



THE PHOTOGRAPHIC SOCIETY OF NEW ZEALAND INC.

GUIDELINES FOR PSNZ PHOTOGRAPHIC HONOURS

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The PSNZ Honours Board

The PSNZ Honours Board comprises six voting members, appointed by Council to make recommendations on the granting of Honours for photographic achievement and Awards for service.

This document contains Guidelines on submissions for photographic Honours.

PSNZ Honours recognise different levels of photographic achievement and give members worthwhile goals. They are one of the main benefits the Society offers.

Once granted, photographic Honours allow successful applicants to use the Society's letters after their name (e.g. LPSNZ, APSNZ, FPSNZ) as long as they continue to be members of the Society (or, in the case of LPSNZ, a club affiliated to the Society).

The Honours Board meets to consider applications for Honours once a year.

Members are appointed to the Honours Board for three-year terms and have the option of offering themselves for re-appointment at the end of their term. While conscious of the need to inject fresh thinking from time to time, the Society purposely maintains a high degree of stability in the membership of the Honours Board to try to ensure that a consistent threshold of approval is maintained.

It is important to appreciate that the threshold of approval is very much in the mind of the Board and success rates can vary from year to year. To compare successful portfolios at different levels can also be misleading because submissions may exceed the minimum requirements to varying degrees. This should not be interpreted as the Board being inconsistent.

Portfolio Submissions

PSNZ Honours are not achieved merely by submitting a number of good images. Applicants are required to submit a *portfolio*. A portfolio is a presentation of photographic work in which the total has greater value than the sum of the individual parts.

The annual opening date for portfolios to be submitted to the Secretary of the Honours Board, with the appropriate Application forms is 16th January. The closing date is 28 February. Any submissions after this date will be returned.

Applicants may make only one submission a year and may not apply in a different category at a level at which they already hold PSNZ Honours.

Portfolio Arrangement

Applicants must specify the order in which their images are to be viewed. A successful portfolio will start strongly and take the viewer on a journey to a memorable conclusion. One image can lead to another via "links" of shape, colour, texture, subject matter etc. Consistent quality is essential. No one image should stand out as being either below or above the standard of the others. One very strong image can be as problematic as a very weak one.

A Projected Image portfolio must *flow*. Avoid sharp changes of colour or intensity that prevent one image leading naturally to the next. Also take care with the placing of horizontal and vertical formats from the viewpoint of flow. Colour or shape or subject can be a continuity link. Start strongly and finish strongly.

Prints in a Print Portfolio will be displayed to the Board in rows - to a maximum depth of three rows. Also consider that the whole portfolio has to have balance and flow. The applicant must supply a sheet showing which prints are to go on each row to achieve a balanced layout. Do not label the image or front of the matt with your name.

The matts should be of even size (generally max size of 50x40 cm but may be smaller). Care must be taken in the placing of horizontal and vertical formats from the viewpoint of balance. Likewise, if colour and monochrome are mixed, consider the overall appearance of the presentation. Is it balanced?

Look very carefully at the images at the ends of rows - if you have a portrait, make sure the subject is looking into the presentation, not away. It is rather like using the images to create a single picture.

If the images are mounted on non traditional materials, for example solid wood, iron, aluminium etc, and hanging becomes difficult at the National Convention, the portfolio possibly won't be exhibited.

Honours Criteria

LICENTIATE (LPSNZ)

You must be a financial member of PSNZ, or a financial member of an affiliated club.

You must submit a portfolio of ten (10) images.

Your portfolio may be in the form of prints or projected images. The categories are: Open or Nature.

In either category (Open or Nature) a Licentiate is awarded for "proficiency of a high order in practical photography." This means the applicant must demonstrate sound basic technical ability, along with good compositional skill, and awareness of lighting. Proficiency implies skill with the camera and in processing and presenting images.

A Licentiate submission does not require a theme. Photographic proficiency is best demonstrated by a diversity of approach. For example, by a variety of subject matter; variety of lens choice; variety of viewpoints etc.

