

# AWG Website Instructions for Member Artists

**Website address/url:** [www.artistsworkshopgallery.com](http://www.artistsworkshopgallery.com)

**Introduction:** The AWG website is an information resource for all members and the public. All members have a personal page with a biography and a slide show of their art. Also, the site is a central repository for the latest official documents such as artwork title cards and panel rotation assignments.

**Major pages:** Home, Artists, Featured, Location/Links, History, Members, Artists' Personal Pages (accessed through Artists tab)

**Home:** This is the page launched via the url above.

**Artists:** This page lists all current artist members, along with a link to their personal page. Honorary Members and Officers are also listed.

**Featured:** This page promotes the featured artists for the month and includes a link to that artist's personal page.

**Location/Links:** This page shows how to contact the gallery, hours of operation, and a map of our location. The Link section has links to other websites of interest, including our member artists who have their own art websites.

**History:** A brief history of Artists Workshop Gallery.

**Personal Page Instructions:** The artist's personal page contains the artist's picture, a biography and a slide show of the artist's work. Contact information may be included at the artist's discretion. To initiate the creation of an artist's page for new members or to update the page for existing members, simply email the following to the webmaster, currently Tom Seaman [tom.sea@att.net](mailto:tom.sea@att.net):

- Biography - a Word or text file. If you don't have a current biography, look at what other artist's provided.
- Picture of yourself - JPEG images at least 400 pixels on their longest side (all images from digital cameras are larger than this)
- Images for the slide show - about 10 images in JPEG format.

At the artist's discretion any or all of the following information may accompany each image.

- Title
- Medium
- Size (H x W, framed or unframed, but not both)
- Price (or NFS or Sold)

At the artist's discretion any or all of the following contact information may be included: your email address, your phone number, and a link to your personal art website.

Revised February 7, 2018