

SPECIFICATIONS FOR SUBMITTING IMAGES TO artcenterphoto.com

ACCD P+I is interested in presenting student, alumnus and faculty photography on this website, in presentations to prospective students, lecturers, instructors, administration and donors, and in publications and promotional efforts. We accept submissions of work on CD for review and possible use for these purposes. To submit your work for review, please follow these guidelines carefully. Any submission not meeting the guideline requirements will not be considered. Submission CD's are not returned.

Each submission must contain exactly 8 images.

FILE PREPARATION:

Each image must be submitted as a finished digital file (straight, no dust or dirt, no borders & color-correct) in TWO formats/sizes as follows:

HI-RES - in a folder named "HiRes":

Image dimensions should be approximately 8 x 10 inches at 300 ppi (120 p/cm) in flattened tif (no layers) MAC format with no compression. The Adobe RGB 1998 format must be embedded in each file.

Name your HI-RES files in the following manner:

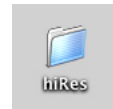
first name initial, underscore, last name, underscore, image title.

NOTE: If there is not a title for an image, designate the image as Untitled_1, Untitled_2, etc.

File name examples:

t_mathers_tinsnips.tif

t_mathers_untitled_1.tif (if untitled)



LO-RES (web ready) - in a folder named "web":

Resize your hi-res files so the LONGEST dimension (either vertical or horizontal, or both dimensions in the case of a square image) is 480 pixels at 300 ppi in JPEG format (File>SaveAs>JPEG>Quality 12). The Adobe RGB 1998 format must be embedded in each file.

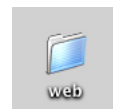
Name your LO-RES files in the following manner:

first name initial, underscore, last name, underscore, sequence number (1 - 8).

NOTE: The sequence number indicates the order in which the images will appear in the online gallery.

File name example:

t_mathers_1.jpg



SEND YOUR SUBMISSION ON CD:

Submit both folders, containing eight images each, on one CD. On the CD, clearly print your name, telephone number, email address, and your STATUS ("student", "alumnus" or "faculty"). All CDs must be MAC compatible.

CD title example:

Thomas Mathers, tmathers@mathers.com, student, MAC

SUBMIT YOUR CD TO:

Jeannette Stramat
ART CENTER COLLEGE OF DESIGN
Photography + Imaging Department
1700 Lida Street
Pasadena, CA 91103

EXHIBITION AND USE

Selected images will be placed on display an online web gallery under the name provided. Each gallery page will include:

Photographer Name + Status
“© year submitted, photographer’s name | All Rights Reserved”

USE RIGHTS

Photographers whose submissions are chosen for exhibition and use grant accd p+i the right to use their chosen images for the purposes of presentations to prospective students, lecturers, instructors, administration and donors, and in publications and promotional efforts. Photographers grant the use of their image(s) as stated without further contact from accd p+i.

PLEASE USE THE FOLLOWING CHECKLIST TO ENSURE THAT YOUR SUBMISSION WILL BE ACCEPTED FOR CONSIDERATION:

- 1. You are submitting exactly 8 images
- 2. 8 - HI-RES files are in the “hiRes” folder on your CD, prepared as indicated above.
- 3. 8 - LO-RES versions of your HI-RES files are in the “web” folder on your CD, prepared as indicated above.
- 4. Your CD is properly named and labeled.
- 5. You have read and agree to the USE RIGHTS above.
DO NOT SUBMIT images unless you agree to these terms.