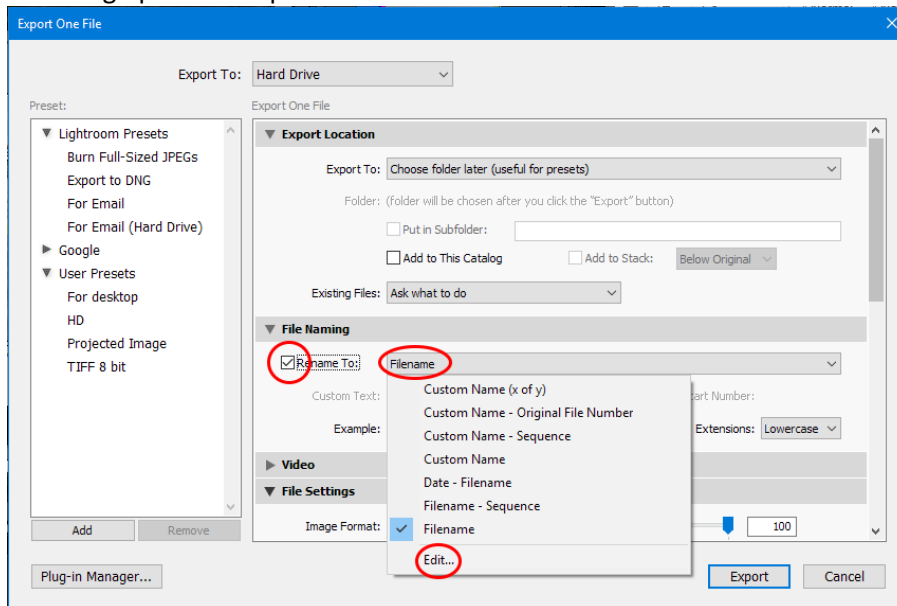
3. (If you cannot see the details under the *Export Location* section, click the triangle next to it).



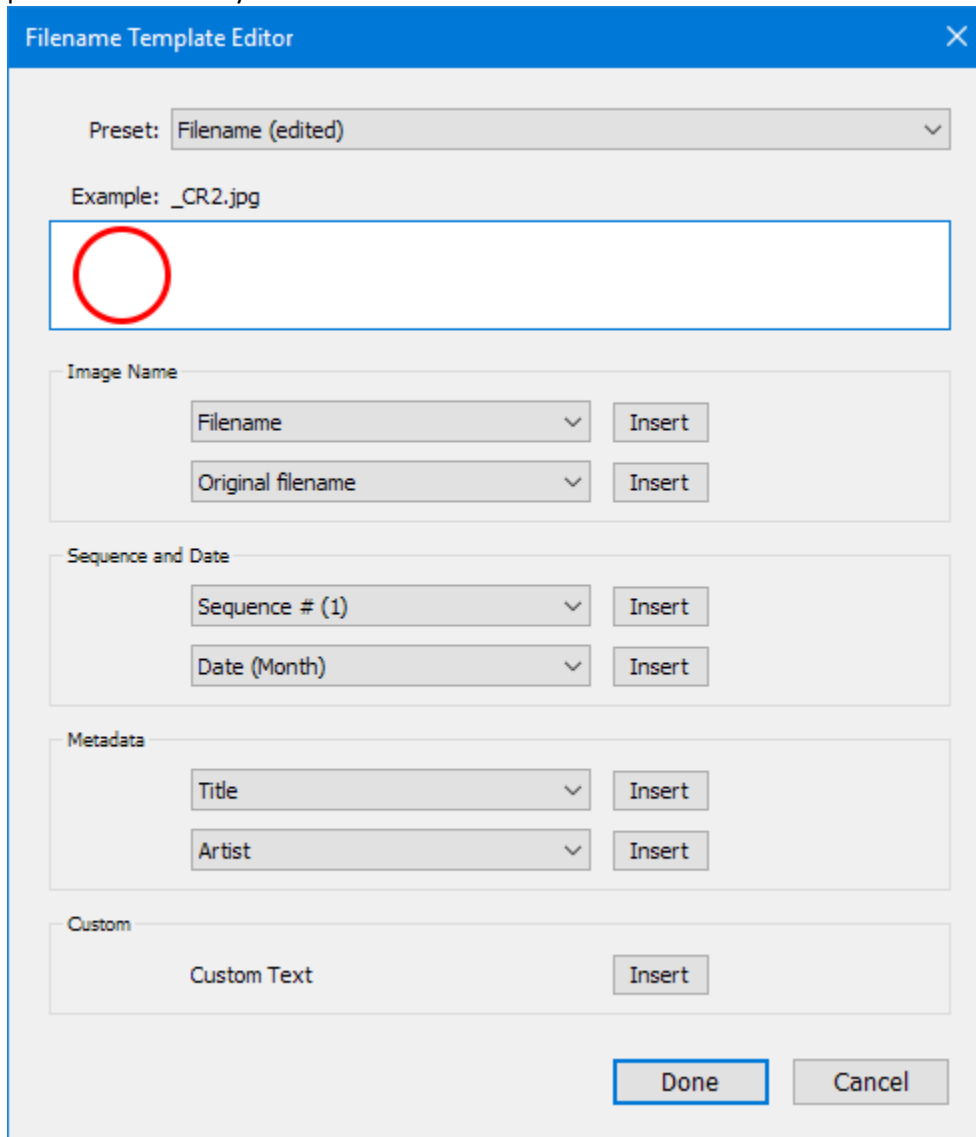
4. In the *Export Location* section, choose these settings:
Export To: *Choose folder later*
Add to This Catalog: *un-ticked*
Existing Files: *Ask what to do*



