

**Portfolio
Submission**
Guidance

Portfolio Submission Guidance for Candidates to the BSc (Hons) Architecture Programme

The submission of a Portfolio is part of the Architecture Programme's entry requirements and will form a representation of ALL the GOOD work that you have developed throughout your studies (A levels, BTech or any art/design related subject you have studied or are interested in) or professional career.

The portfolio is to be submitted to us via email in PDF format to sobe-admissions@salford.ac.uk. We recommend using an A3 format and a range between 5 to 10 pages. Make sure the file is no bigger than 5mb. The portfolio does not need to be architectural in any way and may include drawing, painting, sculpture, photography, graphics, product design or any other work in visual design. The work will not be returned to you, so please do not send originals. Please make sure that they are of sufficiently high quality to do justice to your work and that your name is identified on each page. Letters of verification confirming that the portfolio is the applicant's own work should accompany the portfolio. The letter should be on the School/ College headed paper and signed by a tutor. In the case of mature students, the letter should be written and signed by someone with connections to the industry e.g. architect.

It is important that you think carefully about how you will show your work. The portfolio MUST be presented in a neat and organised manner. Don't forget this is your work and your Portfolio should speak for itself.



What is a Portfolio

A portfolio represents the final version of any art and design work that you have done. Each candidate's portfolio becomes a reflective document, which describes not only the projects it contains, but also the thought process that has contributed to each project. Each student is therefore personally represented in his or her portfolio. In most design-related disciplines a CV will need to include some examples of work from your portfolio and a job interview will involve presenting your portfolio. The editing and presentation skills that are required to produce a portfolio are valuable generic skills for any professional setting.

The portfolio we ask you to submit will give us understanding of not only your representational and creative skills, but also your critical thinking. This document should therefore contain your work showing how it demonstrates both your creative skills and the way you look at the world around you. As in general you are not present to explain your work it is important that it is clear what it is, and laid out in a manner that you feel best represents your approach.

Putting together your portfolio

We now ask that your portfolio is submitted electronically (in PDF format) and for that there are certain guidelines that apply. Your work should be easy to look through and it should be clear what each piece is – remember that you are not, in general, there to explain individual items to the people looking at your portfolio. Text, neat labels, or a sheet of contents, for example, can help to explain what you have produced. Give a value to what you do and make sure that you present it in a way that does the work justice – this might mean that you produce a 'cover' page or carefully consider the layout and of images submitted.

Make sure that a VERY SHORT description of the task given is included so to assist the person looking at your portfolio to understand the task you were given and how you have developed it.

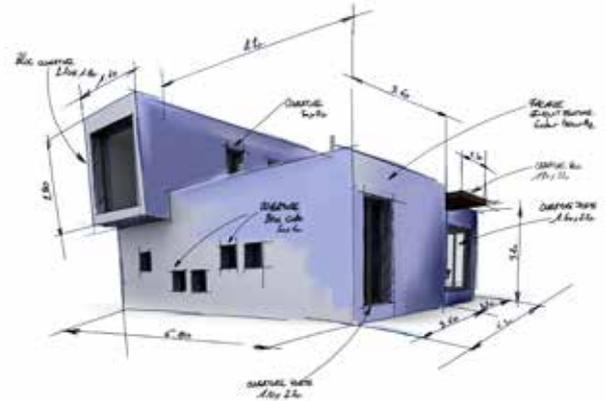
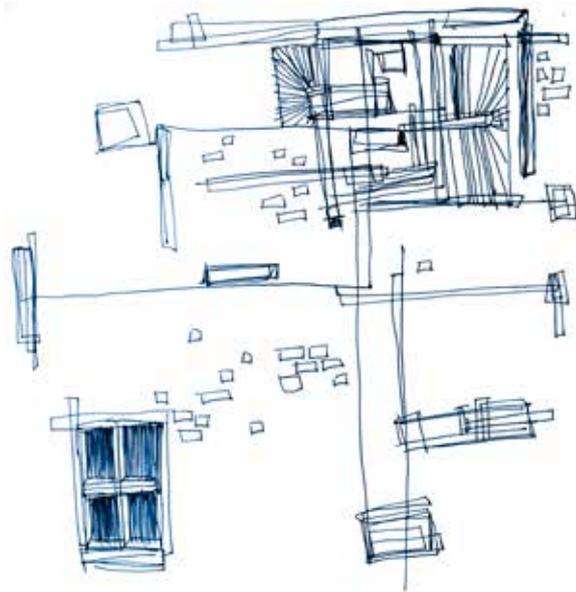
It is very important that if you are taking photographs of your original work, that you select a neutral environment with good quality light and a high resolution camera. If you are scanning the pieces, make sure the resolution is also appropriate. General guidance for photography and scanning design work is generally available on the internet.



