

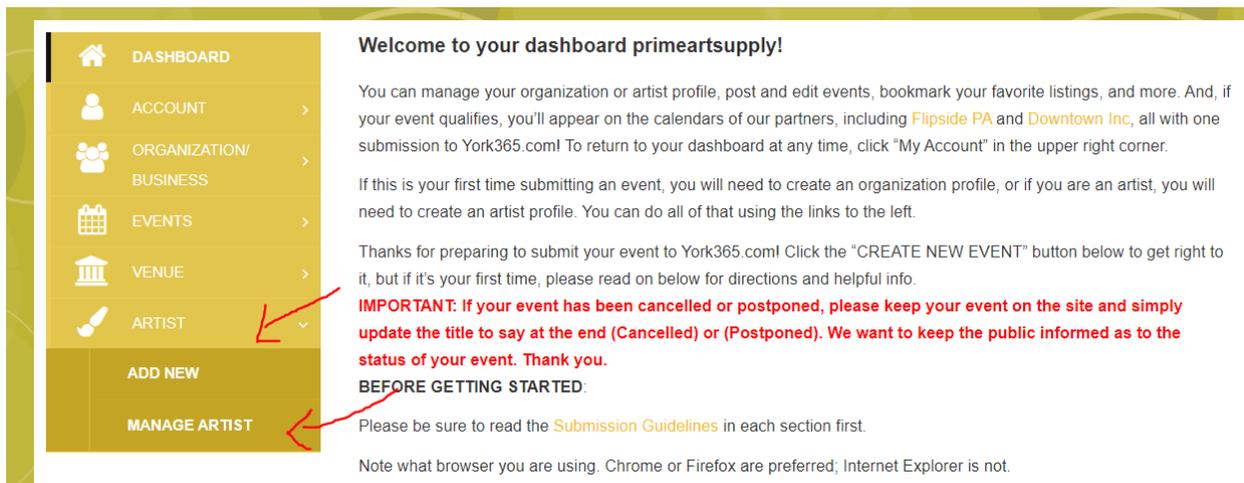
# How to **edit your** artist profile on York365.com to be considered for the Artist Innovator Award. Updated August 2021.

1.) Go to [www.york365.com](http://www.york365.com), select “LOGIN” in the upper right hand corner.

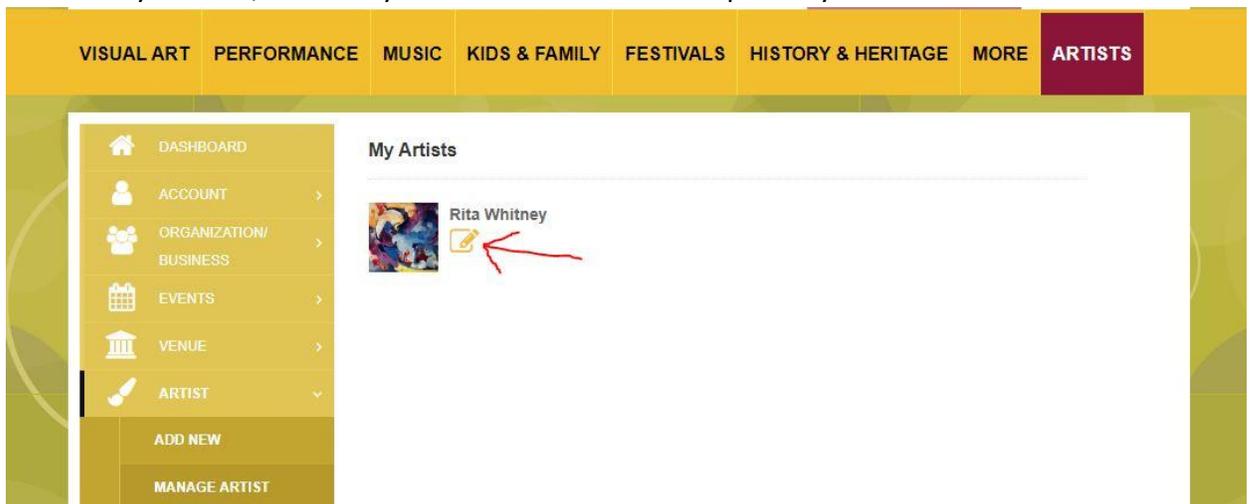


Log into your account.

