

ArtCall Tutorial for MCA Exhibits

Follow These Easy Steps to
Enter Art Exhibits #atTheBrick

mca
marion **cultural** alliance



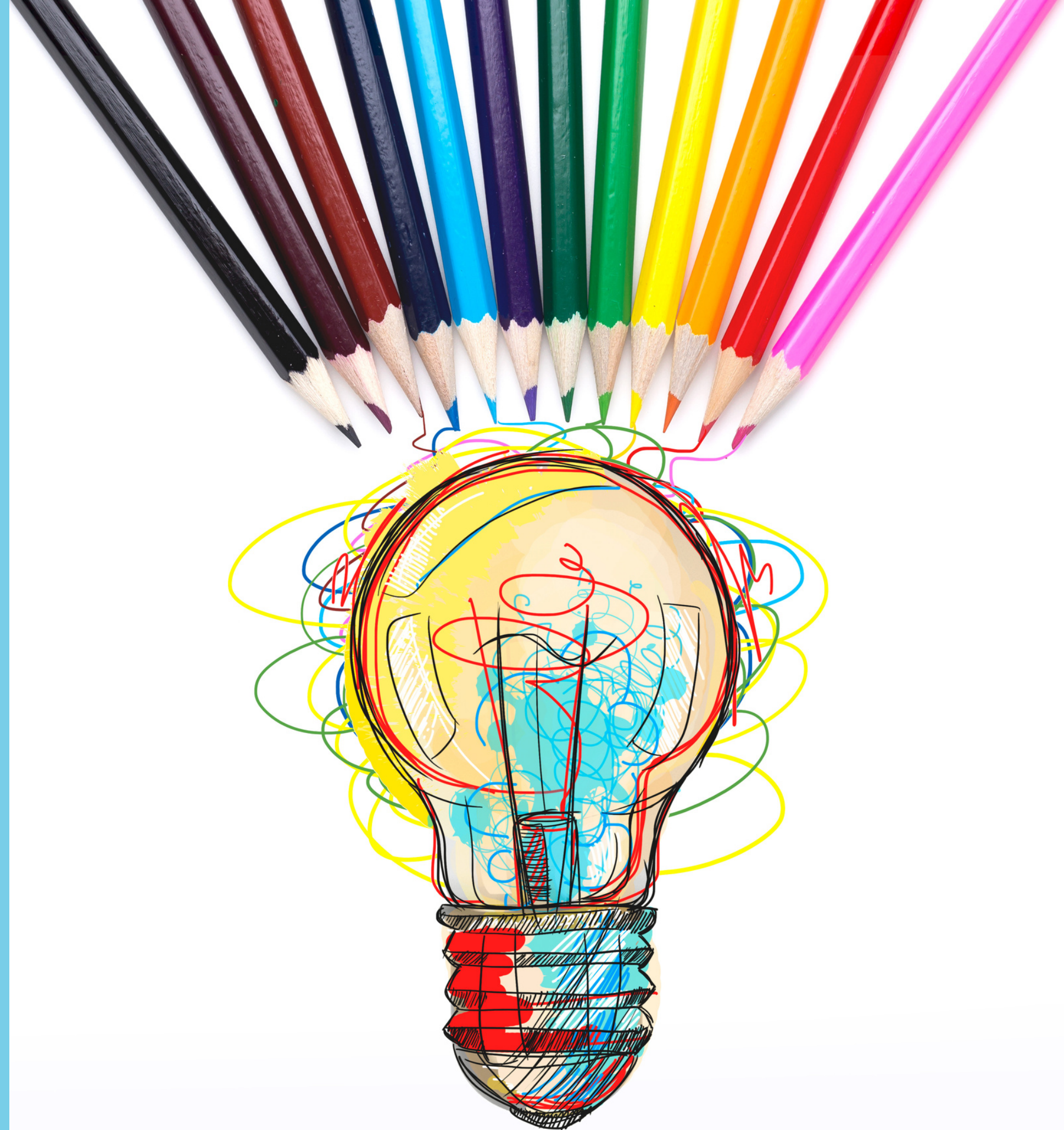
THINGS TO KNOW:

Marion Cultural Alliance offers opportunities for its Artist Members of all media to enter exhibitions. All MCA exhibits are *juried* and do not require an entry fee for Artist Members. Exhibits that do require entry fees are *judged* with the opportunity to win cash prizes and ribbons at the awards reception. Interested artists can join anytime online for only \$30 per year.

