

Identity Report for Video Artworks

Prepared by:

Date of Last Update:

General Information	
Department:	[image]
Accession No.:	
Name of Artist:	
Title of work:	
Date of work:	
TMS Medium line (include number of channels, color/black and white, audio channels):	
If the artwork consists of multiple parts or components, must the parts always be displayed together as a whole, or may they be exhibited separately?	
Duration:	
Number of editions of the artwork (include artist proofs):	
Edition number to be acquired by The Met:	
Provenance of edition to be acquired by The Met:	
Editions in other collections (please list owners):	

Curatorial Summary
<i>Provide a brief summary of the content of the artwork.</i>

Technical Summary
<i>Include a high-level description about the presentation of the artwork, including the use of any display equipment, props, or fabricated objects, and whether video and audio channels should be synchronized.</i>

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Met Documentation		
<i>Certificate of Authenticity</i>		
TMS Component Number:		
<i>Artist Questionnaire</i>		
Completed by Artist or gallery?	Completed at point of acquisition?	
<i>Condition Assessment</i>		
Complete?	Date of last assessment:	
<i>Artist Interview</i>		
Conducted by:	Date of interview:	
<i>Installation Instructions</i>		
Artist-provided:	Met-produced:	Date of most recent instructions:

Additional Information Regarding the Artwork's Content	
Significance of the work's title, if known:	
Additional information that the artist considers relevant to the understanding of this work:	
Does the artist consider this work to be a representative example of their work in this medium and during this period?	

Artist-provided Artwork Components	
<i>Native Master</i>	
TMS Component:	Artist's Filename:
<i>Preservation Master</i>	
TMS Component:	Artist's Filename:
<i>Exhibition Copy</i>	
TMS Component:	Artist's Filename:

Research or Viewing Copy	
TMS Component:	Artist's Filename:
Sculptural Components or Artist-modified Objects for Exhibition	
TMS Component:	
Artist-provided Display Equipment and Reference Materials	
TMS Component:	

Derivatives Produced by The Met	
Met-created Master	
TMS Component:	Source file / Created by / Date:
Preservation Master	
TMS Component:	Source file / Created by / Date:
Exhibition Copy	
TMS Component:	Source file / Created by / Date:
Research or Viewing Copy	
TMS Component:	Source file / Created by / Date:

Dedicated Display Equipment and Other Materials
TMS Component:

Exhibition History <i>(includes exhibition of editions outside The Met's collection)</i>

Year(s)	Venue, City, <i>Exhibition Name</i> , (Exhibition Dates)	Images and Notes
Are there any past iterations that the artist considers to have been particularly well executed? Which one(s)? What did the artist like about it?		

Artwork Production	
How was the raw footage captured? Include camera and microphone models, if known.	
If the work includes audio, was it captured at the same time as the visual footage, or was it added later?	
What is the codec, resolution, and framerate of the raw footage?	
If music is used, what is the source? Who is the composer? Have you obtained the rights to the music, if necessary?	
What are the application(s) and version(s) of software used to edit the native master?	
What are the native settings of the editing timeline? Please include codec, resolution, and frame rate.	
Were there any post-production steps, such as color correction or subtitles? What programs were utilized?	

Technical Description of Final Video	
How many channels comprise the work?	
If the work comprises more than one channel, are the channels synchronized?	
What is the resolution of the work? Please indicate the resolution for each channel of video. Examples include NTSC, PAL, 1920x1080, 2K, etc.	
What is the framerate of the work? Please indicate the framerate for each channel of video.	

Please provide sources for all information contained in this report

Is the work in color, or in black & white?	
Is the material looped?	
If the material is looped, is the loop intended to be seamless?	
If the loop is not seamless, what is the duration of black on the loop?	
Does the video contain audio? If so, is it mono, stereo, 5.1 surround sound, etc?	
Does the artwork contain any spoken word, subtitles, or other text? What language?	
Are there any distortions or artifacts in the image or sound that are intentional? (scratches, graininess, color modification, etc.)	

