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President | Principal Consultant

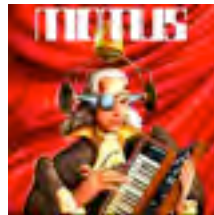
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Professional Work Samples
Release V. 5.0 - Winter 2010

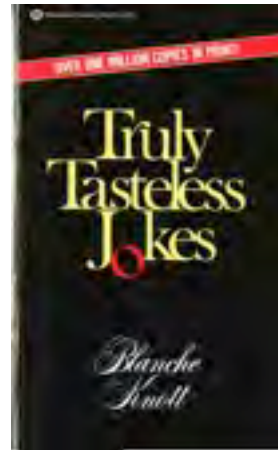
Who We Work With



Supervert



Momus



AT&T Labs Research

richard kern photography



HEARST corporation



Rise Agency

Concise Marketing &
Corporate Communications



Danny Fields

Diversion Media

the Poetry Project at St. Mark's Church

Project Plans and Business Documents

- Project management platforms used:

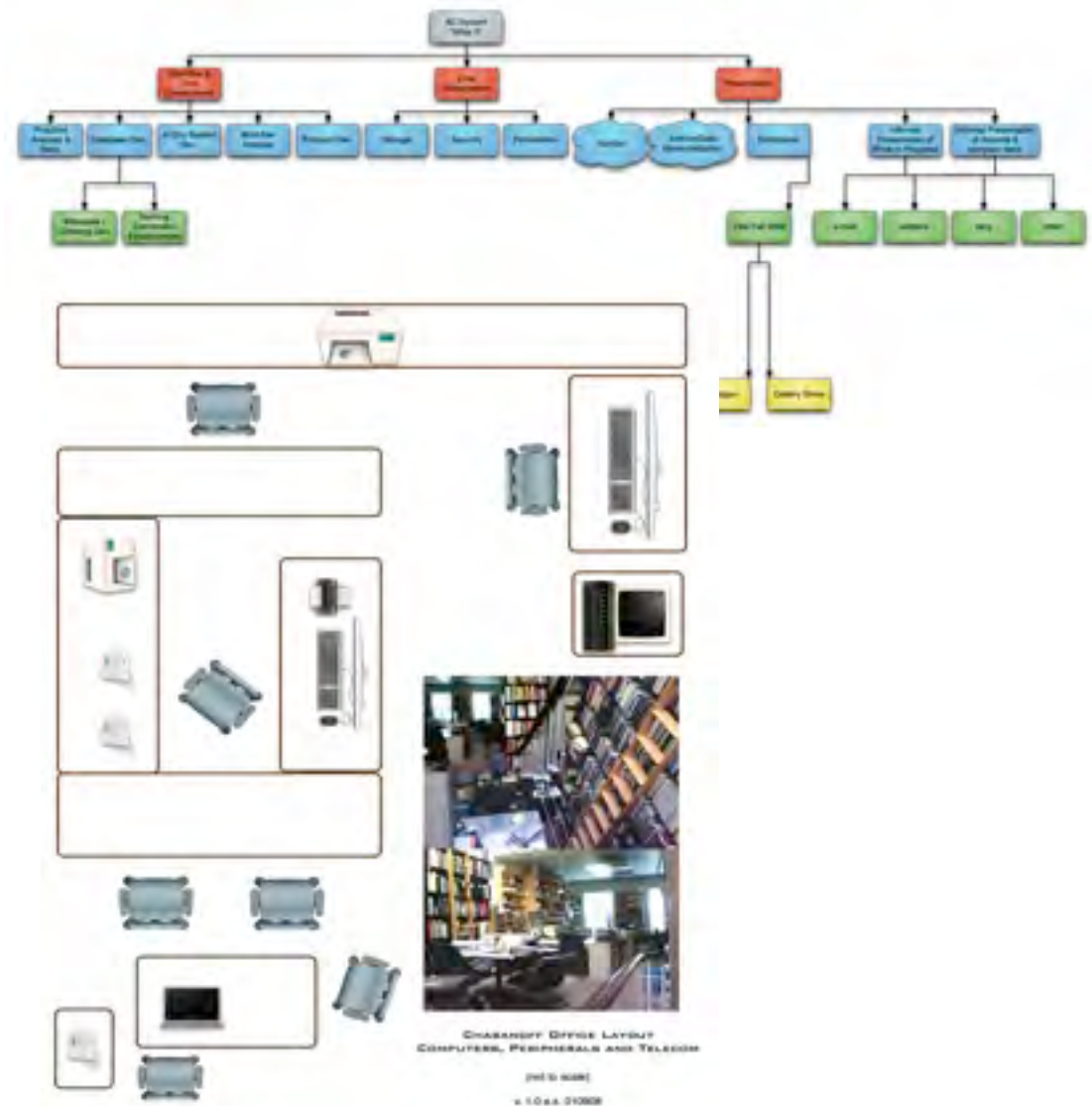
- MS Project
- FastTrack Pro
- OmniPlan
- LiquidPlanner
- CopperPlanner
- ProjectOpen
- MS Sharepoint
- eRoom
- BaseCamp (and various other SAAS-based systems)