The standard of individual images in a successful Licentiate portfolio is likely to be at Acceptance or Honours level in the larger or stronger clubs, or from those clubs that consistently do well in PSNZ inter-club competitions. A key factor for success, however, is the coherent and pleasing manner in which the portfolio is put together. That is to say, the images must "hang together" as described in the section on **Portfolio Arrangement**.

ASSOCIATE (APSNZ)

You must be a financial member of PSNZ to apply for an Associateship.

You must submit a portfolio of twelve (12) images.

A portfolio submission may be in the form of prints or projected images. The categories are: Open, Nature, Scientific & Technical.

If making a Scientific & Technical submission, you must give 30 days prior notice of the specific subject of your submission.

Associate is a significant step up from Licentiate. The successful Associate applicant will exhibit a higher level of skill with the camera and in processing and presenting images.

An Associate should be akin to a one- person *exhibition*. It must demonstrate not only a higher level of technical proficiency than an 'L', but also appropriate artistic and creative qualities. It may be a diverse portfolio or one that has a theme. A theme is not a requirement. A high quality of imagery throughout the portfolio is the most important consideration.

The standard of the individual images is likely to be at Acceptance or Honours level in the National Exhibition. However, of importance is the manner in which the portfolio is put together as a *presentation*. The images must "hang together" (prints) or "flow" (projected) as described in the section (above) on **Portfolio Arrangement**. If you are considering a theme it should be one theme, not 3 separate themes on different rows. It must provide a pleasing demonstration of both technical skill and artistry.

It is not necessary to provide a written statement with an Associateship.

FELLOW (FPSNZ)

You must be a financial member of PSNZ and already hold an Associateship to apply for a Fellowship

You must submit a portfolio of eighteen (18) images.

Your portfolio may be in the form of prints or projected images. The categories are: Open, Nature or Scientific & Technical.

If making a Scientific & Technical submission, you must give 30 days prior notice of the specific subject of your submission. Fellowship applications may not currently be made with Digital Audio-Visual submissions.

A Fellowship submission must demonstrate outstanding ability and photographic skill, with an individual style and maturity of vision. The letters FPSNZ are intended to denote one who stands in the front rank of photography.

Unlike Licentiate and Associate portfolios, the successful Fellowship submission will usually have a theme - a thesis-like approach to consistent subject matter. A successful Fellowship application will illustrate a freshness of approach, and a themed portfolio is the best way to demonstrate one's individuality, style, artistry and mastery of the photographic craft.

A themed portfolio may usefully be accompanied by a written statement of the author's intent (max 100 words) written and presented at a high standard, consistent with the Honour sought.

The images in a successful Fellow portfolio are all likely to be at National Exhibition level with quality appropriate to the genre. Most importantly, their presentation must be at the highest level, demonstrating excellent skills in **Portfolio Arrangement**.

In a Nature portfolio at Fellowship level, it is particularly important that the images hold together cohesively in the information they present.

Subject Matter

a) **Open Section, Prints and Projected Images**

The Open Section is open to all OPTICALLY created images, conventional or digital. The Open Print Section caters for all types of prints, conventional, collage, Polaroid transfers, digitally output prints, etc. Composite images must contain only original work by the author.

b) **Nature Section, Prints and Projected Images**

A Nature portfolio may be one of two types: Nature or Wildlife..

Nature

Nature photography is restricted to the use of the photographic process to depict all branches of natural history, except anthropology and archaeology, in such a fashion that a well-informed person will be able to identify the subject material and certify its honest presentation. The story telling value of a photograph must be weighed more than the pictorial quality while maintaining high technical quality.

Human elements shall not be present, except where those human elements are integral parts of the nature story such as nature subjects, like barn owls or storks, adapted to an environment modified by humans, or where those human elements are in situations depicting natural forces, like hurricanes or tidal waves. Scientific bands, scientific tags or radio collars on wild animals are permissible.