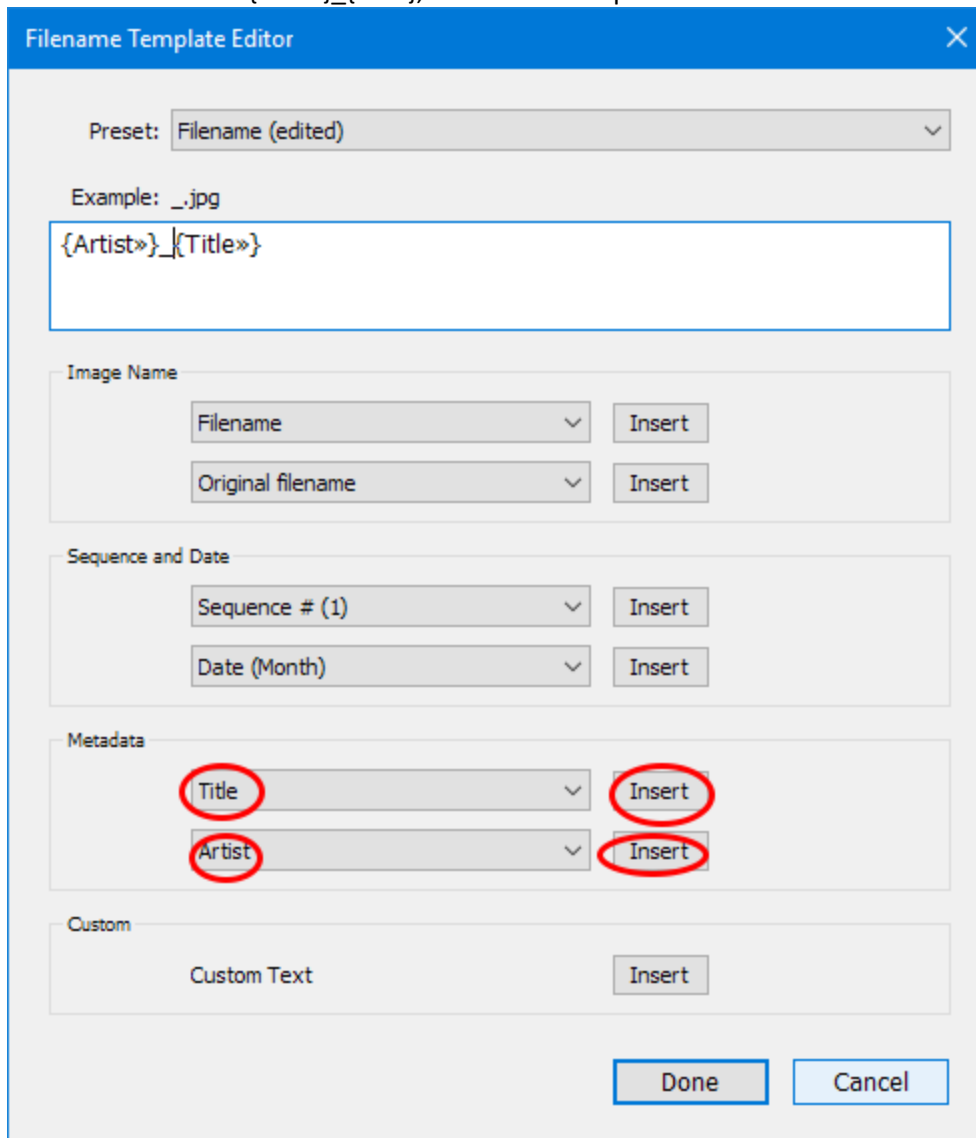
5. In the *File Naming* section, click the *Rename To* checkbox then click the box to the right which will bring up a list of options. Click *Edit...*



