

1 HOUSE RULES – VALIDITY

These house rules are in support of the MFFC Constitution and are approved by the duly elected MFFC Committee for adoption and use from the date of signature hereof.

2 ADMINISTRATION

2.1 CLUB YEAR

The club year will be as documented in the Constitution of MFFC.

2.2 EXECUTION

The Club Committee, under the guidance of the Chairman, is responsible for club administration.

2.3 DAY COMMITTEE

The Day Committee will consist of the Chairman, Vice-Chairman and the Secretary.

2.4 TASKS: COMMITTEE MEMBERS

2.4.1 OVERVIEW

The committee will be chaired by the chairman who will be responsible for the running of the club for the benefit of its members.

The chairman and committee can name additional posts within the laid down limit of members in the committee.

The chairman will see that all committee members receive a detailed task list (available to committee members on request) for execution against specific timelines.

2.4.2 ALLOCATION OF PORTFOLIOS

Note: The chairman, in consultation with the committee, may allocate more than one portfolio to a committee member.

2.5 FINANCIAL

2.5.1 ANNUAL MEMBERSHIP FEES

Annual Club fees will be determined by the committee, recorded in the minutes and published on the MFFC Website.

Club fees are payable within 30 days of an account being rendered.

Payment not received within 60 days of accounts being rendered may cause suspension of membership privileges.

2.6 SERVICE AWARDS

2.6.1 AWARDS BY MFFC COMMITTEE

The committee may award service awards to members that have served the club. Awards are normally awarded at the annual prize-giving function.

2.6.2 SERVICE AWARDS (MFFC CHAIRMAN)

The Chairman may bestow MFFC awards annually to members as and when he/she decides. This award is normally presented at the annual prize-giving function.

2.6.3 SERVICE AWARDS (PSSA)

The MFFC committee may propose the allocation of PSSA service awards in line with PSSA guidelines.

These awards are normally awarded at the annual prize-giving function of the PSSA.

3 MEETINGS

3.1 ANNUAL GENERAL MEETING (AGM)

The meeting takes place annually to review financials, attainment of goals and elect a new management team.

3.2 SPECIAL

A special AGM can be called:

- By the Chairman, if and when the vote of members is required
- Have to be called when two or more members petition the club committee in writing stating the reason for the call.

3.3 NORMAL MEETINGS ARE TO TAKE PLACE:

Monthly: Every month, except December.

When: Third Thursday of the month, or as decided by the committee to fit in with school holidays, public holidays or other problematic dates.

Venue: At the Sinoville Methodist Church, Jan Bantjes Street, Sinoville.

3.4 ALTERNATIVE MEETING ARRANGEMENT:

Online meetings will take place if and when required.

4 MEMBERSHIP OF MFFC

4.1 VISITORS

Potential members are welcome to visit the club or attend a virtual meeting without any obligation.

Members of PSSA affiliated clubs are welcome to attend club meetings – in person or online.

4.2 MEMBERSHIP APPLICATION - MEMBERS WHO HAVE NOT BELONGED TO A PHOTOGRAPHIC CLUB BEFORE MUST:

- Use Photovaultonline.com to:
- Register themselves.
- Select MFFC as club
- Await confirmation e-mail from MFFC.
- Enter images into the monthly competition.
- Await account from the club.
- All newcomers start on a one-star level.
- The committee may decide to advance a new member from one star to a higher star grading by asking them to submit a panel of photos for assessment. A new member cannot be promoted to a higher level than a 3-star grading.

4.3 MEMBERSHIP APPLICATION – MEMBERS WHO HAVE BELONGED TO A PHOTOGRAPHIC CLUB BEFORE JOINING MFFC:

Complete Procedure above.

Member can provide information and grading from their previous club to assist MFF Committee place the member in the appropriate grading:

Contact details of Competition Secretary of their previous club.

Status – i.e. Star placement

Record of PSSA Salon Acceptances

The new member will start at the same star grading as per his/her previous club provided he/she has sufficient salon acceptances as per the criteria of MFFC.

The new member will have to start from scratch to accumulate club points.

5 COMMUNICATION CHANNELS - MFFC

5.1 SOCIAL MEDIA AND USES

5.1.1 Facebook

Social chatter, including club images.

5.1.2 WhatsApp

Single distribution point of messages.

All members are to ensure that their mobile contact information is correct on their membership page on Photo Vault.

