



## Guidelines for submitting a head and shoulders picture to RCNi

Congratulations on being shortlisted for this year's RCNi Nurse Awards.

As a finalist we now require a high-quality colour head and shoulder photo of yourself. This will be used in the award ceremony, in our publications, in post event press releases and may be distributed to the press should you win an award.

Please ensure that, if required, permission is given for it to be shown. By submitting a colour photograph you agree to have it included in the Awards ceremony and for it to be viewed by the audience.

The following is a guide to achieve the best results:

### Individual photos

- Use a suitable camera. Most smartphones (such as iPhones and Samsung phones) have excellent cameras on them, as do tablet computers. They also make it easy for you to send your picture to us.
- Ask a friend, family member or colleague to take a few pictures of you against a plain background (preferably a clean white wall).
- Natural light often helps to create the best pictures and so do not choose an area that is too dark.
- We would like the picture composed like the one I have included in these guidelines with you at the centre of the picture with some space above your head.
- We would also like the pictures to be taken as 'landscape' shaped like the picture below, with the longest side of the picture along the top and bottom edges.
- Remember to give your full name in the email so that we know the picture is of you. If you are submitting a team photo, please give the full names of the people in the photo from left to right
- Your phone or tablet computer may give you different options of the size of the photo you are sending. If so, please select 'Large' or 'Original'. If you are not given size options then the photo will, most likely, be sent at the largest size available. Please do not shrink make the photo you are sending us as this often makes it impossible for us to use the picture in print.

