



Lancaster County

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How to Prepare Photographs for Exhibit in 4-H at the Lancaster County Fair

By Vicki Jedlicka, Extension Assistant

General Rules

FROM FAIR BOOK:

4-H'ers are allowed entries in only one unit of competition.

A photograph may be used only on one exhibit and may be taken with a film or digital camera. Photos must be shot during the current project year by the 4-H member. Photos need to be appropriate for 4-H.

Securely attach photos. Photos that are unattached will be disqualified. Do not use photo corners, borders, or place coverings over the exhibits. Do not include negatives.

Personal Data Tag is required on all classes. Glue securely to back of exhibits or include as page one in your photo journal. Photo journals only require part A of the tag, all prints and displays will require both A and B. Tags must be securely attached to the upper right hand corner of displays or prints. **Data Tag stickers are available at the extension office and Data Tag forms are online at <http://lancaster.unl.edu/4h/Fair>**

NOTE ON PHOTO DEVELOPING/PRINTING:

I have had photographs developed/printed at discount stores and at professional photography stores. Results have varied for me: sometimes quality is better at discount stores, sometimes it is better at photography stores. I recommend getting photos developed/printed far enough ahead of time so you can have them redone if you are disappointed in the quality.

I have been very impressed with the quality of many inkjet printers when good photo paper is used. If you are happy with the quality of photographs printed on your computer and inkjet printer, then you don't need to have a store do it.

How to Prepare a Photo Journal

FROM FAIR BOOK:

Photo Journal (Units II & III):

- Choose project 1, 2, 3 or 4 in the photography project manual.
- Complete the pages associated with the project of your choice (project 1, 2, 3 or 4) or recreate and print the pages (still using actual photos)
- Place pages in an 8½" x 11" black or white 3 ring binder.
- Personal Data Tags are required. For your journal complete Part A only and include this as page one of your journal.

CLARIFICATION:

4" x 6" photos are suggested, unless a particular photo journal page dictates another size. You may need to put photos on separate pages, which is fine.

It is acceptable to re-create and print pages or to handwrite on the pages from the manuals. In both cases, actual photos should be used (i.e. photos should not be scanned or inserted electronically).

A photo cannot be used in a Photo Journal exhibit and also entered as an exhibit print in another class.



Know how. Know now.



Extension is a Division of the Institute of Agriculture and Natural Resources at the University of Nebraska–Lincoln cooperating with the Counties and the United States Department of Agriculture.

The 4-H Youth Development program abides with the nondiscrimination policies of the University of Nebraska–Lincoln and the United States Department of Agriculture.

How to Prepare a Picture Display

FROM LANCASTER COUNTY FAIR BOOK:

Picture Displays (Units I & II):

- Three 4" x 6" photos mounted on a single horizontal 11" x 14" black (preferred) or white poster or matting board.
- Every photo on picture display must be pencil numbered (no. 2 lead pencil) below (for judge's reference only). Numbers should be readable but not detract from display.
- No titles, captions, or stick-on numbers will be allowed.
- Photos must be mounted vertically or horizontally.
- Personal Data Tags (parts A and B) are required.

CLARIFICATION:

Photos can be any combination of vertical or horizontal. Positioning of the photos is flexible — place how you think they look best (photos cannot be tilted or overlap each other).

WHERE TO BUY SUPPLIES:

Double-sided tape, rubber cement or glue stick is recommended to securely attach photos and Personal Data Tags. Poster board is usually cheaper than mat-board, however, mat-board is more rigid and durable.

