Of Libraries and Galleries (v1.0 Apr 2018)

This document is an overview – for instructions on how to perform the various related tasks, please refer to the applicable "How to..." document.

Every club member has a Library of images, where the actual image files are stored. Any of these images can be displayed in a Gallery or entered into a Competition (Evaluation).

When an image is added to a Gallery or Competition the image itself is not copied or moved but a link is created which the Competition or Gallery uses to 'read' the image in the library and display it. All information for an image, notably its title, is maintained in the Library and any change is reflected everywhere the image is used on the web site.

The Library is not intended to be used as 'cloud' storage of members' images, and any image in the library which has not been used in a Gallery or a Competition within 90 days of being uploaded is automatically deleted by the system. *This is a feature of Visual Pursuits and not controlled by the club*.

Uploading Images

You can upload images directly into your library and add them later to a Gallery or Competition.

You may also upload directly into a Gallery or Competition. Doing so adds the image to your library and at the same time creates the link mentioned above.

Deleting Images

Images can be removed from a Gallery or Competition and doing so does not delete them from the Library nor remove them from anywhere else they are used.

To remove an image entirely it can be deleted from the Library and doing so does remove it from all Galleries and Competitions. For images which have been entered into past Competitions, you should not do this without a very compelling reason.

Duplicates

The system will recognize duplicate images by comparing pixels. Exact duplicates are not allowed and will not be uploaded however variations of the same image (different size, different crop etc.) are allowed. *This rule is applied globally and is not controlled by the club.*

Within your own Library all file names and image titles must be unique. You cannot use the same file name or the same title for different images. If you have a second version of an image then you need to give it a new title which can be as simple as adding a number to the end. *This rule applies only within your own library – another member may use the same title as you on an image of their own.*