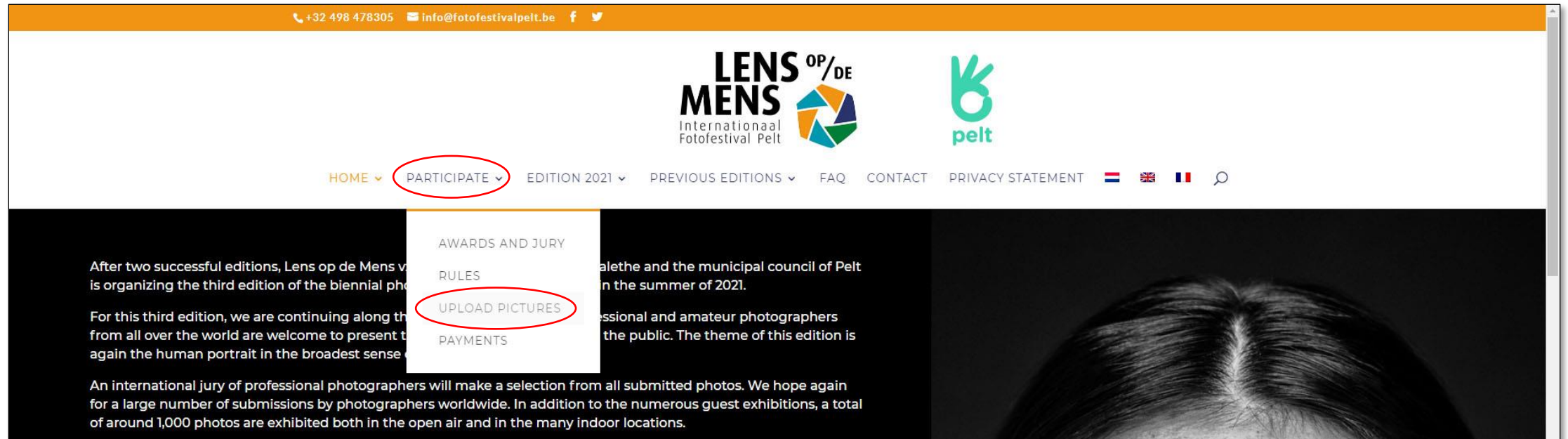




# Lens op de Mens 2021

Tutorial: how to upload your pictures

- Go to <https://fotofestivalpelt.be>
- Go to PARTICIPATE and click on UPLOAD PICTURES in the drop-down menu



- You are now in the photo upload module
- Click LOG IN

 FOTO TOEVOEGEN / UPLOAD PHOTO / TÉLÉCHARGER PHOTOS

REGLEMENT & PRIJZEN / RULES & PRIZES / RÈGLEMENT & PRIX   UW FOTOS / YOUR IMAGES   **LOG IN**

 No photo has been submitted for the contest. Be the first!

NEDERLANDS

INDIENEN FOTO'S

- De wedstrijd staat open voor professionele en amateurfotografen maar beoogt een kwalitatief/artistiek niveau.
- Het thema van de foto's 'Lens op de mens' impliceert dat de foto's te maken moeten hebben met mensen en dit in de ruime zin van het woord. De foto's kunnen gaan van reportage- tot kunstfoto's. Zowel artistieke als documentaire portretten komen in aanmerking.
- Iedere fotograaf mag maximaal 10 foto's insturen.

- Already registered? Enter your username and password in the left column
- New user? Enter a username and a valid e-mail address in the right column
- As username you enter your **name and first name** (e.g. Johnsson John)

The screenshot shows a web interface with a dark header bar containing navigation links: 'FOTO TOEVOEGEN / UPLOAD PHOTO / TÉLÉCHARGER PHOTOS', 'REGLEMENT & PRIJZEN / RULES & PRIZES / RÈGLEMENT & PRIX', 'UW FOTOS / YOUR IMAGES', and a 'LOG IN' button. Below the header, a message states: 'You are not logged in. To log in, use the information emailed after your first image upload!'. The main content area is divided into two columns. The left column is for existing users, featuring a 'Log In' button, a red annotation 'if already registered', a 'Username: \*' field with a placeholder 'Username = Last Name First Name', a 'Password: \*' field with a placeholder 'Password', a 'Remember Me' checkbox, and a 'Log In' button circled in red. The right column is for new users, featuring a 'Register' button, a red annotation 'as a new user', a 'Username: \*' field with a placeholder 'Username: = Last Name First Name', an 'Email: \*' field with a placeholder 'Email address', a 'Lost Password' link, and a 'Register' button circled in red.

