SA+AH SlideRoom PDF Portfolio Guideline

*Portfolios are *not* required for admission but are reviewed for scholarship consideration. *

Supplemental portfolio submission deadlines can be found on our undergraduate admissions page for incoming freshman.
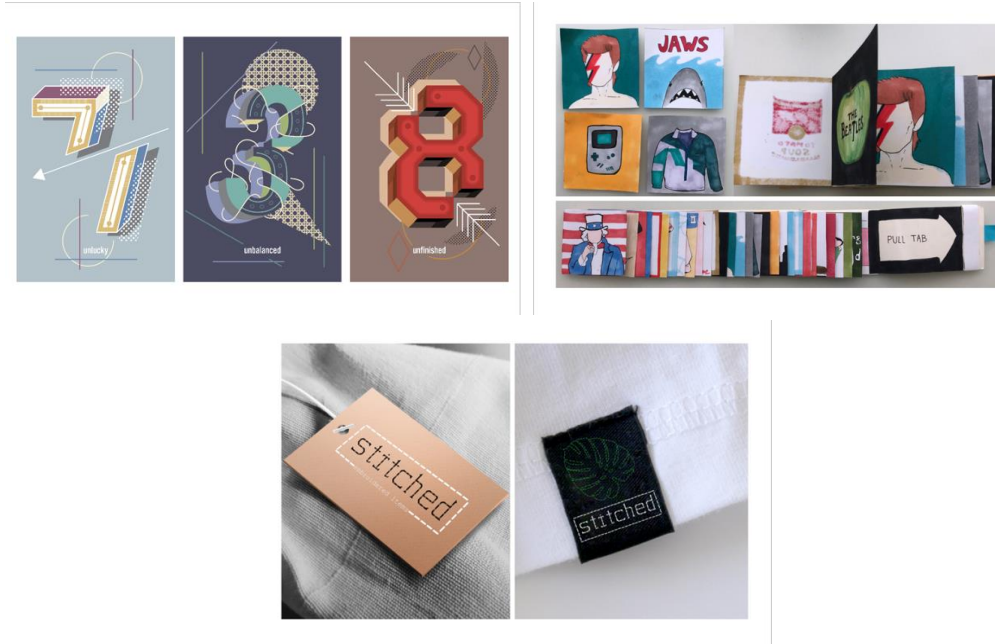
THINGS TO KNOW

- You can begin the SlideRoom portfolio application process and edit it several times before finally submitting by the deadline.
- It is *highly recommended* that you begin working in SlideRoom as soon as possible! (We find that many questions about the portfolio process will be answered for you within the SlideRoom form.)
- We ask you to submit a .PDF file with no more than 10 pages/slides of your best work demonstrating your creativity, skill, and thinking process as an artist and/or designer. In the "description," please include any brief notes you want us to know about the project.
- Work, imagery, and/or concept influenced by or originating from another source (i.e. Google, Instagram, another artist, etc.) must be notated in the description box provided; failure to cite sources and/or influences of work may be considered plagiarism.
- Your PDF file should be **10MB max.**

PORTFOLIO TIPS

- Select the projects that best represent you as an artist, as well as your skill and experience.
- Range and diversity are great! But do not feel pressured to include projects in other mediums that is not your best.
- The portfolio should include work that you believe is relevant to how you express yourself as an artist. Avoid overly commercial approaches to work in your portfolio (ex: wedding or product photography, fan art commissions, etc.)
- The work should be organized and show the emergence of a creative vision and theme.
- There is *no formula* for the *right portfolio*. (Always strive to submit your best work!)
- Quality documentation is important; images should be in focus, cropped, well lit, represent colors accurately, without shadow or glare, etc.
- Consider showing multiple views for three-dimensional works.
- We ask for *no more than* 10 slides/pages on your document, which in most cases should feature one project/image per slide. Some works may use an additional slide to show the process or a few smaller detail images, but this will count towards the total.
- Here are examples of how you might present multiple views/ or images of a related work together so it counts as one larger "image" on a slide:

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Note: This combination of images on a slide/page should not be done to increase the total number of projects in the document but can be used to show a process or for that work from a series/multiples.

- Use a program of your choice to create your PDF portfolio. Some possible choices are:
    - **Google Slides/Microsoft PowerPoint** – Create a slideshow with images, descriptions and links, then export the slideshow as a PDF file
    - **Google Docs/Microsoft Word –** Create a document with images, descriptions and links, then export the document as a PDF file
    - **Adobe Creative Suite, Canva**

Here are some helpful resources from the web. Keep in mind that while they can be good hints, they will not override SA+AH requirements, and some information may not be relevant to our process. Please use these as inspiration and take tips that are applicable as needed:

o How to Photograph your work professionally
https://www.contemporaryartissue.com/how-to-photograph-your-art-professionally/

o Using templates, color schemes and layouts in Google Slides
https://support.google.com/docs/answer/1705254?hl=en&co=GENIE.Platform%3DDesktop&sjid=247369

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HOW TO SET UP YOUR MEDIA/PORTFOLIO SUBMISSION AS A PDF: THE BASICS

To streamline the review process, you will be uploading ONE (1) PDF that includes ALL projects you are submitting for your portfolio. You will need to produce documentation of each project (e.g. still images, audio/visual hosting links) on a page/slide along with a brief description all combined into one PDF file (max file size: 10MB).

- Basic Requirements for your PDF Portfolio

  Number of pages/slides: 10 MAXIMUM.