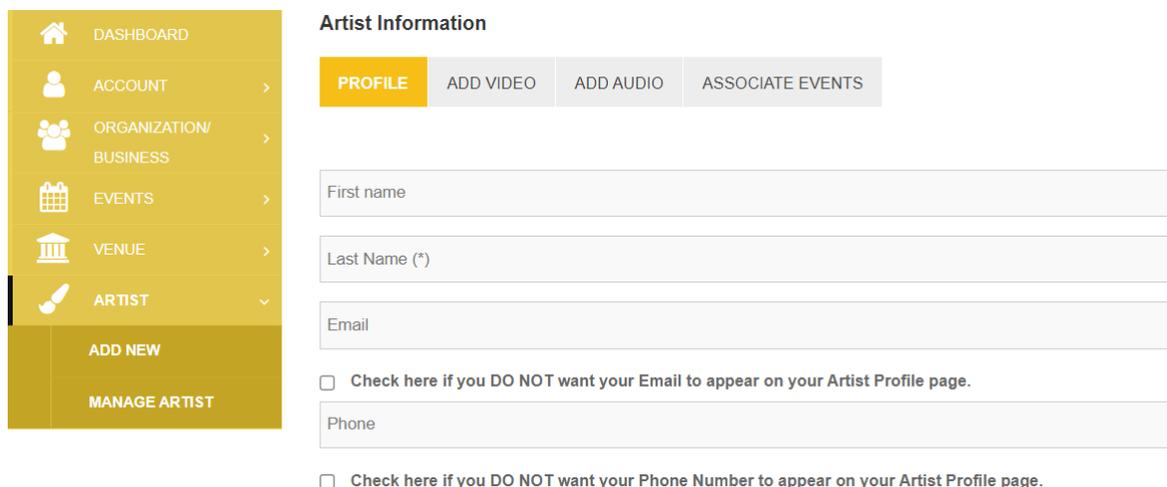
2.) Once you are logged in, click the “artist” button on the left hand menu, and then “MANAGE ARTIST”.



3.) Under “My Artists”, click the yellow edit icon under the profile you would like to edit.



3.) Update out your profile if necessary. Be as thorough as possible, by including any other online portfolios or artist related social media accounts, a short statement that provides an introduction to who you and your art form, and a resume (at the bottom of the page) if you have one. A resume is **NOT** a requirement.



**Artist Information**

PROFILE ADD VIDEO ADD AUDIO ASSOCIATE EVENTS

First name

Last Name (\*)