Photographs of human created hybrid plants, cultivated plants, feral animals, domestic animals, or mounted specimens are ineligible, as is any form of manipulation that alters the truth of the photographic statement. No techniques that add, relocate, replace, or remove pictorial elements except by cropping are permitted. Techniques that enhance the presentation of the photograph without changing the nature story or the pictorial content, or without altering the content of the original scene, are permitted including HDR, focus stacking and dodging/burning.

Techniques that remove elements added by the camera, such as dust spots, digital noise, and film scratches, are allowed. Stitched images are not permitted. All allowed adjustments must appear natural. Colour images can be converted to grey-scale monochrome. Infrared images, either direct-captures or derivations, are not allowed.

Images entered in **Nature** sections meeting the Nature Photography Definition above can have landscapes, geologic formations, weather phenomena, and extant organisms as the primary subject matter. This includes images taken with the subjects in controlled conditions, such as zoos, game farms, botanical gardens, aquariums and any enclosure where the subjects are totally dependent on man for food.

Photographers must have complied with the PSNZ Nature Code of Conduct.

Wildlife

Images entered in **Wildlife** sections meeting the Nature Photography Definition above are further defined as one or more extant zoological or botanical organisms free and unrestrained in a natural or adopted habitat. Landscapes, geologic formations, photographs of zoo or game farm animals or of any extant zoological or botanical species taken under controlled conditions are not eligible in Wildlife sections. Wildlife is not limited to animals, birds and insects. Marine subjects and botanical subjects (including fungi and algae) taken in the wild are suitable wildlife subjects, as are carcasses of extant species.

No techniques that add, relocate, replace, or remove pictorial elements except by cropping are permitted. Techniques that enhance the presentation of the photograph without changing the nature story or the pictorial content, or without altering the content of the original scene, are permitted including HDR, focus stacking and dodging/burning.

Techniques that remove elements added by the camera, such as dust spots, digital noise, and film scratches, are allowed. Stitched images are not permitted. All allowed adjustments must appear natural. Colour images can be converted to grey-scale monochrome. Infrared images, either direct-captures or derivations, are not allowed.

Photographers must have complied with the PSNZ Nature Code of Conduct.

Print Submissions

Prints must be numbered (on the back) to indicate the order in which they are to be shown. The applicant must provide a sketch/layout of the way in which the prints are to be displayed in rows, to a maximum of three rows (e.g. Row 1 = prints 1-4; Row 2 = prints 5-6; Row 3 = prints 7-10).

Each print must have the author's name on the back. The writing will indicate which is the right way up.

The prints must be sent to the Secretary of the Honours Board in a firm and protective container. The best way is to use a print portfolio box with a layer of paper or tissue between each print. Insert some packing material along the edges so the corners of the mounts are not damaged.

While the external packaging needs to be non-destructive, it also needs to be easy to open. Sticky tape will be cut with a sharp knife. A note reading "Cut here" and an arrow to the best entry point, are helpful. Avoid tape inside the carton - wrap prints in tissue and bubble wrap. Include packing where needed.

Print submissions are unpacked a few days before the Honours Board meets. However, application forms are needed earlier so any errors and omissions in the documentation can be corrected before the assessment days. Application forms must be in a separate letter couriered to the secretary and not put inside the print box.

Your prints will be returned using the packaging in which they were received. Ensure the outside of the submission package shows your name and a residential address and the level at which you are applying. Also be sure to include your post code on the separate A4 size return label.

Note that if the set is successful, the packaging will be re-used twice – once to forward the prints to the National Exhibition and then to return them to you.

Submission opening date is January 16th and it is recommended you send your submission well before the closing date of 28th February and instruct the courier to obtain a signature. You will receive an acknowledgement when the images and application forms have both been received. Fees are to be paid by electronic payment- see page 13 for details.

Late applications will not be accepted. Your portfolio will be returned.

Digital Image Submissions

Portfolios must be submitted on a USB memory stick. The stick must be labelled with the applicant's name, address, level of the submission (e.g. L, A or F) and the overall title of the portfolio (if any).

Images must be saved as a JPEG with a maximum of 1620 pixels on the horizontal side and 1080 pixels on the vertical side. Images can be cropped to any size within these measurements.