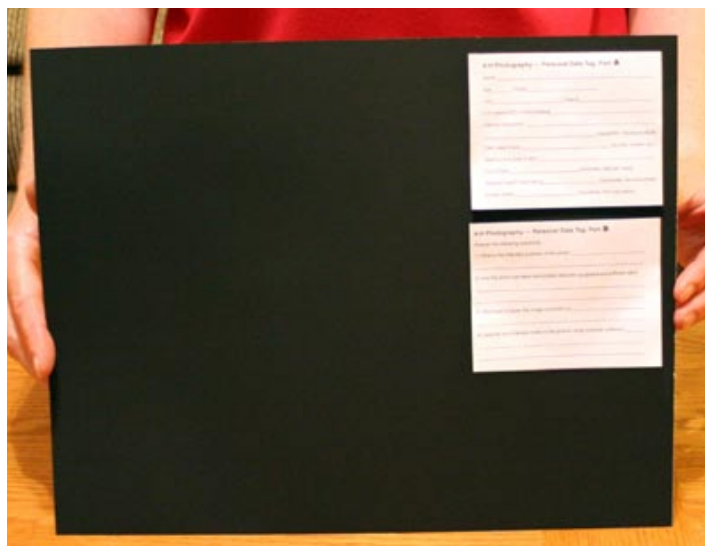
Black or white poster board can be purchased at many discount, craft or art stores. Size is usually 22" x 28" (which you can cut into four 11" x 14" sheets). Posterboard can be cut with scissors or an X-Acto knife.

Mat-board only needs to be black (preferred) or white on one side (the front) — it can be any color on the back. In Lincoln, mat-board can be purchased at:

- Ben Franklin and Hobby Lobby have pre-cut 11" x 14" mat-boards in a variety of colors.
- Hobby Lobby, Michaels Arts & Crafts and Nebraska Bookstore have large mat-board (or illustration board, which is very similar). Use an X-Acto knife to cut down to 11" x 14".



Sample front side of a picture display. Positioning of the 3 photos is flexible — place how you think they look best.



Sample back side of a picture display. Secure Personal Data Tags A and B to the upper right hand corner.



Every photo must be numbered in pencil below.

Use of commercial and trade names does not imply approval or constitute endorsement by UNL Extension. Store names are provided as a convenience to shoppers — other stores may carry supplies mentioned.

How to Prepare an Exhibit Print

FROM LANCASTER COUNTY FAIR BOOK:

Exhibit Prints (Units I, II & III):

- All exhibit prints are 8" x 10" prints mounted in 11" x 14" (outside size) cut matting (no frames) with a sandwich mat-board backing; rectangular or oval inside matt opening OR 5" x 7" prints mounted in 8" x 10" (outside size) cut matting (no frames) with a sandwich mat-board backing; rectangular or oval inside matt opening.
- Place photos horizontally or vertically as appropriate.
- Personal Photo Data Tags (parts A and B) are required.



"Single" mat
(has single inside edge)



"Double" mat — usually looks nicer but costs a little more

CLARIFICATION:

Mats can be single, double and any color.

For backing, mat-board or illustration board is preferred. Rigid, blank, non-corrugated cardboard is acceptable (no food boxes, etc.). For example, pre-cut mats sold by Walmart come with cardboard which is acceptable to use. Mat-board backing doesn't show, so can be any color.

ABOUT MAT COLORS & OVAL OPENINGS:

Choose a mat color which looks good with your photo.

Sometimes I have taken photos into stores when I pick mat colors. Most photos look good with a white or off-white mat. A color mat can overwhelm or detract from your photo, but some photos are enhanced by a color mat. Choose color carefully. Try to picking a color that is used in the photo. If you want a little color, try a double mat with a color inside border.

Choose carefully when selecting a shape for your mat opening.

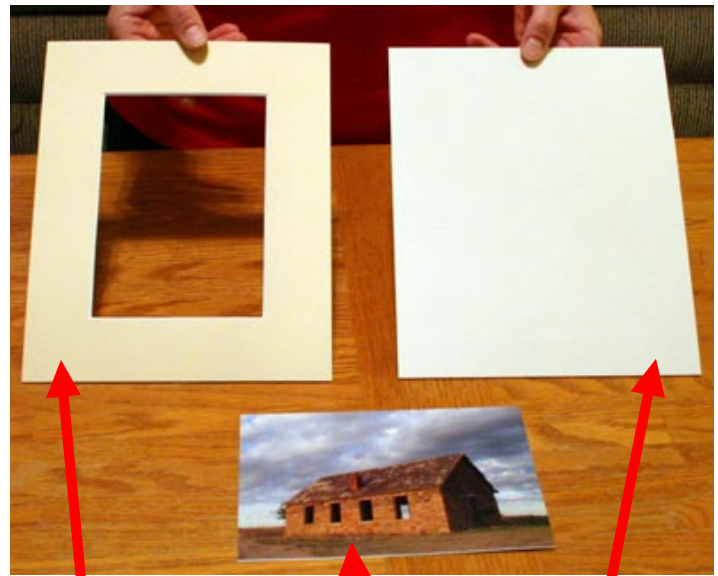
Select a shape that truly enhances the photograph — rectangular and oval shapes are acceptable.

