

How to use IMAGES properly

Images are a great way to help the judges understand exactly what you are trying to convey.

However, you shouldn't rely on them to get your point across.

A good rule of thumb is:

'if the images were removed, would the written submission still answer the question?'

Use images to heighten your entry – not leave judges guessing exactly what you are trying to show them.

Here are some **good examples** of how to use an image to support your written response

Also, some **bad examples** of how entrants use an image to support the written response



BAD example ❌

Here is our **location**

GOOD example ✓

We are **located 64kms south-east of Adelaide**, just under a one hour road trip by car or slightly over 2 hours by train

Introducing new products and initiatives



REMEMBER:
YOU CAN HIGHLIGHT WORDS,
CLICK 'LINK' AND CREATE A
HYPERLINK TO YOUR IMAGE!

BAD example ✗

In the qualifying period we introduced a range of
[new products and initiatives](#).

GOOD example ✓

In the qualifying period we introduced a range of
[new products and initiatives](#) including romance
packages, hampers featuring local produce,
revamped retail space further showcasing local
produce and a new 'Mediterranean nights'
themed dinners throughout the summer months.

Demonstrating a strategy/process/procedure



BAD example ❌

We have developed a **people management strategy** to manage our staff

GOOD example ✅

We have a **people management strategy** that has been developed to ensure we can deliver high levels of customer service. This strategy entails the following key elements:



USE TABLES TO CLEARLY DEMONSTRATE DATA THROUGHOUT YOUR SUBMISSION



Attract	Create positions that attract enthusiastic, driven staff.
Educate	Provide ongoing education on the organisation and professional development opportunities.
Train	Provide regular training to ensure staff are kept up to date on business activities
Motivate	Develop a workplace culture that recognises staff achievements and good working practices
Empower	Delegate responsibilities and actively encourage staff to provide feedback to improve products and systems.
Reward	Ensure base salaries and competitive. Develop reward system for staff meeting KPI's

Using testimonials to support your entry



DESCRIBE WHAT THE IMAGE IS COMMUNICATING. DON'T RELY ON PICTURES TO DO THAT FOR YOU...

BAD example ❌

We have received many positive testimonials for our business.

GOOD example ✓

We consistently receive positive feedback for our business and as a result, we have a GRI score of 98%. Some of our feedback highlights are: 'made us feel at home from the moment we stepped through the door', 'staff were very friendly and always happy to accommodate our needs', 'Staff surpassed our expectations on what good customer service is'.



Naming an image

This is not about the NAME of your image.

COLLAGES ARE ALLOWED
BUT MAKE SURE THE IMAGES CAN
BE SEEN & ARE NOT TOO SMALL



This is about including the right amount of text within your entry to describe the point you are trying to put across and not solely rely on an image.

BAD examples of image names



bathroom-683754.jpg

798T66GGB pic.png

Image140

ncdjhhuishfuhfwy



GOOD examples of image names


Hero Image 2 - Mary with Kangaroo

Image 5 - Bridge at night time

Hero Image 1 - The vineyard at dusk

Image 7 - family time at the zoo





Please note, the images used in this document are for demonstration purposes only and are not taken from any existing awards submission.

Image credit to South Australian Tourism Commission for background image in location map. All other images have been sourced through Shutterstock under licence. Images are not to be reused.