MCA will issue Calls to Artists 30-60 days prior to deadline. Calls will be published on our website, and each one provides all the important dates you'll need to know to exhibit at The Brick City Center for the Arts.




Please make sure you are familiar with the MCA Exhibit Requirements before entering an exhibit. For questions, please contact MCA during gallery hours.

For a list of available calls and exhibit requirements, please visit: mcaocala.org/calls-to-artists





[Register & Apply](#)

TIP: SCROLL DOWN TO BOTTOM OF THE ARTCALL HOMEPAGE FOR A VIDEO TUTORIAL

[Location](#) [Exhibit Flyer](#) [Web Gallery](#) [Contact](#) [Participating Artists](#)  

[+ Register](#) [Login](#)

Welcome to MCA's The Brick Gallery!



Marion Cultural Alliance (MCA), a nonprofit, 501(c)3 was established in 2001, with its inaugural effort, the Horse Fever public art project. MCA's mission is to champion, convene, and create opportunities for artists and arts organizations. MCA supports activities relating to the arts, historical and scientific museums, and specific education through grants, advocacy, fundraising, and partnerships.

Register & Apply

Create User Account

Entered a previous call or already have an ArtCall.org account? [Login](#) instead.

First Name

John

Last Name

Smith

Email

js123@gmail.com

Password

.....

Password Confirmation




.....



Create Account

By registering for this site, you agree to the [Terms & Conditions](#).

CREATING A NEW USER ACCOUNT:

- Enter your Name, Last Name, Email & create a password for your new ArtCall profile.
- Click "**Register & Apply**" Button below highlighted in orange.
- You will receive a confirmation email prompting you to submit entries for the exhibit.

[Location](#)[Exhibit Flyer](#)[Web Gallery](#)[Contact](#)[Participating Artists](#)

[Edit Profile](#)[My Submissions](#)

Artemisia Gentileschi

Registration successful, a confirmation was emailed to you.

Update User Profile

Profile data must be submitted within **24 minutes**

First Name

Artemisia

Last Name

Gentileschi

Email

ocalamca@gmail.com

Contact call admin to change email (username)

Biography / Vitae

Phone Number


Address 1

TIP: YOU CAN EDIT YOUR PROFILE ANYTIME BY CLICKING THIS OPTION ON THE TOP OF YOUR PAGE.



UPDATING YOUR PROFILE:



- Enter a short bio, contact info & social handles so potential buyers can contact you.
- Scroll to bottom of the page and click "Update User Profile" Button below highlighted in orange.

TIP: YOUR SUCCESSFULLY ENTERED SUBMISSIONS SHOULD APPEAR IN THIS SECTION. YOU CAN ALSO SEE THE STATUS OF YOUR ENTRY(IES) ANYTIME YOU LOG IN. THIS PAGE IS YOUR USER "HOMEPAGE".



[Location](#)
[Exhibit Flyer](#)
[Web Gallery](#)
[Contact](#)
[Participating Artists](#)


[Edit Profile](#)
[My Submissions](#)


Step 1

Add Entry Details

Step 2

Add Entry Images

Step 1/2: New Submission Details

Data must be submitted within 24 minutes

Entry Procedure & Guidelines:

