Preparing for your Web Site with BCG

Here are some tasks to complete before you create your online site. Having these items ready before you launch your web pages will save you time.

- ➢ Prepare your current Artist Profile including About the Artist statement, Resume, list of upcoming Events.

- ➢ A current photograph of yourself to add to your Home page. To ensure the most efficient loading of this photograph the required size is: A photo with a 4 to 5 ratio - with a maximum size of 1000px x 1250px.

- ➢ There is also room on the Artist home page for additional photographs. These photographs could be photographs of artwork that you would like to showcase or photographs of you in your studio or painting on location. Again, follow the format and size.

- ➢ Photographs of your art work. All photographs must be in a .jpg Format, Resolution =72

  - • Most current cell phone cameras produce web compliant pictures if you do not have a digital camera with editing software. However, cropping is usually required for the image to display properly.

  - • If you desire professional results and are not comfortable with pictures, hire a local photographer.

- ➢ Refer to the document "Photographing Art for BCG" for assistance.

- ➢ Complete the data entry and upload photos following the prescribed forms by BCG.

  - • Forms and instructions are easy to follow. Call the Gallery Administrator for assistance.

- ➢ You can update your site at any time with current information.