THE CHILTERNS ASSOCIATION OF CAMERA CLUBS

www.thecacc.org.uk

The Compendium
Resources for Clubs

[See footnote for version date]

Contents

Introduction

The purpose of this Compendium is to provide summary information about the resources offered by the Chilterns Association of Camera Clubs (CACC) on behalf of its member Clubs, with direct links to available support and documents.

The CACC is a member of the Photographic Alliance of Great Britain (PAGB) and is an enabling organisation. It provides some direct events and services, saving every Club having to develop the same independently.

Apart from its own events and services, the CACC does not require its member Clubs to adhere to any procedure or advice which may be used by either the CACC or the PAGB. All are free to follow or adapt as they think appropriate for their own use.

The CACC has a website at thecacc.org.uk The website is a repository of definitive and historical information. The Compendium generally follows the structure of the website.

While reading the Compendium in a pdf reader, all the highlighted links will be available and live. That will not be the case for a printed out copy.

The PAGB Compendium

The PAGB also has a Compendium which explains the content of the PAGB website with links to administrative documents.

Download the PAGB Compendium.

Distribution

In the past the CACC Yearbook has been distributed every year with copies to each Club. Like all printed information parts would be out of date before the next edition. The Yearbook content could be broadly categorised as:

- Confidential contact information for the CACC committee and the Clubs. This is now managed separately.
- Administrative and historical material. Anything not previously on the website is now included and is available via this Compendium.
- Confidential contact information for Lecturers and Judges. This is now managed using the PAGB on-line Speakers register.

This Compendium is expected to be of most use to officers and committees of Clubs.

There is no limit to the distribution, and the Compendium is available for public access.

Club Integration

In order for Clubs to be fully informed and to be able to take advantage of CACC and PAGB events and services, the following are recommended.

CACC Club account:

- The external competitions secretary should know the Club's account and password for the CACC website to enable entry to CACC events.

PAGB e-news:

- At least one committee member should subscribe to receive **e-news** notifications. The notification must not be forwarded but e-news editions may be.
- Otherwise there is no limit to the number of Club members who may subscribe.

PAGB CMS:

- The programme secretary should have a PAGB CMS account, with Club officer approval in order to access the on-line Speakers register.
- Otherwise any Club committee member can also have a CMS account with Club officer approval.
- At least one officer should have 'Advanced' permission in order to manage the Club's details.
- At least one officer should be flagged as 'Data Manager' in order to manage Club memberships.
- An officer may be flagged as 'Competition Secretary'

The CACC Website

The CACC website at thecacc.org.uk is the place to find definitive and up to date information about all CACC services and events. The following sections explain each part of the website with links to available documents.

Pages and documents on the website are updated as required. That means the live links in the Compendium will always be to current versions. If, when viewing, there is uncertainty about the status of a document, use refresh (F5).

The Home page carries current announcements.

Various pages on the website contain historical series of documents, set out by year. Likewise, there are annual albums of images, with each album having galleries for the events in that year.

News

The contents of the news pages vary from time to time.

Available news is in several sections:

- CACC News: Used for announcements from the CACC committee
- Club news: Used for announcements submitted by Clubs eg, for special events and exhibitions.
- PAGB **e-news**: Refers to the PAGB newsletter. Anyone can sign up to receive notifications of each issue. It is recommended that each Club has at least one subscriber although the notification emails should not be forwarded.

- [Other news](#):
- [RPS](#): Information about the Thames Valley Region of the Royal Photographic Society which largely covers the CACC area.
- [Archive](#): Less current announcements.

About Us

What We Do

The [page](#) explains the purpose of the CACC, which is one of 15 Federation members of the PAGB.

- [CACC Constitution](#)
- [Conditions of Membership](#)
- [CACC Data Protection Policy](#)

Committee

The [page](#) shows the current CACC committee members and their roles.

Service Awards

The [page](#) explains the service awards made by CACC and by PAGB.

- [CACC Roll of Honour](#)

How To Join

The [page](#) explains how a Club can join the Association.

Contact Us

The [page](#) has a contact form which will email the website administrator.

Services

The [page](#) lists the contents of this section and also shows examples of boxes for prints.

Yearbooks

The [page](#) shows the two books which clubs have received up to now.

CACC Yearbook

Most content is now on-line either as this Compendium or in the PAGB Speakers register. The contact lists for the CACC committee and CACC clubs will remain as a confidential circulation.

PAGB Handbook

Most content is now on-line and via the [PAGB Compendium](#) or in the PAGB Speakers register. The PAGB website has a contact list for the PAGB Executive. Federations may publish contacts on their own websites.

Speakers

The page has information about speakers (judges and lecturers). Speakers are an important resource for club programmes.

Clubs can access the PAGB Speakers register (CMS approved account required).