- Must be an active, renewing or new MCA Artist member to participate in all exhibits. Entry Fee is \$25 for active members and \$55 for new and/or renewing members (includes annual membership)
- MCA's exhibits are open to any media including, but by no means limited to traditional drawing, glass, printmaking, digital/new media, photography, sculpture, painting, installation, writing, audio-visuals, etc. If piece requires special installation, the artist is responsible for all installation and providing all materials the piece may require
- All entries are to be submitted digitally via MCA's ArtCall no later than Monday, August 23, 2021. No physical or mailed in s
- Artists' Contact Info (Name, phone, address, email, and social media handles/website)
- A brief statement for each submitted piece answering the statement: "My art is inspired by..."
- High-res images for each entry in JPG, PNG or PDF format showing the full piece
- Each artist may submit two (2) pieces for consideration. All work must be original; no giclée or reproductions.
- Only entries which adhere to the theme will be accepted. Suggested size per piece is up to 40" in any direction. However, if
- All submitted pieces should not be offensive or controversial and must be suitable for a family-friendly gallery audience in
- All 2D work must be gallery ready, properly wired with suitable hanging mechanisms and framed, or created on a gallery w
- submission. Any work that is not yet dry or incomplete will not be accepted.
- All work that is shown at 'The Brick' must be for sale, no exceptions. MCA Gallery has a split of 70% to the artist and 30% to
- Selection of work is at the discretion of the Gallery Director & Gallery Advisory Committee. MCA reserves the right to reject
- of intellectual property rights in the arts is of paramount importance to every artist. Therefore, Marion Cultural Alliance, Inc (I
- existing copyrights, trademarks, and trade dress. Artists will be notified via email after submission. If you wish to discuss furth

Category

Choose a Category...

Title

The Mona Lisa

Dimensions (in.) ?

Height

14

Width

22

Depth

1.5



TIP: YOU MUST SUBMIT THIS INFORMATION WITHIN THE ESTABLISHED TIME FRAME, OTHERWISE THE SERVER WILL AUTOMATICALLY LOG-OUT AND YOU WILL HAVE TO START THIS PROCESS FROM THE BEGINNING.

NEW SUBMISSION / STEP 1:

- Once you submit payment for any fees the call might have, you will see this page.
- This page is your **FIRST** out of **TWO** final steps in successfully entering your artwork.
- Make sure to **READ** the **ENTRY GUIDELINES!**
- Enter required information in the highlighted fields
 - Choose the Exhibit's category.
 - You **MUST** enter **TITLE, DIMENSIONS, PRICE** and a **BRIEF DESCRIPTION** of the piece.
- Click on the left box to **AGREE** to the Terms and Conditions for this exhibit.
- Once you've completed all steps, please click "Submit Entry Details" on the bottom of the page for the next step: adding images!

TIP: HOVER YOUR POINTER OVER THE QUESTION MARK (?) OPTION IN GRAY IF YOU HAVE ANY QUESTIONS ABOUT A SPECIFIC FIELD OR AREA.

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MCA has donated over \$1.5 million to the arts and other charitable organizations in




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The submission has been saved. Please upload your submission attachment(s). The first attachment will be the "main" image. 

Step 1


Add Entry Details

Step 2

Add Entry Images

Up to 3 Attachment(s) can be uploaded for this individual Submission: **The Mona Lisa**

- Image minimum length on longest side: **540px** | Image maximum length on longest side: **4600px**
- Max file size images: **4 mb**. Audio, Video, & PDF: **25mb**. | Allowed File types: **jpg, png, pdf**

 **Note:** Please include up to 2 high-res images for each entry in JPG, PNG or PDF format showing the full piece and a detail of the piece. Images must be ready to be promoted on social media. For assistance, please contact MCA.

