

FreePhotoGuides.com Guide Submission...

Thank you for contributing to FreePhotoGuides.com and sharing your knowledge with the wider community. Below are instructions on writing guides so that they are both informative and consistent across the site. That being said there is no reason why you can't mix it up a little and include any other information you might feel is relevant. If there is anything you are unsure of please drop us a line.

The process of submitting a guide is quite simple, and once submitted it will be reviewed a friendly administrator to ensure the contents is sound and the code used in the background doesn't break our website theme. The turnaround for this process should be quick however it will be determined by the administrators availability so please be patient. As the site grow we will take on more administrators to ensure this time is minimal. So on to creating a guide yay!

As our website is built on Wordpress you may already have experience in publish content using this platform. If not it is very simple and intuitive.

Getting Started...

First you must register to the site if you have not already done so to gain access the article administration pages (Wordpress backend). To do this click on the Article Admin button on the homepage or the browse to the link below.

<http://www.freephotoguides.com/submit-or-edit-guide/>

Submit a guide

Achieve legend status and
contribute to
FreePhotoGuides.com

[Article Admin](#)

From here you can either login with your account details, reset the password ('Lost Password' link), or create an account ('Register' link) entering a username, password and email address.

Please register using your actual name as the as follows:

Register For This Site

Username

E-mail

Password:

Confirm Password:

The Username will appear on the site as a unique URL displaying all of your posts so better to have your real name rather than an online pseudonym. Of course this is up to you, I know some of you have photography pseudonyms.

Once registered you will be able to use the account details to login straight away. These details will also be emailed to you for reference.

Once logged in you should be redirected to your Wordpress dashboard where your articles will be displayed. From the dashboard you can:

1. Edit or Add Posts -

After login you will be presented with the dashboard showing all of your posts as well as those posted by others. You will only have access to edit those you have Authored or Co-Authored. Hover over a guide name and more options will be presented including the option to edit.

The screenshot displays a dashboard interface. On the left, a sidebar contains a 'Posts' section with 'All Posts' and 'Add New' links, and a 'Profile' section with a 'Collapse menu' button. The main content area is titled 'Posts' and includes an 'Add New' button. Below the title, there are filters for 'Mine (1)', 'All (118)', 'Published (110)', 'Drafts (8)', and 'Trash (4)'. A 'Bulk Actions' dropdown menu and an 'Apply' button are positioned above the list. The list itself has two columns: 'Title' and 'Authors'. The first row shows a post titled 'A Photographer's Guide to Cromarty' by 'Calum Davidson', with links for 'Edit', 'Quick Edit', 'Trash', and 'View'. A second row is partially visible below it. Another 'Bulk Actions' dropdown and 'Apply' button are located at the bottom of the list area.

Clicking 'Add New' will present you with a screen to add guides (guidelines below).

2. Profile - Clicking Profile will bring you to the profile editing page, settings should be as follows

Name

Username	<input type="text" value="Lee Duguid"/>	<i>Username cannot be changed.</i>
First Name	<input type="text" value="Lee"/>	
Last Name	<input type="text" value="Duguid"/>	
Nickname <i>(required)</i>	<input type="text" value="Lee Duguid"/>	
Display name publicly as	<input type="text" value="Lee Duguid"/> ▼	

Contact Info

E-mail <i>(required)</i>	<input type="text" value="info@leeduguid.com.au"/>
Website	<input type="text" value="http://www.leeduguid.com.au"/>
AIM	<input type="text"/>
Yahoo IM	<input type="text"/>
Jabber / Google Talk	<input type="text"/>
Google+	<input type="text" value="https://plus.google.com/u/0/101085101700623901372"/>
Twitter username (without @)	<input type="text" value="leeduguid"/>

About Yourself

Biographical Info	<div style="border: 1px solid #ccc; padding: 5px;"><p>Lee Duguid is a Sydney based landscape photographer. For more of his work please visit his site: Landscape Photography</p></div>
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Share a little biographical information to fill out your profile. This may be shown publicly.

This will give a public profile as follows:

Author Bio



Lee Duguid

Lee Duguid is a Sydney based landscape photographer. For more of his work please visit his site:

[Landscape Photography](#)

Note the image beside my name is known as a 'Gravatar', they come from my Wordpress account which can be created and administer here (seperate to FreePhotoGuides account):

<http://dashboard.wordpress.com/wp-admin/profile.php>

The Gravatar will appear beside your name comments left on any blogs when using the same email address.

Guides Guide...

The following instructions outline the "best practice" and are only meant as a guideline to try and maintain a consistent feel across all guide submissions.

