Checklist & Worksheets for
AYDesign Group Exhibit Entries

Checklist

- ☐ Contact information including email address and phone number
- ☐ Facebook Page Address (optional)
- ☐ Website Address (optional)
- ☐ Short Artist Bio (In third person, please keep this to 100-175 words or less!)*
- ☐ Mini Bio (In third person, a few short sentences – much like an "elevator pitch")*
- ☐ For each artwork entered you will need to provide the following information:
    - o Title
    - o Medium
    - o Description
    - o Dimensions (H"xW")
    - o Is it framed, unframed or other
    - o Price
    - o Insurance Value (if not for sale)
    - o .jpg image of artwork, 300 dpi, maximum file size 1024kb (1MB). All files should be labeled with applicant's first initial and last name followed by image entry number. (File Name Example: JDoe1.jpg)

*Need help on writing a bio? Check out these links:

This is one of the best articles on writing bios for artists – a must read to get you started!
http://www.finearttips.com/2011/10/how-to-write-a-bio-that-gets-read/

Wonderful article written by a professional who has written over 7000 artist bios.
https://www.artsy.net/article/elena-soboleva-what-we-learned-from-writing-7-000-artist-bios

Document from MICA.edu that includes tips on how to write artist statements and bios
https://www.mica.edu/Documents/Career%20Services/ArtistStatementBio11.pdf

How to tell a story about yourself
http://www.ehow.com/how_5276524_tell-yourself-brief-bio.html

Artist Bio Worksheet

Constructing your Bio:

In third person (using pronouns he/she/they), describe what is the most significant thing about you or your work.

In third person (using pronouns he/she/they) please describe how you go about doing your work. This can include influences, ideas, materials and skills.

Now combine the two (significant thing + how you do your work), in third person (using pronouns he/she/they) into an short artist bio that is between 100-150 words.

Artist Bio Worksheet

Constructing your Mini Bio:

In third person (using pronouns he/she/they), combine your contact information with your bio information into a "mini" bio that is a short sentence or two in length.

Formula: Who you are and your significance + how you work/what influences you + achievements, awards and accomplishments (don't go too nuts on the achievements, awards and accomplishments – or else you'll sound ego driven! Pick one or at most two that you think is the most important to share)

Example:

Jane Doe

@awesomepainter, USA

Jane is a paper-mache sculptor, and painter. She finds her inspiration in the horses on her farm in rural KY and recipient of 'This Art Is Awesome' award in 2014.

http://www.JanesFabulousArt.com

Artwork Entry Worksheet

ENTRY 1		
Title		
Medium		
Description		
Dimensions (H"xW")	Framed, Unframed or Other	
Price $	Insurance Value $	File Name: (*example: JDoe1.jpg*)

ENTRY 2		
Title		
Medium		
Description		
Dimensions (H"xW")	Framed, Unframed or Other	
Price $	Insurance Value $	File Name: (*example: JDoe1.jpg*)

ENTRY 3		
Title		
Medium		
Description		
Dimensions (H"xW")	Framed, Unframed or Other	
Price $	Insurance Value $	File Name: (*example: JDoe1.jpg*)

ENTRY 4		
Title		
Medium		
Description		
Dimensions (H"xW")	Framed, Unframed or Other	
Price $	Insurance Value $	File Name: (*example: JDoe1.jpg*)

ENTRY 5		
Title		
Medium		
Description		
Dimensions (H"xW")	Framed, Unframed or Other	
Price $	Insurance Value $	File Name: (*example: JDoe1.jpg*)

ENTRY 6		
Title		
Medium		
Description		
Dimensions (H"xW")	Framed, Unframed or Other	
Price $	Insurance Value $	File Name: (*example: JDoe1.jpg*)