  Generally speaking, one (1) page/slide = one (1) project/artwork. You may choose to use a second page/slide for detail images or to show the process of the same artwork, but this will count towards the 10-page maximum.

- The portfolio should depict the best possible representation of your creative work and should demonstrate the following:
  - Creativity
  - Imagination and innovation
  - Development of idea and concepts
  - Visual organization
  - Craft and technical competence

- We recommend showing a range of work, so consider projects from all the courses you have taken.

- Submit no more than 10 pages/slides in the file. *
  - *If appropriate, include additional detail images of a work (this will count towards your maximum page/slide count if on a second page/slide, or it can be combined into one page/slide as a collage).

- Each piece should indicate the dimensions of the piece, media used, date created and should also include a written description of the work and concept (descriptions should be no longer than 50 words). See examples in the guide below.

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BRIEF GUIDE ON HOW TO MAKE YOUR PDF PORTFOLIO (*based on each recommended program*)

GOOGLE DOCS	*MICROSOFT WORD*

1. Sign in with your email
2. Create a blank document
3. Name the Document using the File Name format
4. Use Insert > Image
5. Type up your descriptions, links, etc.
    a. Generally speaking, each "page" will include one artwork with description. If you want to show additional detail images, it may make sense to include them all on one page, or to have a central image on the first page, with additional detail images on a second page.
    b. (tip: insert a page break (CTRL + ENTER) after each work is covered)
6. Once you're ready to upload to SlideRoom
    a. File > Download > PDF
	1. If online, sign in with your email
	2. Create a blank document
	3. Name the Document using the File Name format
	4. Use Insert > Pictures
	5. Type up your descriptions, links, etc.
	    a. Generally speaking, each "page" will include one artwork with description. If you want to show additional detail images, it may make sense to include them all on one page, or to have a central image on the first page, with additional detail images on a second page.
	6. Once you're ready to upload to SlideRoom
	    a. File > Save as Adobe PDF

GOOGLE SLIDES	*MICROSOFT POWERPOINT*

1. Sign in with your email
2. Create a blank presentation
3. Name the Presentation using the File Name format
    a. *Optional: include a title page
4. Use Insert > Image
5. Type up your descriptions, links, etc.
6. Generally speaking, each "Slide" will include one artwork with description. If you want to show additional detail images, it may make sense to include them all on one slide, or to have a central image on the first slide, with additional detail images on a second slide.
7. Once you're ready to upload to SlideRoom
    a. File > Download > PDF
	1. If online, sign in with your email
	2. Create a blank document
	3. Name the Document using the File Name format
	4. Use Insert > Pictures
	5. Type up your descriptions, links, etc.
	6. Generally speaking, each "Slide" will include one artwork with description. If you want to show additional detail images, it may make sense to include them all on one slide, or to have a central image on the first slide, with additional detail images on a second slide.
	7. Once you're ready to upload to SlideRoom
	    a. File > Save as Adobe PDF

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EXAMPLES OF CONTENT LAYOUT FOR PDF PORTFOLIO: PAGE INFORMATION

How to label your slides/pages!

- Image of the work
- Title of the work
- Important details such as the materials/medium, dimensions, and date completed (Links can also go here)
- Brief description of the work. This should be a maximum of 50 words.

From Home to Here

Pine, Poplar, acrylic glaze medium, ink photo transfer, acrylic sealant, hardware
5"x7"x3.5"
Spring 2016

Two identical replicas of shipping crates with imagery reflective of my original home on one, the place I now reside on the other. The twin crates are displayed together and draw on the concept of the shipping crate's function to safely transport contents of value from one point to another.

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EXAMPLES OF CONTENT LAYOUT FOR PDF PORTFOLIOS: *DOCS/WORD*

https://soundcloud.com/komal-goswami/purgatory?utm_source=clipboard&utm_medium=text&utm_campaign=social_sharing

Purgatory

Sound

02:57

Soundscape created via Audacity. Sounds of my everyday prior COVID-19 were collected and transformed to create a suspense or horror movie inspired soundscape representing the suffocation I felt being on a laborious, monotonous 15-hour day which included long drives, bus rides, walks, and 9 back-to-back hours of classes.

Sacred Box

December 2020

Red earthenware clay, cone 04 glaze, mixed media

6 x 6 x 6 in. cube; 4 x 6 in. photographs

A ceramic box with a lid to hold meaningful objects. The clear glaze bolsters the emphasis on the exterior organic forms representing the warm, enveloping feel one can have being around family. A handheld prayer bell and childhood photos are placed in the box, contextualizing my appreciation for my family.

Symmetry Series

April 2020

Graphite pencil on drawing paper

18 x 24 in. each

Three perceptual drawing studies each drawn on 18 x 24 drawing paper. Personal objects are arranged to employ three different visual balances: symmetry, near-symmetry, and asymmetry. My reusable water bottle, test tubes, a mason jar, citrus, and shells represent my overall fascination with nature, science, and technology.

In Tech Now: Of Mouse and Men

December 2020

9 pages

8.5 x 11 in.

InDesign project for Will T, where the language of a catalogue or magazine is critiqued. I also created with computer mice, the special issue pertains to the evolution of the computer mouse for my technology magazine. Images of computer mice and text from online technology articles were compiled to create this magazine spread. For the entirety of the pages: https://youtu.be.com

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EXAMPLES OF CONTENT LAYOUT FOR PDF PORTFOLIOS: *SLIDES/POWERPOINT*