5.2 WEBSITE – WWW.MAGALIESFOTOFUNCLUB.CO.ZA TO CONTAIN AT LEAST:

- Monthly Assessment results – including images
- Contact detail of committee members with portfolios.
- Club documents
- House Rules
- Constitution
- Club Calendar
- Club Contact details.

6 TERMINOLOGY

6.1 DIGITAL PROJECTION IMAGE (DPI).

This is an image that is prepared for digital projection – in the case of club and PSSA images it is an HD Image converted to the sRGB colour space and saved as a JPEG image.

6.2 HD IMAGE FOR PROJECTION

6.2.1 SIZE

Maximum image size is **1920 x 1080 pixels** (HD size)

Images smaller than this are to have at least one side that has either of these measurements – e.g.

- square image 1080 x 1080 pixels,
- a portrait 1080 x 728 pixels
- a panorama 1920 x 700 pixels.

6.2.2 FILE SIZE

The maximum size of the image must not exceed **2 Mb**.

6.2.3 FILE FORMAT – JPEG (OR JPG)

This is the format in which images must be saved for use in competitions and DPI projection.

6.3 RAW FILE

The original file format (e.g. Nikon NEF, Canon CR2/CR3, Olympus ORF) in which the image as captured is saved.

It contains the highest level of detail, largest bit depth and widest brightness range available. The RAW file must be processed, cropped, resized, and saved as a JPG or TIFF file before it can be viewed, printed or electronically presented.

6.4 PROCESSING

Using a digital computer program (e.g. Lightroom, Photoshop, ON1, etc) to finalise an out of camera image for digital projection. The following are seen as normal actions:

Adjusting:

- Brightness/Shadows/Highlights
- Contrast
- White balance
- Cropping
- Local dodging and burning
- Sharpening
- Final sizing
- Adding a stroke frame
- Output to JPG

6.5 MANIPULATION – IF APPLIED TO AN IMAGE

- Adding an element to the image that was not contained in the original capture.
- Removing an element from the image that was contained in the original capture.
- Moving or repositioning an element of the image that was contained in the original capture.

6.6 NOT MANIPULATION – ADVANCED ACTIONS

- Correction of lens distortion, chromatic aberrations, purple fringing, lens vignette and vertical/horizontal perspective.
- Adjustments.
- Removal of dust spots or scratch marks from sensor or scanned images.
- The blending of different exposures of the same scene to broaden the dynamic range e.g. High Dynamic Range (HDR).
- Photo stacking to overcome the limitations of the digital sensor heat artefacts in long exposures.
- Focus stacking to widen the depth of field especially in Macro photography, in Nature and Wildlife and HDR.
- Focus stacking will not be considered as manipulation and maybe used *provided* that the result is a faithful representation of the original scene.

7 MONTHLY IMAGE ASSESSMENTS

7.1 PRESENTATION AND ASSESSMENT

The MFFC Image categories as well as the presentation and assessment guidelines are modelled on guidelines provided by the PSSA.

7.2 IMAGE CATEGORIES FOR THE MFFC ENTRIES – DPI AND PRINTS AND AUDIOVISUAL - **SEE ANNEXURE D**

OVERVIEW

The category descriptions given in Annexure D are very short summaries of the various categories into which images may be entered. Full category descriptions, when available in the PSSA Standards handbook will be linked to this document.

During club assessments, the specific image categories are not rigorously enforced, but members must ensure that they read and study salon entry conditions, as small deviations will disqualify an image.

The **PSSA STANDARDS HANDBOOK** is in the process of being updated (Aug 2020) and it will be necessary to check back to ascertain the state of this document and image category descriptions as and when they change.

7.3 PRESENTATION FOR ASSESSMENT – PDI, PRINTS AND AV'S

OWNERSHIP

All images, single to multiple composites, presented for assessment – from single images to composites and AV's– must be the work of the author.

7.3.1 PROJECTED DIGITAL IMAGES (PDI)

PDI must be an image in JPG format, HD size (1920 x 1080 pixels) less than 2MB, preferably in sRGB colour space - from full colour to monochrome.

No text may be added to the image – e.g. signatures.

Images will be uploaded for assessment as directed by the MFFC Photo Vault/Competitions Administrator.

7.3.2 PRINTS - MOUNTED

Any reproduction methodology may be used for monochrome to full colour.

Prints must be mounted on a firm mounting board

Commercially printed images are acceptable

Minimum size of image: 20 x 25 cm

Minimum size of image and mount: 20 x 25 cm

Maximum size of image and mount: 40 x 50 cm

Prints that are framed or mounts that separate or fall apart will be disqualified.