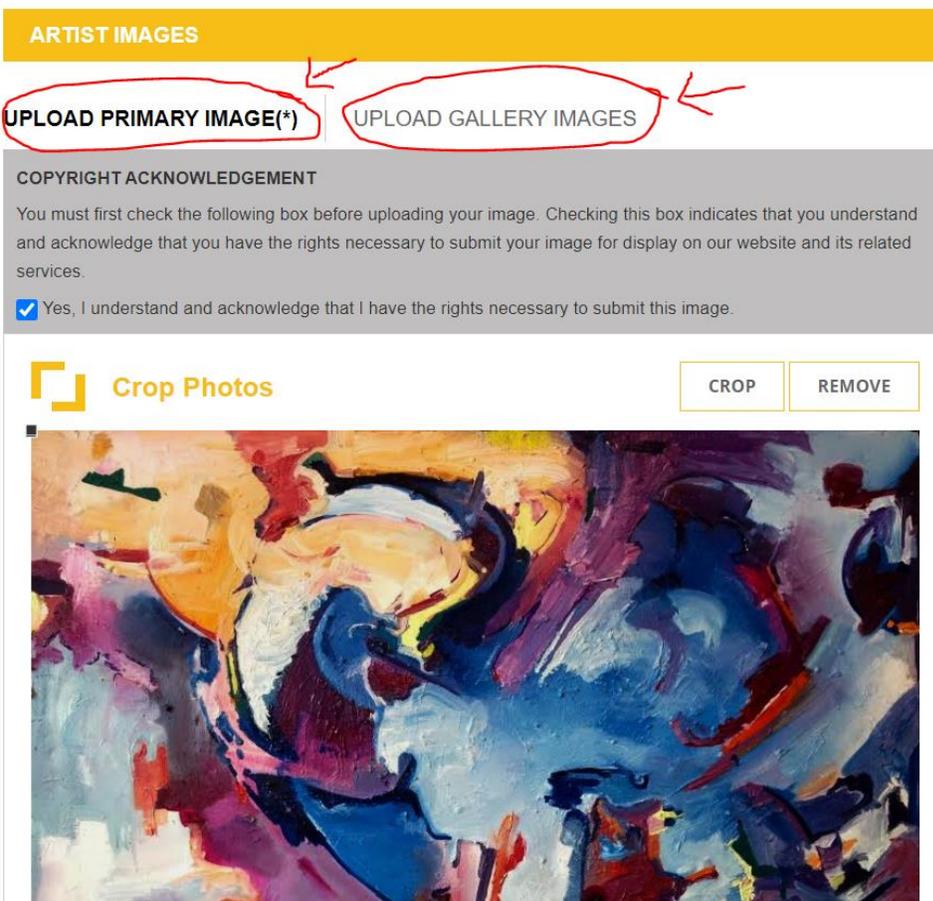
Email

Check here if you DO NOT want your Email to appear on your Artist Profile page.

Phone

Check here if you DO NOT want your Phone Number to appear on your Artist Profile page.

4.) Image uploads are now located on the main page of the profile. All profiles must have a primary image of your choosing. Visual artists should upload/update up to 10 work samples under “UPLOAD GALLERY IMAGES”.



**ARTIST IMAGES**

UPLOAD PRIMARY IMAGE(\*) UPLOAD GALLERY IMAGES

**COPYRIGHT ACKNOWLEDGEMENT**

You must first check the following box before uploading your image. Checking this box indicates that you understand and acknowledge that you have the rights necessary to submit your image for display on our website and its related services.

Yes, I understand and acknowledge that I have the rights necessary to submit this image.

**Crop Photos** CROP REMOVE



5.) Make sure to select “YES” when asked to opt-in to being considered for the Artist Innovator Award, and choose you “primary artist type” which is the category you would like your work to be juried in.

### ARTIST INNOVATOR AWARD

I would like to be considered for the Cultural Alliance of York County’s Artist Innovator Award (\*)

Yes  
 No

Please select your primary artist type:

For more information: <https://www.culturalyork.org/artistinnovatoraward/>

Select the category from the drop-down menu in which you would like to be juried. On your public profile, you may choose as many “TYPES”, “STYLES” and “MEDIUMS” as you would like, but in consideration for the Artist Innovator Award, **you must choose which of the 6 categories you would like to be juried in based on your body of work.**

6.) Literary artists should upload PDF’s of their work samples at the bottom of the Profile page. **Non-literary artists do not need to upload anything here.**