It is recommended that images be saved in the sRGB colour space. Files must be numbered and named, e.g. 03. Auckland Sky Tower. Numbering must be 01 to 10, (12) or (18)

Please include an extra final picture (max size as above) of *all the images in thumbnail form*. You should set them out as they best fit in the frame and in the order they are shown. Number it as #11 (with an L set), #13 (with an A set) or #19 (with a F set). See samples on PSNZ web site.

Images will be displayed on a screen by a digital projector to a standard at least that required for the National Exhibition.

Because computer modification allows such power over the form of the final image, any significant creative manipulation that alters the 'reality' of the image must be done by the applicant or under the specific direction of the applicant and in his/her presence. Such manipulation is, of course, acceptable only in the Open category.

The USB memory stick will not be returned and will be destroyed after the submission process unless a post paid return envelope is included.

A copy of the successful portfolios will be kept for showing at the National Convention. If you tick the box on the application form, only the thumbnail copy of the successful portfolio will be kept for publicity and Honours Help purposes.

Application forms or digital imagery will not be accepted by Email. A hard copy is required. Send by courier or NZ Fast Post service. Include your application form in same packaging. Fees are to be paid by electronic payment- see page 13 for details

Late applications will not be accepted. Your portfolio will not be returned.

Audio-Visual Submissions are no longer accepted.

Advice

It is very desirable to get an objective preview of your intended submission from someone who has already achieved PSNZ photographic honours. This is because we can all become subjective about our own work. Strengths that we perceive may not be apparent to others; others may detect weaknesses we have not noticed.

Choose someone whose judgement you have confidence in. Avoid getting too many opinions: that could confuse you.

Note that current Honours Board members are not allowed to advise applicants on submissions. If your submission is unsuccessful, you may then approach a member of the Honours Board to discuss it.

Checklist

Reminders applying to all categories:

- Do any images appear strong relative to their neighbours (thereby devaluing those around them)? Relocate?
- Do the images flow naturally from one to another? (Subject? Colour? Format?)
- Are any images relatively weak? Replace?
- If following a theme or individual images, does the portfolio appropriately evidence your photographic proficiency?
- If following a theme, do all images contribute to/follow the theme?
- If following a theme, have monotony/repetition been avoided?
- Have you had a qualified independent review of the portfolio?

Prints:

- Do all the mattes work together?
- Do the mattes complement the prints?
- Have you provided a plan of how you wish your prints to be displayed (in no more than 3 rows)?
- Are the prints numbered horizontally from the top left as viewed?
- Does the display of the prints together appear balanced and present the set as a complete work in itself?
- If attempting to show proficiency in mixed mediums, is it at the expense of portfolio harmony?
- Print applicants wishing to display a Statement of Intent for your Fellowship must provide it in a form suitable for display at the National Convention.

Projected Images:

- Is the USB Memory stick properly labelled?
- Are the jpeg images correctly sized for projection? Numbered correctly?
- Is the background appropriately filled and coloured to suit the images?
- Do any images in the sequence fail to harmonise for any reason with those before or after? Relocate?
- Is the opening image strong? Does the set close on a strong note?
- If putting a boarder around the image, does it overpower the image?
- Have you done a thumbnail group image?

Dispatch:

- For a Licentiate, have you enclosed evidence of your Club financial membership if you are not a member of PSNZ?
- Is your return address on the outside of the package? Must be a residential address
- For Prints send the Application Form and title page together, in a separate envelope.
- For Digital submissions send Application form, title page and USB memory stick in the same courier packaging.
- Payment is done by internet banking only. See page 13 for details.
- Have you requested a receipt of your portfolio when it is delivered by your carrier?
- Remember, safe conveyance is the sender's responsibility.
- Is the packaging sturdy enough?
- Have you left enough time for the portfolio to be delivered by post or courier before the close off deadline, remembering it can take up to a week to be delivered.

Notes for Applicants

Only one application can be made in any one year.

An application may not be made for an Honours distinction at a level where PSNZ Honours are already held, e.g. in a different category.

