### CEC ArtsLink Work Sample sheet USE this worksheet ONLY for files submitted via Dropbox and WeTransfer

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| WORK SAMPLES  Instructions |
| You are required to submit work samples, which are a critical part of your application. We encourage you to prepare a well-organized presentation that exhibits your work in the best possible light.  Work samples should be recent, preferably of work that is technically or conceptually relevant to your application. Work samples in a language other than English must be accompanied by a synopsis or translation.  UPLOAD your work samples on any of the following services: [Dropbox.com](https://www.dropbox.com) OR [WeTranfer.com](https://wetransfer.com/) and share/send links to [mtumenev@cecartslink.org](mailto:mtumenev@cecartslink.org)  Please complete the Work Sample Sheet below for each sample. List the work samples in the order in which you would like to have them viewed. Upload the Sheet with your work samples.  Please label files containing your materials with your full name as it appears on your application.   * IMAGES   Submit up to ten images in JPEG format.   * Label each image with your name (The file name should be in the following format: ##\_LastName\_Title (e.g. 01\_Smith\_Untitled) * Number each image in the order you would like them to be shown * Submit the information for each image required in Work Sample Form      * Each image file should be no larger than 2 MB * Submit individual image files only – no PowerPoint, PDF or Keynote presentations * VIDEOS   Two different 3-5 minute video samples.   * Video files should be in MOV, AVI, MPEG, MP4 or FLV format for viewing on a PC * Label each digital file as follows: 01\_LastName\_Title.ext (e.g. 01\_Smith\_Untitled ) * The maximum file size for uploaded video or audio files is 20MB * For longer pieces, note the time cues for the segment that best represents the entire work |

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| ***WORK SAMPLES SHEET***  ***Please provide separate description for each submitted file***  ***List the work samples in the order in which you would like to have them viewed*** |
| **Applicant’s name:**  **discipline:**  **CITY, STATE, COUNTRY:**  File Type **Image**  File Name (##\_YourLastName\_Title) *e.g. 01\_Smith\_Untitled*  Title of Work  Applicant’s Role  Date and Place Depicted  Media / Materials used  Dimensions  Brief description  *Copy this table for the next file and paste it below*  File Type **Video / Audio**  File Name (##\_YourLastName\_Title) *e.g. 01\_Smith\_Untitled*  Title of Work  Applicant’s Role  Date and Place Recorded  Length  Time cues  Brief description  *Copy this table for the next file and paste it below*  File Type **Link** (youtube.com, vimeo.com, soundcloud.com)  *URL*  Title of Work  Applicant’s Role  Date and Place Recorded  Length of Entire Work  Time Cue(s)  Brief description |

*Copy this table for the next file and paste it below*

**UPLOAD THIS SHEET WITH YOUR WORK SAMPLES and/or LINKS ON ONE OF THE FOLLOWING SERVICES DROPBOX.COM OR WETRANSFER.COM**

**AND SHARE/SEND LINKS TO** [mtumenev@cecartslink.org](mailto:mtumenev@cecartslink.org)