**Portfolio Guidelines**

The CSUEB Multimedia Graduate Program is an interactive and telematic arts, interdisciplinary program and encourages applications from people with a wide variety of backgrounds. The following are recommended guidelines for different types of work and formats.

Please label your portfolio clearly. **If you wish to have your portfolio returned, please include a self-addressed, stamped envelope. Do not submit your only copy! Do not submit your portfolio to the Office of Admissions!**

**Portfolio Presentations**

**Disks**
CD, or DVD formatted for MAC or Windows. It is best to prepare work to be presented in a single file. If there are multiple files that must be viewed, a description of the viewing sequence should be provided.

**Web Sites**
Provide the URL. If it is a large site please specify where you want us to look and suggest a navigation path.

**Videos**
The preferred format for videos is on a DVD, however VHS or SVHS formats will be excepted. Videos tapes should be no longer than ten minutes and should be properly cued up.

**Hard Copy Portfolios**
Graphic portfolios are welcomed and will be returned after viewing (please provide SASE or arrange for pickup).

**Music and Audio Compositions**
CD audio format only. Also, send an accompanying written description of the work, including title and date of production.

**Scripts, Narratives and Creative Writing**
Limited to ten pages. Please include relevant descriptive information about who the intended audience was and the date of production.

**Computer Programs**
Stand alone executable files only. If it is not entirely your project please include information about what part is yours.

Please direct all inquires about your portfolio to: multimedia@csueastbay.edu