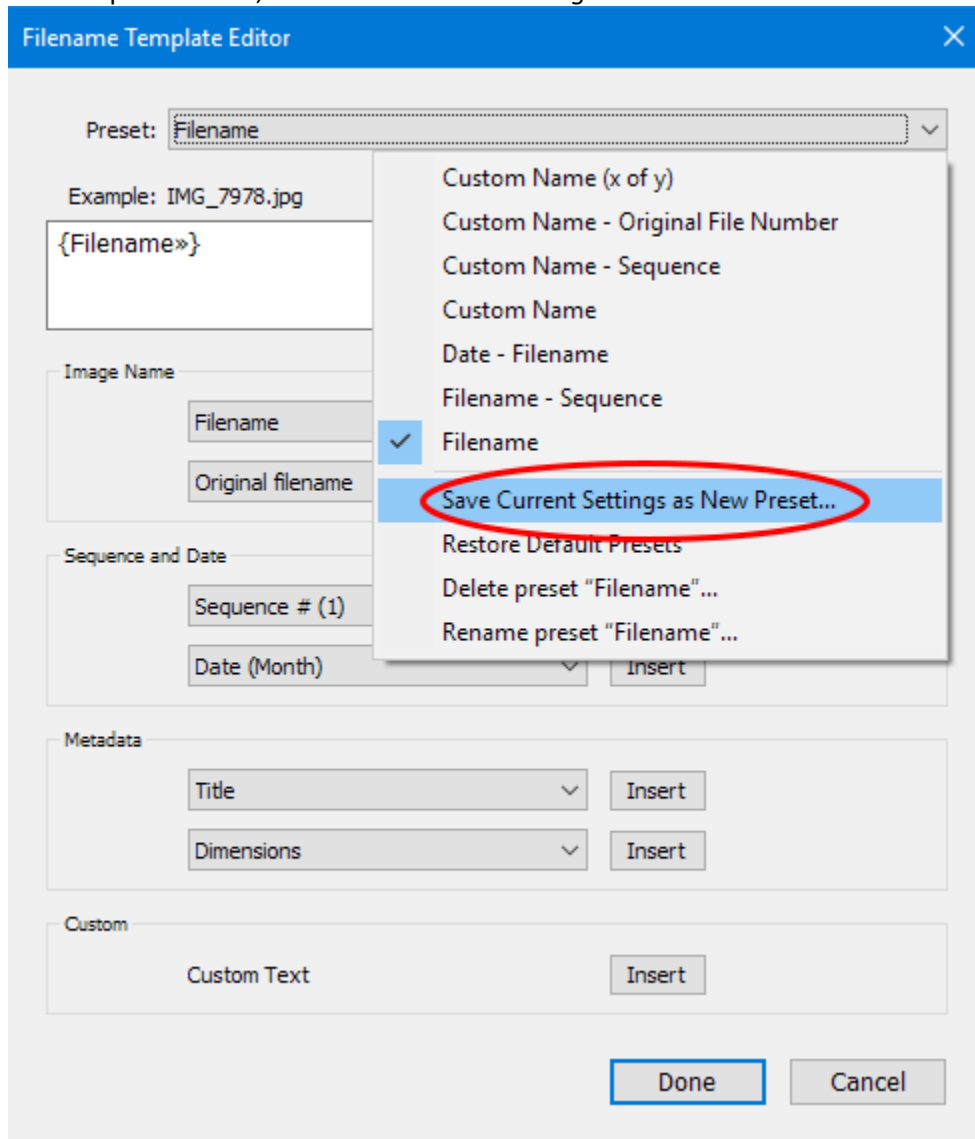
6. Another dialog box will appear. In the large white box, select the text already in the box and press the delete key.



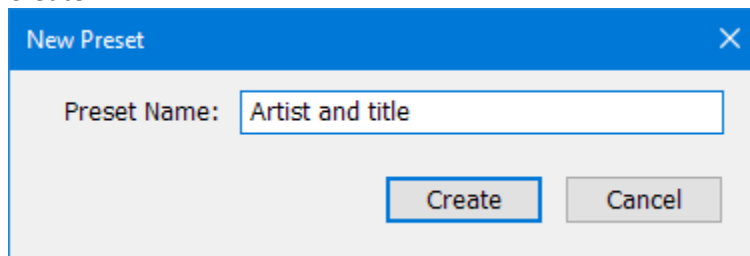
7. In the Metadata area select either of the drop-down boxes and select "Artist". Press the Insert button next to it. Type underscore (" _ ") on the keyboard. In the Metadata area select either of the drop-down boxes and select "Title" and press the Insert button next to it. The big white box should now contain {Artist}_{Title}, which is the require file format.



