



Quick Guide to Creating your Profile(s) at ArtsCan Resource Network

ArtsCans profile forms will walk you through building your profiles, which includes:

- Member Contact information
- Education & Noteworthy Projects
- Websites & Social Media

and which may also include (based on your preferences):

- Up to two types of Artist/Individual Profiles (Your choice of one or two)
- One Business Profile (please note that businesses **MUST** have their own email address, separate from the one in your individual profile.)

At every step of the way you will have the option to make all or any parts of your contact information public or private.

If you fill out multiple profile types (one or two individual arts interest profiles or one arts interest profile and a business/organization profile), you may stop filling in forms at any of the transition pages (the ones between forms which do not contain anything other than some text and a “continue” button) and simply bookmark or shortcut the transition page so that you can resume at a more convenient time. (We don’t recommended that you resume from a field-or checkbox-containing page if you can avoid it.)

Artist Individual Profiles

You can fill out a primary and a secondary individual art interest/discipline profile but not a third. Some artists practice in two different disciplines, and the second profile option is here to support those folks. While we do have artists who practice more than two disciplines, we've found that they focus on no more than two at any given time.



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EXAMPLE: If you are both a Performer and a Visual Artist, you can fill out complete profiles for both of these — but you won't be able to add a profile for a third artistic discipline, so you couldn't add a Literary Arts profile to these.

Within each artist profile you build, you may select multiple categories within that interest/discipline. The categories are fairly comprehensive, with ample room for you to add commentary as you go.

Please don't request two profiles for the SAME discipline or arts practice at the outset, as you will not need a second identical profile just to amplify information around your primary work. Some artists are practicing in two different disciplines, like literary and performing arts, or performing and visual arts — our second profile option supports these types of situations. A second profile is not intended to be used as additional information space for a primary profile.

EXAMPLE A: You have chosen Visual arts (a primary profile) — you indicate that you paint and/or do illustrations, photography and/or digital art, tell us about your different mediums and tools and add some comments to provide your directory-reading audience some context, all within your primary profile. The more COMMENT or OTHER fields you fill in, the easier it becomes to find you in the directory — but please be brief and concise in each comment.

EXAMPLE B: You have chosen Visual Arts and Literary Arts (a primary and a secondary profile) because you are a skilled photographer and digital imaging artist as well as a published or emerging author.

*TIPS:

Having your resume and career information at hand can significantly speed up the data entry for profiles, especially if you already have these in electronic documents. (Copy and paste to the rescue!)

Because ArtsCan aims to allow members to have detailed comprehensive profiles, the process can take time. You may fill out your profiles all at once or return later to add further information. To take a break, stop filling in forms at any of the transition pages (the ones between forms which do not contain anything other than some text and a "continue" button) and simply bookmark or shortcut the transition page so that you can resume at a more convenient time. (It's not recommended that you resume from a field- or checkbox-containing page if you can avoid it.)



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You may combine a single arts interest profile (Example 1 above) with a Business/Organization profile (see details of these below), or a PAIR of arts interest profiles with a Business/Organization profile. Each business or organization must have a unique profile with its own email address, however.

Which leads us to...

Business/Organization Profiles

A business/organization profile is necessarily different from an artist/individual profile, so please bear in mind that this type of profile is not suitable for adding a third artistic endeavour — it is best used for an actual business/organization.

Please be sure to put the name of a contact person or a role title in the Name fields, and ensure that potential customers can see your email or office phone number (or better, both).

The more COMMENT or OTHER fields you fill in, the easier it becomes to find your organization or business in the directory— but please be brief and concise in each comment.

***TIPS:**

Having your basic business marketing information at hand can significantly speed up the data entry for business profiles, especially if you already have it in electronic documents. (Copy and paste to the rescue!)

Because ArtsCan aims to allow member organizations to have comprehensive profiles, the business profile process can take time. You may fill out your profile(s) all at once or return later to add further information.

To take a break, stop filling in forms at any of the transition pages (the ones between forms which do not contain anything other than some text and a “continue” button) and simply bookmark or shortcut that transition page so that you can resume at a more convenient time. (It's not recommended that you resume from a field- or checkbox-containing page if you can avoid it.)

If you've already filled in your [Quick Connect Sign-up](#), you can now [Start Building Profiles!](#)