Remastered or Updated Versions	
Which version(s) does the artist want to be exhibited in the future? Include TMS component number(s).	
Why was a remastered or updated version created?	
Who created the remastered or updated version? When?	
How was the remastered or updated version created? Include the source footage used to create the newer version as well as any applications or tools used to create the newer version.	
Were there any post-production steps, such as color correction or subtitles? What programs were utilized?	
How does the remastered or updated version differ aesthetically from the previously-acquired master?	
If a remastered or updated version is shown, will there be anything on the label to indicate that a later version was exhibited? If yes, what?	

Equipment Required for Exhibition	
<i>Display Equipment</i> (include any minimum requirements or preferred dimensions)	
Projector(s):	TMS Component Number, if applicable:
Monitor(s):	TMS Component Number, if applicable:
Media Playback Device(s):	TMS Component Number, if applicable:
Any Specialized Software Recommended?	

Speakers:	TMS Component Number, if applicable:
Subwoofer Recommended?	
Projection Screen:	TMS Component Number, if applicable:
Mounts and Stands:	TMS Component Number, if applicable:
Other equipment necessary for the display of the video (do not include props):	TMS Component Number, if applicable:
Seating <i>Describe any benches or other seating (eg. theatre seating, bean bags, etc.) preferred by the artist. Include whether or not it may be sourced or fabricated for each exhibition.</i>	
	TMS Component Number, if applicable:
Props and Other Equipment <i>(include any minimum requirements or preferred dimensions)</i>	
	TMS Component Number, if applicable:
	TMS Component Number, if applicable:
	TMS Component Number, if applicable:
	TMS Component Number, if applicable:

Significance of Equipment and Props	
Is any of the equipment and/or props used to display this artwork unique or artist-modified?	
Describe the role of any props or specialized equipment in the installation. Include whether it is purely functional or if it has a conceptual or aesthetic significance.	
Describe any important features or qualities that have led to the choice of equipment used to display this artwork.	
Does the artist find it acceptable to replace any obsolescent equipment, either with the same model or with equipment utilizing newer technologies?	
Are there any special power or cabling requirements associated with this artwork? Does any of the equipment in this artwork depend on any aging technologies such as AM radio?	

Installation and Exhibition		
How may the video(s) be displayed? More than one option may be selected.		
As a projection	Displayed on a flat-screen monitor	Displayed on a television monitor

Please provide sources for all information contained in this report

If audio is present, how should it be presented? More than one option may be selected		
Through speakers	Through headphones	Through a directional audio device such as a sound shower
A brief description of what the visitor will view or experience when they enter the exhibition space.		
Installation diagrams for the proper exhibition of the artwork: If applicable, include any technical drawings, wiring diagrams, or technical instructions for how to install the work.		
Description of where equipment such as speakers, projectors, and/or monitors equipment should be placed:		
If this work is shown in a country that primarily speaks a language other than the language in the video, does the artist want subtitles be added?		
Does the artist require that they or a representative be present for the installation of the artwork?		
Estimated number of days required to install this artwork, if known:		
Specialists or technicians required to install this artwork:		

Exhibition Environment			
A brief descriptive summary of the exhibition preferences for this work's installation. Include any qualities of the exhibition environment that are essential to the display of this work.			
Artist's preferred dimensions (please include units)	Minimum:	Preferred:	Maximum:
Image size:			
Room size:			
Installation size:			
Are there any preferences for the placement of the entrance to the exhibition space relative to the image?			
Should the audience approach the installation from a specific direction or in a specific order? Should the audience interact with the artwork in any way?			

Are there any preferences for the wall or ceiling color?	
If it is a projection, are there any preferences for the projection surface? Please name paint brand and color, if applicable.	
Are there any preferences for the flooring such as carpeting?	
Can the artwork be displayed in the same exhibition space as other artworks?	
Is it acceptable for any of the equipment to be visible to the public, or should it all be hidden?	
Are light locks such as a curtain or corridor required?	
Are sound locks or sound dampening panels required?	

Other
Is there any other information not previously addressed in this report?