

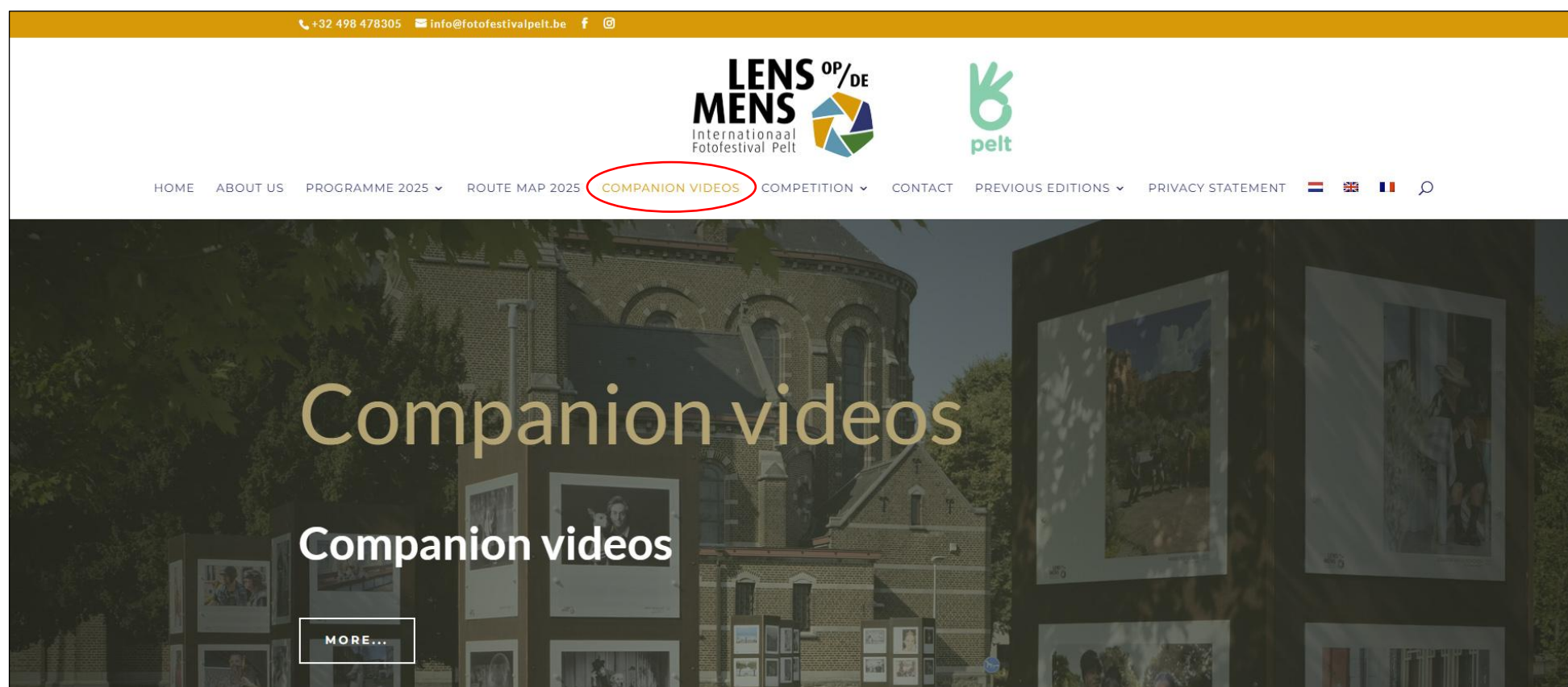


# Lens op de Mens 2025

Step-by-step guide on how to submit your  
Companion Videos

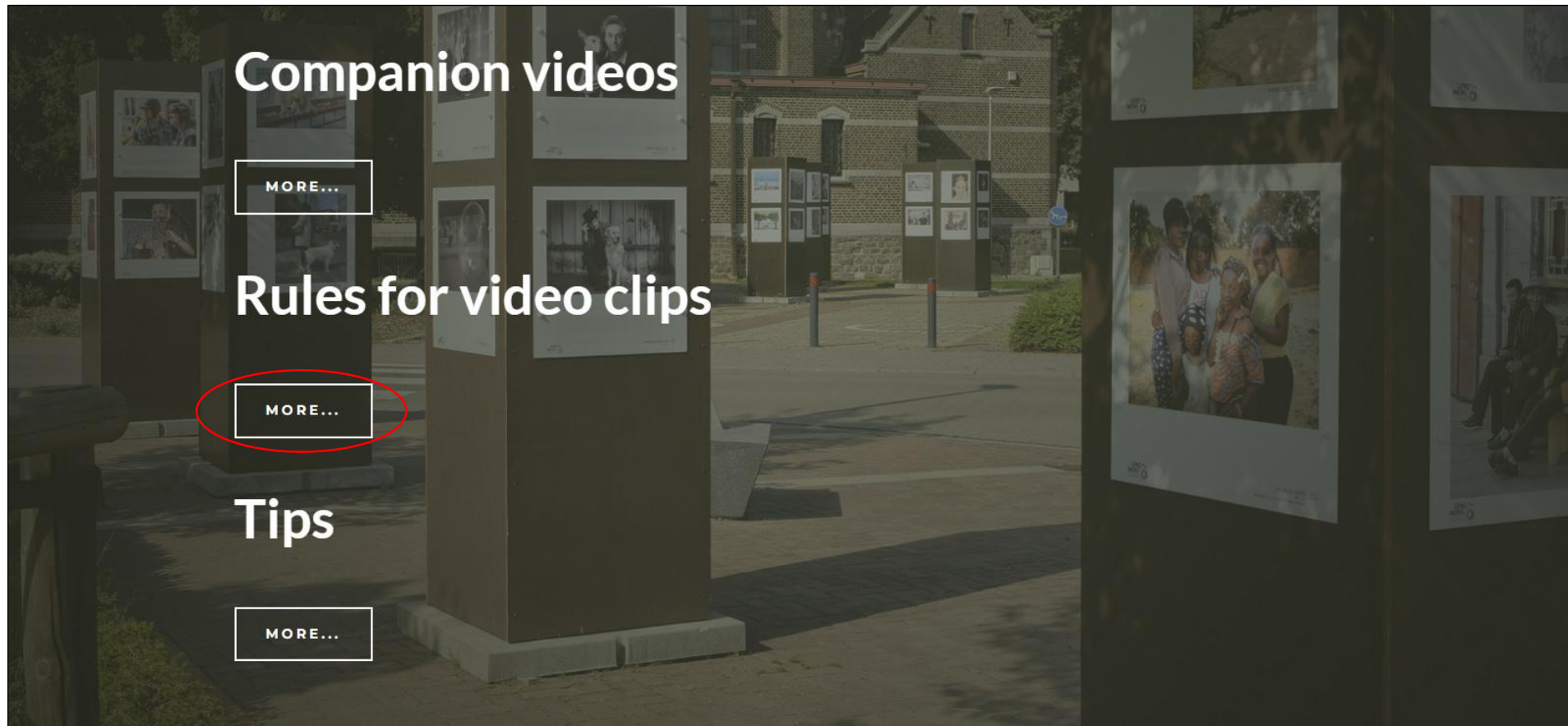
Go to <https://competition.fotofestivalpelt.be/>  
then immediately proceed to **pagine 5** of this tutorial

...or go to the homepage <https://fotofestivalpelt.be/en/> and click COMPANION VIDEOS



On page <https://fotofestivalpelt.be/nl/video filmpjes-bij-de-fotos/>

click the **More...** button under **Rules for video clips**  
and read carefully the regulations on sending in video clips



Scroll down and click the **UPLOAD VIDEOS** button to go to the video upload page

### **Submission and deadline**

Videos must be submitted by 29 June 2025 at the latest by logging in with your account you used to submit your photos for the Lens op de Mens preselections.



The button below will take you to the dedicated upload start page of our competition software.



**UPLOAD VIDEOS**

On the video homepage, first 'Log in' and then click the 'Start upload' button.

- Because you submitted images to Lens op de Mens 2025 you are a registered user; click on [log in here](#)
- Password forgotten? Click first on [Reset password here](#)

[VIDEO UPLOAD SYSTEM](#)
[FOTOFESTIVAL HOMEPAGE](#)
[LOGOUT](#)
[EDIT PROFILE](#)

### Video bij uw foto's | Companion videos

#### NL – Welkom op de video-uploadpagina van Lens op de Mens – Fotofestival Pelt 2025.

Op deze pagina kan u uw videofilmpjes uploaden waarin u toelichting geeft bij uw geselecteerde foto's.

