

# VICTORIAN ASSOCIATION OF PHOTOGRAPHIC SOCIETIES



## **MANUAL OF PROCEDURES – AUDIO VISUAL COMPETITION**

Original Compiled: July 13, 2008  
Original Approved:  
Amendments: July 18, 2008  
Revised & Approved: Oct 14, 2008

1. GENERAL	2
2. AIMS AND OBJECTIVES	2
3. AV SUB-COMMITTEE	2
4. EXHIBITIONS	2
5. COMPETITIONS	2
6. Eligibility	3
7. Copyright	3
8. Categories/Sections	3
9. 321 AWARD	3
10. Entries	4
11. Subject	4
12. Duration	4
13. Closing Date	4
14. Return of Entries	4
15. Entry Media	4
16. Technical Requirements	5
17. Judging	5

## **ATTACHMENTS**

ENTRY FORM  
RECOMMENDED JUDGES  
JUDGES EVALUATION SHEETS  
CHECK LIST FOR ORGANISERS (Peter D.)

## 1. GENERAL

- 1.1. It is not intended that the procedures laid down be so inflexible that they prevent the use of initiative or improvement in methods but all changes in procedure or amendments to the Manuals of Procedure must be approved by VAPS AV Sub-Committee
- 1.2. The Audiovisual Competition is concerned with sequences comprising still images, where the storyline or theme, sound, transitions and images are interdependent.

## 2. AIMS AND OBJECTIVES

The aims and objectives of the competition shall be to advance photography generally, concentrating in particular on the art of making audiovisual sequences and giving clubs and their members an opportunity to present work in this genre of photography.

## 3. AV SUB-COMMITTEE

The AV Sub-Committee consists of members of affiliated Victorian clubs with a keen interest in audio visual making and exists to advise the Management Committee on all aspects of organising an annual competition in such matters as:

- Categories and their definitions;
- Judging criteria;
- Recommended judges;
- Competition Rules;
- Equipment required for presentation and judging and its setup
- Other issues relevant to AV's

A member of the AV Sub Committee should be co-opted to assist organising persons or committees with reviewing entries for appropriate credits, categories, length, format etc. before being judged.

## 4. EXHIBITIONS

The Sub-Committee shall assist Management Committee in identifying suitable venues for judging and exhibiting the Audiovisual Competition entries at the annual Muster.

## 5. COMPETITIONS

### 5.1. Nature of Competition

- 5.1.1. Audio Visual sequences are designed for digital projection integrated with mono or stereo sound burned onto a CD or DVD and playable on a PC or Macintosh computer.
- 5.1.2. In all sequences, VAPS expects that the author will have done the major part of the work and will disclose any work done or contributed by others.
- 5.1.3. As this is a competition for photographers, images used must be based on photographic images. In the case of historical or documentary-type sequences, appropriated images may be used, totalling no more than 25% of the images.

## 6. Eligibility

- 6.1. Entry is open to all members of affiliated Victorian clubs but sequences must have been selected by Club Competition Stewards and are to represent the club, in similar fashion to print and other competitions
- 6.2. Each club shall be entitled to enter a total of two AV sequences. These can be in the category of the club's choice.

## 7. Copyright

In accordance with copyright law, all sequences presented by entrants shall be free of all rights of ownership, whether artistic or otherwise, which may be held by others. By taking part in the event, authors of entries indemnify the organisers against all actions which may be taken against them by owners of copyrights. Organisers accept no responsibility in the event of dispute or litigation. Entries which have not been signed off on the entry form by the appropriate club representative will be rejected. Copyright of all original works will remain with the author.

## 8. Categories/Sections

- 8.1. The Committee has resolved that this competition will operate on the model used by the Australian Photographic Society Inc. The requirements are designed to allow authors at all skill levels to express their ability in the audiovisual genre.
- 8.2. This will be an Open competition with no set categories. Authors may wish to label their piece as a documentary, historic, humorous, reportage, interpreting music or poetry, etc, if they wish in order to impart a theme to the viewer.
- 8.3. All entries will be judged together and 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> places will be allotted. In addition, at the judge's discretion, Merits may be awarded.
- 8.4. Any sequence exceeding the specified duration will be removed from the competition by the Steward.

## 9. 321 AWARD

As well as those specified above in 5.4, there will also be an award for the best entry that adheres to a strict time limit of 3 minutes and 21 seconds. Any piece that is outside this limit by any measurable amount will be deemed to be not eligible for this award. This award is meant to challenge the worker.

## 10. Entries

- 10.1. Photography and sequence production, including sound, must be the original work of the entrant, co-author(s) and collaborators. Acknowledgement of the work of other artists (e.g. music, poetry, images) must be included at the end of the sequence. There is no limit on the date of creation of the sequence. There is no limit on the number of co-authors.
- 10.2. A maximum of two entries per club. The choice of category entered to be made by the Club.
- 10.3. Entries may be compiled by individuals but will represent a club and must be selected and signed-off by appropriate club representatives.
- 10.4. Submission of an entry implies permission for the entry to be shown in public and acceptance of the competition rules and judges decisions.
- 10.5. Each sequence submitted must be accompanied by a completed and signed entry form
- 10.6. Author/s name should be included only in the end credits of a sequence and no author contact details to be displayed anywhere in the sequence.
- 10.7. Copyright of all original works will remain with the author.
- 10.8. A sequence previously entered in the VAPS Interclub cannot be re-entered.

## 11. Subject

The choice of subject is that of the author/s.

## 12. Duration

The maximum time limit is 12 minutes (or as determined by the VAPS Interclub Director, and may be varied each year).

## 13. Closing Date

The closing date is VAPS Mid-year meeting (or as determined by the VAPS Interclub Rules). Late entries will not be accepted.

## 14. Return of Entries

Entries shall be available for collection at the end of the Muster or by arrangement.

## 15. Entry Media

- 15.1. The sequence must be entered on a data CD or DVD (see below regarding VOB movies) ready for transfer to the hard drive of either a PC or Macintosh computer (whichever is appropriate). Individual clubs may not supply their own equipment.

15.2. On each data CD/DVD there will be:

- One sequence as an executable (.exe) or Fotomagico Player file
- A single JPEG image (of dimensions around 4cm x 5cm at 300dpi) representative of the sequence, for possible use in the catalogue.
- A clear and concise synopsis of the sequence for use as the caption in the catalogue (max. 30 words) in MS Word 2007 format (.doc – not .docx).
- Author's name, sequence title and duration in Word format as above. No other material should be included on the CD/DVD.
- Analogue Audiovisuals
- AV's comprised of traditional transparency slides with cassette or CD-based soundtracks are permissible but the projectors and dissolve unit used to create the transitions and slide changes must be made available for the entire judging and display periods

## 16. Technical Requirements

16.1. All entries must be stand alone digital productions (.exe, Fotomagico or DVD video) and able to be run without the need of the software that produced it. The sequence should be programmed to run immediately, with no "run box" menu, chapters or stationary opening title and to exit the program at the end.

16.2. For the purpose of judging, all sequences must be presented via a data projector on to a standard 4:3 format, unity gain, matte screen. The projector/computer combination will be calibrated to accepted known standards and the overall reflectance properties of the screen will be checked for evenness across the entire useable surface. AV sequences will be copied from the portable media to the exhibition computer hard disk to ensure the best possible reproduction quality.

16.3. Copied material must be erased immediately from the hard drive following all Exhibitions.

16.4. The computer and sound system provided for judging purposes must be capable of providing good quality sound

16.5. The sound system should be comprised of no less than a stereo pair of good quality speakers with adequate amplification.

## 17. Judging

17.1. The number of judges shall not be less than three.

17.2. Assessment sheets for recording evaluations should be prepared and given to each judge. The assessment recommendations shall be Concept and Production 50%, Images 25%, Sound 25%. The collective decision of all the judges shall be responsible for the final position of entries.

17.3. Judges decisions are final and neither organisers nor anyone else, must alter their decisions in any way.