Images to be available for assessment as directed by the MFFC Photo Vault/Competitions Member.

7.3.3 AV'S PRESENTATION

As per PSSA AV Guidelines.

7.4 ENTRIES PER MONTH FOR MFFC

MONTHLY ENTRIES – TOTAL FOUR PLUS ONE

Normal Entries – Four images. It can be in the same category.

Set Subject – One image

7.5 DUPLICATES AND SIMILAR IMAGES

Definition: Look the same, feel the same, from the same source file, colour or onochromatic.

Duplicates and similar images are not allowed in club competitions per entry or ever.

If duplicates are detected in any member's entries, all duplicates and the points and awards, if any gained, will be removed from the record.

7.6 RE-ASSESSMENT OF IMAGES

If an author needs a reassessment of an image, the image may be entered ONCE more the FOLLOWING month. This rule applies only for images that received a Silver - or lower rating the first time.

8 ASSESSMENT AND JUDGING SYSTEM

8.1 PDI PROJECTION SYSTEM CALIBRATION

The projection system – projection screen, DLP projector and compatible computer, placement of judges - used by MFFC is to be calibrated according to guidelines provided by PSSA, using an industry-standard reflective calibration device.

The MFFC projection system should conform to the system used by PSSA for honours judging.

The calibration images from PSSA are to be used to confirm calibration before use by judges in any competition.

8.2 AV PROJECTION SYSTEM CALIBRATION

TBA

8.3 PRINT VIEWING SYSTEM

Prints will be viewed in a calibrated viewing environment (aka Print Viewing Box) with appropriate lighting.

8.4 ASSESSMENT POINTS

During an assessment session – the sum of the scores of three judges will be used – a total of 45 points – and in the case of one judge – the score out of 15 will be used.

8.5 ASSESSMENT METHODOLOGY

8.5.1 PURPOSE OF ASSESSMENT

The purpose of the assessment of images is for club members to learn from each session what is required to enter winning images at club, salon and honours level.

Points scored at a club night must be seen as a bonus, as it is not the main purpose of the assessment, only an aid for photographers.

8.5.2 JUDGES FOR ASSESSMENT

Images will be assessed by at least one PSSA rated judge, to a maximum of three judges – if and when available.

The judge(s) will confirm their satisfaction with the projection and/or display system before the assessment will continue – using the standard PSSA calibration images – available at **www.photovault.co.za**

One MFFC senior member (5 star, honours holder) non-rated judge may be use as a judge under training.

When an MFFC member is use as a judge, the member cannot enter any images for the month – and may enter additional entries the following month.

8.5.3 PDI - LIVE PROJECTION – AT A VENUE

Assessments of images will be live if conditions and availability of judges permit.

Assessment and commentary on each image will be provided.

Each judge give points out of a maximum of 15 points.

Category and Star winners will be announced at the end of the session.

8.5.4 PDI - LIVE REMOTE – USE ONLINE TOOLS, E.G., ZOOM, GOOGLE TEAMS, ETC

The assessment and points allocated by the live remote judge will be forwarded to the club and presented to the members per image.

Category and Star winners will be announced at the end of the session.

NOTE: It would be preferred to forward a set of images to the judges to view, as images re-transmitted via online systems are compromised with JPG compression artifacts and a reduced brightness range.

8.5.5 PDI - OFF-LINE REMOTE

The assessment and points allocated by the off-line remote judge will be forwarded to the club and presented to the members per image.

Category and Star winners will be announced at the end of the session.

8.5.6 POINTS ALLOCATED

The assessment points scored will be converted to a rating (Bronze, Silver, Gold, Certificate Of Merit) according to a sliding scale, with the appropriate score added to the members tally.

8.5.7 CLUB POINTS ARE EARNED PER BRONZE, SILVER, GOLD OR MERIT ASSESSMENT, AS FOLLOWS:

Bronze - 1 point

Silver - 2 points

Gold - 3 points

Certificate of Merit - 5 points

Class winner – 1 extra point

Junior winner – 2 extra points

Senior winner – 2 extra points

Detail: **See Appendix B: MFFC Assessment Sliding Scale.**

8.5.8 SALON POINTS EARNED (NATIONAL)

Acceptance – 1 point

Merit - 2 points

Medal - 3 points

8.5.9 SALON POINTS EARNED (INTERNATIONAL)

Acceptance – 2 points

Merit - 4 points

Medal - 6 points

8.5.10 SALON POINTS EARNED (JUDGES)

Salon judges will earn 4 points as indicated by PSSA.