Volg de aanwijzingen hiernaast om uw inzending te starten.

In deze Handleiding leggen wij u stap voor stap uit hoe u uw filmpjes moet insturen.

Nog vragen? [contest@fotofestivalpelt.be](mailto:contest@fotofestivalpelt.be)

#### 1) Login op uw account / Login to your account

Klik om in te loggen

**Click to log in**

[log in here](#)
as a registered user

Gebruikersnaam of Paswoord vergeten? / If you have forgotten **username/password**

Reset password here [reset password here](#)

#### EN – Welcome to the video upload page of Lens op de Mens – Fotofestival Pelt 2025.

On this page, you can upload your video clips accompanying your selected photos.

Please follow the instructions opposite to upload your video clips.

In this tutorial, we explain step by step how to upload your companion videos.

Any further questions? [contest@fotofestivalpelt.be](mailto:contest@fotofestivalpelt.be)

#### 2) Stuur uw videoclips in / Upload your video clips

Klik op de knop om het uploaden te starten

**Click the button to start uploading**

[start upload](#)

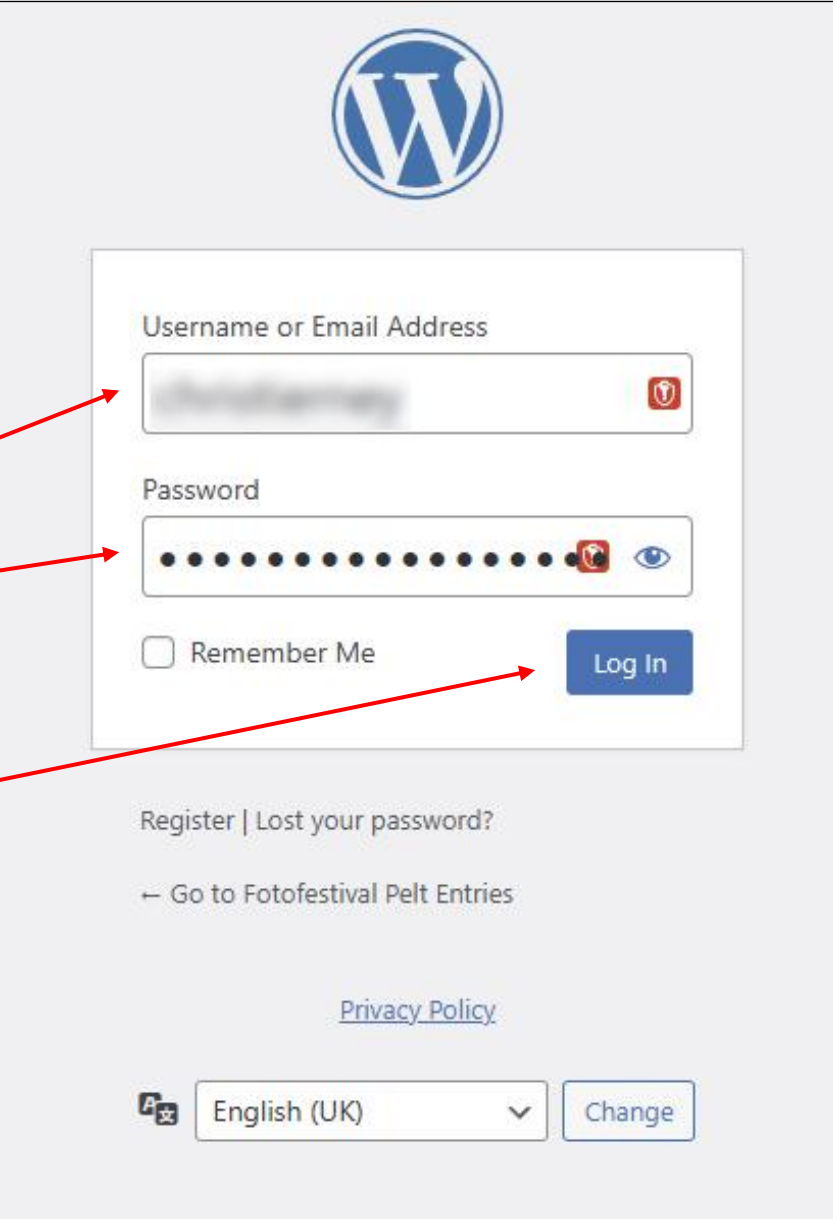
Log in

Enter your Username

Enter your Password

Click on **Log In**

You will now return to the video  
upload homepage



The image shows a WordPress login form with the following elements:

