



### **Directions for On-line Submission**

Go to <https://client.smarterentry.com/bwac>

1. Follow the directions on the Site Login Page to create a new profile.
2. Click on **Material Matters** to register. (It's under the heading AVAILABLE COMPETITIONS). You will be taken to a secure site where you can pay your application fee.
3. Once you have paid your application fee you can upload your images. Submit your images in JPG format only. The longest side should be no greater than 1,280 pixels. Your files can be up to 4MB.

Click the **Choose File** button to browse for the file you want to upload. The actual file name is the image file title you see in a directory / folder. File names cannot have special characters as they present security risks or are not compatible with programming. When you browse your folder to select your file to insert into the SmarterEntry system, you may see something like this:

c:\my\_harddrive%5\filename.jpg.

This is the computer's path to the file. It can/will have special characters, and that is ok. It is only the filename.jpg part that cannot have special characters.

4. Upload your image as directed. Please note that **all fields marked with an asterisk (\*) are required**. You must include "medium" and "dimensions" for each piece to be considered.

Click **Add Image** to upload it to the show. While the image is uploading do not press the back button or otherwise interfere with the upload process. When the image appears below, it has been submitted to the competition. You may have to scroll down to see all the images.

Repeat this process for all your images. You can click **Return to Account** on the left hand bar at any time, then return later to submit more images.

You can delete and resubmit a new image at no additional cost. You can edit the information submitted up to the deadline.