

# Applicant Digital Portfolio

## Medical Illustration Graduate Program

Department of Medical Illustration Augusta  
University  
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**Please note: The Applicant Digital Portfolio must be received by 12:59 p.m. on January 10**

**T**he Applicant Digital Portfolios (ADP) must be submitted online. The ADP must contain **15** pieces of original creative work. Specific required works are listed below. All artwork must be prepared from direct observation (not from photographic or video reference unless the photo or video was taken by the applicant). Please **do not** include medical illustrations. The portfolio must include the following 20 pieces:

- **Five (5) life drawings** (figure studies), including at least two long poses (3 hours or more in total duration)—  
*We request drawings and/or paintings of the human form because they demonstrate an applicant's ability to perceive and render functional structure, proportion, and light on form in a realistic manner. Rendering of fine detail is of secondary concern, but it is still important. Images should be drawn from direct observation of a live model and without the use of photography or video. (If, due to COVID, you had to use a photo or video source, please note this fact on the artwork.) Full-figure nude (undraped) drawings are preferred. However, in-depth studies of limbs or isolated features may also be submitted. Portraits, including self-portraits, are encouraged.*  
*We also like to see fore-shortened views of the figure. These figure studies do not need to have been drawn during a formal class.*
- **Three (3) gesture drawings** (may be on the same page)—  
*We request gestural figure drawings of the human form because they demonstrate an applicant's ability to perceive and capture dynamic forms in a variety of quick poses. Typically, a gestural drawing is rendered in 1 – 5 minutes. Full-figure nude (undraped) drawings are preferred. Groups of gestural drawings on a single page may be submitted. Gesture drawings of animals may also be submitted.*
- **Two (2) drawings of hands** (life-size, tonal studies preferred)—  
*We request drawings and/or paintings of hands because they also give us an idea of an applicant's ability to perceive and render functional structure, proportion and light on form in a realistic manner. In addition, asking applicants to submit images of hands better allows us to qualitatively and objectively compare and contrast between applicant portfolios. Rendering of fine detail is of secondary concern, but it is still important. Images must be drawn from direct observation of a live model and without the use of photography. We prefer tonal studies, but drawings may be either in black & white or in color. Hands should be drawn approximately life size, and may be shown in repose or in action. You may also submit studies of feet.*
- **Three (3) realistic still-life studies in full color**—  
*We request still-life drawings and/or paintings in color because they give us an idea of an applicant's ability to perceive, render and use color as well as portray light on form. Still-life studies also afford us an opportunity to assess the applicant's skill with design and composition. In addition, we look at the applicant's use of perspective. Images must be drawn from direct observation and without the use of photography. Please do not include medical illustrations.*

- **One (1) image created with vector- or bézier-based graphic software**, such as Adobe Illustrator or Corel Draw—  
*We request at least one image created with vector- or bézier-based software because it will demonstrate an applicant's experience or skill level in digital image creation using only bézier curves (splines), lines, and/or shapes. While we do use Illustrator as one of our standard tools, you may use whatever vector-based software to which you have access.*
- **One (1) image created with raster- or pixel-based graphic software**, such as Adobe Photoshop, Corel Painter, or Savage Procreate—  
*We request at least one image created with raster- or pixel-based software because it will demonstrate an applicant's experience or skill level in digital image creation. While we do use Photoshop as one of our standard tools, you may use whatever pixel-based software to which you have access. Note: Do not submit photographs that have been merely traced, processed, or interpreted through the software.*
- **Two (2) additional examples of realistic drawing or painting**—  
*We request additional samples of realistic artwork for the reasons discussed above; however, the choice of subject, genre, and medium are yours. These images may be representational or photorealistic. They may be tonal or in color.*
- **Three (3) additional works** (portfolio must contain a total of 20 pieces)—  
*We request additional samples for the reasons discussed above; however, the choice of subject, genre and medium are yours. Consider submitting imaginative/fantasy artwork, sculpture, graphic design, or animation. These images may be abstract, representational or photorealistic. These additional works may be in line, tone, or color. If your additional examples are 3- dimensional objects such as sculptures, models, or 3D prints, please submit as photos.*
- **Optional: Up to five (5) Sketchbook Pages**—  
*We like to see applicant's sketchbooks (or other preliminary drawings). You may also submit up to five (5) additional examples of pages, or portions of pages, from your sketchbooks. In part, sketchbook pages provide us with a glimpse into your creative process and how you develop your artwork.*

## Creating the Applicant Digital Portfolio (ADP)

To create the ADP, do the following:

1. Download **MIGP\_ADG\_PowerPoint-Template.PPTX** to your desktop.
2. Open MIGP\_ADG\_PowerPoint-Template.PPTX.
3. Add your images and information to the PowerPoint:
  - The minimum acceptable resolution for images is 144 pixels (dots) per inch, and the maximum resolution is 300 pixels per inch.
  - Acceptable image formats include: JPEG, TIFF, PDF, PNG, and PSD.
  - Submission of short animations that you created is permissible. Your animations may be embedded within the PowerPoint or uploaded separately. Acceptable animation file formats include: .MOV, .MP4, and .GIF. Please do not send other formats.
4. Please do not add any PowerPoint animations, transitions, or actions. For security reasons, do not include any hyperlinks or other connections to the Internet.
5. Using File > Save As, save your ADP with the following naming convention:  
**YourLastName-FirstName\_ADG.pptx**  
example: *Smith-John\_ADG.pptx*

6. Submit only a single PowerPoint ADP—please do not submit it in sections.
7. Upload a copy of your completed ADP via Box by following the instructions below.

### Uploading your Applicant Digital Portfolio

To upload the Applicant Digital Portfolio (ADP) and associated files through Box.com, do the following:

- A. Sign up for a free Box account at <https://www.box.com/home> We recommend you sign-up for the free Individual Plan account. Just FYI, Box is the official cloud-storage program used at Augusta University.
- B. Create a folder called: **Year\_LastName-FirstName**  
Example: *2024\_Doe-Jane* (See below)
- C. Share your folder (with Editor permission) with:
  - LaDonna Butler at [lbutler@augusta.edu](mailto:lbutler@augusta.edu), and
  - Michael Jensen at [mjensen@augusta.edu](mailto:mjensen@augusta.edu).
- D. Once the folder is created, upload your **YourLastName-FirstName\_ADP.pptx** into your Box folder.
- E. LaDonna Butler & Michael Jensen will be automatically notified when you add files to this folder.
- F. Please also upload copies of your Applicant Summary Form and Applicant Questionnaire to this Box folder as well.

**Individual**

**Free**

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**Up to 10 GB of storage**

**250 MB file upload limit**

**1 file version**

Secure file sharing

2-factor authentication

Anytime, anywhere access

Box mobile app collaboration

Integrated desktop experience

Built-in integrations with Office 365 and G Suite

Shared folders and links

Standard customer support

Online/self-paced training

Note-taking and project management

If you have additional questions about submitting your ADP, please contact La Donna Butler at [lbutler@augusta.edu](mailto:lbutler@augusta.edu) or 706/721-3266.