- I have taken advantage of web and LAN-based PM collaboration technology over a decade. Systems like Groove, e-Room, OpenAir and more recent products such as ProjectOpen have helped me to manage geographically and organizationally diverse teams.

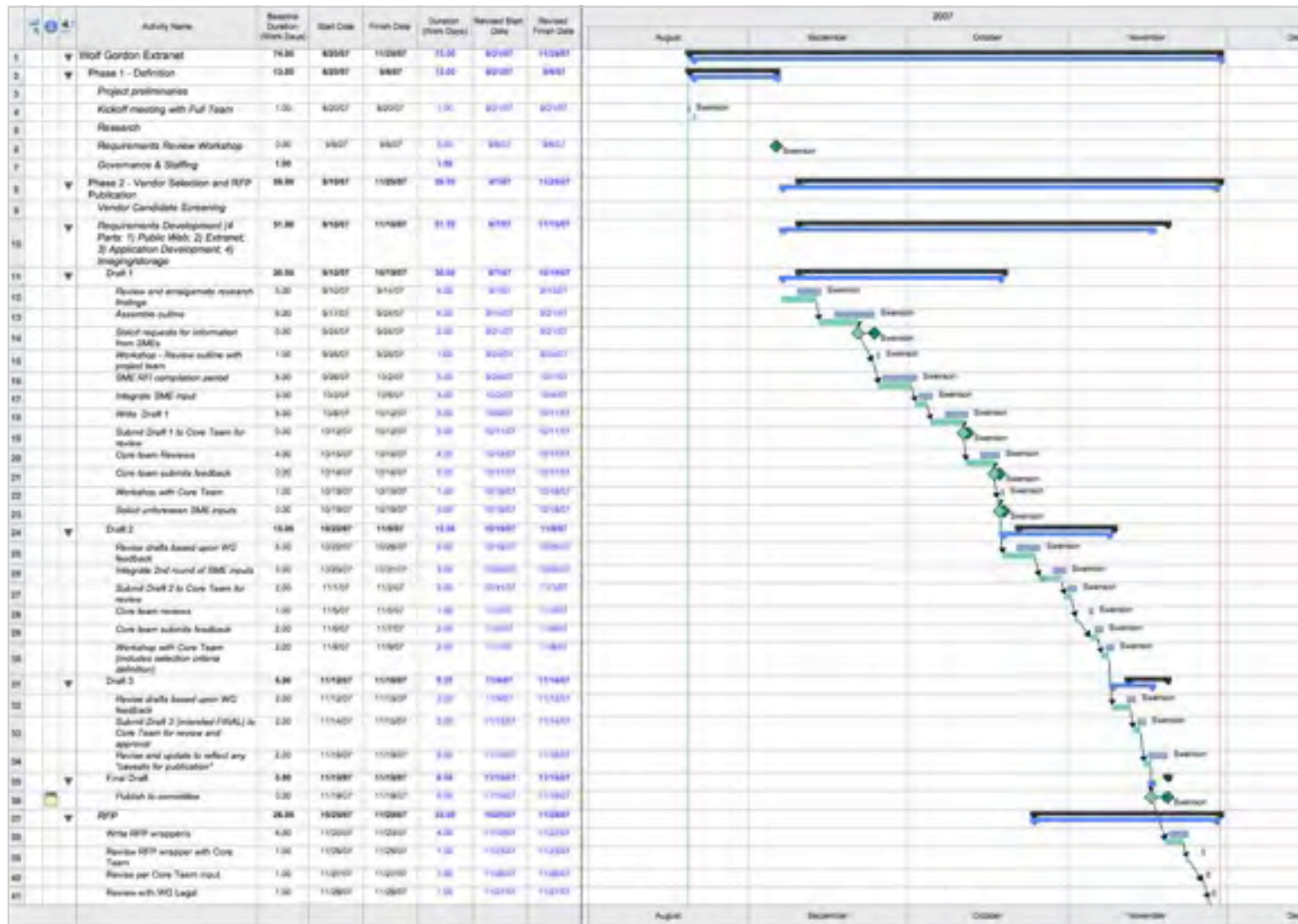
WorkFlow Analysis and Planning

Workflow planning often involves weeks, months or years of discovery and research. Often, a subject or a department is “shadowed” so that “current state” workflows can be mapped, analyzed and compared against the requirements of the “future state.”

These artifacts come from a study of an artist and inventor’s atelier. The inventor sought to streamline core components of the workflow surrounding him on a daily basis. Research flows, clippings collection, project and product development and art production methodologies were all studied and mapped.