- WordPress Logo:** A blue circular logo with a white 'W' at the top center.
- Username or Email Address:** A text input field with a red shield icon on the right. A red arrow points from the text "Enter your Username" to this field.
- Password:** A password input field with black dots, a red shield icon, and an eye icon on the right. A red arrow points from the text "Enter your Password" to this field.
- Remember Me:** A checkbox labeled "Remember Me".
- Log In:** A blue button with white text. A red arrow points from the text "Click on **Log In**" to this button.
- Links:** "Register | Lost your password?" and "← Go to Fotofestival Pelt Entries".
- Privacy Policy:** A link labeled "Privacy Policy".
- Language:** A dropdown menu showing "English (UK)" with a "Change" button next to it.



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*Click to log in*

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Gebruikersnaam of Paswoord  
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[Reset password here](#)

### 2) Stuur uw videoclips in / Upload your video clips

Klik op de knop om het uploaden  
te starten  
*Click the button to start  
uploading*

[start upload](#)

Go to step 2) and click [start upload](#)

## Videofilmpjes bij uw foto's | *Companion videos*

### Opgelet / *Please note*

Eenmaal ze zijn verstuurd kunnen video's niet meer verwijderd worden.

Let er dus goed op dat u de juiste video bij de betreffende foto instuurde.

*Videos cannot be deleted once they have been uploaded.*

*Please make sure that you upload the correct video to each section.*

### Eén video voor uw hele selectie | *Video for your Whole Entry*

Deze videofilm gaat over al uw foto's samen | *This video should represent all of your images*



Upload a Video

### Filmpjes voor iedere foto apart | *Individual Videos for Your Images*

U kan ook voor één of meer foto's aparte filmpjes insturen | *You may also upload a video for one or more of your images individually*

Foto #3229



voeg een video toe voor deze foto | *add video for this image*

Foto #3232



voeg een video toe voor deze foto | *add video for this image*

Foto #3228

You now get an overview  
of all your selected images

There are 2 options:

You can upload 1 video for your  
whole entry

or...