- Click Log In (if already registered) or Register (new user)

## New users:

- You will see a message that the registration was successful
- Check your email and click on the link to set a password

The screenshot displays a web application interface with a dark grey header. The header contains a home icon and the text 'FOTO TOEVOEGEN / UPLOAD PHOTO / TÉLÉCHARGER PHOTOS'. Below this, there are two navigation links: 'REGLEMENT & PRIJZEN / RULES & PRIZES / RÈGLEMENT & PRIX' and 'UW FOTOS / YOUR IMAGES', followed by a 'LOG IN' button. A red oval highlights a message box that says 'Your registration was successful! Please check your email for a password!'. Below the message box, there are two columns. The left column is for login, with a header 'Inloggen' and fields for 'Gebruikersnaam: \*' (with a user icon) and 'Wachtwoord: \*' (with a lock icon). There is a checkbox labeled 'Herinner mij' and a large 'Inloggen' button at the bottom. The right column is for registration, with a header 'Registreer' and fields for 'Gebruikersnaam: \*' (with a user icon) and 'Emailadres: \*' (with an @ icon). There is a link 'Lost Password' and a large 'Registreer' button at the bottom.

FOTO TOEVOEGEN / UPLOAD PHOTO / TÉLÉCHARGER PHOTOS

REGLEMENT & PRIJZEN / RULES & PRIZES / RÈGLEMENT & PRIX UW FOTOS / YOUR IMAGES LOG IN

Your registration was successful! Please check your email for a password!

**Inloggen**

Gebruikersnaam: \*

Gebruikersnaam:

Wachtwoord: \*

Wachtwoord:

☐ Herinner mij

**Inloggen**

**Registreer**

Gebruikersnaam: \*

Gebruikersnaam:

Emailadres: \*

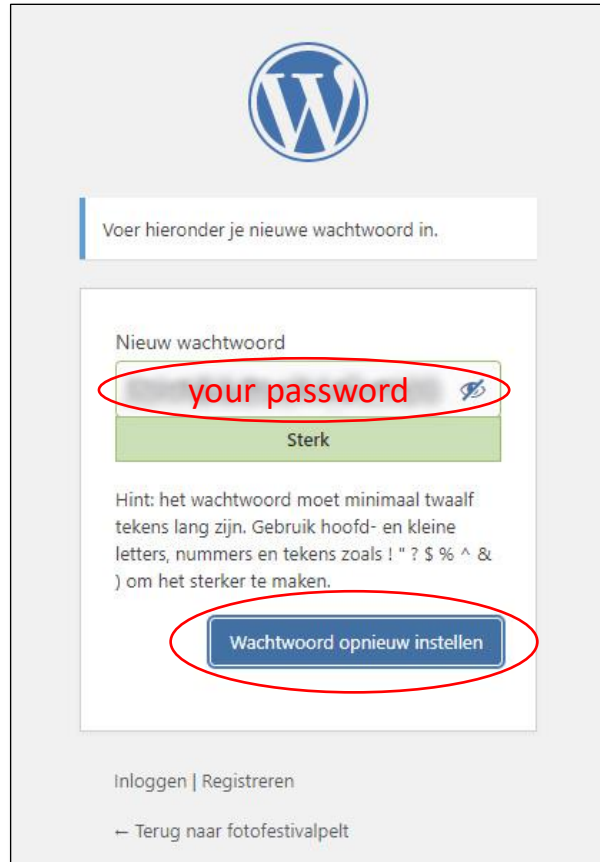
Emailadres:

[Lost Password](#)

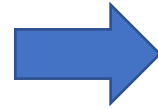
**Registreer**

## New users:

- Enter a new password (Nieuw wachtwoord)
- Click 'Wachtwoord opnieuw instellen' (Reset password)



The screenshot shows the WordPress password reset form. At the top is the WordPress logo. Below it is a text input field with the placeholder text "Voer hieronder je nieuwe wachtwoord in.". Below the input field is a section titled "Nieuw wachtwoord". Inside this section, there is a password strength indicator showing "your password" in red text, a green bar labeled "Sterk", and a hint: "Hint: het wachtwoord moet minimaal twaalf tekens lang zijn. Gebruik hoofd- en kleine letters, nummers en tekens zoals ! \" ? \$ % ^ & ) om het sterker te maken.". Below the hint is a blue button labeled "Wachtwoord opnieuw instellen". At the bottom of the form, there are links for "Inloggen | Registreren" and a link "← Terug naar fotofestivalpelt".



