All BA Art, BS Art Education and Art Minors must pass Portfolio Review before they are able to register for a 300 or higher level studio art class. If you are registering for 100 or 200 level courses, you do NOT need to be reviewed. This is a Foundation Level Portfolio Review that assesses the students’ ability to see: through demonstrated proficiency in the analysis of spatial and tonal relationships, and the successful use of elements and principles of design, in two and three dimensional artwork. Craftsmanship and presentation will be evaluated as well.

**Portfolio Review is held each semester.**

**Dates (Submit to ART OFFICE)**
- Portfolio submission for the FALL semester is due the **Third Monday in October**
- Portfolio submission for the SPRING semester is due the **Second Monday in March**

All work should be created from *direct observation* rather than copied from photos or other sources. **Students whose portfolios do not meet standards may be required to take supplemental courses.**

You will receive written notification of a Portfolio Review Pass or Fail before Registration begins. If you have a successful Portfolio Review, 099 Credit will be added to your Degree Evaluation, and you will be able to register for 300 level or higher courses. (Five 300 and 400 level courses are required for the BA Art Major, and BS Art Education students must complete a 9 credit Studio Specialization)

**Portfolio Requirements**

*Portfolios must include a minimum of 10 pieces and a maximum of 12 pieces executed in a variety of media: such as pencil, pen, charcoal, watercolor, acrylic, clay, wood, fiber, original photographs, digital images, video, etc. You need not use every medium but should include the media that best meets the specifications below.*

1. **Illusion of 3D Space**
   - Drawings and/or Paintings:
     - at least two still-lifes (include a minimum of five objects),
     - One Landscape
     - One Architecture (indoors or outdoors)
   
   Select drawings and/or paintings that accurately create the illusion of 3D space on a 2D picture plane via: relative scale, relative position, overlapping, diagonals, foreshortening, foreground-middle-ground-background, and atmospheric perspective.

2. **Elements and Principles of Design**: Students must submit at least four (4) works of art, **1 must be 3 D**, the others may be 2D and/or 3D. All work must demonstrate successful use of the Elements Design (line, that illustrate convincing knowledge and translation of the elements (line, shape, space, value, color, texture and form) and the Principles of Design (balance, emphasis, movement, proportion, repetition, rhythm, variety, unity and harmony).

3. **Tonal Relationships: Value; Light Source; Figure/Ground**
   - Students must submit at least two (2) tonal drawings and/or paintings in pencil, charcoal, acrylic, oil and/or ink. These pieces must be from direct observation and depict figure, landscape, or still life, as well as successfully describe the illusion of 3D volume.
   - Rendering of tonal drawing and/or painting in pencil, ink, acrylic, oil or charcoal [required] or color works of art [optional] clearly illustrating:
     a. a range of at least four to six gradations of value from black to white, or in a single color from the darkest shade to the lightest tint.
     b. clear description of light source as evidenced in plane changes, and figure/ground relationships. Include light tone, half tone, base tone, reflected light, highlight and cast shadow as you clearly define the direction of light.

4. **Craftsmanship**: Students’ work must demonstrate craftsmanship and skill in the chosen media and processes with regards to:
   a. technical skills, competent control, awareness of material capabilities and/or limits
   b. quality of the finished work (neat, clean, attentive details, well crafted).
# Department of Art: Portfolio Review Check-In Sheet

<table>
<thead>
<tr>
<th>Fall</th>
<th>Spring</th>
<th>202</th>
<th>PASS</th>
<th>FAIL</th>
</tr>
</thead>
</table>

**Name**

**Portfolio #**

- [ ] BA in Art

**Student ID**

- [ ] BS Ed in Art ED

**Advisor**

- [ ] I am currently enrolled in a community college.

**Mailing Address**

- [ ] I am resubmitting my portfolio for review.

<table>
<thead>
<tr>
<th>Completed</th>
<th>Course</th>
<th>Transfer</th>
<th>CCSU</th>
<th>CCSU Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>ART 120 Design I</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>ART 124 Three-D Design</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>ART 130 Drawing I</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>ART 230 Drawing II</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**PLEASE NOTE:**
- Portfolios containing **MORE THAN 12** works of art will **NOT** be reviewed.
- Portfolios **MISSING** any of the **REQUIRED** artwork (see list below) will **NOT** be reviewed.