8.5.11 ADVANCEMENT

Members will progress in their ratings according to the club advancement rules – **See Appendix C: MFFC Advancement Rules**

HOUSE RULES – MAGALIES FOTO FUN CLUB

8.5.12 MAXIMUM NUMBER OF SALON ACCEPTANCES

Only **THREE** salon acceptances **per image** will be allowed to count towards advancement points.

9 YEAR END COMPETITIONS

9.1 ELIGIBILITY

Only images that were assessed during the competition year are eligible.

9.2 MEMBERSHIP

Members who are in good standing with paid-up club accounts may compete in all categories.

9.3 COMPETITION CATEGORIES

9.3.1 STAR COMPETITION

9.3.2 OPEN COMPETITION

10 SIGNATURES



DJ FERREIRA

CHAIRMAN: MAGALIES FOTO FUN CLUB

29 AUGUST 2022



S DE WET

VICE-CHAIRMAN: MAGALIES FOTO FUN CLUB

29 AUGUST 2022

1 COMMITTEE MEMBERS ELECTED AT AN ANNUAL MEETING.

1.1 CHAIRMAN

Responsible for the overall management and running of the club through the committee.
To see that all committee members receive a detailed task list (available on request) for execution against specific timelines.

1.2 VICE CHAIRMAN

To preside at meetings in the absence of the Chairman and to assist the Chairman and Secretary with tasks as per the portfolio description thereof.

1.3 SECRETARY

Document all club and committee meetings and keeping a record of such meetings, including all decisions that were taken at these meetings.

Communications with members through available communication channels.

1.4 TREASURER

Record club finances and report periodically to the committee and club on the financial health of the club.

To inform the committee of any impending financial situation that may be to the detriment of the club.

1.5 PHOTO VAULT ADMINISTRATOR

To set up, handle and process Photo Vault and report back to members on monthly and yearly club competitions.

To assure that the following records are kept up to date:

- Monthly assessments and results
- MFFC results in the end of the year competition
- MFFC performance in National Salons

2. CO-OPTED COMMITTEE MEMBERS.

- a) Training
- b) Refreshments
- c) Members liaising
- d) Excursions

ANNEXURE B

MFFC ASSESSMENT SLIDING SCALE

COM

1 Star	2 Star	3 Star	4 Star	5 Star	Masters
38-45	38-45	39-45	40-45	40-45	40-45

GOLD

1 Star	2 Star	3 Star	4 Star	5 Star	Masters
27-37	27-37	30-38	31-39	32-39	32-39

SILVER

1 Star	2 Star	3 Star	4 Star	5 Star	Masters
19-26	19-26	21-29	23-30	24-31	25-31

BRONZE

1 Star	2 Star	3 Star	4 Star	5 Star	Masters
4-18	4-18	4-20	4-22	4-23	4-24

ANNEXURE C

MFFC ADVANCEMENT RULES

	Club points required	Gold's & COM's required	Plus Cumm. Salon Points
From 1-Star to 2-Star	60	15	0
From 2-Star to 3-Star	120	30	1
From 3-Star to 4-Star	160	40	15
From 4-Star to 5-Star	200	50	40
From 5-Star to Master Bronze	220	55	90
From Master Bronze to Master Silver	240	60	150
From Master Silver to Master Gold	240	60	225
From Master Gold to Master Platinum	240	60	300
From Master Platinum to Master Diamond	240	60	375
From Master Diamond to Senior Master Bronze	240	60	450
From Senior Master Bronze to Senior Master Silver	240	60	525
From Senior Master Silver to Senior Master Gold	240	60	600
From Senior Master Gold to Senior Master Platinum	240	60	675
From Senior Master Platinum to Senior Master Diamond	240	60	750
From Senior Master Diamond to Grand Master Bronze	240	60	825

ANNEXURE D - CATEGORIES DEFINITIONS

1. Nature and Wildlife - Manipulation is not allowed

Entrants in this category warrant that they adhere to the **PSSA NATURE PHOTOGRAPHER'S CODE OF ETHICS** and that "The welfare of the subject is more important than the photograph. **Refer to "PSSA CONDITIONS of ENTRY for SALONS and COMPETITIONS"**

1.1 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. **Refer to "A GUIDE FOR NATURE PHOTOGRAPHERS and JUDGES"**

1.2 WILDLIFE: Images entered in Wildlife sections meeting the Nature Photography definition above is further defined as one or more extant zoological or botanical organisms living 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. Wildlife images may be entered in Nature sections of salons and exhibitions.

