

**Supplement 5 to the Call of the 37th OTDK
Arts and Art Theory Section**

Summary table of TDT chair's/referent's tasks

TO BE UPLOADED IN THE OTDT ONLINE SYSTEM
1. Summary list of students applying for the 37th OTDK, signed by the TDT Chair/Responsible of the sending institution
TO BE SENT BY POST TO THE ORGANISING INSTITUTION
2. One (1) institutional shared USB drive, which stores the data and documents requested below in a defined folder structure. (Documentation can be provided in other ways, e.g. cloud-based services, by special arrangement.)
3. Documents prepared by students are saved on a shared USB stick according to the checklist below.

CHECKLIST PER STUDENT, BY GENRE

For works of art	
Document name	Digital backup
Data sheet/abstract	on the shared USB drive
Written description of the creative process	on the shared USB drive
Photo/screenshot (in the case of time-based creation)	on the shared USB drive
Audiovisual recording	on the shared USB drive
Work of art or photos taken of it according to the specified criteria	on the shared USB drive
Script	on the shared USB drive
Presentation outline in ppt or pptx format	on the shared USB drive
<p>To be sent to the following address: Eszterházy Károly Katolikus Egyetem Bölcsészettudományi és Művészeti Kar, Török Mária 3300 Eger, Eszterházy tér 1. (Please write on the envelope: 37. OTDK)</p>	

For music and stage works	
Document name	Digital backup
Data sheet/abstract	on the shared USB drive
Written description of the composition process	on the shared USB drive
Sheet music	on the shared USB drive
Script	on the shared USB drive
Presentation outline in ppt or pptx format	on the shared USB drive
<p>To be sent to the following address: Eszterházy Károly Katolikus Egyetem Bölcsészettudományi és Művészeti Kar, Török Mária 3300 Eger, Eszterházy tér 1. (Please write on the envelope: 37. OTDK)</p>	

For performing arts productions	
Document name	Digital backup
Data sheet/abstract	on the shared USB drive
Description of the production	on the shared USB drive
Program plan of the production	on the shared USB drive

Audiovisual recording	on the shared USB drive
Presentation outline in ppt or pptx format	on the shared USB drive
<p>To be sent to the following address: Eszterházy Károly Katolikus Egyetem Bölcsészettudományi és Művészeti Kar, Török Mária 3300 Eger, Eszterházy tér 1. (Please write on the envelope: 37. OTDK)</p>	

For art theory projects (TDK papers)	
Document name	Digital backup
Abstract	on the shared USB drive
TDK paper	on the shared USB drive
Presentation outline in ppt or pptx format	on the shared USB drive
<p>To be sent to the following address: Eszterházy Károly Katolikus Egyetem Bölcsészettudományi és Művészeti Kar, Török Mária 3300 Eger, Eszterházy tér 1. (Please write on the envelope: 37. OTDK)</p>	