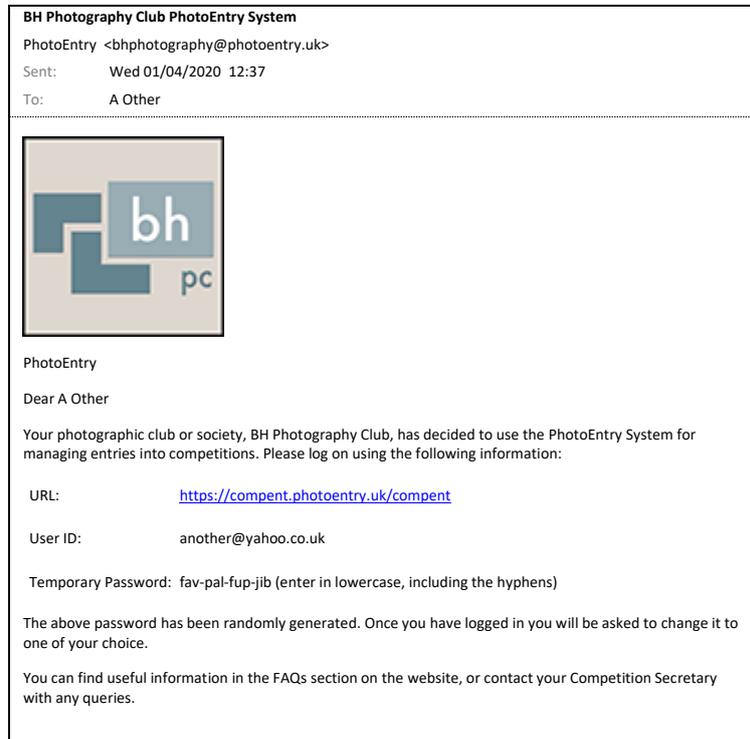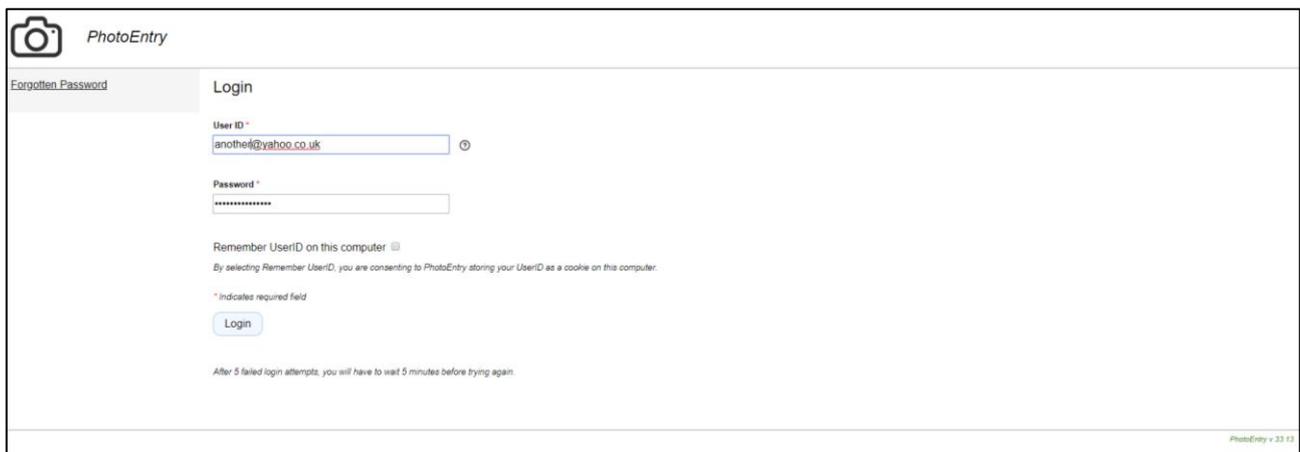bh photography club uses PhotoEntry to receive members' entries into club competitions. These guidelines explain each step that you need to go through to upload your competition entries.

