



## Visual Arts Fellowship Work Sample Guide

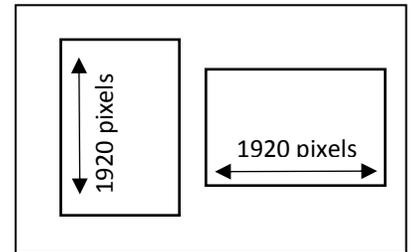
This guide is intended only to assist Individual Artist Fellowship applicants with the preparation of their respective work samples. **The Nevada Arts Council is not able to assist with the photographing, recording, or editing of the work sample content.**

### TEXT SAMPLES (resumes and bio)

- .PDF format only
- All pages must be submitted as a single .PDF document

### IMAGE WORK SAMPLE AND ORDER REQUIREMENTS

- Submit only high resolution JPG's. Images should be approximately 1920 pixels on the longest side at a minimum of 72dpi.
- Please note, that you should only reduce the size of a file. Increasing the pixels and making the image larger will result in a distorted image. If your images are smaller than 1920 pixels on the long side you should reshoot the photograph.
- Submittable arranges your files alphanumerically by file name. Name your files according to the order that you would like them reviewed. Label your images in the following way:  
##\_LastName.filetype (For example: 01\_Ruiz.jpg; 02\_Ruiz.jpg, 03Ruizjpg, etc;



### VIDEO WORK SAMPLE AND ORDER REQUIREMENTS

- Maximum of 10 minutes total.
- Do not submit work samples designed for promotional purposes.
- Submit an individual file for each distinct work.
- Begin and end each sample where you want the panel to begin and end.
- Do not submit samples with cue times.
- Choose a selection that will make the panel want to see/hear more (avoid long intros, fade-ins/outs, etc.)
- Resolutions: recommended minimum 640 x 480, maximum 1920 x 1080.
- Aspect Ratio: 4:3 or 16:9.
- Bit Rate: recommended above 240 kbps.
- Frame Rate: recommended minimum 12 fps, maximum 30 fps.
- Format: .avi, .m4v, .mov, .mpg, .wmv.
- Submittable arranges your files alphanumerically by file name. Name your files according to the order that you would like them reviewed. Label your images in the following way:  
##\_LastName.filetype (For example: 01\_Smith.mov; 02\_Smith.m4v, 03Ruiz.mov, etc.)

### ***How do I determine size and image dimension of my file?***

**Windows:** To check the size of an individual file, browse to the location where the file is saved. Right click the file then select "Properties then the detail tab." Information about the file will be displayed here, including the file size and the height and width in pixels.

**Mac:** Browse to the location where the file is saved. Click "Control" + your file, then select "Get Info." A window will pop up displaying the file properties.