

## Digital Art Society of Hawai'i Web Portfolio

Below are instructions for submitting images for your web portfolio. For your first submission, please send me a CD. For updates, deletions, and new images, email submission will be fine.

### First Submission:

1. Images on CD. This will be a great help to me for your first submission. If you don't have access to a CD burner, please email to [dubanosk@earthlink.net](mailto:dubanosk@earthlink.net), but only if a CD is unavailable.
2. Clearly mark the CD-ROM with your name.
3. Images should be approximately 640 x 480, 72 dpi in .jpg format.
4. Let's start with about 10 images for each person for the first submission.
5. Name images as you want them to appear on the web, e.g., Blue Banana.jpg, not Bbanana.jpg, image10.jpg, etc. This will save time in creating your portfolio and save you creating a separate image list.
6. Provide contact information: phone, address, email, website, or whatever you wish to appear on the website.
7. Please give me CDs at a DASH meeting or mail to:

Joan Dubanoski  
640 Ilikai Street  
Kailua, HI 96734

Note: Mahalo for your support with the CDs.

### Updates, Deletions, Additions:

1. If you want a completely new portfolio posted, please send me a CD as outlined above.
2. If you want a few additions, deletions, or an update to your contact information, please submit by email. Please use the dimensions listed above and the same manner of applying titles to the images.
3. The easiest way is to use Photoshop "Save for web", specifying the dimensions above.
4. In the body of your email, please clearly tell me which images you wish added or deleted.
5. Once your portfolio is established, you can decide how many images you wish to post. We don't need to set a limit but I'm thinking about 20 excellent images might give a nice sample of each artist's work. We could discuss the number and see what seems most helpful for DASH members.

Mahalo!