or you upload a video for one or more of  
your images individually

Click the green button of your  
choice to start uploading

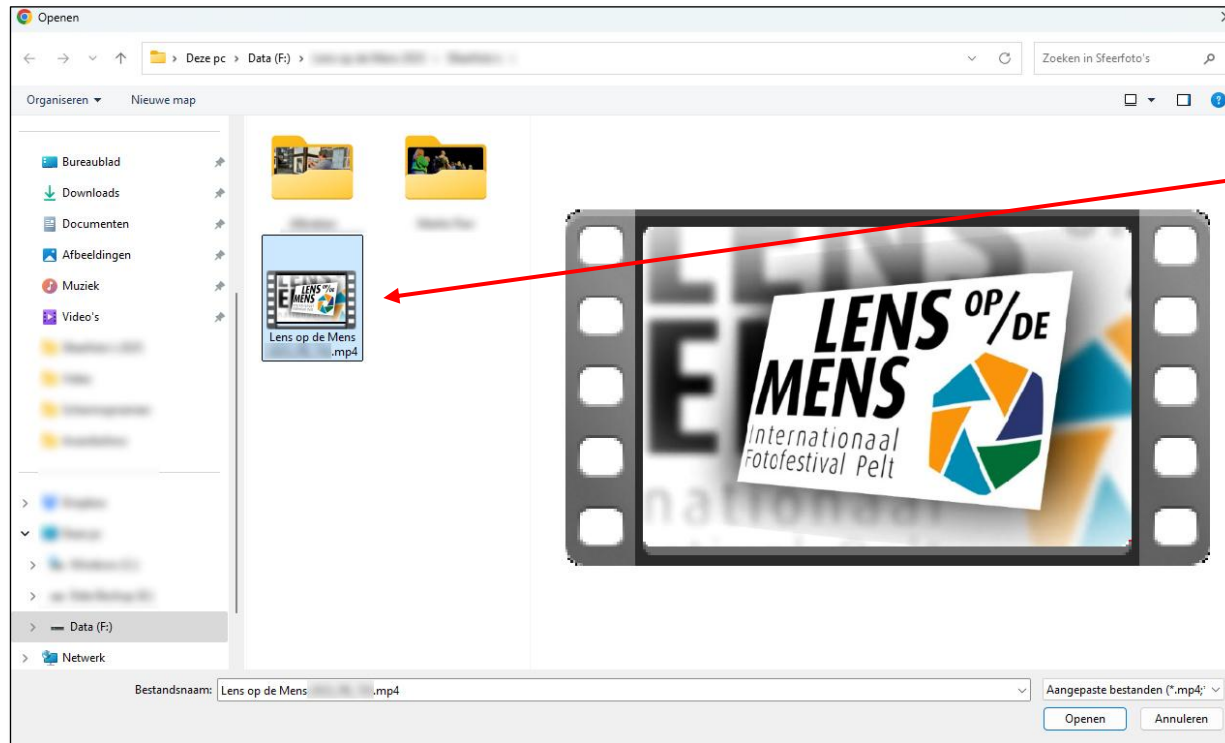


# Upload Video

Upload your file

Select File

Click the green **Select File** button

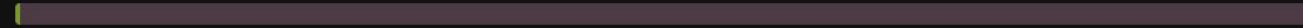


Search your hard disk or other storage media for the video file you want to upload

Click Open

## Upload Video

Upload your file



File Selected. Click 'Begin Upload'

Begin Upload

You have now selected your video file

Click the green **Begin Upload** button to send the selected file

## Upload Video

Upload your file



Uploading..

Begin Upload

You can follow the upload progress via the green bar

This may take a while

## Upload Video

Upload your file



Save and Return

Begin Upload

Once your upload is complete, click **Save and Return**

## Videofilmjes bij uw foto's | *Companion videos*

### Opgelet / *Please note*

Eenmaal ze zijn verstuurd kunnen video's niet meer verwijderd worden.

Let er dus goed op dat u de juiste video bij de betreffende foto instuurt.

*Videos cannot be deleted once they have been uploaded.*

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## Eén video voor uw hele selectie | *Video for your Whole Entry*

Deze videofilm gaat over al uw foto's samen | *This video should represent all of your images*



Upload a Video

## Filmpjes voor iedere foto apart | *Individual Videos for Your Images*

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Foto #3229



A thumbnail of your submitted video now appears next to the corresponding picture

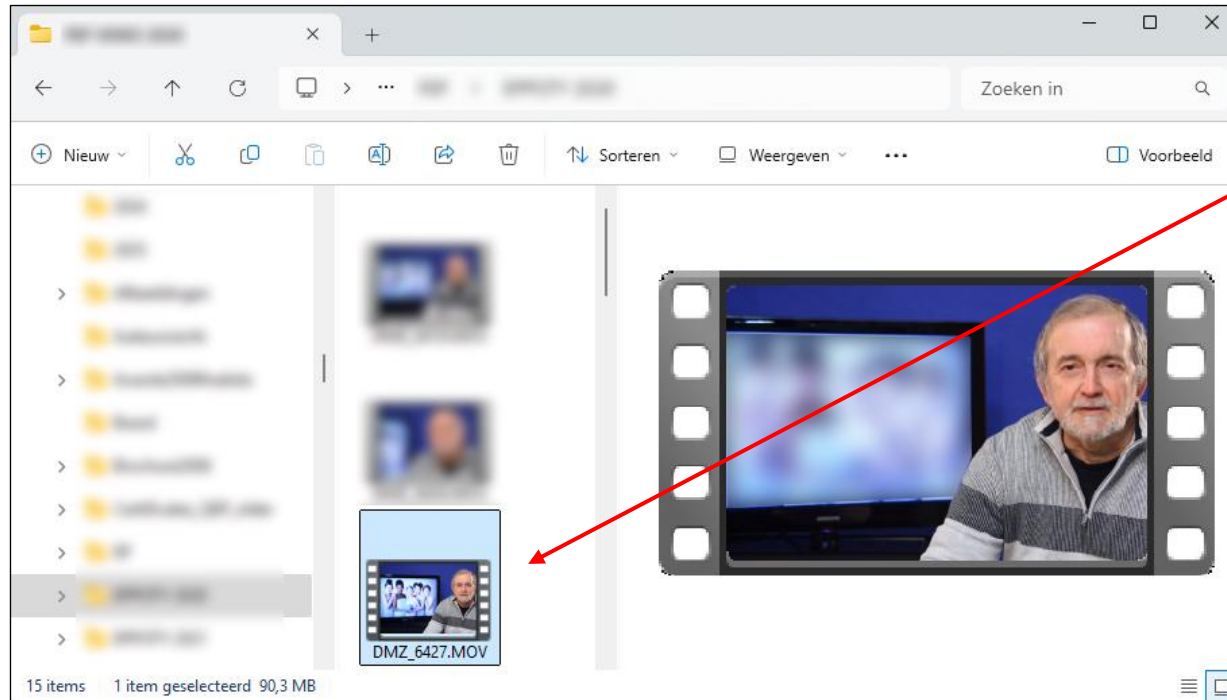
Scroll down to the next photo and repeat the previous steps for each video you want to submit