8. In the top *Preset* box, select *Save Current settings as New Preset...*

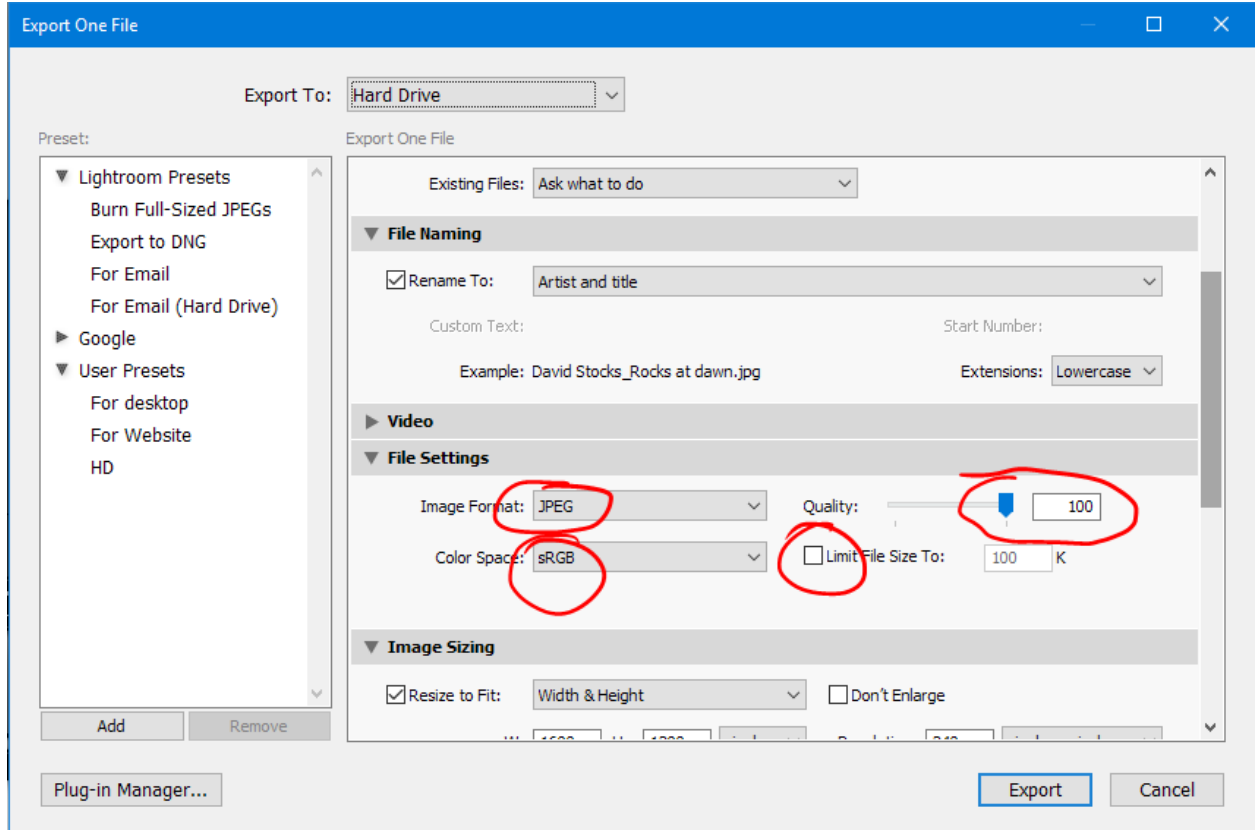


9. Yet another box will pop up. Enter the name of the new preset: "Artist and title", and click *Create*.

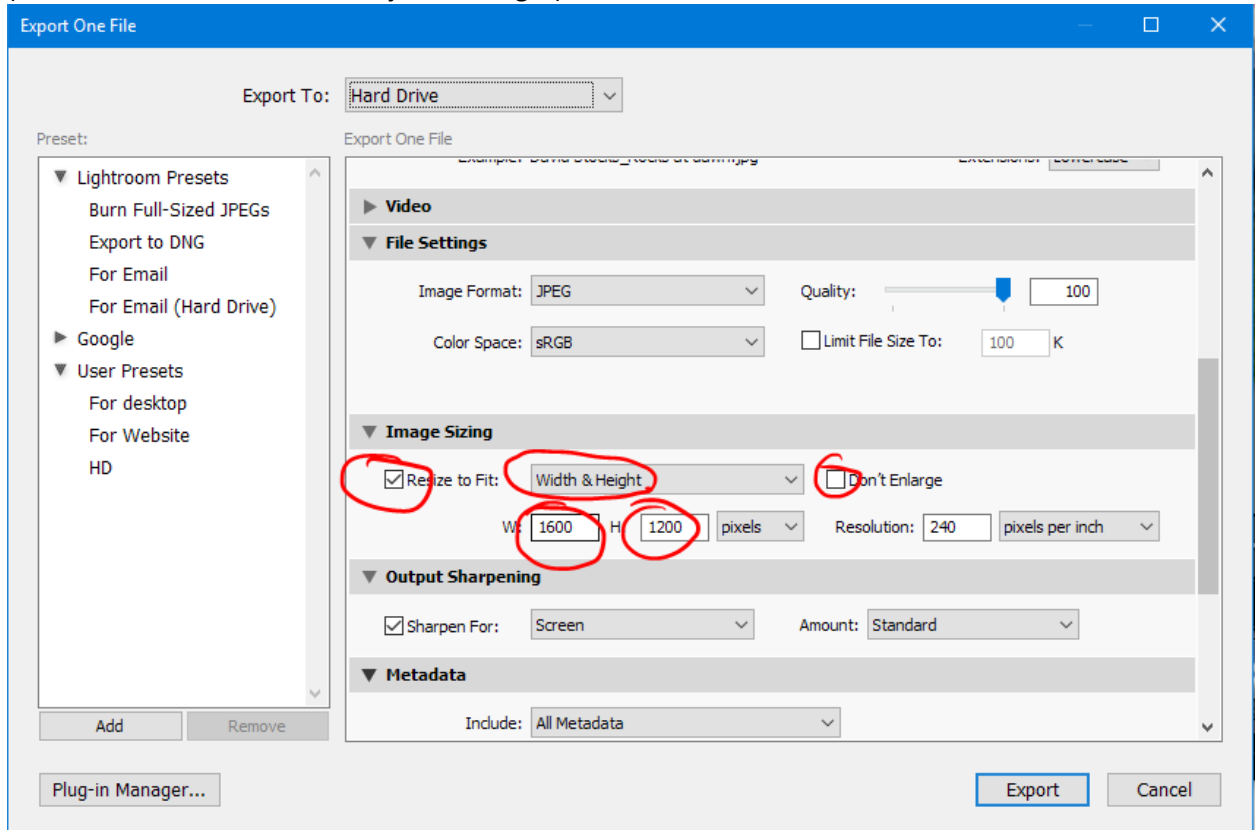


10. Click *Done* to return to the export configuration dialog box

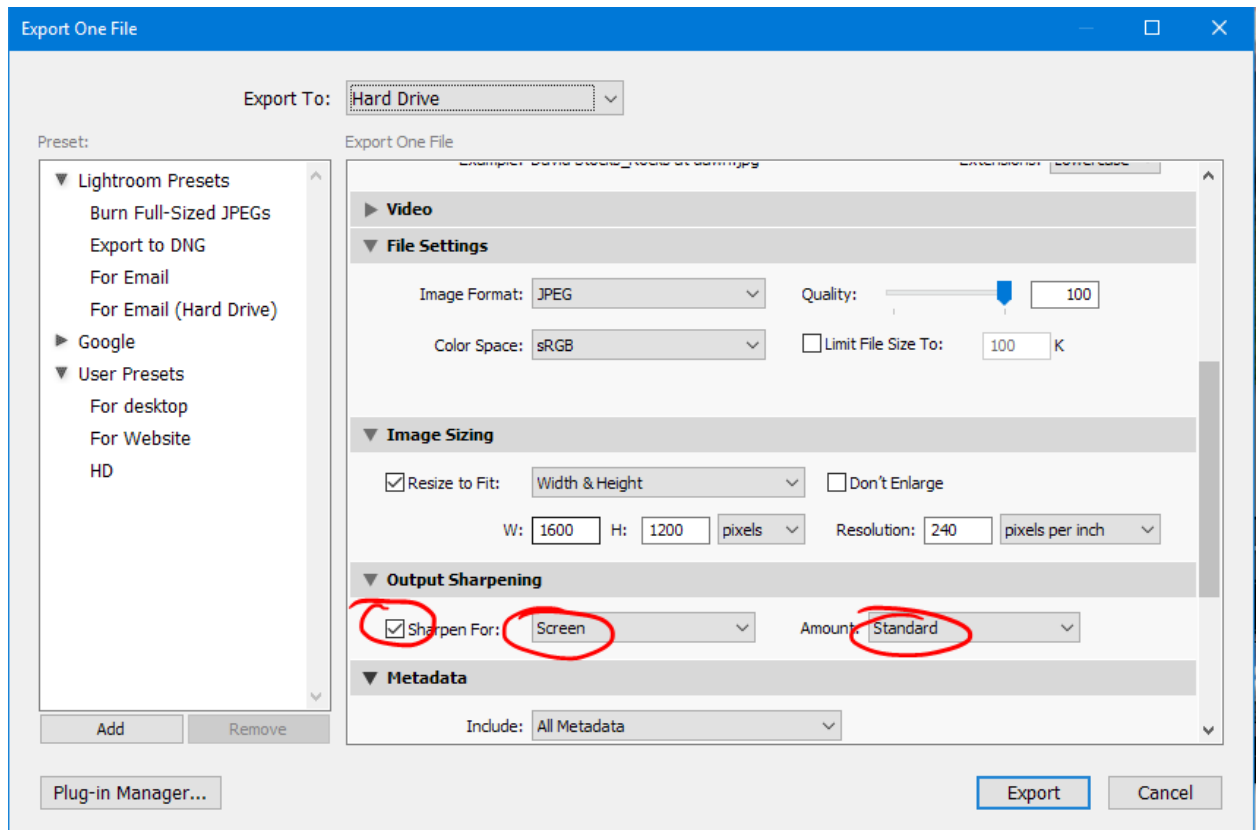
11. Ignore the *Video* section and check that the *File Settings* section settings are:
Image format: *JPEG*
Quality: *100*
Color Space *sRGB*
Limit File Size: *un-ticked*



12. In the *Image Sizing* section, set the following settings:
Resize to fit: *ticked, Width & Height*
W: *1600*
H: *1200*
Pixels
Don't enlarge: *unticked*
(Resolution is not critical for Projected Images)

