

Portfolio content:

Your portfolio should contain a total of fifteen (15) still and moving image files (max. 3 files). A significant number of the images should represent work done within the last 24 months. Three-dimensional works should show the surrounding space and context.

If you are presenting both still and moving images, please present them in two groups.

Within these groups, number all still and/or moving image files in chronological order starting with the oldest and ending with the most recent works.

File format for still images:

To conform to our viewing format, all still image files must be sized up to 768px height by 1024px width, with a resolution 72dpi. No image may exceed 768px in height. Thus a file containing a vertical image will be 768px in height but less than 1024px in width. Similarly, a file containing an extremely long horizontal image will be 1024px in width but less than 768px in height.

Do not format images in any presentation program (e.g. PowerPoint, Keynote, PDF etc.) or include composite images (more than one work per file).

Still images must be sent in jpeg format and must be named following convention:

LastnameFirstinitialTwodigit(date).jpg e.g. SmithJ01(2017).jpg

File format for videos and moving images:

All videos must be formatted in QuickTime. Video files should be no longer than two minutes in length. Please note that videos (no more than 3 movies) are considered as part of your selection of 15 files, not as a additional material.

Do not include titles or credits within the video files.

Videos and moving images must be named following convention:

LastnameFirstinitialVideoTwodigit(date).mov e.g. SmithJVideo01(2017).mov

Inventory format:

A thumbnail inventory document must be uploaded in addition to your image files. This document (.jpeg) must be named as follows:

LastnameFirstinitialInventory e.g. SmithJInventory

Head the document with your full name and the area of study to which your application is being made. Each entry, numbered 1-15, must include the year in which the work was made, the work's dimensions, a description of the materials and techniques used, the title (if any) in italics and a thumbnail picture of the work in the right-hand margin.

The numbers used in your inventory document must match the numbering of your image files.

All works (files of still and/or moving pictures) and the inventory should be packed as zip and sent via email together with other application documents.