

# Call *for* Entries

2008/09

## GOA Digital Submission Guidelines

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Artists wishing to submit images on CD must adhere to the following guidelines:

- Either a PC or Mac may be used to burn the CD.
- A **CD-R** type disc **MUST** be used.
- No** Powerpoints will be accepted – individual image files only.
- Individual image files must be saved as JPEG or TIF files.
- The resolution of each JPEG must be 300dpi (print resolution).
- The size of each JPEG shall not exceed 8.5”x 11” and be no smaller than 4”x 6”.
- CDs must include a corresponding reference sheet on which individual image files are numbered, and the titles, medium and dimensions of each piece are specified.
- Include a printed thumbnail sheet.
- Label CDs with your name and medium.
- CDs must be submitted in an appropriate CD case or sleeve.
- Individuals should provide a minimum of 12 images, and groups should provide a minimum of 24 images. Only submit images that reflect the proposed exhibit.
- CDs and submission materials will **NOT** be returned.
- Emailed JPEG images will **NOT** be considered.

**For complete proposal submission information  
and Exhibit Proposal Form visit:**

[www.med.umich.edu/goa](http://www.med.umich.edu/goa)

**Questions?**

Call Gifts of Art at 734-936-ARTS (2787)  
or email GOA@med.umich.edu