THE IAN PARRY
SCHOLARSHIP

Ian Parry Scholarship Digital Entry Instructions 2013: Deadline is August 1st

www.ianparry.org

The Ian Parry Scholarship now has a 'digital entry' process. We believe this will be a more efficient, eco friendly process and less expensive for the applicants. Below are instructions on how to deliver your entry, if you have any problems and require further assistance, please contact **rebecca@ianparry.org** or **entries@ianparry.org**

There are two options

1. You can upload via FTP
2. You can send us your entry via You Send It, a free file transfer system; send the entry with all files zipped together (see further instructions below) into one folder to entries@ianparry.org

Here is link for the free download http://www.yousendit.com/

How to Apply

1. If you are sending via FTP, follow the FTP instructions below.
2. If you are not using the FTP, send via the free You Send It service, as detailed further down.

What you should send - very important – please make sure you send all documents together

- A completed application form with your tutor's name and current contact (mobile and email) details on it. You can download this from our website www.ianparry.org
- A word document with your story proposal (this should be the assignment that you would like to shoot should you win the scholarship. No more than 1 A4 page. The idea needs to be original showing some research and you should include a budget and references. This is an important element, which will be considered by the judges.
- A portfolio of 12 images. This should ideally be a photo essay but can also be single images. Caption information and your name and contact details should be stored in the metadata.

File Sizes and metadata

Images should be a maximum file size of 500k per image. In Photoshop, the images should be processed at: 72dpi, 1500 pixels at the longest edge. Every image must also have your full name and an image number from 1 to 12 in the file info.

Uploading for your Ian Parry entry using FTP: A User Guide

1. If you do not yet have ftp transfer software, download & install free software from the internet, for example FileZilla http://filezilla-project.org/ (for PC) or Fetch http://fetchsoftworks.com/(for Mac).

2. Connect via fetch or FileZilla (or any other similar software) to:

ftp3.getty-images.com
log-in: Features
password: MJuhb65

(NOTE: the ftp does not accept Word documents, so please save any application document and proposal as PDF documents instead, before you do your ftp transfer.)

3. Create a folder on your computer containing the full submission, and name the folder 'IanParry' followed by your full name (for example, call the folder 'IanParry_JohnSmith'). Drag & drop that folder onto the ftp.

4. Once the ftp transfer is complete, please send an email (entitled 'FTP Ian Parry') to **entries@ianparry.org** & **azam.farooq@gettyimages.com** to confirm that we have received it correctly.

5. Every entry MUST have an application form and a proposal document or it will not be accepted

Emailing and sending your Ian Parry entry using Mac with Firefox or Safari, or with PC
1. Simply send your entry and application via You Send It and upload a single zip file containing the images etc, total zip file size 100Mb maximum) sending it to entries@ianparry.org
2. In the subject field of your You Send it Transfer, please type your name.
3. Every entry MUST have an application form and a proposal document or it will not be accepted

NB. Please remember, the image files must be, 72dpi and a max size of 500k