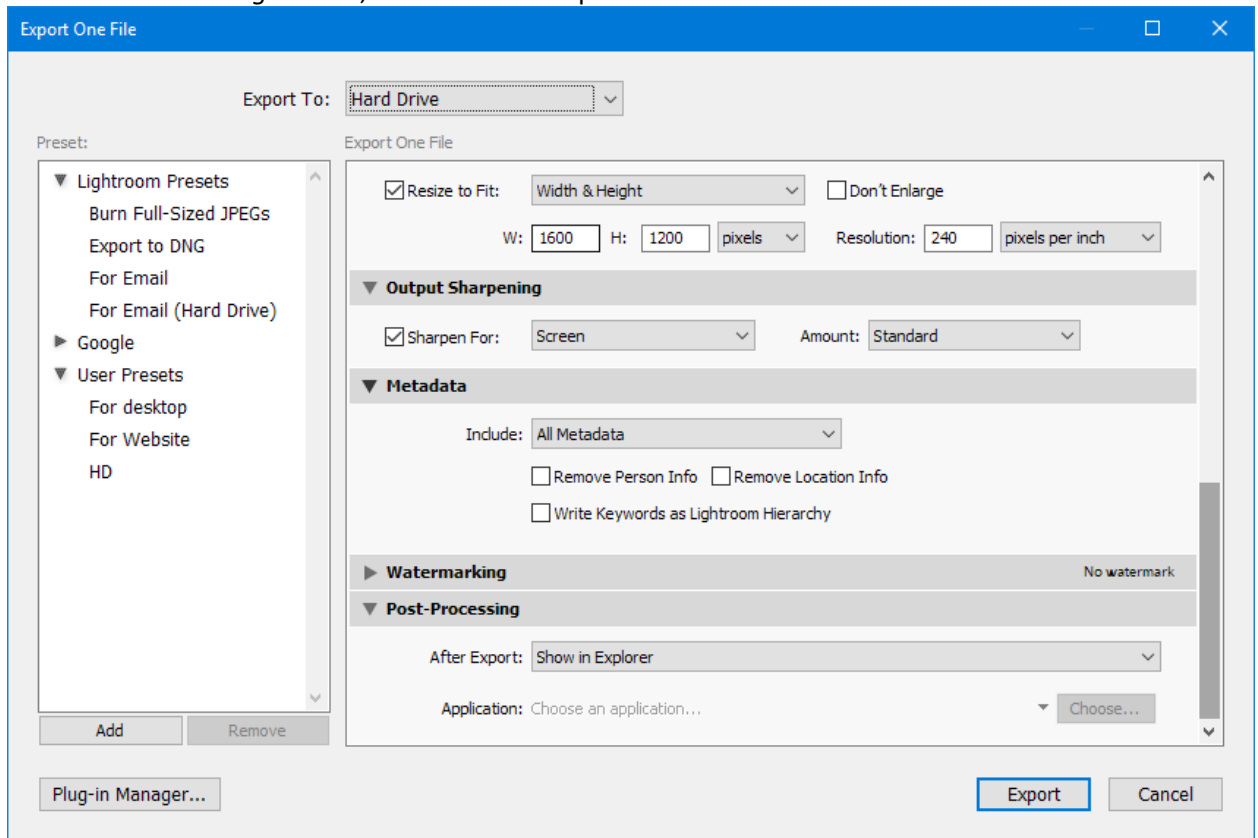


13. In the *Output Sharpening* section, set the following settings:
Sharpen for: *ticked*, *Screen*
Amount: *Standard*

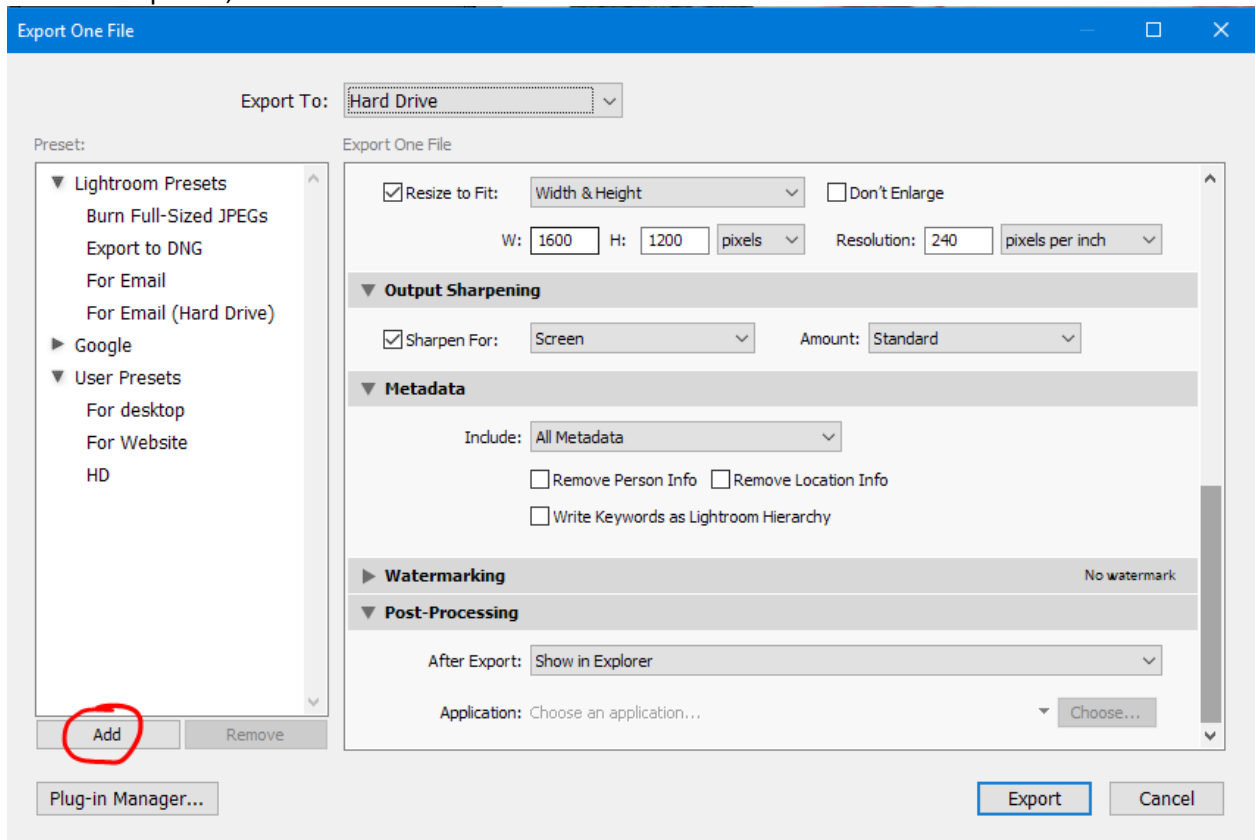


14. In the *Metadata* section, select *All Metadata* and un-tick all the other options
15. In the *Watermarking* section, untick *Watermark*

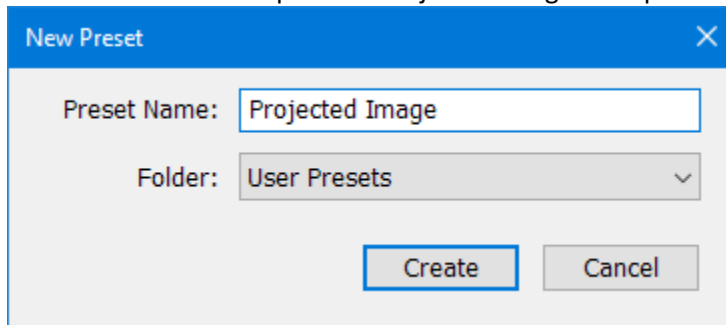
16. In the *Post Processing* section, select Show in Explorer