Title - for consistency please name your guide by location. The location name should not include the city, state or country as most of this will be in the auto generated URL, for example:

Location: Turimetta, Sydney, New South Wales, Australia

Title: Turimetta

URL: <http://www.freephotoguides.com/oceania/australia/new-south-wales/turimetta/>

Turimetta

Permalink: <http://www.freephotoguides.com/oceania/australia/new-south-wales/turimetta/>

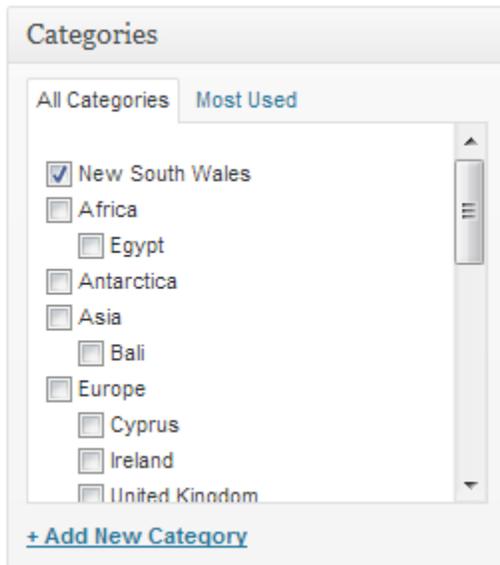
Edit

View Post

Category - In order of preference select the State of the location where possible, followed by Country then Continent. If a corresponding country selection is not available please choose the continent and an administrator with add the correct country when approving the post.

So for Turimetta select New South Wales rather than Australia or Oceana. Don't select all of them.

For technical guides select 'How To' - we like technical guides so chance are we will feature you!



Body

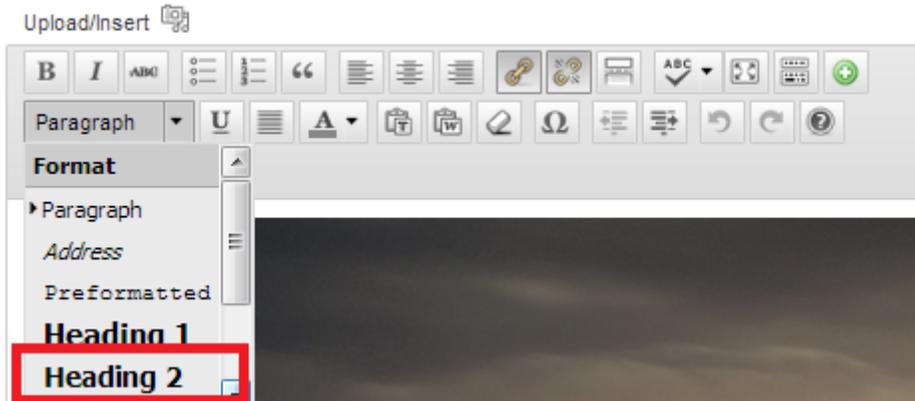
Example guide, follow this structure and you can't go far wrong: <http://www.freephotoguides.com/oceania/australia/new-south-wales/turimetta/>

All guides should be written using 'Paragraph' font excluding titles which should be of type 'Heading 2'. If these options are not visible ensure you are using the visual editor and you may also need to click on the Show/Hide Kitchen Sink viewing option.



1. Open with a cracker image that is iconic of the location (see how to insert images below). If you wish to use somebody else's photos in your guide, please seek their permission first and attribute the photo to them (together with a link to their website, blog or photo collection). Great images make for a great guide so be sure to ask!
2. Write an inspiring introduction that tells other photographers why they must visit this location. Briefly describe the highlights and give a general layout of the area. This should be a paragraph or two, no need to title it 'introduction'.

3. This is where we go into detail about the location. Start by specifying the section (copy/paste the following and change it to Heading 2 font): **Special Photographic Features or Notes**



Using Paragraph text (above Heading 2) talk about each of the photographic features that you briefly described in the introduction. Tell the reader anything they may need to know about this feature and give some example photos. Depending on how big the site is that you are writing about, you may want to include a map of the area highlighting the different parts of the location itself. You may have to make up location names for different rock formations, gullies, formations in cliffs, rivers etc.

4. Repeat for the following optional categories (again Heading 2 font followed by Paragraph text)

Night Photography

It is useful to add a section on Night Photography describing whether there are any special lights or issues that may make the area suitable or unsuitable for those exploring night photography.

