Photos Submissions Checklist - Pre-Shooting and Shooting

☐ Research possible trending themes to shoot using Google Trends

☐ Research such trending keywords at agencies - could you improve on the top results?

☐ Start shooting! Select the right lens and always check images at 100% on viewfinder for focus issues

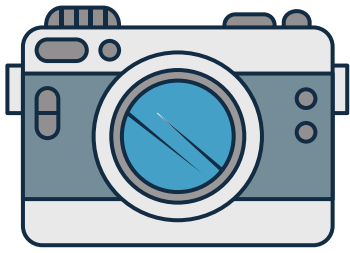☐ Check histogram for possible lighting issues - overexposure or underexposure

☐ Consider using a tripod under more challenging lighting situations

☐ Obtain model and property releases, when possible / applicable

NEXT ➡

Photos Submissions Checklist - Post-Processing

- [ ] Always backup your files, just in case

- [ ] Organize your files in a logical way, such as by month/date order on a local folder/backup

- [ ] Pick your software to post-process (Lightroom, Photoshop, etc.)

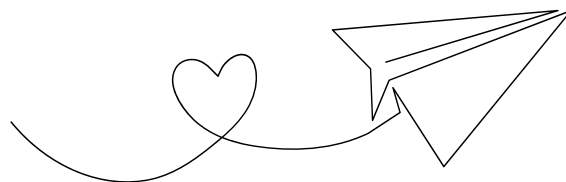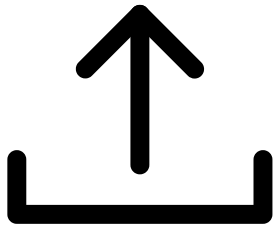- [ ] Batch edit your files, if possible, to speed up your workflow

- [ ] Check again at 100% for issues related to focus, lighting and noise and try to mitigate, if possible

- [ ] Export at highest resolution to a "shortlist" designated folder

Photos Submissions Checklist - Uploading to Agencies

- [ ] Use a specialist keywording software such as Xpiks and Stocksubmitter (also great for uploads to multiple agencies)

- [ ] Carefully remove unnecessary keywords and add those that may be more relevant and add the most accurate category

- [ ] In case of editorials, caption correctly (Date and Location)

- [ ] Include the model and/or property release(s), if applicable

- [ ] Check in a few days whether the image(s) was accepted, if not try to understand the rejection reasons (focus / lighting/ noise / composition, etc.)

- [ ] Try to fix the rejection reason(s) using post-processing software and resubmit. Further rejections may mean that the image is unsalvageable and need to re-shoot

Bonus Tip: Link to Article on the Top 5 Mistakes to avoid starting out as a Microstock Photographer

Good luck