

Artist Questionnaire for Software-based Artworks (updated February 2018)

Prepared by:

Date:

General Information	
Name of Artist:	
Mailing Address:	
Email:	
Phone number:	
Nationality:	
Date of birth:	
Title of work entering The Met's collection:	
Date of work:	
Medium:	
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 (may be approximate):	
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):	

Content	
Please provide a brief description of the content of the artwork.	
Is the artwork interactive, either with its environment or the user? If yes, please explain.	

Is there any content that was sourced from found or pre-existing audio/visual materials or footage?	
Have you received permission from individuals featured in the artwork for use of their image, voice, or name? Do you have any written releases from these individuals?	
Please discuss the work's title, if appropriate.	
Please provide any additional information that you consider relevant to the understanding of this work.	
Is this work a representative example of your work in this medium and during this period? Please explain.	

Artwork Components for Acquisition	
The Met will receive the following Master files to run the artwork (please list the file name and file extension for the executable file and any additional files required to run the work):	
The Met will receive the following Master source code for the artwork (Please list the file name and file extension for the source code):	
Is the final artwork supplied as an executable file, or as a set of source files?	
Is the final artwork a standalone application, or does it require interaction with other applications, hardware devices, or websites? Please explain.	
Are there any electronic components (e.g. a computer, laptop, webcam, etc.) that will be included as part of this acquisition?	
Will any display equipment (e.g. a monitor or projector) be included as part of this acquisition?	
Are there any additional sculptural components or artist-modified objects that are considered part of the artwork?	
If the artwork were to be transferred to a new computer for an exhibition, does it require the use of an installer, or does it run automatically if it is copied onto the new computer from a storage device such as a flash drive?	

Artwork Production	
Please provide a brief technical description explaining how the software-based artwork is intended to run.	
Who programmed the software that runs the artwork?	
What language(s) was the software written in?	

Please describe the computer(s) used to create the software that runs the artwork. Please include make and model of the computer, if purchased “off-the-shelf”. If the computer is custom-modified, please describe the hardware (CPU, memory, graphics card, etc.) for the computer.	
What is the operating system and version of the computer used to create the artwork?	
What software was used to write the code? Please include the software name and version, if known.	
Were any version control systems such as Git used in the creation or editing of the source code?	
Were there any specific algorithms used in the development of the artwork?	
If any of the code was compiled, please list the compiler and version.	
Does the software utilize any video, audio, or image files? If so, were these files created by the artist?	
Does the software utilize any external libraries, databases, or APIs? Are any of these accessed using a network or internet connection? Are these artist-created, or did they originate from another source? Please describe.	
Does the artwork run at a specific speed or with specific timing? If so, is the speed controlled by the hardware or the software?	
Are there multiple versions of the software? If so, please explain the versioning history and why new versions were created.	

Hardware Required to Run the Artwork	
Does the artwork require the use of a specific computer, due to conceptual reasons, aesthetic reasons, or the presence of artist-applied modifications or decorations? If yes, please explain.	
Please list the minimum (or maximum, if applicable) requirements for the hardware used to run the software-based artwork:	
CPU/processor type and speed	
Memory (RAM)	
Graphics card	
Hard drive storage and speed	
Ports or external data buses (e.g. VGA, HDMI, USB3.0, IEEE 1394, etc.)	
Networking (e.g. Wi-Fi, Ethernet, Bluetooth)	
Optical drives	
Other	
Does the viewer interact with the artwork using a keyboard, mouse, joystick, etc.? Please explain.	

Are external multi-media devices such as a webcam, speaker system, monitor, or projector required? Please describe any aesthetic or technical requirements (eg. color vs black and white video capture, minimum resolution, capability to play lower audio frequencies, etc.)	
What is the role of this equipment in the installation? Is it purely functional or does it have a conceptual or aesthetic significance?	
Does the artwork require a network connection with the internet, another computer, or a server? Please explain.	
Are there special power requirements associated with this work? Are any of the electrical components configured for European (220 volt) output? If yes, please describe.	

Future Replacement of Failed Hardware and External Equipment	
Is any of the artist-provided hardware or display equipment unique or artist-modified?	
In case of technical failure or equipment obsolescence, The Met may find it necessary to replace original equipment with newer components. Is this acceptable to the artist, or are there any components which may not be replaced?	
Are there any important technical features or aesthetic qualities that have led to the choice of equipment?	

Software Required to Run the Artwork	
What operating system (and version, if applicable) is required to run the artwork?	
Please provide any usernames/passwords that are necessary to access and run the computer and/or artwork.	
Does the artwork require the selection of any settings within the operating system for the artwork to run properly?	
Does the artwork require the installation of any specific drivers? If yes, please explain.	
Does the artwork interact with any additional applications? If yes, describe them.	
Does the artwork reference any external databases or libraries not contained as part of the artwork?	
If the artwork requires that the computer running it is networked, please explain whether the network is peer-to-peer, client-server, or accesses the internet.	
If the artwork requires access to the internet, please specify if any specific websites or APIs are accessed or used by the artwork.	

Props and Sculptural Components	
Are there any props or sculptural components which should be displayed as part of the installation? Please describe.	
Are any of the props or sculptural elements unique, artist-modified, or have a particular conceptual significance? If yes, please explain.	
Are any of the props or sculptural elements variable and/or intended to be fabricated with each iteration?	

Installation and Exhibition			
How should the software-based artwork be displayed? You may select more than one option.			
Displayed on a computer monitor	Displayed on a flat-screen monitor	As a projection	Displayed on some other device
If audio is present, how should it be presented? You may select more than one option.			
Through speakers	Through headphones	Through a directional audio device such as a sound shower	
Please provide a brief description for what the visitor will view or experience when they enter the exhibition space.			
Does the artwork automatically start upon boot up of the computer, or does it need to be selected and executed?			
Provide step-by-step instructions for how to set up and run your software-based artwork; essentially, anything the installer would need to do to make the artwork "go live". This may include the connection of external devices, the selection of settings, establishing a network, etc. If applicable, please include a wiring diagram.			
Provide instructions diagrams for the proper exhibition of your artwork in the gallery. Include the positioning of any display equipment and additional props or sculptural elements. If applicable, include any technical drawings, floorplans, or images of past installations.			

Please describe where equipment such as speakers, media playback devices, and projectors and/or monitors should be placed.	
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?	
If there is any spoken word or text, and this work is shown in a country that primarily speaks a language other than the language present in the artwork, should a translation be provided?	

Exhibition Environment		
Please provide a brief descriptive summary of the exhibition preferences for this work's installation. Please describe any qualities of the exhibition environment that are essential to the display of this work.		
Preferred dimensions (please indicate length x width x height in inches or centimeters)	Minimum:	Maximum:
Image size:		
Room size:		
Installation size:		
Are there any preferences for the placement of the entrance to the exhibition space relative to the equipment or artwork display?		
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? If so, please explain.		
Are there any preferences for the wall or ceiling color?		
If the installation includes 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?		

SAMPLE

Should seating be provided? If so, what type of seating (e.g. benches, bean bags, pillows, etc.)?	
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 preferred?	
Are sound locks or sound dampening panels preferred?	
Are there any additional comments about the work not addressed elsewhere?	