

Work Sample Instructions

Provide a work sample illustrating the artistic quality of your work. Combine all work samples into one document. You may contact ARAC at (218) 722-0952 if you need assistance with converting or uploading work samples.

Work samples can be submitted in the following formats:

- **Images:** Up to 12 digital images. (Accepted file formats: .JPG, .PDF, Word, or as a Power Point slideshow)
- **Video:** Up to 4 minutes of video. (Accepted file formats: .WMV, .SWF or .MP4)
- **Audio:** Up to 4 minutes of audio. (Accepted file formats: .MP3, .WAV, .WMA, .AIF)
- **Written:** Up to 15 pages of play manuscript; 10 pages of single-spaced poetry; or 15 pages of double-spaced prose, fiction, or creative nonfiction. (Accepted file formats: Word or PDF)

Work samples containing multiple formats (such as video and poetry) must limit the amount in each format equivalently. Please contact the office for assistance with this.

For large music and video files: If the upload space does not accommodate the file size you need, you may provide us with a website URL to an audio/video page (ex. YouTube, Vimeo) where we can listen to or view your selected sample. Do not give us your full website as this is not an acceptable work sample.

Work Sample Description

Submit a one-page document describing your work sample. (Accepted file formats include: Word, Excel or PDF.) Include the following information:

- A brief description of the work being presented or viewed.
- The title and completion date for each work listed.
- The information below that applies to your work sample:
 - **Images:** Identify the image by number, title, medium, dimensions, and the date the work was completed.
 - **Video/Audio:** Explain your role in the work.
 - **Written:** Include title, date completed, and page numbers.
- Provide any technical instructions for presenting your work sample.