

## Guidelines for Proposal Assignment

- Hand in the following documentation to the teacher
- Present to the class the concept, sketches and plans with Power Point or Keynote
- Plan to pin up drawings and plans for presentation and critique

### Request for Proposals (RFP):

The CCA Media Arts Department is seeking projects that use technology in innovative ways to be exhibited in the Interface Media Arts Exhibition on December 14<sup>th</sup>, 2007 from 7pm to 10pm. The exhibition showcases student work from multiple courses and includes interactive media, kinetic sculpture, and computer-based audiovisual installations and performances. We are particularly looking for interdisciplinary work that successfully integrates new forms or uses of technology with artistic production or performance. Work should be related to or created in a technological medium exploring the technical, cognitive and aesthetic bases of human interaction with art as mediated by technology.

### Deadline for Application: November 9<sup>th</sup>, 2007

- 1) Cover letter: letter of introduction, including artist statement and or bio in a letter format explaining your interest in participating in the exhibition
- 2) Project Abstract: one page of written text describing the proposed work regarding title, concept, aim, structure, etc.
- 3) Sketch: visualization of the idea in the form of a rough sketch or line drawing
- 4) Plan: detailed layout or elevation plan of the proposed installation to scale, indicating measurements
- 5) Technical Specifications: illustrate the structure of the components of the system, such as connections between major elements in the form of a systems chart and/or provide detailed technical specifications for installation of the project
- 8) Resume: career (personal information and education), exhibitions, other activities, awards/grants, collection, bibliography (press and/or writings by artist)
- 9) Reference Materials: 3-5 slides, photographs, video or CD ROM documenting your practice
- 10) List of Reference Materials: reference list which includes name, title of piece, date, material, size (length x width x height)