Welcome to Multigraphias.

We are very pleased to take you in as resident artist. This document will help you understand what the project is and how our posting system works.

First, you'll find tips about Multigraphias daily activities and a tutorial with the practical description about how to post at the Wordpress system. If you're already familiar with WP platform, please read this bit as well so you can get used to our posting particularities (that are not that many, indeed).

POSTING TIPS:

The daily posts are always a DIALOGUE. What does it exactly mean?

1. The posts are daily. Everyday there is a new post.
2. Before posting something new on a given day, you need to access Multigraphias in order to verify if something has already been published. **If so, do not create a new post.**
3. Inspire yourself with the posted material and, in the same post, add your contribution: your challenge is to establish a dialogue with the previously published elements.
4. If nothing has been already been published, then you can create a new post. Being the first to post means that the other members' artwork will dialogue with yours, but you'll have set the tone of that day's dialogue.

What sorts of dialogue are possible?

The possibilities are endless. The keyword is "experiment".

Some examples of possible dialogues:

- A video or photography framing engender new photos and videos with similar framing.
- The colours often give rise to singular dialogues.
- The subjects are the most usual kind of dialogue occasioners. For example: the portrait of an old lady inspires creations about time or aging.
- The titles of photos or the title of the post might be used to engage on a dialogue.
- Some artists go for re-creation - they interfere in someone else´s works using resources as digital or manual manipulation.

The goal is to bring together different perspectives in such a manner to set a dialogue between your production and the others. This process allows to realize how your creation, which has been produced in your city, can be multiplied throughout the world.
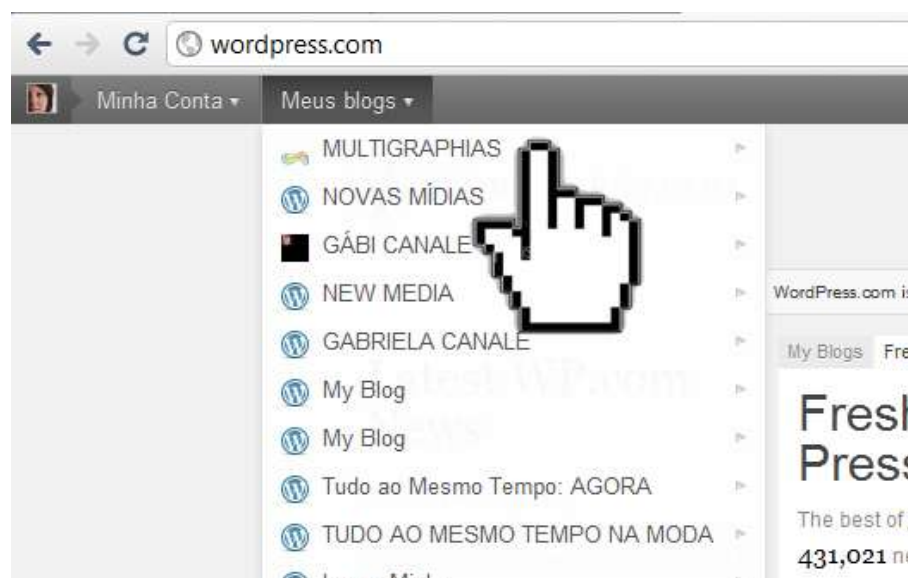
Emphasizing: each day there is a single post where the dialogue takes place**. Therefore, previous to create a new post, you must always verify if something was already published at the day. If so, insert there your material. Otherwise, if nothing has been yet posted at the day, create a new post with your work.** The other artists will then dialogue with that.

Certain sense of moderation is also required. You can post several works in the same post. But remember: excess can disturb the dialogue.

IMPORTANT: Please, do not alter the institutional texts of the site without reporting us.

PUBLISHING TUTORIAL

1. First, log yourself in at Wordpress and inform our staff through multigraphias@gmail.com about the email address you used to log in. Access www.wordpress.com and make your login with the same address you sent us.

2. Go to "My Blogs" and select **Multigraphias**:

3. Click on "Dashboard"(Painel):

4. On the Dashboard, click on "Posts".

5. In Posts, click on the most recent "Title", which is always the first of the list. Check if the post was created in the same day you are posting. Remember that you need to dialogue with the works already published.

6. If no post has been published at the day, you are allowed to create a new one by clicking on "Add new". As the first one to post, you will start the dialogue.

7. Images: in order to insert a image, click on the rectangular icon:

Then, go to "Select archives" and choose in your computer the image you intend to publish.

After selecting and loading the image, complete the field "Title" with the following data:

Name of the photo/video/text (or Untitled) – name of the city where you produced it – your name.

Examples:

Blue city | New York | John Smith.

Untitled | Paris | Sarah Longman.

*This symbol **|** can be found on the same key as this: ****.*

Then, select "Full size" and click on "Insert into post"

After that, your image will appear in the post editor. Before publishing, select in the right corner the "Categories" concerning the material you´re about to post (name of the city, your name or other details). On "Tags", write words related to the posted material.

After all this, when your post is ready to be published, you can write a sentence in the Field "Custom Message". It will automatically be broadcasted in Multigraphias Twitter and Facebook.

Press "Publish".

Congratulations. You made it at last!

It was not so hard as you thought, was it?

VIDEOS

Videos are posted through embed. After making your video, upload it on You Tube and copy the embed code. Then, paste the code in the editor. It is necessary to choose categories and write tags before publishing your video.

TEXTS

Texts are inserted directly on the posting editor field. Again, it is necessary to choose categories and write tags before publishing

SIGNATURE

It is very important to include, in the end of the post, some info about the posted material. It must be always written in English. Like this:

Cities in dialogue:

- **Photo 1 (Artwork title| City| Your Name)**
- **Text 1 (Artwork title| City| Your Name)**
- **Collage 1 (Artwork title| City| Your Name)**
- **Video 1 (Artwork title| City| Your Name)**

You can understand it easily checking the site.

If you have any (ANY) kind of doubt, please write us. In that case, send your question to the following email addresses. If you send it for the all four, you will have more chances to be quickly answered. Here they are:

gabicanale@yahoo.com.br

grandesertao@gmail.com

multigraphias@gmail.com

jaime.scatena@gmail.com

We always find a way to solve technical matters. With time and patience, the whole process gets simple and intuitive.

Suggestions, ideas or critics can be also sent to the email addresses above.

Thank you so much.

Welcome to the game!

Multigraphias Staff.