

How to Create Your Artist Profile

1. Visit ClevelandArtsEvents.com/register.
2. Complete the sign-up form to create your account.

Home > Register

Share    

New Account

New to ClevelandArtsEvents.com? Register for a free account today.

2018 cultural partners (grantees): we have created an account on your behalf. Please do not create a new account. If you have not received your login information from us, please contact India Pierre-Ingram at ipierreingram@cacgrants.org or 216.515.5303 x107.

- ✓ **Bookmark** your favorite events, organizations and venues
- ✓ **Post** reviews on events
- ✓ **Create** and update your profile

First name (*)

Last name (*)

Email (*)

Zip code

Username (*)

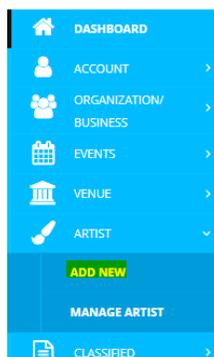
Password (*)

Confirm password (*)

SIGN UP

Anyone under 18 must have their parents' approval to participate in this service. ClevelandArtsEvents.com reserves the right to edit submissions for grammar, style and accuracy. We may also choose to omit any profile at our discretion.

3. You will be taken to your dashboard. Click on the Artist menu item on the left and select "Add New."



Welcome to your dashboard india123!

You can manage your individual artist profile, organization or venue profile, post and edit events, bookmark your favorite listings, and more. To return to your dashboard at any time, click "My Account" in the upper right corner.

If this is your first time submitting an event, you will need to create an organization or business profile, or if you are an artist, you will need to create an artist profile. You can do all of that using the links to the left.

 **CREATE NEW EVENT**

If you need assistance, please contact: info@cacgrants.org

4. Fill out all the necessary information in order to complete your profile. You can add images, videos and/or audio of your portfolio at the top of the page.

Please make sure to click the “Update Profile” button before you proceed to each next step. If you press the photo, video, audio, or event tab before clicking on the “Update Profile” button, the page will reload, deleting all the data you had previously added.

- DASHBOARD
- ACCOUNT >
- ORGANIZATION/
BUSINESS >
- EVENTS >
- VENUE >
- ARTIST** v
- ADD NEW
- MANAGE ARTIST
- CLASSIFIED >

Artist Information

PROFILE PHOTO VIDEO AUDIO EVENT

First name

Last Name (*)

Email

Check here if you DO NOT want your Email to appear on your Artist Profile page.

Phone

Check here if you DO NOT want your Phone Number to appear on your Artist Profile page.

LOCATION INFO

Address

County

OH

City Zip

Check here if you DO NOT want your Address to appear on your Artist Profile page.

WEBSITE, BLOG AND SOCIAL MEDIA LINKS (OPTIONAL)

Website URL Blog URL

Instagram URL Twitter URL

Pinterest URL Facebook URL

LinkedIn URL

5. Once all the information is included, click "Update Profile" at the bottom of the page.

The screenshot displays a web form for updating a profile. It is divided into three main sections, each with a teal header:

- BIO/STATEMENT:** A section with the prompt "Tell us about yourself." and a rich text editor. The editor includes a dropdown menu set to "Paragraph" and various formatting icons (bold, italic, bulleted list, numbered list, quote, indent, outdent, link, unlink, image, table). There are also "Visual" and "Text" tabs.
- QUESTIONS:** A section with a question: "Q1. Where did you hear about ClevelandArtsEvents.com's Artists Calendar and Directory?". Below the question is a single-line text input field.
- RESUME AND/OR WORK SAMPLES (PDF):** A section with the instruction "Each PDF must be less than 2.00 MB". It features an "Upload PDF" button with a cloud icon and the text "No file chosen". Below this is a "Description" text input field and an "Add More" button.

At the bottom of the form is a large teal button with the text "UPDATE PROFILE" in white.

6. Once your profile is submitted, wait at least one week for CAC staff to review your information. If any follow up is needed, CAC staff will contact you. If all the necessary information is available, CAC staff will approve your profile, which will make it visible to viewers on the site. If available, CAC staff will send you your stipend in the mail within two weeks.
7. Once CAC staff notifies you that your profile has been approved, you can log back into your account and post any upcoming public events taking place in Cuyahoga County in which you or your work are featured.
8. For instructions regarding posting events, visit www.artsopolis.com/user-guide.