Each member will be registered on the system, which will then generate an e-mail with instructions on accessing the system.
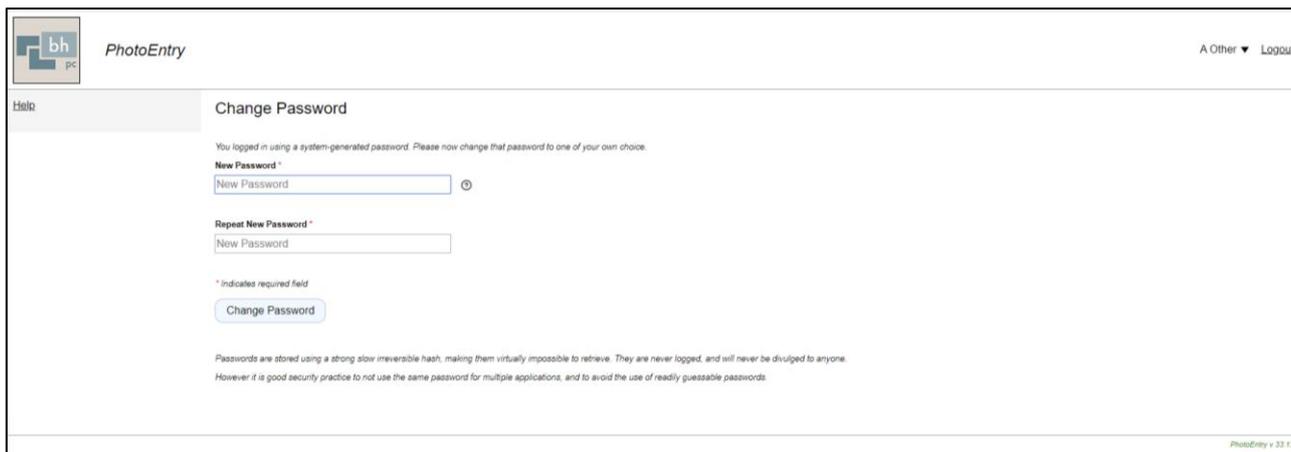

The e-mail will show your User ID and a Temporary Password. Click on the URL link to access the system. This will bring up the following screen:
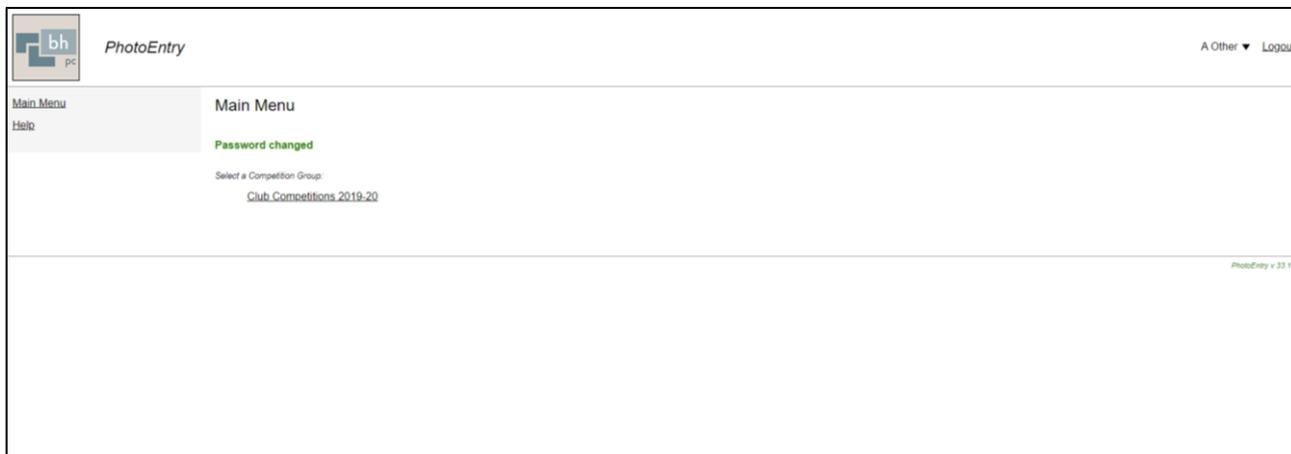

Enter your User ID and Temporary Password (as detailed in the e-mail). If you want your computer to remember your User ID, put a tick in the 'Remember User ID on this computer' box. Click on 'Login'.

You will then be asked to change your password:

Enter a password you will be able to remember in both boxes and click on 'Change Password'. You will then be on the Main Menu Screen. When you log in to the system in future, you will be taken straight to the Main Menu Screen.

The 'Help' menu item on the left will open a FAQ list in a new tab. This should be your first point for help. If you can't find the answer to your query, please contact the Competition Secretary.