



Artist's Upload INSTRUCTIONS

Gather the Following Files:

1. **Photos*** - **10-15 Images of your Paintings** (name them the **titles** of the paintings and the **media**. we use that information for captions on the bottom of each photo.)
 - The Format is: "**Painting Title**"- **media**
 - Example: "**The Red Cabin**" - **pastel**
1. **Headshot of Artist.** (also an Optional Studio shot)
2. **Short Bio of Artist** (around 300 words - must be Word document or text file. *(Can not use Pages or PDF). (We do not take AI, If you use digital art than please list device (tablet, iPad, etc. and programs you use.)*)
3. **List of Contact Information** -(website, social media links, email) ~ [Phone # is optional]

* **Please do not send photos to Email! They normally are lo resolučon and are too large for emails and fill up the mail server!**

Uploading Your Files:

1. **Click on the Google Drive link to your Folder** (that was sent via email.)
2. Select **"NEW"** In upper left.
3. Select **"File Upload"**.
(Or Folder Upload if you have them in a folder on your desktop.)
4. Select your files and then select **"Open"**.

Give it a minute and your files should appear in the folder. Let us know when you have uploaded them.

Uploading files on an iPad.

1. **Click on the Google Drive link to your Folder** (that was sent via email.)
2. **On an iPad you click on the PLUS icon on the bottom right** (looks like a plus sign in a circle)
3. Select **"Upload file"**
4. Select **"Browse"** and go to where your folder is and select each file.

They will automatically be uploaded to Google drive. Repeat that for each file.

Sample Spread

This is a basic layout of your page. Colors will be different but the elements will be the same.

Check List

PHOTOS

- ✓ 10-15 photos (Title and media for captions)
- ✓ Head and shoulder Artist photo
- ✓ Studio shot (optional)

DOCUMENTS

- ✓ App 300 word bio
- ✓ Contact info (Website, social media links, email, phone # [optional])

300 Word Biography

Head and Shoulder Artist Photo

Optional Studio Shot

Contact Information

10-15 Photos of your paintings

The Art Gallery e-mag

the artGallery e-magazine

Aniko Hencz
Various Mediums

Aniko Hencz Gallery

"Roadside Houses" - ink

"Distant Houses" - watercolor

Photo Captions (Name & media)

"AAer Midnight" - oil

"The Beginning of Winter" - oil

"Path to the Unknown" - acrylic

"The FloaEng City" - oil

"Another World" - oil

"Yellowing A..." - oil

"Autumn Splendor" - acrylic

"Where the Rivers Meet" - oil

"The Hiding Place" - oil

"The DriAing Island" - oil

January 2024 / 15