**Portfolio Contents:** I have reviewed my portfolio and it contains all of the following:

<table>
<thead>
<tr>
<th></th>
<th>YES</th>
<th>NO</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Portfolio contains <strong>10 – 12 of my best works</strong> (Remove extra pieces)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Two still-life drawings and/or paintings, depicting at least <strong>5 objects</strong> that accurately create the illusion of 3D space on a 2D picture plane</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. One landscape drawing and/or painting that accurately create the illusion of 3D space on a 2D picture plane</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. One architecture (indoor or outdoor) drawings and/or paintings that accurately create the illusion of 3D space on a 2D picture plane</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5. Four (4) works of art (1 must be 3D, the others may be 2D and/or 3D) that illustrate convincing knowledge and translation of the elements of art and principles of design</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6. At least two (2) of the works submitted are tonal drawings and/or paintings in pencil, charcoal, acrylic, oil and/or ink executed from life and depict figure, landscape, or still life, as well as successfully describe the illusion of light defining 3D volume</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7. The portfolio demonstrates foundation level craftsmanship and skill in the chosen media and processes</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

I give permission to photograph my artwork for educational and promotional purposes only (workshop and web examples)

Signed

**All work should be created from **direct observation** rather than copied from photos or other sources.**
Digital Portfolio Submission Guidelines (Spring 2021)

*There is preparatory Portfolio Review Workshop scheduled on Wednesday February 24th from 11:50am – 12:30pm via Microsoft Teams to answer any questions you may have about the submission process or the required contents of the submitted portfolio.

Each Image:

- Can be up to 3mb each.
- Must be in .Jpeg Format.
- Must be at least 72dpi.
- At least (2) photographs of included 3D work required. No more than (4) may be submitted per piece.

*a note about craftsmanship – Though these portfolios are being submitted digitally, craftsmanship is still a large consideration on how they are evaluated. Please make sure that Images submitted are evenly lit, focused and cropped to remove any area that does not include the picture plane of the submitted work!

Please Title Submitted Portfolio Folder as Follows:

(Last Name, First Name)_Spring2021_Portfolio Submission.

Please review required Items for portfolio and title submitted images as follows:

- (Last Name, First Name)_3D Illusion Still Life 1.jpeg
- (Last Name, First Name)_3D Illusion Still Life 2.jpeg
- (Last Name, First Name)_3D Illusion Architecture 3.jpeg
- (Last Name, First Name)_3D Illusion Landscape 4.jpeg
- (Last Name, First Name)_Elements/Principles Design 1.jpeg
- (Last Name, First Name)_Elements/Principles Design 2.jpeg
- (Last Name, First Name)_Elements/Principles Design 3.jpeg
- (Last Name, First Name)_Elements/Principles Design 4 (at least one 3D example).jpeg
- (Last Name, First Name)_Tonal Image 1.jpeg
- (Last Name, First Name)_Tonal Image 2.jpeg
- (Last Name, First Name)_Additional Work 1.jpeg (optional)
- (Last Name, First Name)_Additional Work 2.jpeg (optional)

*If you have any questions about the portfolio submission process or its content please contact your advisor.
Compress folder containing all submitted images and email as an attachment to yousefc@ccsu.edu no later than 3/8/21.

Instructions on how to compress a folder (mac):

1. Select the Folder in Finder.
2. Right-Click or control-click on the file to bring up the pop-up menu.
3. Select Compress filename.
4. The Mac will begin to compress the file or folder you’ve selected. Once it’s done, you’ll find a filename that ends in .zip right next to the file you selected.
5. Your original folder is untouched; the .ZIP file contains the compressed archive in the same directory.

Instructions on how to compress a folder (PC):

1. Find the folder you want to compress on your computer.
2. Right-Click on the folder you wish to compress.
3. Select Send to
4. Select Compressed (zipped) folder
5. Your original folder is untouched; the .ZIP file contains the compressed archive in the same directory.