Step 2/2: Add Entry Attachment(s)

+ Add Attachment

Drag and drop a file

Upload Progress

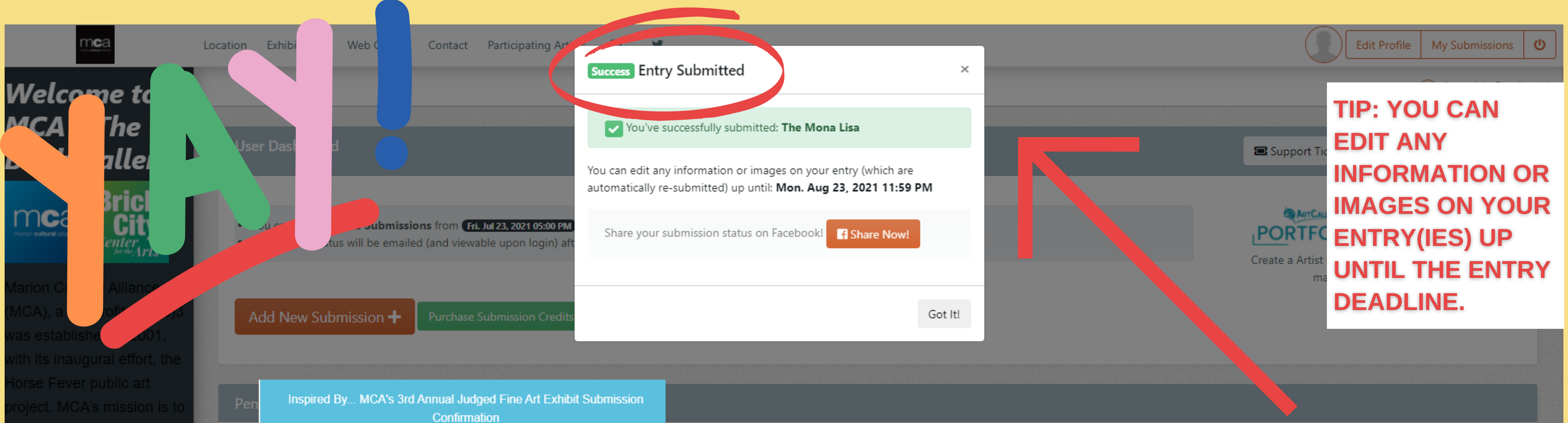
Complete & View Entry

TIP: MAKE SURE THIS AREA IS HIGHLIGHTED IN GREEN = STEP 1 OF YOUR SUBMISSION HAS BEEN SUCCESSFULLY SAVED.