Now click on  
'Terug naar (back to) fotofestivalpelt'  
DON'T click on [Inloggen](#) (Log In)  
because you are already logged in

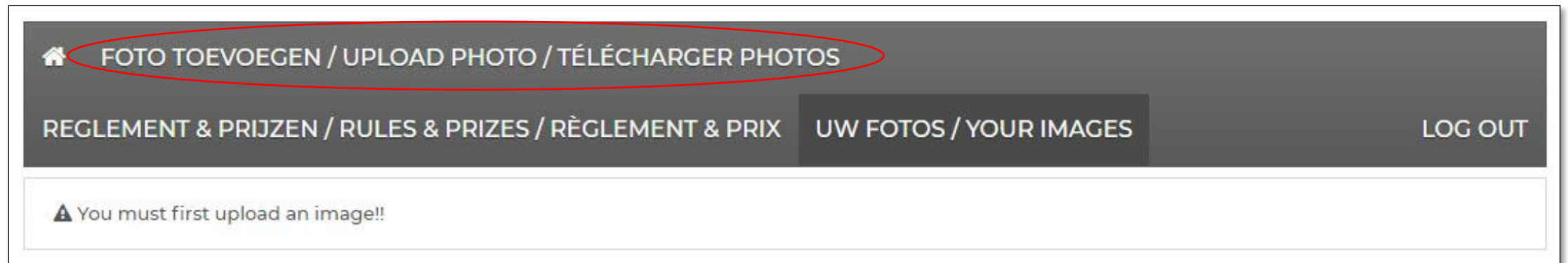
New users:

- Go back to PARTICIPATE > UPLOAD PICTURES



New users and already registered users:

- Click FOTO TOEVOEGEN/UPLOAD PHOTO/TELECHARGER PHOTOS







- Complete your personal details

**Personal details:**


Address:

 Street and number (bus number)



City:

 City


Zip/Postal Code:

 Postal Code


Country:

 United States Select your country from the drop-down menu 


Phone number:

 Telephone or Mobile Phone number



Blog/Gallery/Website: (Optional)

 Address of your website or social medium that may be mentioned under your photos (not mandatory)

Geboortejaar/Year of Birth/Année de naissance (only if born in 1990 or later) (Optional)

 Only enter year of birth if born in 1990 or after

Gender:

 Male  Female Click on the gender symbol of your choice

Scroll down



**Image details:**

Title:

Category:  
 **Select your category from the drop-down menu**

Select image: (max. 15,0 MB)  
 **Click on "browse" and find the 1st photo on your hard drive or other storage medium, select a photo and click "open"**

☐ I have read and accept [Official contest rules](#)

☐ Ik ga akkoord met de verwerking van mijn persoonlijke data zoals beschreven in de privacy statement op deze website / J'accepte le traitement de mes données personnelles telles que décrites dans la déclaration de confidentialité sur ce site.

**Lens op de Mens – Fotofestival Pelt vzw | Beknopte versie privacyverklaring** Uw persoonsgegevens worden verwerkt door Lens op de Mens – Fotofestival Pelt vzw, Notenlaan 10, 3900 Pelt, [info@fotofestivalpelt.be](mailto:info@fotofestivalpelt.be), voor de basis van de contractuele relatie als gevolg van uw inschrijving en om u op de hoogte te houden van ons gerechtvaardigd belang om een tweemaaljaarlijks fotofestival te organiseren. Het oog op direct marketing, volstaat het ons dat mee te delen op [info@fotofestivalpelt.be](mailto:info@fotofestivalpelt.be) gegevens wij over u verwerken en ze verbeteren of laten wissen, of ze vragen over te doen op het vlak van verwerking van persoonsgegevens vindt u op <https://fotofestivalpelt.be>

