On Show 2024 Website Content Preparation Guidelines

The following instructions are to help you prepare your content for publication on the IADT On Show 2024 website. Adhering to these guidelines will empower you to showcase your work in the best possible way and help you make full use of the website features on offer.

Introduction

In the coming weeks you will receive an email with login details to the On Show 2024 online platform (below). Once logged in you will have access to the tools described in this document. Your profile will remain fully editable until May 17th.

Visit the On Show 2023 site to see how previous graduates have displayed their work. onshow.iadt.ie

Profile Editor

On Show 2024 Website Profile Editor

It's time to build your On Show 2024 profile! The profile editor is open from now until Friday 17th May at 5pm. Follow the notes below to complete all 3 tabs. Make sure to save your work regularly.

Sinéad Callanan Photography

Content Guidelines

Your Profile	Your Work	Your Consent

Profile Type

○ Text Profile   ◉ Visual Profile

Choose the profile type that best suits your work. Text is better suited to courses where

Colour Mode

○ Light   ○ Dark   ◉ Grey

You may between a **Light** or **Dark** background for your profile. Use the preview function

Image Layout

◉ Column   ○ Slideshow

Choose between a standard single Column image layout or the image

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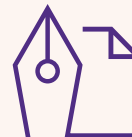# On Show 2024 Website Content Preparation Guidelines

Your profile　**1**

Option A: Visual Profile
The visual profile type suits courses with a primarily visual output. It allows the upload of up to 12 images/videos in any combination, supporting documentation and attachments such as MP3 audio and PDF files.

Option B: Text Profile
The text profile type suits courses with text-focused output. It allows for long-form text under editable headings, images + video (max 5) and attachments such as MP3 audio and PDF files.

You may choose a Light, Dark or Grey background for your profile.

The Visual Profile allows a choice of standard Single Column based image layout or the Image Slideshow mode.

Text　**2**

Contact Details
You may add as many contact details as you like to your profile such as public email address, social media handles and links to your personal websites.

Profile Image
Your profile image should be a head-and-shoulders portrait, cropped to 300px by 300px, in JPG, PNG or GIF format. The image will be displayed in black & white, cropped in a circle.

Word Counts
You may add a 'Biography' and 'Overview' text to your profile. The 'Text Profile' option allows for longer form text under the editable headings 'Project Description' and 'Project Findings'.

Heading	Profile Type	Max. Words
Biography	Visual + Text	100
Project Overview	Visual + Text	150
Project Description	Text	250
Project Findings	Text	250

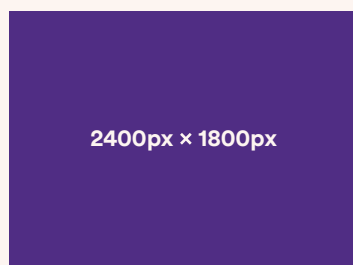**Institute of Art, Design + Technology Dún Laoghaire**

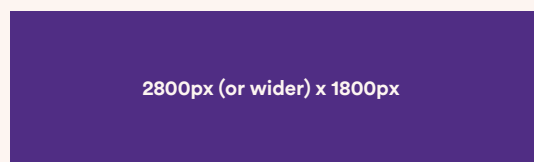# On Show 2024 Website Content Preparation Guidelines

Images

File Sizes

Upload in **JPG**, **PNG** or **GIF** format. Maximum file size per image **3MB**. Images in another size or format may not display correctly. Larger images will be cropped and centered within the closest matching size.
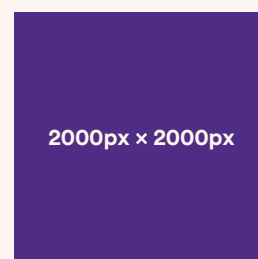
Widescreen

2400px × 1800px

2800px (or wider) x 1800px

Landscape

1800px × 2400px

2000px × 2000px

Square

Portrait

Animated GIF Images

Animated GIF images are supported. GIF files should be 1500px on their longest side. We suggest the online tool ezgif.com to manipulate and optimise your GIF files.

Aspect Ratio

Images on the website appear in 4:3 ratio (except Square and Widescreen images described below). Where a different aspect ratio is important to the composition of your work, we recommend you inset your image on a background of your choosing inside the bounds of the Landscape, Portrait or Square sizes specified above.

Widescreen Images

Images wider than the standard Landscape size above will be displayed as full width widescreen images. The aspect ratio of widescreen images will vary depending on the view device.

Long Captions

Add long form captions to your images if necessary. Captions between 100 and 350 characters will allow you to create an alternating magazine style layout to tell the story of your project.

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Attachments

PDF + Audio Attachments

Optional file attachments may be added to the bottom of your profile. These attachments should be used to provide supporting documents in PDF format or MP3 audio files.

File Type	Profile Type	Max. Upload
PDF	Visual + Text	10mb
MP3	Visual + Text	10mb

Video Content

All video content must be uploaded to your own YouTube or Vimeo account or to an IADT approved course account. Videos should be uploaded in 1080P in 16:9 ratio. Raw video files such as MP4, MOV etc. are not accepted.

Image Production Guidelines

Photographic imagery of physical work should be composed in a consistent manner. 3D work should ideally be photographed on a suitable plinth against a plain white/grey backdrop.

Copyright

You will be asked to confirm that all the media (Images, Video & Text) uploaded to site is free of copyright restrictions. If stock photography is required then please use copyright-free images on public domains or copyright-free image libraries such as Unsplash.com and Pixabay.com.

Promotional Image

5

Print Quality Image

In addition to the images shown on your profile you will be asked to submit one high resolution image of your work. This image may feature in promotions, press releases, the Chapel Wall and other events throughout the year. Upload 1 high resolution **JPG**. The image should be larger than 2000px on its shortest side. Maximum file size per image **5MB**. Recommended size: **3500px by 2500px** or **A4 @ 300 dpi**.

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Preview + Publish

The page editor will allow you to save and preview your work, enabling you to test the features described above before submitting your profile for review. Your profile will be reviewed and approved by your course lecturer before going live.

Next steps

Key dates

On March 11th we will circulate a link to the profile editor for the On Show 2024 website. You will have until May 17th to complete and submit your profile for review. Once submitted your profile will be reviewed by a team of IADT lecturers who will recommend any updates or changes needed to your profile before it is published on the live website.

Date	Task
From March 11th	All students check login details, upload bio, profile pic + social handles
March 11th	Online submissions open
May 17th	Online submissions close
May 30th	Site launch date

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