## RESUME AND/OR WORK SAMPLES (PDF)

Each PDF must be less than 3.00 MB

 Upload PDF No file chosen

Description

Add More

## WORK SAMPLES (PDF)

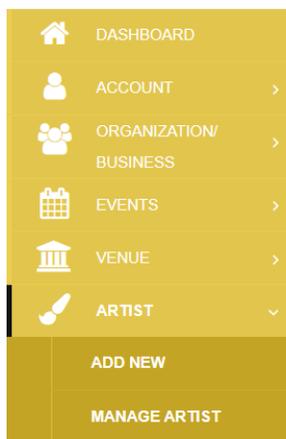
Each PDF must be less than 3.00 MB

 Upload PDF No file chosen

Description

Add More

- 7.) Once you have updated your profile and clicked "UPDATE PROFILE" at the bottom, you can continue on to update additional types of work samples such as video and audio. Audio and video samples need to be hosted on a 3rd party website (Youtube is the best integration with the york365 site and is recommended).



### Video

PROFILE **ADD VIDEO** ADD AUDIO ASSOCIATE EVENTS

This form accepts URL links or video embed code provided by YouTube.com's "Share" option.

YouTube, Vimeo or Brightcove URL

Video Description

ADD VIDEO LINK

PREVIEW

SUBMIT VIDEO

## Work Sample Guidelines for the Artist Innovator Prize:

- For 2D work samples, artists can submit up to 10 work samples.
- For Film/Video, Music, Literary, and Performing arts disciplines, work samples of varying length (depending on medium) may be submitted as embeds or links to 3<sup>rd</sup> party hosts. but must not exceed a limit of ten minutes or 15 pages in total.
- Video and audio samples should be uploaded as URL's or embeds from third party sites. We guarantee that judges will review the first 10 minutes or 15 pages of your work included in this section. **i.e. If you upload one video/audio sample, they will watch/listen to 15 minutes of that sample. If you upload 5 video/audio samples they will watch/listen to 3 minutes of each, so keep this in mind as you create your portfolio.**

### WORK SAMPLE INSTRUCTIONS:

#### PHOTOS/VISUAL ARTS:

Choose and upload a “Primary Image” to be associated with your profile, as well as 10 additional images in your “Gallery”. Your “primary image” can be an additional work sample, as opposed to a headshot or artist photo if you prefer. Make sure to check the “copyright acknowledgement” before uploading any photos.

### ARTIST IMAGES

**UPLOAD PRIMARY IMAGE(\*)**      **UPLOAD GALLERY IMAGES**

**COPYRIGHT ACKNOWLEDGEMENT**

You must first check the following box before uploading your image. Checking this box indicates that you understand and acknowledge that you have the rights necessary to submit your image for display on our website and its related services.

Yes, I understand and acknowledge that I have the rights necessary to submit this image.

 **Crop Photos**      **CROP**      **REMOVE**



## WRITING:

Writing samples can be uploaded as PDF's at the bottom of the "PROFILE" section along with your resume.

**RESUME AND/OR WORK SAMPLES (PDF)**

Each PDF must be less than 3.00 MB

No file chosen

Description

**WORK SAMPLES (PDF)**

Each PDF must be less than 3.00 MB

No file chosen

Description

**UPDATE PROFILE**

## VIDEO/AUDIO:

Video and audio samples should be uploaded as URL's from third party sites. You maybe upload links to full length videos, however the jurors are only guaranteed to view 15 minutes total.

**If you upload one video/audio sample, they will watch/listen to 15 minutes of that sample. If you upload 5 video/audio samples they will watch/listen to 3 minutes of each, so keep this in mind as you create your portfolio.**

-  DASHBOARD
-  ACCOUNT >
-  ORGANIZATION/  
BUSINESS >
-  EVENTS >
-  VENUE >
-  ARTIST >
- ADD NEW
- MANAGE ARTIST

## Video

PROFILE **ADD VIDEO** ADD AUDIO ASSOCIATE EVENTS

This form accepts URL links or video embed code provided by YouTube.com's "Share" option.

YouTube, Vimeo or Brightcove URL ✖

Video Description

ADD VIDEO LINK

PREVIEW

**SUBMIT VIDEO**