IMAGES

IMAGES Required for Registration

The process is in its first full year of implementation. I am receiving images with 2018 registrations (intended for 2019 Introduction in most cases). John Jones has been a great help answering my questions about the whole process and terminology.   It has been helpful for me to think of the this as the "2018-19 season."

With a list of registrants and emails from John I have been sending out a letter which I shared via "ais-discuss." This letter was sent to about the first 12 names on the list alphabetically.   I quickly discovered that although I set the permissions to share with "anyone with this link can edit" in Google speak that meant anyone with a Google account and the link could edit (add and remove images and files). People with whom I had shared these before apparently did have a Gmail/Google account.

I understand that this is not the best situation. I am continuing to look for better solutions. In the meantime, I have edited the letter with this caveat. If someone chooses not to create a Google account, photos can still be emailed to me. I will then transfer them. There are many advantages to having an account with Google. It has fast becoming a file sharing standard. I also understand concern about security issues. These exist no matter what, even mailing images. In this sharing we are not asking for any sensitive personal information.

The final copy is of this letter at the end of this report. The Google account explanation is in Bold.

International Registrations

John has shared that not all countries beside the USA and Canada, may be able to follow the same procedure due to internet and email restrictions. He supplied me with contacts in Germany, Great Britain, Australia, Middle-Europe (Czech Republic), New Zealand. France, Russia, The Ukraine, and China. I contacted each via email and explained the process we are using in the US and Canada, attaching the letter.

As of this writing I have not heard back from anyone but look forward to assisting them in image collection. I was very clear that the inability to get an image to us would not block the ability to register that cultivar.

Working with The Journal Editor

Jane Milliman has been sharing requests for photos for the journal. While many author send pictures to accompany their articles, sometimes photos are needed. For the Awards Issue, an image of each winner is needed.

I have established a group of "go-to" photographers from people that responded to a request in "News and Note." This has proved useful and some of the images used come from this group. This is a group that is growing, and additions are always welcome.

When images are sent to me for the journal, I put them in a Google Drive folder that I share with Jane, Cathy Monrad (her assistant) and anyone else Jane deems need this access.

The Google Drive

A Google Drive is a "cloud based" storage area. To the user it mimics the hard drive on your computer. The advantage is that anyone with permission and a Google account can access folders on the drive. I have mentioned it in many parts of these reports. With a Google account 15 GB are free. So far, I have not exceeded that limit including personal folders that I use there. I have created an independent account "aisimagesandprograms" that I can easily pass on to the next person that takes over.

Images of Iris Already Registered:

When I receive irises that have already been registered I pass them on the Terry Laurin. There is a folder that he can access specifically for the AIS Encylopedia. I also file them in the folder I have designated for each registrant/hybridizer. Each of these folders has its own link. I share that link with the hybridizer as in the email attached. If someone loses their link I can resend it.

Once Terry lets me know that he has checked the Encyclopedia folder I clear that out.

Gratitude

My thanks go to all that have assisted and supported me. Most of us are volunteers and positive support, encouragement and gracious suggestions keep us motivated. I know this has been true for me as I try my best to learn quickly!

Respectfully,

Neil

THE EMAIL THAT IS SEND TO REGISTRANTS

Dear _____ ,

Allow me to introduce myself. My name is Neil Houghton, AIS Image Coordinator. I was assigned by AIS to facilitate the process of gathering images for new and previously registered iris, and assist in getting these images to the AIS Encyclopedia.

In 2017 the AIS Board of Directors voted to require that images be included with new registrations. A procedure was outlined in Winter edition of the AIS Bulletin. The process that was published suggested that an individual email for each cultivar with image(s) and registration form attached be sent to John Jones, the AIS Registrar, at registrar@irises.org and to me at images@irises.org.

This process has evolved, and hopefully the revised process, outlined below, will make the task less cumbersome. While you can still email the documents, as an alternative I have created an online folder for you. By clicking on the link below you can open the folder. Here are the step by step instructions to upload images:

SIMPLIFIED IMAGE UPLOAD

This method requires the user to have a GOOGLE ACCOUNT. If you use GMAIL you already have one. If not you can create one. While there are many advantages to having a Google account. This includes not being limited by file sizes and being able to upload multiple files as a batch, saving time and effort. if you do not want to do this, you can still email photographs (and other documents) to me at images@irises.org. I will then move these into the folders. Please observe the file naming conventions below if at all possible.

1) Click on this link to open YOUR folder.

< INSERT PERSONAL LINK HERE>

2) Click on the "+NEW" button and move down to "file upload."

3) Select the file(s) you wish to upload from your computer. This should look just like attaching a file to an email.

4) Wait until the file(s) has uploaded before shutting down your computer, meanwhile you can work on other tasks while the upload process will continue in the background.

File Naming conventions:

The information I need is the name and seedling number of the cultivar and its class, the name of the registrant as well as the photographer. This is now my preferred filename format:

<Registrant>_<seedling>_<name>_<class>_<year>_<photobyCredits>

Here are some examples:

NSmith_02B-14-A_Plumber'sDelight_LA_2018_photobyGraceKelly.jpg

MDawson_AA-34-15_RawShrimp_TB_2018_photobyDorothyGale.jpg

About security:

Access to the file to which you upload your images is limited to the registrar (John Jones), the image coordinator (me) and you. If you choose to share your link with someone who works with your images that is fine. Other registrants will not have access to your files and you will not be able to access their folders either. In other words, you are in control. Unfortunately no-one can guarantee absolute security as we have seen, but this is a very secure system with Google. It also seems an unlikely target for intrusion.

About file names:

Some systems allow spaces in filenames, others require underscores (_). Google allows either.

Filename cannot contain slashes (/) or backslashes (\). Please replace these with hyphens.

About File Formats:

I can accept almost any format. The most popular is JPG. If you cannot upload contact me via email. If I cannot read a file, I will contact you.

About Image Size:

While I will accept any image you submit, I urge you to submit the largest image possible:
1 MB or larger. This is to assure that if your image is published the print quality will be acceptable.

About Copyright:

In 'Irises' and as a general rule AIS requires that any image used by AIS and affiliates be cleared through the source. That is why we want the name of the registrant and photographer in file name. We cannot publish pictures with watermarks or © copyright marks. We need a clean high resolution photo. Credit will be given with the photo or on a credit page.

About our online Encyclopedia/digital presentations:

Part of my job is to assist the Online Encyclopedia in gathering current and accurate iris images. When images are posted, I will contact you for permission to pass these on to the Encyclopedia team.

The encyclopedia displays images as well as listing them. The listing contains photographer and source credit   This great resource is used by individuals, AIS affiliates and judges with ever increasing frequency for promotional and identification purposes. The best practices regarding copyright are published there. Proper use statements are also a part off every AIS digital program.

In Closing:

This is an attempt to clarify the process as much as possible and I apologize for its length. If you have any questions or need help in its sending in photographs please contact me at images@irises.org.

Thank you for your tireless efforts to beautify our gardens and our lives!

Neil

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Neil D. Houghton

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