Each print must be numbered on the back in accordance with the following schedule. Include an A4 sized diagram showing the layout required to display the prints and include the print titles or numbers. No more than 3 rows.
e.g. Row 1 = prints 1-4; Row 2 = prints 5-6; Row 3 = prints 7-10.

Processing, mounting and titling need not be the applicant's own work.

USB memory sticks with digital portfolios must have the applicant's name attached or labelled. The USB sticks will not be returned and will be destroyed after the submission is complete unless a separate postage paid envelope is supplied.

All images in the portfolio must have been exposed by the applicant. Any computer assisted editing must have been carried out by, or at the specific direction of, the applicant.

It is essential to send the application form and fee to the Honours Board Secretary separately from the portfolio with print portfolios but with a digital submission in the same envelope is fine. (Neither PSNZ nor the HB Secretary accept responsibility for any loss or damage to your portfolio while in transit or any other time).

The application fee internet banking is payable to
'PSNZ' BNZ, Account is: 02 0214 0063170 00.

Particulars = Honours. Reference = Family name. Code = First name. Please pay on the day the application form is posted.

Application fees are: Licentiate \$90.00 Associate \$100.00 Fellow \$110.00

Send the application form, portfolio, and any correspondence to:

Honours Board Secretary:- Heather Harley APSNZ
15 Matuku Place Atawhai
Nelson 7010
Ph 03 545 1644
Mobile 021 058 2396
Email : heather.harley@xtra.co.nz

Opening date for applications is January 16th. Closing date for applications is 28th February. Applicants will receive confirmation of receipt of their portfolio from the Honours Board Secretary. No late applications will be accepted.

The Honours Board's decision will be advised as soon as possible after the assessment meeting by letter. The Board meeting is the 2nd week of March.

The application gives permission for any successful work to be displayed at the PSNZ Convention, and for successful work to be reproduced for promotional activities of the Society or the Society's Honours.

Successful applicants may uplift their portfolio at the end of the convention on the organiser's instructions or may nominate a delegate to do that on their behalf. All uplifted portfolios must be signed for.

The Honours are presented at the Society's Honours Banquet at the annual PSNZ National Convention.

The Honours become 'official' at the National Convention. While successful applicants may inform family and friends ahead of that date, it is requested that the use of social media should not be used before the award becomes official.



APPLICATION FOR PSNZ HONOURS

complete this page and title page

Fellow

Associate

Licentiate

Applicants Name as required to appear on a citation

(BLOCK LETTERS) title _____ first name _____ family name _____

Residential address _____

PO Box _____ **Post Code** _____

Email address _____ **Phone** _____

PSNZ Honours held _____

Payment Direct credit - PSNZ' BNZ, Account is: 02 0214 0063170 00.
Particulars = Honours. Reference = Family name. Code = First name.

I wish to apply for **Licentiate** **\$90** I am a financial member of PSNZ
or I am a financial member of this club

Associate **\$100** I am a financial member of PSNZ

Fellow **\$110** I am a financial member and Associate of PSNZ

Have you received assistance with the selection and arrangement of your Portfolio, or any computer assisted editing, from someone else holding PSNZ honours? Yes No

If yes, briefly detail the assistance and from whom:

Signed: _____

Date: _____

Date my portfolio was dispatched:

Method of dispatch:

Comments:

THIS TITLE PAGE IS FOR ALL APPLICANTS TO COMPLETE

Section: Prints

Category: Open

Projected Digital Images

Nature - Nature

Wildlife

Other state category:

Digital and Prints - Portfolio Title (optional) _____

01 _____

02 _____

03 _____

04 _____

05 _____

06 _____

07 _____

08 _____

09 _____

10 _____

11 _____

L thumbnail sheet

12 _____

13 _____

A thumbnail sheet

14 _____

15 _____

16 _____

17 _____

18 _____

19 _____

F thumbnail sheet

THIS SECTION FOR HONOURS BOARD

Print Display : length -

Number of rows -

Successful

Unsuccessful

HB comments: