

Southport Photographic Society

Changes to rules for entering internal competitions

Please read this page carefully as you may need to visit more than one section and **everyone needs to read section 4**



If you haven't entered our competitions previously then you should go to section 1 and create your account on the portal



Were you competing in the club section previously and think that you have progressed sufficiently to move to the advanced section. Go to section 2



Have you achieved more or higher accreditations, then go to section 3



Finally, we agreed that we would restrict the total entry on any competition night to 80 images, prints and PDIs together. Section 4 explains what to do



Registering as a new user:

Open a web browser and go to [SPS Website](#)

From the menu choose **Information—>Members Competitions**

Press the big blue button **Competition Entry Portal**

When the portal opens you should choose the blue highlighted text [user registration](#)

You will need to know the following:

- First Name
- Last Name
- **Distinctions or Accreditations**
- Tel. Number
- Email
- Password
- Six Digit Code

The Orange item is not a required item. You can collect the 6 digit code by emailing the Internal Competition Organiser intcomps@southportphotographic.co.uk

Why might you ask is the code not included here? That's so we know you've registered and we can then check your registration and issue you a competition number.



Changing the section you wish to compete in.

There are two levels of competition:

- Club members who are just 'starting out' their competition life. They should enter 'C' in the necessary field in the **Edit user Details** section of the portal which is accessed **[Your Name] —> Edit User Details**.
- Advanced members. Only choose this as a new user if you are confident that you can compete at the advanced level.

There will be some users each year who competed in the club section last season and found they were regularly achieving the highest marks. **At the beginning of the season only** you can promote yourself to the Advanced section, If you are not sure whether or not to take this step then speak to a member who has been competing at the higher level for some time and ask their advice.



Changing/Updating accreditations/distinctions

This is quite simple to do but should only be done once in any season. The list on your portal user is the one that will be used for posting results to our website each competition.

Open your user details on the portal by going to the following:

[Your Name] —> Edit User Details.

The fields you will see are the following

- First Name
- Last Name
- Distinctions **<-- This is the field for accreds**
- Email
- Password
- Group or Club (**Normally blank**)
- Member Number (**Assigned when you register Do not change**)
- Group /Division (**Here's where you choose A or C**)

All the rest you should ignore.



Keeping the number of entries at a manageable level.

At the 2026 AGM we agreed to limit the number of entries to 80 images in total on any competition night. Some judges with a lot of experience might cope with more but newer judges might find 100 plus entries a daunting task.

We will omit the third choice image for PDI competitions to keep the numbers down.

Also, images scoring more than 17 in any competition are eligible for inclusion in the 'print' and 'PDI' of the year. Should an author have more than two qualifying images then the lowest scoring image will be set aside for this competition. In the case of two or more images from one author having equal scores then the third preference at entry time will be the one set aside.

You must indicate your order of preference by adding a number at the beginning of the title with an underscore so that the competition software will automatically know your preferred images.

E.g. 1_imageone
2_imagetwo
3_imagethree

If image numbered '3' is omitted from any competition then it may be used again for a different competition taking heed of the normal rules of how many times an image may compete.

Please be aware that this numbering is compulsory and you wouldn't want the competition organiser to randomly assign an order of preference on your behalf.