17. To save the preset, click the Add button



18. Enter the name of the preset: "Projected Image" and press *Create*.

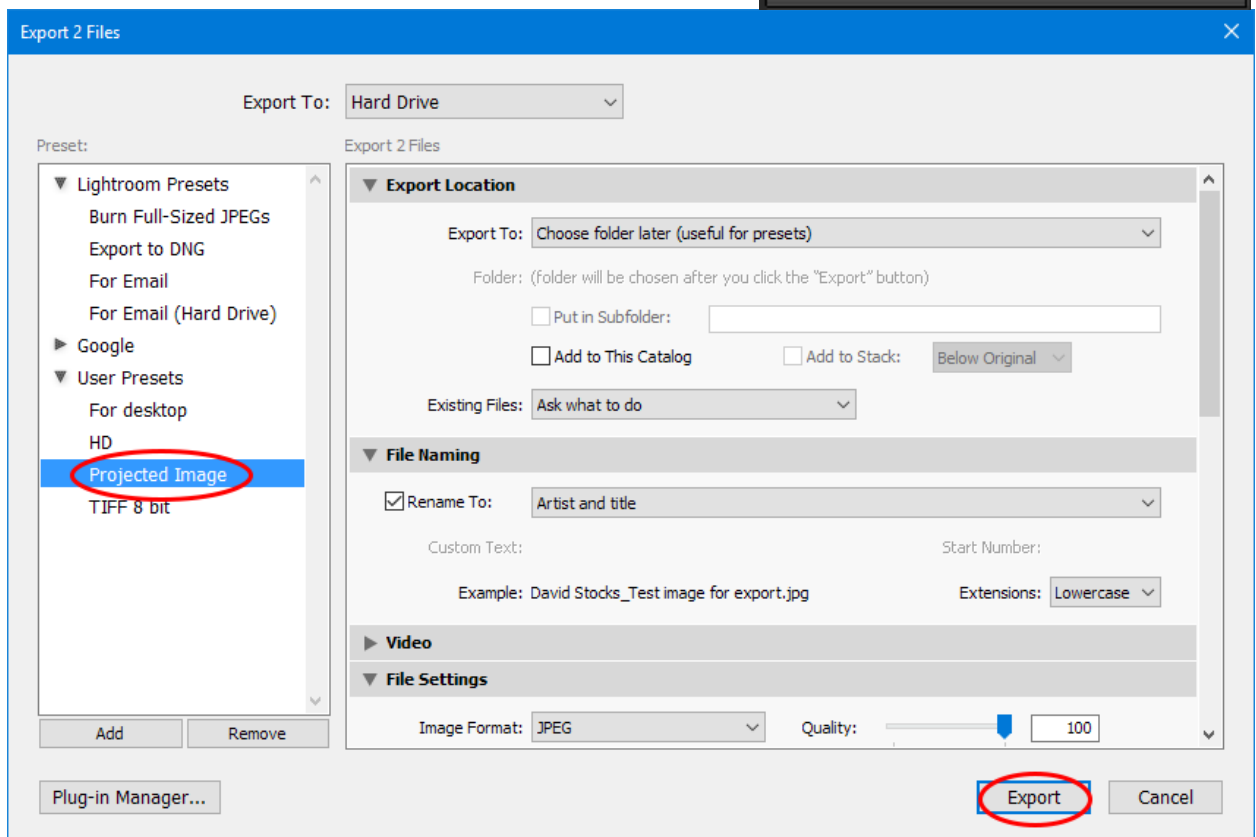
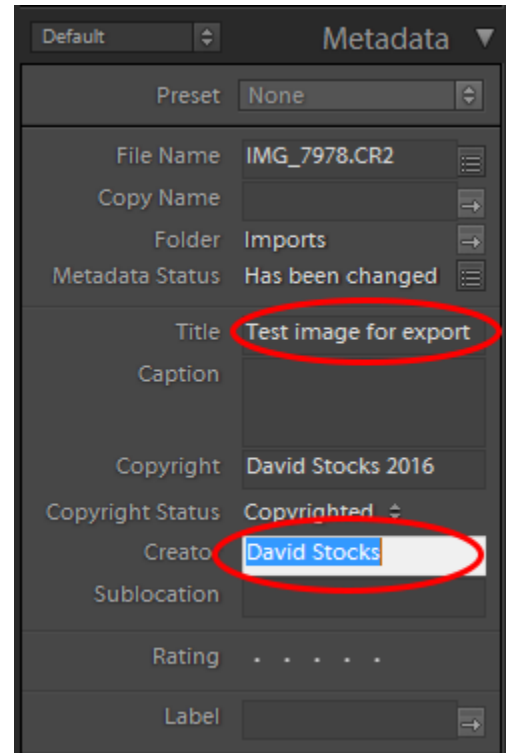


