

## How to make your portfolio

Your portfolio should contain your best work, and be relevant to the studies you want to take at Aalto ARTS.

Your home university may have its own requirements for a portfolio, and they may not be the same as ours, so you may need to modify your portfolio before submitting it to us.

Firstly, need for modification is due to technical restrictions of the online application system:

- Your portfolio should be in the **.pdf format** (the system accepts only them, so if you have difficulties in uploading your material, check the format first) most graphic design programme and Microsoft Office programmes allow saving or converting the files into .pdf format, as do scanners. Your portfolio may alternatively also be an **online portfolio**: in this case you will need to provide a link to your portfolio.
- There is a **limitation of 2MB** on the portfolios in pdf format, and if yours is bigger, it will get stuck in the system and your application process is not progressing as it should. So please pay attention to the size of your portfolio. The easiest way to do is to take care that the images are not too large – the portfolios are viewed on the screen, so print quality images are not needed.

Secondly, we have certain expectations and wishes concerning the content of the portfolio:

- As 2MB is relatively small size for a file with images, **don't expect to present very many projects**. As few as three is quite acceptable (for example in film specialisations where projects tend to be quite large), and 5-7 projects is quite adequate number of projects for any given programme.
- An informative portfolio should have **both images and texts**, some contextual information on your projects helps the professors to understand them better, but it is not necessary to write essays on them, unless of course an essay of high quality is part of the project. Important information can consist for example of the assignment, context of the project, materials, or dimensions.
- You can have links to your projects elsewhere in your portfolio, but it is not acceptable to have just links. Please remember moderation in the linking, too, only important and relevant projects.
- If you are applying for film specialisations, you'll want to present files with moving images and sound, and as the system doesn't allow them to be uploaded, please have descriptions and links in your portfolio and make sure that the files are available and working on the website linked. Do this also if you are applying to other programmes and have material that cannot be presented just in images.
- Paying a little attention to the design of your portfolio even if you are not a graphic designer makes it easier to assess and more interesting. The quality of projects is still the most important matter.
- When you have contributed to a group project, make sure you explain what was your part.

Special requirements for the portfolio in **Architecture** and **Landscape Architecture**:

- Samples of your design and planning works from the school works, courses and studios
- The portfolio should be versatile and illuminate your capability and working methods
- Please note that some studios/teachers will review your portfolio in advance (portfolio selection for studios)