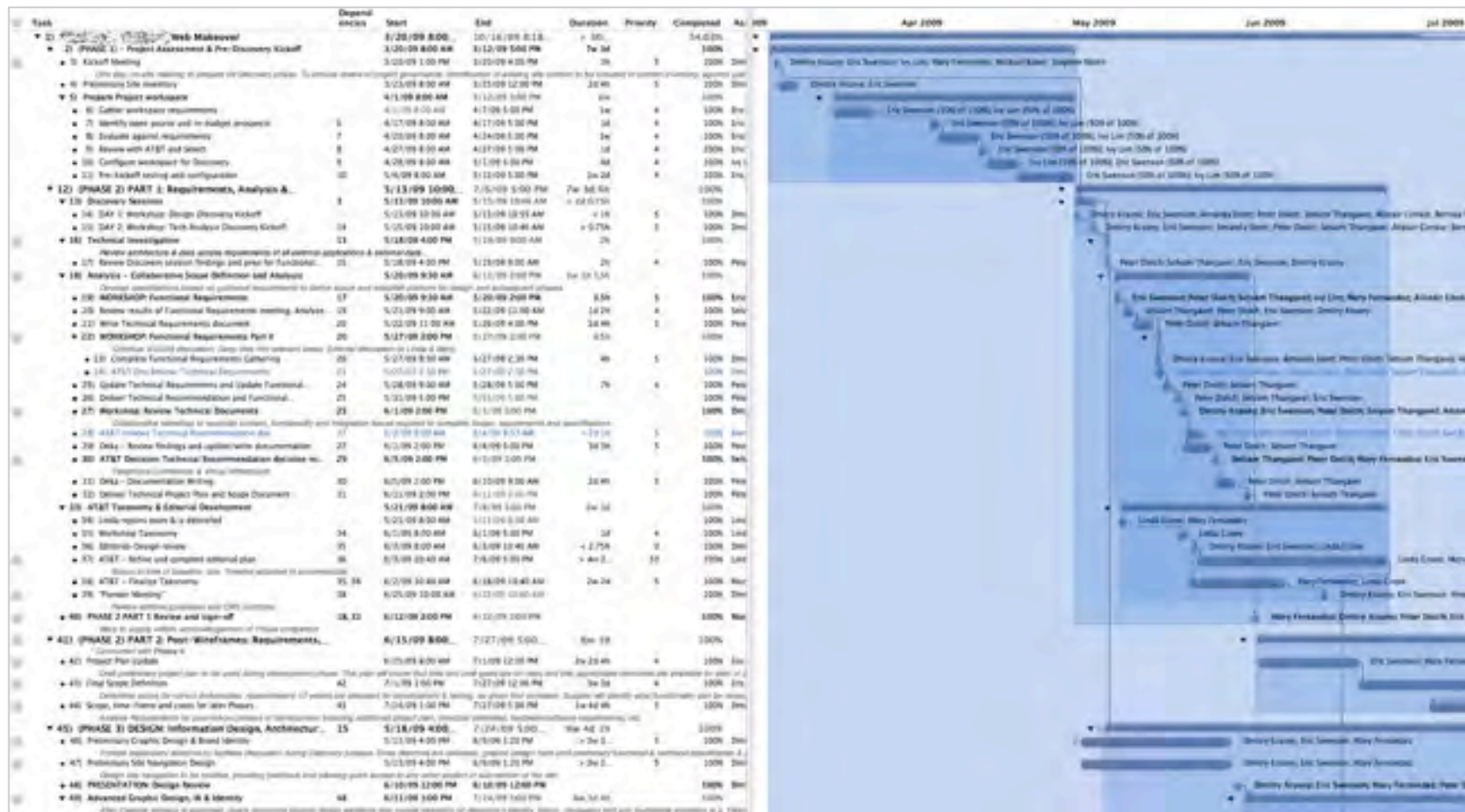
Extranet Project Plan



Enterprise Security Awareness Project Plan



Enterprise Web Site and Intranet Web Site Project Plan



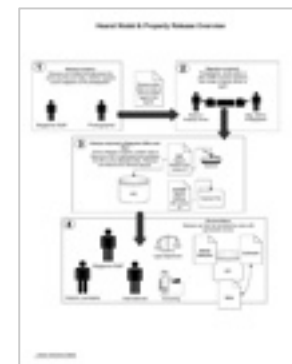
