



Student Submissions for Project Room Space 2018-2019

GENERAL INFORMATION

The project room is a 16'x10'x16' self-contained space located inside the main gallery. It is a venue for use by students and professional artists to present primarily installation, new media and time and sound-based works although other proposals will be considered.

Submissions will be adjudicated and accepted based on the relevance to the gallery mandate, quality of the work being proposed, the feasibility of the project and its contribution to the gallery program.

Please note: The goal of the gallery is to put together a strong and diverse program that fulfills the gallery mandate. These are not application criteria and thus fulfilling these criteria does not guarantee students/professionals an exhibition. The committee will consider all submission requests as submitted but may choose to recommend new pairings of artists or suggest changes to proposals if deemed necessary.

ELIGIBILITY

Proposals by university student artists for contemporary art projects and exhibitions in visual, video, new media, sound art and installation. Students are invited to apply individually or as a pair/group. Applicants are encouraged to become members of the Union Gallery (memberships can be purchased at any time during the year and are renewable annually).

PUTTING THE PACKAGE TOGETHER

A complete submission must include the following information:

1. Submission package saved in one folder or as a PDF.

Save your document filename as:

lastname_firstname_UGprojectroom2018, with the following information:

Full name of primary contact person

Email address

Phone number

List of participants including full names and position/title in the proposed activity

For student applicants only: program of study, current year of study and expected year of graduation, undergraduate, graduate

Preferred Date(s) for project to take place (provide 2 options) and working title of project/exhibition (if applicable)

Proposals

i. exhibitions/projects: a maximum one page proposal which outlines the type of exhibition, a general statement about the show and individual artist statements and the work to be included; how the proposal fits into the gallery mandate/context, how you propose to use the space; what equipment you require; what technical assistance you have or require; CV's of participants and biography (ies). Students are encouraged to get feedback on their proposal from a professional in the field.

2. Documentation

If your proposal has supporting documentation in the form of still images, video or audio (or other) please submit high quality work, as these will be a very important aspect of your application. You cannot expect that jury members will have seen

the actual work so it is imperative your work is represented well on the images you submit. Hire a photographer if necessary.

The work you submit should relate clearly to what is outlined in the proposal. These should be uploaded separately (jpeg, pdf, tiff, mp3, mp4) according to the specifications below.

3. Provide a separate numbered documentation list with all details that coincides with the documentation submitted (Your name, Title of Work, Medium used, Date created, Dimensions of Work (as applicable)).

Documentation Specifications:

For solo and group exhibitions proposals: 5-10 images per person.

Still Images:

Always use high quality images of your best work.

Submit .jpg files only with a resolution of 72 dpi only.

Submit a maximum of 1024 x 768 pixel files.

Submit files of 500K (0.5MB) maximum.

Submit RGB or SRGB colour mode files only (No CMYK)

Remember to flatten the image.

Moving Images:

If submitting a video file:

Submit a maximum of one video file no longer than 5 minutes.

Submit a .mp4 file

If you are submitting both images and a video, you must remove 5 images for every video submitted.

Do not submit images embedded in the following programs or formats: iphoto, Powerpoint.

Audio:

Submit a maximum of one mp3 file no longer than 5 minutes. Label each file with a number, your initials, and media title. (for example: 01_JG_Rain.jpg, 02_JG_Wind.jpg, ...).

This will ensure that they are presented chronologically and follow your documentation list. Do not put any special characters or symbols or quotation mark (#/'"&) in the file name.

Submit packages electronically to ugallery@queensu.ca. (attn. Jocelyn Purdie) saved in one folder or as a PDF.

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