**Pelt vzw | Concise version of the privacy statement** Your personal data is processed by Lens op de Mens – Fotofestival Pelt vzw, Notenlaan 10, 3900 Pelt, [info@fotofestivalpelt.be](mailto:info@fotofestivalpelt.be), for participant management and organization of result of your registration and to keep you informed about our activities (direct marketing). If you do not want us to process your data with a view to direct marketing, it suffices for you to inform us at [info@fotofestivalpelt.be](mailto:info@fotofestivalpelt.be). Via that address you can always ask what data we process about you and transfer it. A more comprehensive overview of our policy on the processing of personal data is available on <https://fotofestivalpelt.be/en/privacy-statement/>

**Lens op de Mens – Fotofestival Pelt vzw | Déclaration de confidentialité** Vos données personnelles sont traitées par Lens op de Mens – Fotofestival Pelt vzw, Notenlaan 10, 3900 Pelt, [info@fotofestivalpelt.be](mailto:info@fotofestivalpelt.be), pour la gestion des participants et l'organisation d'activités basées sur la relation contractuelle à la suite de votre inscription et pour vous tenir informé sur nos activités (marketing direct) basées sur notre intérêt légitime d'organiser un festival photo biennal. Si vous ne souhaitez pas que nous traitons vos données en vue d'un marketing direct, il suffit de nous en informer à [info@fotofestivalpelt.be](mailto:info@fotofestivalpelt.be). Via cette adresse, vous pouvez toujours demander quelles données nous traitons à votre sujet et les corriger ou les faire effacer, ou nous demander de les transférer. Un aperçu plus complet de notre politique de traitement des données personnelles est disponible sur <https://fotofestivalpelt.be/nl/declaration-de-confidentialite/>

- Now you can submit your photos one by one
- Please use your **last name, first name and serial number** as the **title** for your photos. That gives us a double check to link your photos to the correct name. Do **NOT** give any other title to your photos.




- **ATTENTION:** The file name of the photo **MUST** consist of Last Name\_First Name\_Number.jpg
- **5000 pixels** the longest side
- **Maximum 15 Mb** per picture

**Image details:**

Title:

Category:

Select image: (max. 15,0 MB)



☐ I have read and accept [Official contest rules](#)  
☐ Ik ga akkoord met de verwerking van mijn persoonlijke data zoals beschreven in de privacyverklaring op deze website / I agree to the processing of my personal data as described in the privacy statement on this website / J'accepte le traitement de mes données personnelles tel que décrit dans la déclaration de confidentialité sur ce site

**Lens op de Mens – Fotofestival Pelt vzw | Beknopte versie privacyverklaring** Uw persoonsgegevens worden verwerkt door Lens op de Mens – Fotofestival Pelt vzw, Notenlaan 10, 3900 Pelt, [info@fotofestivalpelt.be](mailto:info@fotofestivalpelt.be), voor deelnemersbeheer en organisatie van activiteiten op basis van de contractuele relatie als gevolg van uw inschrijving en om u op de hoogte te houden van onze activiteiten (direct marketing) op basis van ons gerechtvaardigd belang om een tweejaarlijks fotofestival te organiseren. Indien u niet wil dat wij uw gegevens verwerken met het oog op direct marketing, volstaat het ons dat mee te delen op [info@fotofestivalpelt.be](mailto:info@fotofestivalpelt.be). Via dat adres kan u ook altijd vragen welke gegevens wij over u verwerken en ze verbeteren of laten wissen, of ze vragen over te dragen. Een meer uitgebreid overzicht van ons beleid biennial. Si vous ne souhaitez pas que nous traitons vos données en vue d'un marketing direct, il suffit de nous en informer à [info@fotofestivalpelt.be](mailto:info@fotofestivalpelt.be). Via cette adresse, vous pouvez toujours demander quelles données nous traitons à votre sujet et les corriger ou les faire effacer, ou nous demander de les transférer. Un aperçu plus complet de notre politique de traitement des données personnelles est disponible sur <https://fotofestivalpelt.be/nl/declaration-de-confidentialite/>

- Your first photo is selected and a thumbnail will appear
- Please check your Image details
- Accept the Official contest rules
- Agree to the processing of your personal data
- Click 'Submit Photo'

THANK YOU!

Your photo is not activated yet, you must wait for approval!

But you can share it already!