WHERE TO BUY SUPPLIES:

Double-sided tape or rubber cement is recommended to securely attach photos and mat-boards (glue stick may not be strong enough). To attach Personal Data Tags, you may use double-sided tape, rubber cement or glue stick (sticker Data Tags are available at the extension office).

In Lincoln, pre-cut mats (either 11" x 14" for 8" x 10" photos OR 8" x 10" for 5" x 7" photos) can be purchased at:

- Ben Franklin — large selection of single mats; some double mats; several mats with oval openings; has cheap, pre-cut mat-boards (either 11" x 14" or 8" x 10") for backing
- Hobby Lobby — large selection of single and double mats; many mats with oval openings; has pre-cut mat-boards (either 11" x 14" or 8" x 10") for backing OR it is cheaper to cut down 32" x 40" mat-board or illustration board for backing (use an X-Acto knife to cut)
- Michaels Arts & Crafts — large selection of single and double mats; only a couple mats with oval openings; does not have pre-cut mat-board for backing but has large mat-board or illustration board which can be cut down for backing (use an X-Acto knife to cut)
- Walmart — limited selection of single and double mats; no mats with oval openings; does not have mat-board for backing; cardboard is included with pre-cut mats which can be used as backing



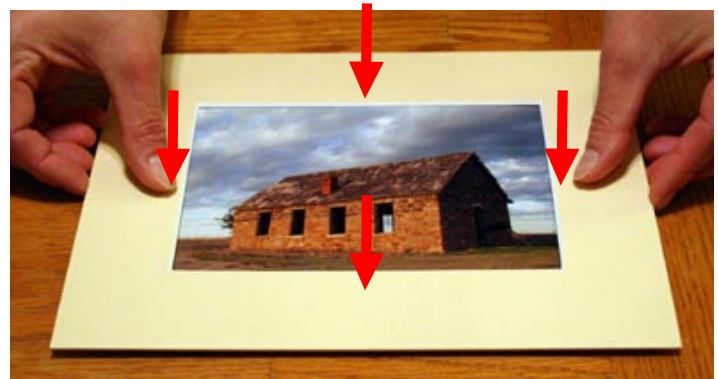
Single mat with rectangular inside opening
(will go in front)

Mat-board for backing
(will go in back)

Photo (will be sandwiched in the middle)

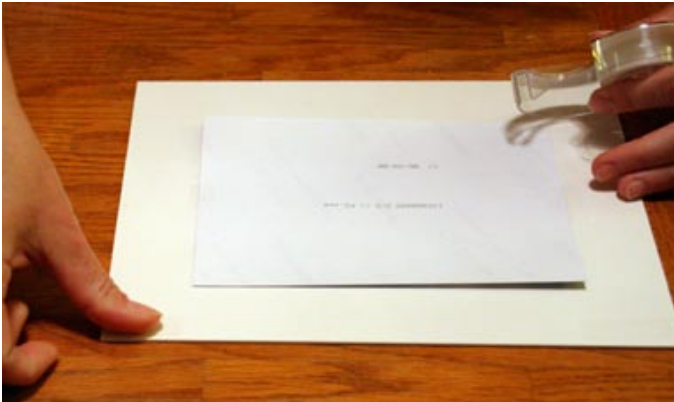


There are many ways you can secure your photo to the mat — the following method works well.
Put regular, one-sided tape FACE UP — partly under the photo and partly sticking out — on four sides of your photo.