What are we looking for?

We are looking for evidence of a range of skills, therefore your portfolio might include for instance:

Freehand drawing/sketching



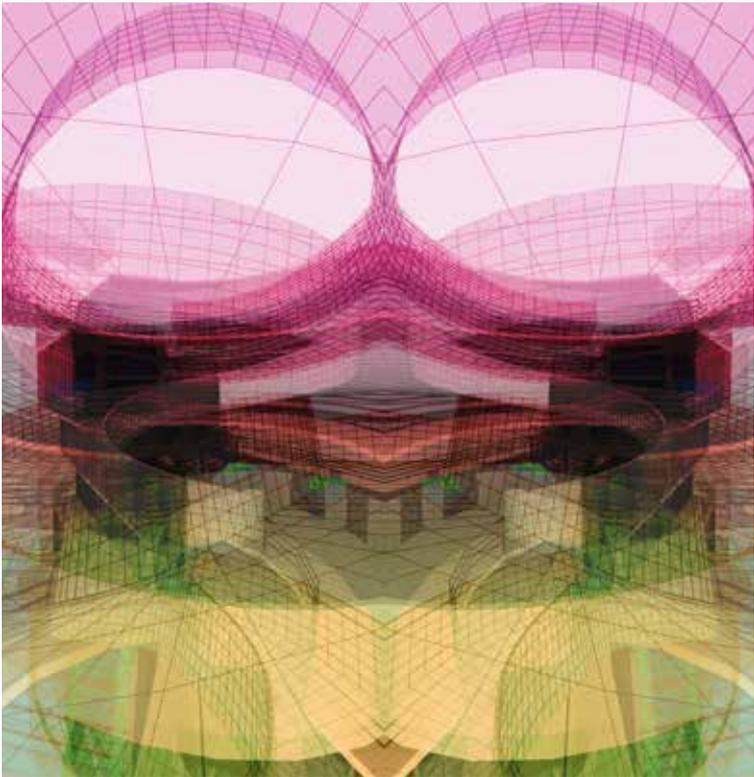
3D work such as modeling or sculpting



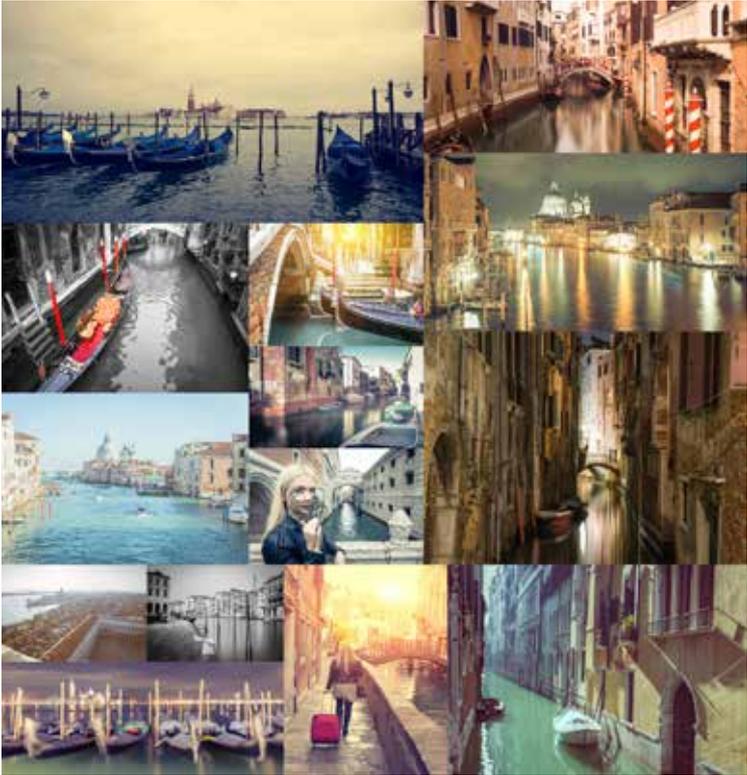
Visual/conceptual ideas



Graphic communication & photography



Evidence of interest in Architecture and Art



Portfolio aim:

The aim of the portfolio presentation is to show your work in a coherent way so that its progression is visible. This requires you to think carefully about each project and its presentation requirements finding an effective way to communicate the whole piece of work. Self-Critical assessment is required: what do you want to show? How? Which is the best way to assemble it so that it best represents the final outcome of your work?

“We are looking forward to seeing what you have put together for us.”

Good luck with your application.

“The best portfolios are those that show personal explorations, experiments, and reflections, through a variety of types of work.”