- Your first photo has now been entered for the Lens op de Mens 2021 preselections, but has yet to be approved by the jury
- If the jury selects your photo for the exhibition you will receive a confirmation after the conclusion of the competition
- If you want to add more photos, click again on **UPLOAD PHOTO** and repeat the procedure for the first photo

**FOTO TOEVOEGEN / UPLOAD PHOTO / TÉLÉCHARGER PHOTOS**

REGLEMENT & PRIJZEN / RULES & PRIZES / RÈGLEMENT & PRIX    UW FOTOS / YOUR IMAGES    LOG OUT

ⓘ You can upload max. 10 photo/photos.    ← Number of photos already submitted  
 ⓘ You have already uploaded 1 photo/photos.

**Personal details:**

Blog/Gallery/Website: (Optional)

ⓘ Address of your website or social medium that may be mentioned below your photos on the exhibition (not mandatory)

Geboorteaar/Year of Birth/Année de naissance (only if born in 1990 or later) (Optional)

ⓘ

**Image details:**

Title:

ⓘ Enter the title of your 2nd photo (your last name first name serial number)

Category:

ⓘ Amateurs    Check the category

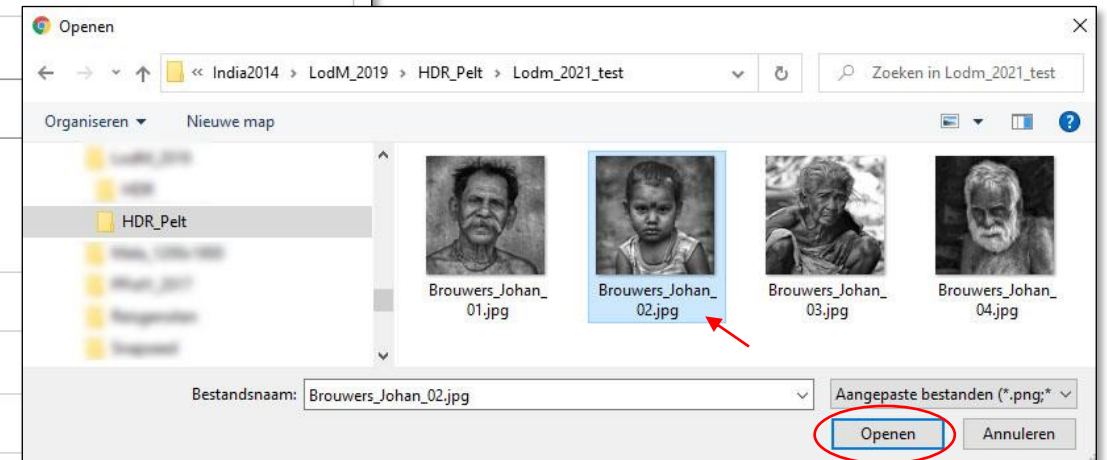
Select image: (max. 15,0 MB)

ⓘ select image    Click on "browse" and find the next photo on your hard drive or other storage medium, select the photo and click "open"    browse

☐ I have read and accept [Official contest rules](#)    Click this checkbox to accept the Official contest rules

**Submit Photo**

- You see an overview of how many photos you have already submitted




- Click OPEN to select your second photo





**Image details:**



Title:


 Brouwers Johan 02

Category:


 Amateurs 

Select image: (max. 15,0 MB)

 C:\fakepath\Brouwers\_Johan\_02.jpg 



☐ I have read and accept [Official contest rules](#) Click this checkbox to accept the Official contest rules



- The second photo is selected and a thumbnail is displayed

- Click on "Submit Photo" to add it to the preselections

## THANK YOU!

Your photo is not activated yet, you must wait for approval!


But you can share it already!



- Your second photo has now been submitted to the Lens op de Mens 2021 preselections, but has yet to be judged and accepted by the jury
- You will receive a confirmation after the conclusion of the competition if the jury selects your photo for the exhibition
- If you want to add more photos, click on **UPLOAD PHOTO** again and repeat the procedure of the previous photos
- Click on **LOG OUT** to end the submission
- You can log in again later and add or remove photos

🏠 FOTO TOEVOEGEN / UPLOAD PHOTO / TÉLÉCHARGER PHOTOS

REGLEMENT & PRIJZEN / RULES & PRIZES / RÈGLEMENT & PRIX UW FOTOS / YOUR IMAGES LOG OUT




WAITING FOR APPROVAL!

Brouwers Johan 02

[EDIT](#)

Amateurs



WAITING FOR APPROVAL!