Special Equipment

If there are some unique aspects to the site that require the photographer to bring special equipment, this is the place to list it. Examples of special equipment may include:

- Lens recommendations (ultra wide... telephoto etc.)
- Accessory equipment (extra lens cleaning cloths if it's a dirty environment, filters)
- Personal equipment (eg: sandals if they are likely to get wet feet)
- Safety equipment (like ropes, first aid kits etc.)
- Bug spray, suntan lotion, extra water etc.

This is also a good place to post warnings or other bulletins. These could include:

- Rough dangerous seas
- Snake or spider warnings
- Bug warnings etc.

Best Time of The Day

If the light is right at a certain time of the day, or there are specific wildlife movements, this is the place to note recommendations around time.

Tidal Information

Some coastal locations are very dependent upon tides. You should guide the photographer so that they understand how the tides can impact a location. It would be disappointing to go out and shoot a location like Long Reef at high tide. The entire location would not be accessible to you.

Wind Information

If the site is especially exposed or protected from specific wind directions, this is the place to note it.

Two examples of this...

- If you try to shoot the wreck at La Perouse during a Southerly, you can expect a lens full of water and salt as it is very exposed and very close to the water.
- Turimetta on the other hand is extremely protected from Southerly and Westerly winds and offers lovely shooting when most other locations are blown out.

5. Now the last section 'Getting there' I would say is essential (again Heading 2 font followed by Paragraph text)

Getting there

I recommend putting three elements into this section, if you aren't so tech savy or don't believe it is required then put what you can in and leave out anything else.

- A link to the location on Google maps, the easiest way to do this is just find the location on Google maps and then click on the "link" button in the top right. This will generate the unique URL for that map and view.
- A satellite picture of the area. Use [ScribbleMaps](#) to generate a map with photo locations, car parking spots, pathways to walk, anything you want really. I suggest you create an account (or login using Facebook) this way you can easily save and edit your maps. Once the map is created take a screen shot of it then insert it into the guide.
- A Description of how to get there. This should include the closest street to park in, and any other directions on how to find the specific location or track to your location. You may need to include GPS waypoints for specially difficult to find locations (like desert caves etc.)

Inserting Images

To insert images in your post click the Upload/Insert option above the text editor.



Select files from your hard drive to upload to FreePhotoGuides. This is preferred over using a URL for images hosted elsewhere (such as Flickr) so the site doesn't have lots of broken links if images are removed.

Drop files here

or

Select Files

Once uploaded edit the details as follows giving the image a title, alternate text (good for Google finding your images), leave the link URL and insert full size. Do not enter captions or descriptions.

Maximum upload file size: 5MB. After a file has been uploaded, you can add titles and descriptions.

Craigs-Hut-Alpine-National-Park-Australia [Hide](#)



File name: Craigs-Hut-Alpine-National-Park-Australia.jpg
File type: image/jpeg
Upload date: October 14, 2012
Dimensions: 900 × 300

[Edit Image](#)

Title *

Alternate Text
Alt text for the image, e.g. "The Mona Lisa"

Caption

Description

Link URL
[None](#) [File URL](#) [Attachment Post URL](#)
Enter a link URL or click above for presets.