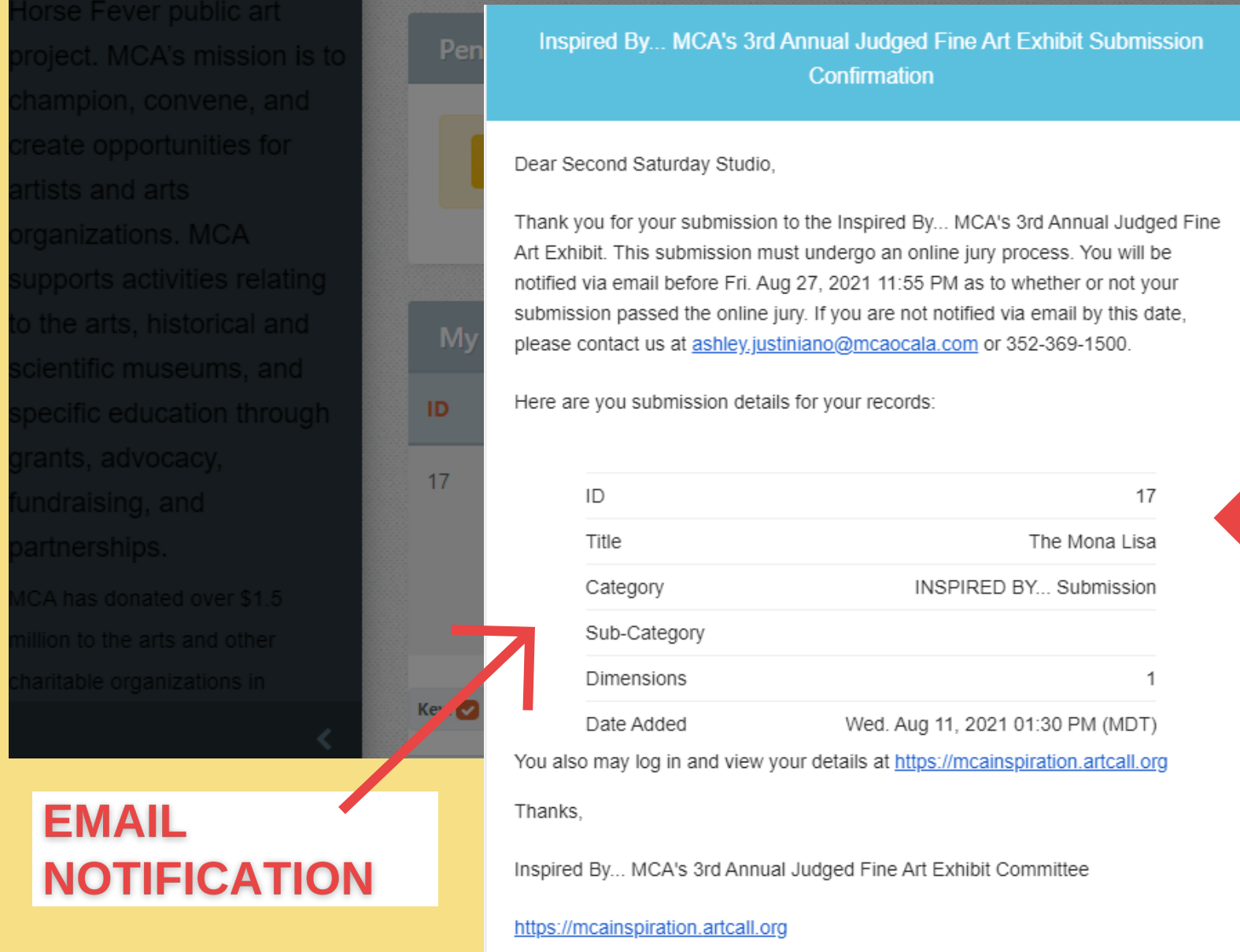
NEW SUBMISSION / STEP 2:

- Once you submit the information for your your entry, you must include up to (3) HIGH RES images of your piece.
- Please note: images must be "photo ready" - one of the full artwork, one with the frame and one that shows detail.
- Click "**Add Attachment**" to upload.
- Then "**Complete & View Entry**" at the bottom.
- If process was successful, an "Entry Submitted" notification will pop-up on your next page.

TIP: IF UPLOAD FAILS, PLEASE RE-LOGIN TO YOUR ACCOUNT. A NOTICE WILL POP-UP ON YOUR PAGE TO COMPLETE THE APPLICATION PROCESS.



TIP: YOU CAN EDIT ANY INFORMATION OR IMAGES ON YOUR ENTRY(IES) UP UNTIL THE ENTRY DEADLINE.



EMAIL NOTIFICATION

- ENTRY SUBMITTED!**
- Once you see this notification on your screen, it means that you've successfully submitted your **FIRST** piece for consideration. Yay!
 - You will also receive a "**Submission Confirmation**" email notification for each piece successfully submitted.
 - To add a second entry, click on the "**Add New Submission**" option and follow the previous steps.
 - Login to your ArtCall profile anytime to view the status of your entry(ies).



WHAT'S
NEXT?

NEXT STEPS:

Our submissions must undergo an online jury process. Submitting artists will be notified of their status via email by the date stated in the Call to Artists.

Selection of work for participation is at the discretion of the Gallery Director & Gallery Advisory Committee. Therefore, MCA reserves the right to reject any piece that does not meet the exhibit requirements and that in the sole discretion of MCA would potentially infringe on any existing copyrights, trademarks, and trade dress.

For questions or assistance, please schedule an appointment with MCA's Gallery Director, or contact
Ashley.Justiniano@mcaocala.com



mcaocala.org/calls-to-artists