

ARIZONA COLLECTOR'S GUIDE

General Artist Instructions

The following screen shots and instructions are for users registering as artists on the Arizona Collector's Guide, AZCG, Web site. All content will be approved by AZCG before it actually displayed on the site.

Section 1 -- Building An Artist Profile (STEP 1)

After registering as a user of the site the first step for an artist is to build their artist profile. You can do that by logging in to the administration application, <http://www.azcollectorsguide.com/admin>, and selecting "My Artist Profile" from the left-hand menu section of the Web site labeled Artist Administration. Once an artist has filled out their profile then they are permitted to take the next steps of developing content and loading their art for sale to the site. The Artist Administration menu looks like this:



Let us now take a look at some screen shots of the artist administrations screens.

My Art

Artists can use the "My Art" screen to upload art for sale so that advertising galleries may select the art for display in their online galleries.

The screenshot shows a web browser window displaying the 'My Artist Art' page of the Arizona Collector's Guide Content Management System. The page has a dark red header with the site name and 'Content Management System'. A navigation menu on the left includes 'Logged In User Menu' and 'General User Menu'. The main content area is titled 'My Artist Art' and contains a welcome message, a date range filter, an 'Export to Excel' button, and a table of art items.

Arizona COLLECTOR'S GUIDE Content Management System

HOME | Log Out | Welcome DeWayne

You Are Here: My Art

Logged In User Menu

- Data/Content Admin
- User/Application Admin
- Gallery Administration
- Artist Administration
 - My Artist Profile
 - My Art**
 - My Artist Articles
 - My Artist Events
 - My Artist News
- User Profile

General User Menu

- Registration
- Misc. Admin/Help

My Artist Art

Welcome to the AZ Collector's Guide Administration Portal. This application is used to maintain artist art.

Date From: 06/12/2009

Date To: 02/11/2009

Export only data
 Ignore paging (exports all pages)
 Open exported data in new browser window

Show filtering item: Yes No

Drag a column header and drop it here to group by that column						
Edit/End	Delete	Active?	IsPrimary?	Title	AddDate	Image
		True	False	Test art	11/24/2009 4:01:37 PM	

Application owned and operated by: Arizona Collector's Guide

Local intranet | Protected Mode: Off | 100%

My Artist Articles

Artists can use the "My Artist Articles" screen to upload articles about themselves or their artwork.

My Artist Events

Artists can use the "My Artist Events" screen to upload information about an upcoming event, such as a gallery showing.

My Artist Articles

Artists can use the "My Artist News" screen to upload news about their artist or their artwork.