2. Land, Sea and City Scapes - manipulation is allowed

A genre intended to show different spaces within the world, usually vast and unending. A landscape comprises the visible features of an area and physical elements such as landforms, water, living elements of flora and fauna and abstract elements like lightning and weather conditions. It could be pure nature or include man and/or beast. 'Scapes is a term that covers the depiction of scenery such as mountains, valleys, trees, rivers, forests, sea, cities etc. where the main subject is a wide view with its elements arranged into a coherent composition. 'Scapes may be natural or man-made. Derived terms include: Cityscape; cloudscape; nightscape; seascape; snowscape; streetscape; sandscape; urban scape etc.

A panorama is an image with elongated fields of view, with an aspect ratio of 2:1 or larger, the image being at least twice as wide as its height.

3. Photojournalism (PJ) – Manipulation not allowed

3.1 PHOTOJOURNALISM: Images with informative content and emotional impact which usually includes human interest, documentary, news or sport. The journalistic value of the image shall receive priority over the pictorial quality.

Techniques that add to, relocate, replace or remove any elements of the original image, except by cropping, are not permitted. Techniques that enhance the presentation of the image, without changing the photojournalism story content, are permitted. All enhancements must appear natural.

Colour images can be converted to greyscale/monochrome.

ANNEXURE D - CATEGORIES DEFINITIONS

NOTE: In the interest of credibility, PJ images that misrepresent the truth, modelled or staged set-ups are not permitted.

PLEASE NOTE: HDR and Focus stacking are not allowed in Photojournalism.

3.2 STREET PHOTOGRAPHY: Street photography records unposed scenes in public places. The primary subject is people and/or symbols of people, at rest or in motion, alone or with others, going about their everyday activities.

4. Sport – Manipulation not allowed

SPORTS PHOTOGRAPHY: covers any aspect of a sporting event and is seen as a subset of Photojournalism. Images must depict an active pastime or recreation involving physical exertion and/or skill that is governed by a set of rules or customs and often of a competitive nature. The level of sport can range from children playing a sport to the

Olympic Games. Images in this section could include the spectators, judges or umpire in a sporting event.

5. Travel and Culture – manipulation is not allowed

5.1 TRAVEL: A Travel image expresses the characteristic features or culture of a land and its people as they are found naturally. There are no geographic limitations. Close up pictures of people or objects must include features that provide information about the environment.

Images from events or activities arranged specifically for photography, or of subjects directed or hired for photography are not appropriate.

5.2 CULTURE: Images that portray the symbolic structures within a community or social group. Cultural elements include customs, laws, dress, architectural style, religious beliefs, traditions, portraits or any aspect that defines a specific cultural group.

6. Open/Pictorial – manipulation allowed

In this category, the subject matter is open. All elements in the image must be photographic. If graphic elements are included they should enhance the photographic image but not take over from it.

All graphics (photography or artwork) used in a pictorial image should be created by the photographer.

7. Portrait – Manipulation allowed.

A PORTRAIT: of a subject - human, animal or insect – is normally a headshot, but can also be a three quarter to a full-length image to portray the subject at their best.

Normally taken in a studio or area specially prepared for the shoot, the subject may be portrayed in their environment to capture the essence of their existence – their vocation or their passion

ANNEXURE D - CATEGORIES DEFINITIONS

8. Creative or Visual Art - Manipulation is normal

Usually, a scene that is captured and manipulated during capture or manipulated extensively during processing, provides the viewer with creative visuals. Usually, an image that is not only pleasant to view but will stir the viewer and get them to discuss, think and criticize the image. All components of the image shall be the work of the author and not copied or derived from elsewhere.

9. Monochrome – Manipulation allowed

A black and white work fitting from the very dark grey (black) to the very clear grey (white) is a monochrome work with various shades of grey.

A black and white work toned entirely in a single colour will remain a monochrome work able to stand in the black and white category, eg selenium, sepia and cyanotypes.

A black and white work modified by a partial toning or by the addition of one colour becomes a colour work (polychrome) to stand in the colour category.

10. Set Subject. - Manipulation, allowed or not, will be indicated, depending on the subject.

The subject that is set for the club monthly competition, and the description is normally a guideline providing the photographer with a specific subject/image that he must work towards.

Photographers should think "out of the box" and stretch their imagination when they interpret the set subject.