# Upload Video

Upload your file

Select File

Click the green **Select File** button



Search your hard disk  
or other storage media  
for the video file  
you want to upload

Click Open

## Upload Video

Upload your file



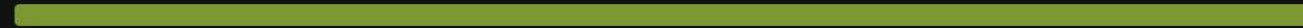
File Selected. Click 'Begin Upload'

Begin Upload

You have now selected your video file  
Click the green **Begin Upload** button  
to send the selected file

## Upload Video

Upload your file



Uploading..

Begin Upload

You can follow the upload progress  
via the green bar  
This may take a while

## Upload Video

Upload your file



Save and Return


Begin Upload

Once your upload is complete, click  
**Save and Return**

Videofilmpjes bij uw foto's | *Companion videos*

**Opgelet / Please note**  
Eensmaal ze zijn versuurd kunnen video's niet meer verwijderd worden.  
Let er dus goed op dat u de juiste video bij de betreffende foto insuurd.  
Videos cannot be deleted once they have been uploaded.  
Please make sure that you upload the correct video to each section.



**Eén video voor uw hele selectie | Video for your Whole Entry**  
Deze videofilm gaat over al uw foto's samen | This video should represent all of your images





[Upload a Video](#)

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U kan ook voor één of meer foto's aparte filmpjes insuuren | You may also upload a video for one or more of your images individually



**Foto #3229**



**Foto #3232**



**Foto #3228**



After you have sent all the videos, you will see **thumbnails** of your submitted videos next to the corresponding photos

You are not obliged to submit all your videos in one session

You can always log back in and upload more videos, but never more than 1 video per photo

When you have finished uploading, you may **just close the browser window** or...





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Upload a Video

Or you can return to the video home page by clicking on the Lens op de Mens logo at the top left....



VIDEO UPLOAD SYSTEM FOTOFESTIVAL HOMEPAGE **LOGOUT**  
EDIT PROFILE

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vergeten? // If you have forgotten  
username/password

Reset password here

2) Stuur uw videoclips in /  
Upload your video clips

Klik op de knop om het uploaden  
te starten  
Click the button to start  
uploading

start upload

...and log out with the LOGOUT button

- Attention, once you have submitted a video you **cannot delete or change it**.
- The file name of your video **does not matter** because you have linked the video to the corresponding photo
- All photos linked to a video will have a QR code attached to them so that visitors can view the videos
- You can submit your videos until **29 June 2025**
- Still questions? Contact us via [contest@fotofestivalpelt.be](mailto:contest@fotofestivalpelt.be)

## TIPS

- say something about your selected photo(s), that's what we really like to see
- always film in horizontal mode when filming with your mobile phone
- do not film with the light of a window in the background
- don't make it an advert for your company, that's not the intention
- introduce yourself briefly, no life story, no long list of your educations, etc.
- make sure your mobile phone or camera does not move
- put your mobile phone or camera on something stable or use a (table) tripod
- the selfie position with outstretched arm is not recommended
- choose a calm background without distracting bright coloured areas
- keep clutter out of the picture



Thank you!

Good luck with submitting your videos

See you in Pelt!