19. Well done, your new preset is ready to use! Press *Cancel* (yes really!)

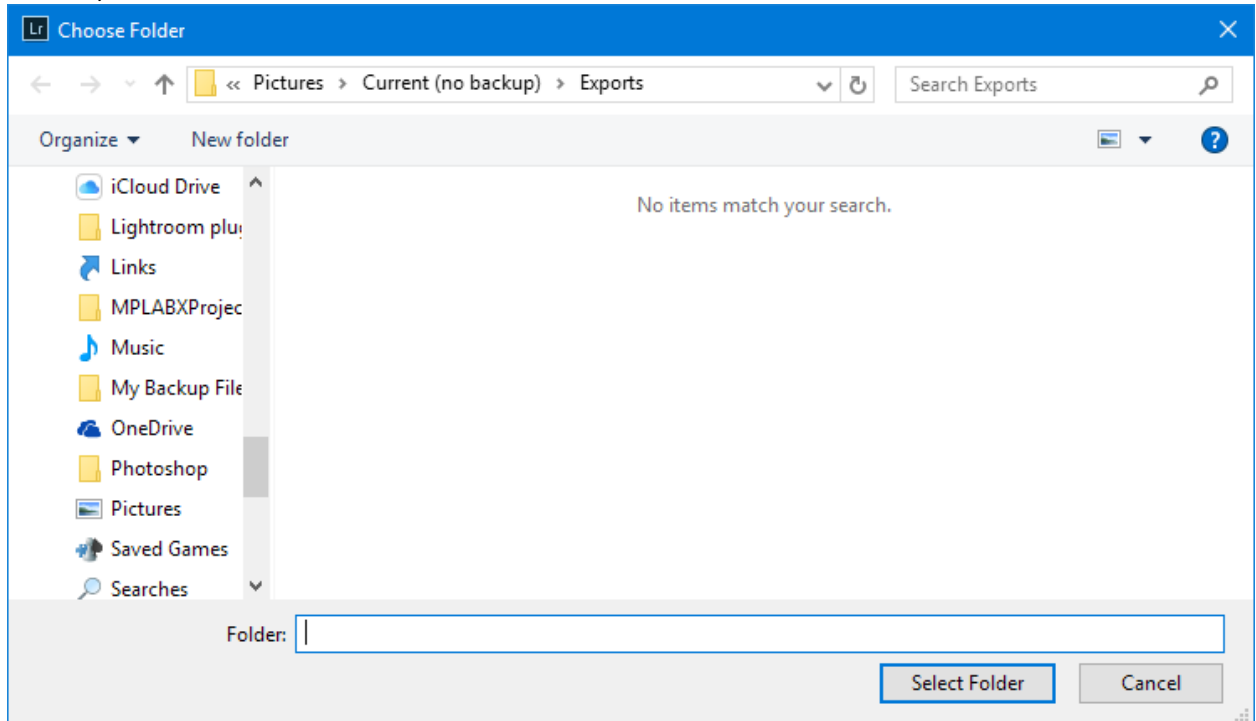
PART 2 - Exporting Images for a Projected Image Competition

Now that you have the *Projected Image* export preset, this is how you use it.

1. In the Library module, **for each image** that you want to submit:
 - a. Click the image
 - b. Enter the image Title in the *Title* box
 - c. Enter your name in the *Creator* box
2. Select all the images that you want to submit (click the first one, hold CTRL while clicking each of the others)
3. Click the *Export* button
4. On the left panel, select the *Projected Image* preset. Click *Export*



5. You will be asked to choose the folder that you want to put the images into. Navigate to the folder you want and then click *Select Folder*. (Note that it is ok that the Folder box at the bottom is blank)



6. Lightroom will now export the images with the correct size and filename. When it is finished, the folder will open.

PART 3 – Submitting Images to the Projectionist

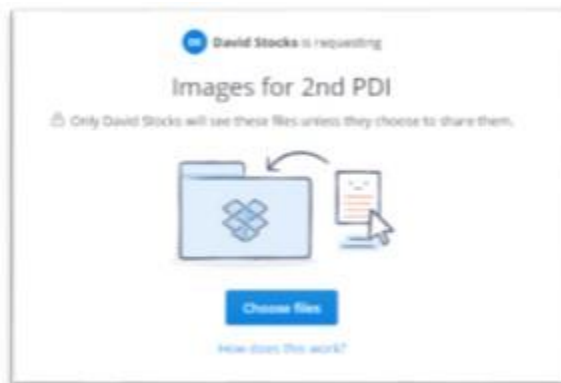
Competition entries should be submitted to the projectionist using one of the following methods (in descending order of preference):

1. Use the web link sent out by the projectionist in advance of the completion. Each link is specific to a competition and you don't need to sign into any account to use it.
2. Attach the images to an email and send to mpc-competitions@outlook.com.
3. Put the images on a USB stick or CD and give to the projectionist on the Tuesday before the competition.

Further details on the first two options are described below.

Option 1: Using the web link

1. Click the link provided for the competition
2. This will open a browser window that looks a bit like this:



3. You can either:
 - a. drag the files directly from the folder (Windows files explorer) onto the middle of the browser window
 - b. or press "Choose files" and select them in the window that pops up



4. Enter your name and email address in the boxes (if you have a Dropbox account you don't have to do this)
5. Press Upload.

Option 2: Attach to an email and send to mpc-competitions@outlook.com

PC users

Create a new email and either:

- Drag the files directly from the folder (Windows files explorer) onto the email window

or

- Press “Attach File”, (or similar) and select them in the window that pops up

Do not use “Insert Image”, as this will *embed* rather than *attach* the images.

Mac users

Apple iOS will try its best to embed the images despite your best efforts, so I suggest that you zip the files together before sending:

1. In the file Finder window, select the pictures you want to send (you can put multiple images in one ZIP file).
2. Right-click & choose “Compress”. This creates a file called “archive.zip”.
3. Attach the archive.zip file to an email and send.

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2018