Brouwers Johan 01

[EDIT](#)

Amateurs

- When you log in again (PARTICIPATE > UPLOAD PICTURES > LOG IN) you will get an overview of the photos you have already submitted

- **WAITING FOR APPROVAL!**

this means that the photos still have to be accepted by the jury in order to be considered for the open-air exhibition

- Click [EDIT](#) if you want to edit the name or category of the photo or to permanently delete the photo





Title



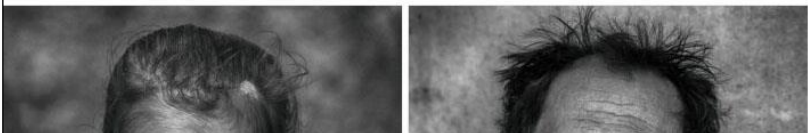
Brouwers Johan 02

Category:

Amateurs

➔ Edit

 **Delete Image!** Warning! After click "Delete Image!" will be item permanently deleted!



- Edit the Title of the photo if necessary (last name first name serial number)
  - Adjust the category if necessary
  - Click Edit to save the changes
- 
- Do not click Edit but click **Delete Image!** if you want to permanently delete the photo
  - In the pop-up window: click OK and confirm that you want to permanently delete the photo

fotofestivalpelt.be meldt het volgende

Are you really sure that you want delete this image?

OK

Annuleren



WAITING FOR APPROVAL!

Brouwers Johan 01

[EDIT](#)

 Amateurs

- The photo has now disappeared from the overview
- You can still ADD new PHOTOS (max. 10)
- Click LOG OUT to finish submitting
- Or go straight to PARTICIPATE > PAYMENTS

- After all photos have been submitted, you still have to pay 20 euros per photo submitted
- To do this, go to PARTICIPATE > PAYMENTS

## PAY 20 EUROS PER PICTURE SUBMITTED

Registration for the competition will start on October 12, 2020.

Your participation in the Lens op de Mens 2021 preselections is final after we have received your payment of 20 euros per photo submitted.

Buy here 1 Photo Credit per photo submitted. You can specify the number of Credits in the window that appears after you have pressed Pay Now.



### Photo Credits

Betaal €20 per ingezonden foto / Pay €20 per submitted picture / Payez €20 par photo soumise

€20,00

Betaal Nu / Pay Now / Payez

## OR PAY BY BANK TRANSFER

If you do not have a credit card, you can exceptionally transfer the total amount of 20 euros x number of photos submitted to bank account number

**IBAN BE20 7360 7262 3156**

**BIC KREDBEBB**

**Lens op de Mens vzw**

**Notenlaan 10**

**3900 Pelt**

**Notification: First Name, Last Name, number of pictures submitted**

Please let us know by sending an email to [info@fotofestivalpelt.be](mailto:info@fotofestivalpelt.be)

- Here you can buy Photo Credits for 20 euros per photo submitted
- Click the Pay Now button
- If you do not have a credit card, you can exceptionally also pay by bank transfer to the stated account no
- Please let us know by email that you have made this choice

**LENS OP/DE MENS** Internati

HOME ▾ INSCRIJVEN ▾

BETAAL 20 EURO PER IN

De inschrijvingen voor de presele

Uw deelname aan de presele

Koop hier 1 Photo Credit per in

**20 €** 1 photo credit

**Photo Credit**

Betaal €20 per ingezonden

**€20,00**

Betaal Nu / Pay Now / Payez

OF BETAAL 20 EURO PER

Indien u niet over een creditk

bankrekeningnummer

IBAN BE20 7360 7262 3156

BIC KREDBEBB

**Photo Credits**

Enter quantity

**1** Enter the number of photos you submitted

Your order

Item	Total
Photo Credits × 1	€20,00
<b>Total:</b>	<b>€20,00</b>

Name  Email

Billing info

Address  City

Country  State  Postcode

Credit or debit card

MM / JJ CVC

**Pay €20,00**

- First enter the number of photos you want to pay for
- At Total you see the total amount to be paid
- Fill in all fields (except "State")
- Enter your credit card number, expiration date and the CVC check number that you will find on the back of your credit card
- Click on the Pay button
- Follow the instructions on your screen
- You will receive an email with a payment confirmation