Research by CACC (Martin Patten) has led to advice about the judging process, and about on-line judging.

Recruiting New Speakers

Recruitment of speakers is very important and CACC has training for potential new judges.

Judges and lecturers within the CACC area are approved by CACC into the PAGB speakers register.

Digital Advice

The page has advice about digital projection, projection size, interclub competitions, test images and recommended maintenance.

Clubs

The page lists the CACC members clubs, with their venue, meeting day and time, venue map, website, reported number of members and any other information.

There are also groupings of clubs set up for particular purposes.

Events

The page has some generic information and an index to the individual competitions.

- The Calendar
- Competitions Guide
- Competitions Diagram
- General Conditions of Entry
- Eligibility – Guidance for Clubs
- Awards
- Archive of Awards

Championship Day

The page shows the competitions on this day each March.

- The Chilterns Hundred Exhibition - Rules
- The Inter-Club Championship - Rules

Information:

- The Calendar
- Venue information
- Championship Day Poster

Clubs enter using their account on the CACC website:

- How to Enter - Club Instructions

Chilterns Hundred Members Exhibition

The page has more information about this event.

The results page shows historical results including catalogues.

The CACC Inter-Club Championship

The page has more information about this event.

The result page shows historical results.

The results from the Championship are used to determine invitations from the CACC committee for clubs to enter the two PAGB Inter-Club Championships.

Rosebowl Day

The page shows the events on this day each April.

- Annual General Meeting
- The Phone Photography Exhibition - Rules
- The Rosebowl Stars and the Final - Rules

Information:

- The Calendar
- Venue information
- Rosebowl Day Poster

Clubs enter using their account on the CACC website:

- How to Enter - Club Instructions

The Rosebowl Competition

The Rosebowl Final and the Rosebowl Stars competition are preceded by the Rosebowl League. The page shows general information and:

- The Rosebowl Rules including procedures for League matches, the Stars competition and the Final.
- The Rosebowl Draw List – How it is done
- League Match Scoresheet (4 Clubs) (1-worksheet xlsx)
- League Match Scoresheet (3 Clubs) (1-worksheet xlsx)
- League Match Scoresheet (4 Clubs) (2-page pdf)
- League Match Scoresheet (3 Clubs) (2-page pdf)
- Electronic Submission Advice

The fixtures and results page shows the draw for the year, progress in the league and historical results:

- Rosebowl Fixtures
- Rosebowl Progress

All Rosebowl League matches are required to be held on-line.

- Recommended projector maintenance

The CACC Phone Photography Exhibition

The page has shows general information and::

- The Phone Photography Exhibition Rules

The results page shows historical results.

Entries

Entries to CACC events (not Rosebowl League matches which are hosted by clubs) are made via this page. The relevant competitions are:

- The Chilterns Hundred Members Exhibition
- The Inter-Club Championship Print Category
- The Inter-Club Championship Projected Category
- The Phone Photography Exhibition
- The Rosebowl Stars Competition
- The Rosebowl Final

In addition, users can access:

- Play area, available for practice
- Review, which shows the current entries to all events

All clubs are issued with an account and a starter password. The password can be changed. The account is permanent for the club and must be handed on when the competition secretary changes.

- Instructions for using the Competitions Entry System
- Information about Eligibility

Galleries

The page has albums by year. Each album has awards and winning club images from the various events.

PAGB

This section explains PAGB events and services.

Also available from the PAGB is the PAGB Compendium. Like this Compendium, it is a complete guide to the PAGB website with active links to relevant documents.

PAGB e-news

e-news is published frequently and anyone can subscribe.

PAGB CMS: Management/Entries System

The page introduces the CMS which is used to enter PAGB events and provide many on-line services.

PAGB Events

The page summarises the various PAGB events which are variously for entry by federations, clubs or individual members.

PAGB Awards

The page introduces the Awards for Photographic Merit (APM). Potential applicants must apply via CACC and following both CACC and PAGB requirements.

- How to Apply via CACC

The PAGB provides an on-line advice service for those qualified to apply.

PAGB Insurance

The page introduces the different types of insurance available via the broker engaged by the PAGB. Clubs may use this broker or may arrange insurance through any other broker or underwriter.

Public liability insurance is a condition of CACC membership for clubs. Management Liability and All Risks insurance policies are optional.

PAGB Advice

The page provides a link to the PAGB advice page. Generic advice is provided for clubs to adopt or adapt as they wish.

PAGB Recorded Lecture Service

The page describes the Recorded Lecture Service. Clubs can buy a licence and download a lecture. Access to buy a lecture requires a PAGB CES account with club officer approval.

FIAP Awards for Club Members

The page describes the FIAP awards with a link to the FIAP section of the PAGB website.

Links

The page has links to:

- The PAGB, other federations, and other organisations
- Suppliers
- Resources for digital AudioVisual
- Other Resources