

Member Gallery Guidelines – Grand Rapids Camera Club

It is simple to create your gallery on the [Grand Rapids Camera Club](#) website. This will give you an opportunity to show other members what you like to shoot and also attract new members when they see all our fine galleries. Let's get started!

1. Our member galleries are built using Adobe Lightroom with Adobe flash.
2. You can email or provide on CD up to 20 images for your gallery in a jpg format. Send your email to our Digital Coordinator at digital@grcameraclub.org.
3. Image size should be similar to that described in our [Membership Manual](#) under Digital Entry Guidelines on page 4. When Adobe builds your gallery the finished image size will be smaller and more difficult for someone to copy.
4. The file name you assign to each of your images will appear with that image in your gallery. Choose your file names accordingly.
5. We will add a copyright notice to your images if you do not already have one i.e. © John Smith.
6. A thumbnail of one of your gallery images will be used on our [Member Galleries](#) website page as a link to your gallery. Please tell us which of your gallery images you would like to use. If you do not specify an image one will be chosen for you.
7. You can also allow others to contact you through your gallery. In the upper right hand corner of your gallery page we can provide a link to your preferred email address. This gives viewers an opportunity to contact you with questions or comments about your gallery images. Let us know when you send your images if you would like this feature enabled and your preferred email address.
8. Anytime you want to refresh your gallery we are ready to help. You could replace all or some of your images at any time. Simply send an email with a list of the images you want removed and attach the images you want added.

Once a month our Web Administrator randomly selects images from our current member galleries to be featured on our website pages. You will be notified by email when one of your images is featured.

Please do not hesitate to email our Digital Coordinator digital@grcameraclub.org to get answers for any question you may have.