Beantwoorden Allen beantwoorden Doorsturen

Fotofestival Pelt <contest@fotofestivalpelt.be>

Dank voor uw betaling / Thank you for your / Merci de votre paiement payment

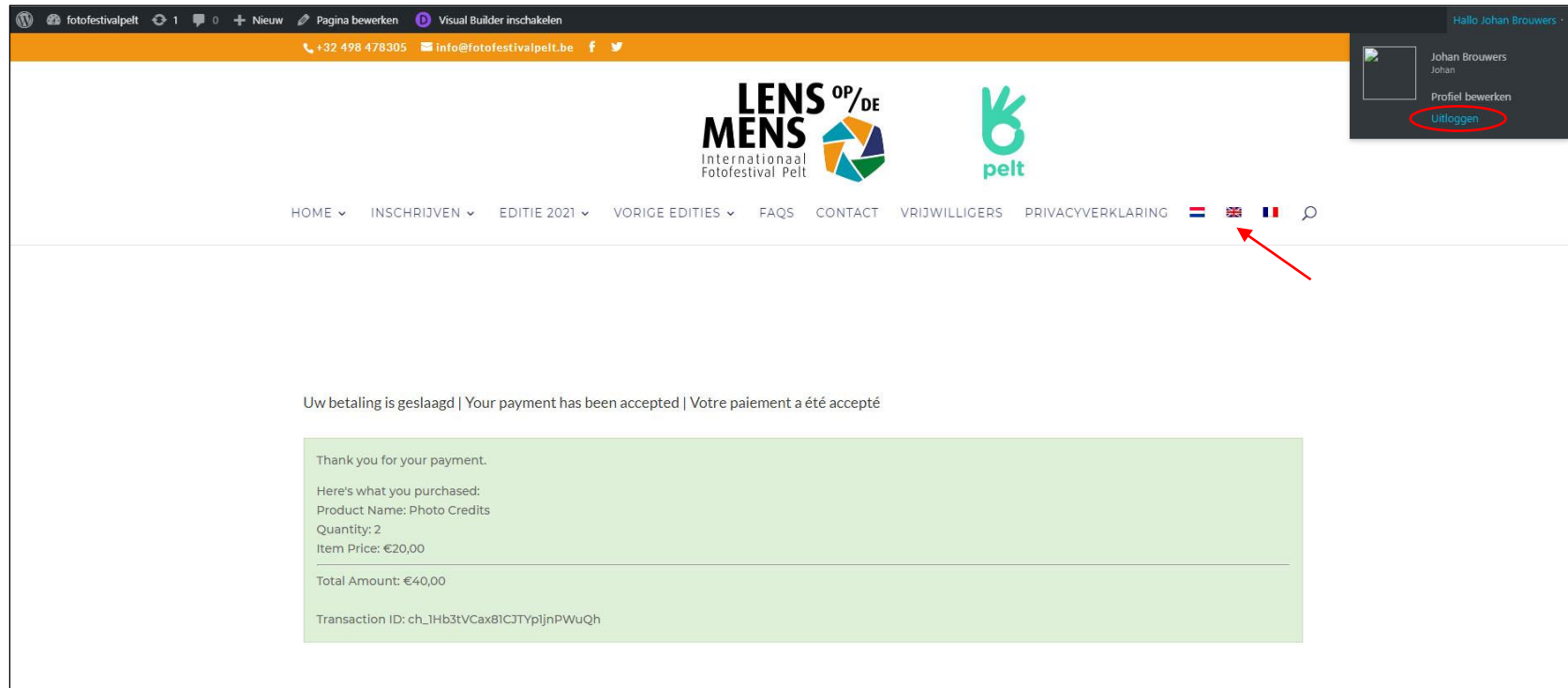
Hello

Bedankt voor uw betaling! U betaalde voor dit product:  
Thank you for your payment! You paid for the the following item:  
Merci de votre paiement! Vous avez acheté le produit suivant:

Product Name: Photo Credits  
Quantity: 1  
Item Price: €20,00

Total Amount: €20,00

Uw foto's worden toegevoegd aan de preselecties.  
Your photos are added to the preselections.  
Vos photos sont ajoutées aux présélections.



- If your payment has been accepted you will get this Checkout-Result screen (on the Dutch pages)
- You can always Log Out via the drop-down menu under your name at the top right
- Or go back to the English version of this website and go back to PARTICIPATE > UPLOAD PICTURES to view and edit your submissions if necessary

If you don't get an overview of your submitted photos after returning to the English pages, just log out and log in again



Good luck with your submission

We would like to welcome you  
to Lens op de Mens 2021 in Pelt