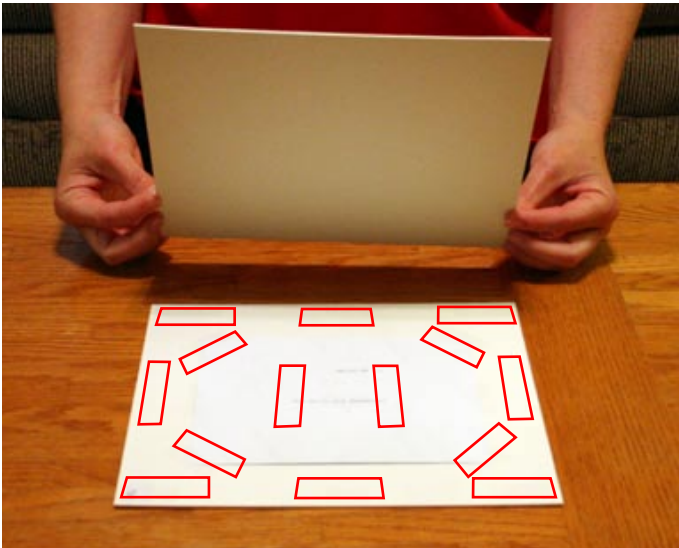


Notice your photo is slightly larger than the mat opening. Place the mat slightly above the photo and move mat slightly from side to side and up/down until you decide which "cropping" (portion of the photo showing) looks best. Press down on the mat where the tape is underneath. This holds the photo to the mat.

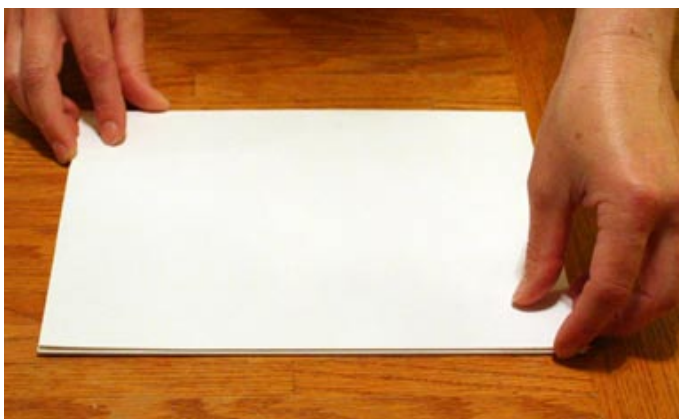
How to Prepare an Exhibit Print *continued*



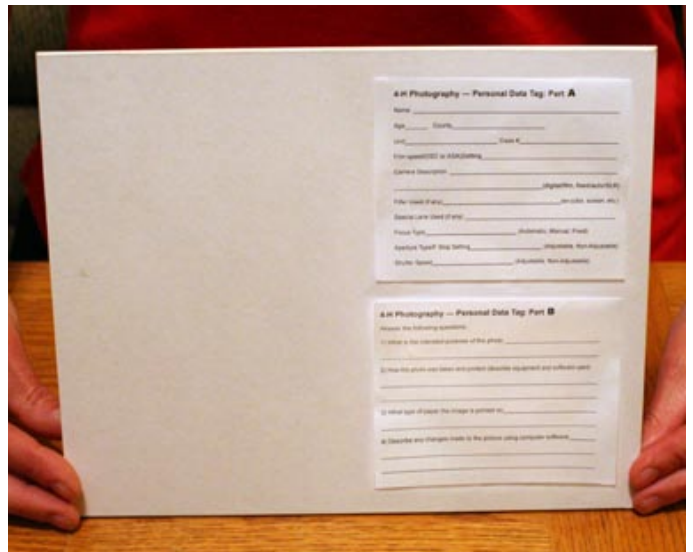
Turn the mat and photo over and place lots of double-stick tape or rubber cement over the back of the mat and photo. The goal is to make the mats and photo secure enough to hold even in the heat and humidity of fairs.



(This is how much double-stick tape I use on a 5" x 7" photo and mat – I use more on an 8" x 10" photo and mat.)



Line up the backing and press backing firmly to the front mat and photo.



Secure Personal Data Tags A and B to the upper right hand corner on the back.



Sample Exhibit Print ready to be entered in the fair!



Note: After the fair, it is a snap to put your matted photo in a photo frame! (Frames not permitted in the fair.) Some people reuse their mats for county fair each year, carefully taking the mats apart to replace photos.