Alignment None Left Center Right

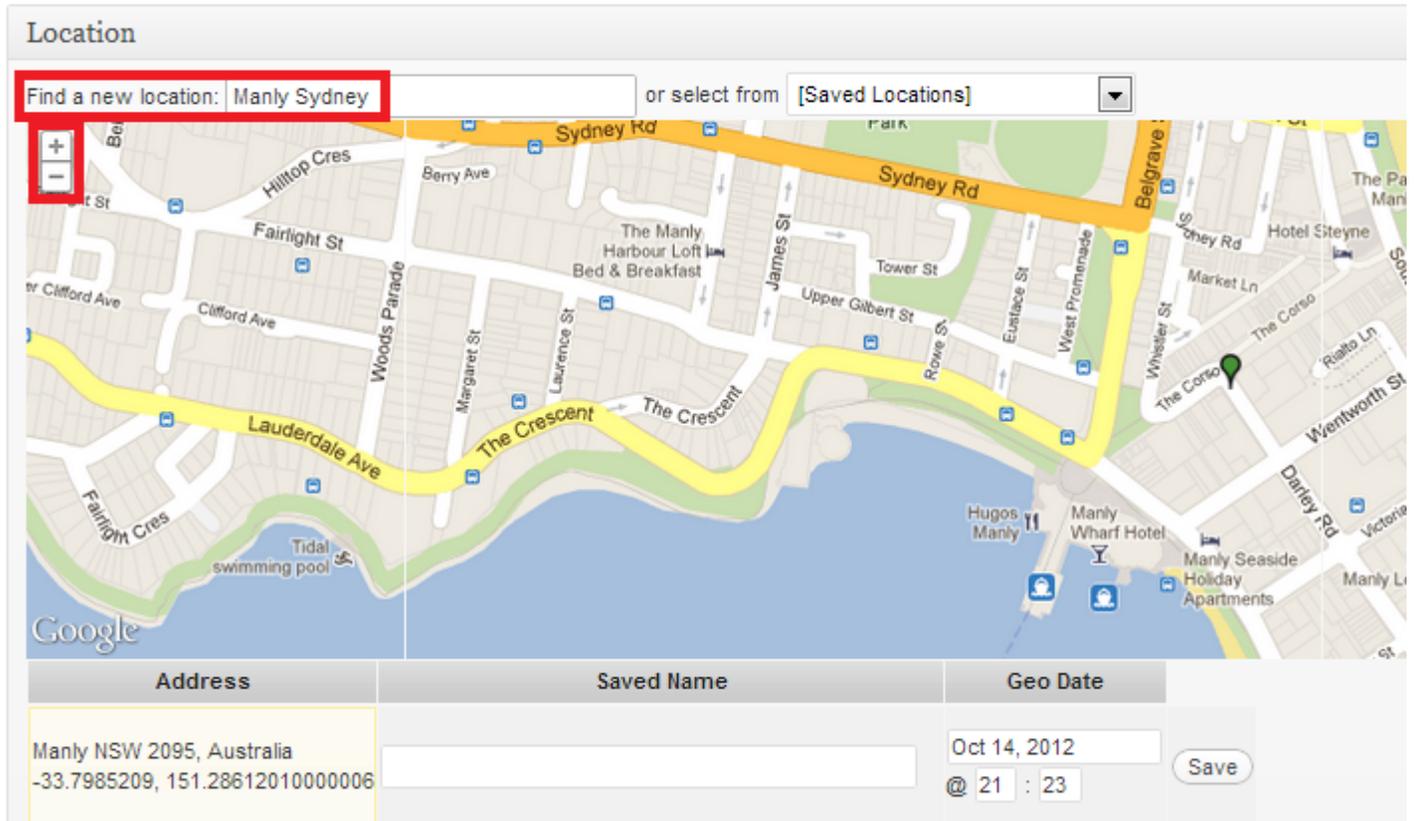
Size Thumbnail (150 × 150)
 Medium (300 × 100)
 Large
 Full Size (900 × 300)

[Insert into Post](#) [Use as featured image](#) [Delete](#)

Once inserted ensure you have some space above and below your image so that it is not crowded.

Associate Location

The maps used throughout FreePhotoGuides are populated using this great plugin. To add the location to your guide first search the location beside 'Find a new location'. Zoom into the map to verify the location. If the green marker is incorrect, click on the map to correct. You can also click and drag to move around the map. If there are multiple markers or no markers try a more specific search. The marker location is automatically saved when you save or publish the guide.



The screenshot shows a web interface for associating a location. At the top, there is a search bar with the text "Find a new location: Manly Sydney" and a dropdown menu labeled "or select from [Saved Locations]". Below the search bar is a map of Manly, Australia, showing streets like Sydney Rd, The Crescent, and Lauderdale Ave. A green marker is placed on the map. Below the map is a table with columns for Address, Saved Name, and Geo Date. The address is "Manly NSW 2095, Australia" and the date is "Oct 14, 2012". There is also a "Save" button.

Address	Saved Name	Geo Date
Manly NSW 2095, Australia -33.7985209, 151.28612010000006		Oct 14, 2012 @ 21 : 23

That's it, you have finished creating your own Photo Guide. There are a few other simple things you may want to include like links to other web sites, you can do this easily by using the link icon on the toolbar. Highlight the text you wish to make into a hyperlink, click on the chain icon and enter the destination web address. Don't forget to save your work!

Publish

[Save Draft](#) [Preview](#)

Status: **Draft**

Visibility: **Public**

SEO: [Check](#)

[Move to Trash](#) [Submit for Review](#)

When you have finished, you can either Save Draft for further editing later or Submit for Review. Once you submit your guide for review a State/Region Administrator will review the guide before publishing it for the world to see. This review process usually only takes a day or two, you will be notified when it has been done. Be sure to share your guide with your adoring fans through Facebook and the like.

Happy writing, I look forward to reading your guides!

Cheers
Lee Duguid