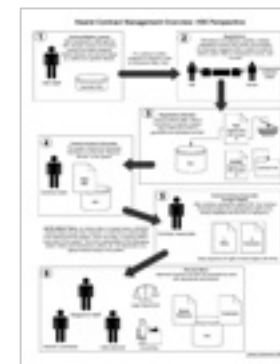
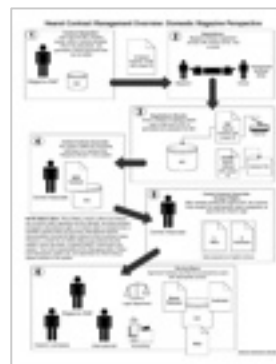
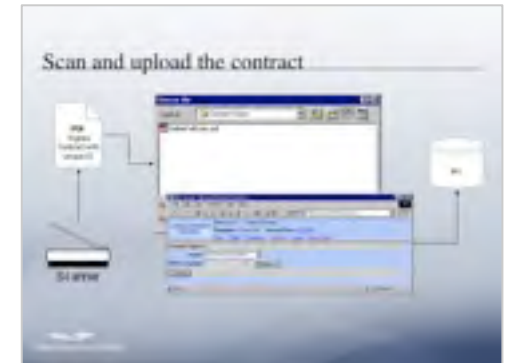
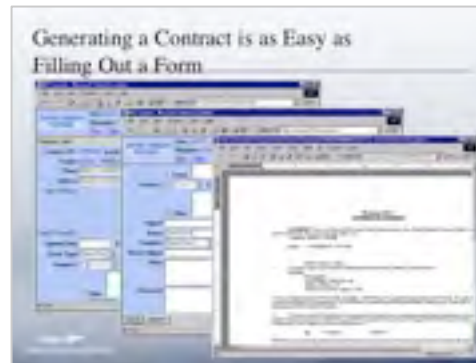
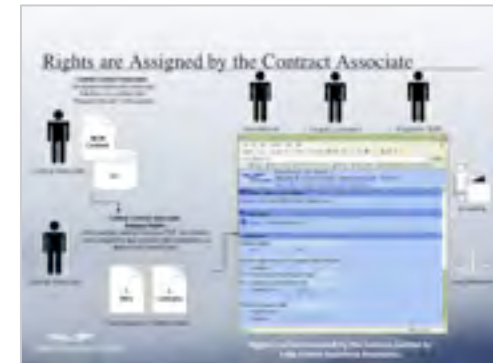
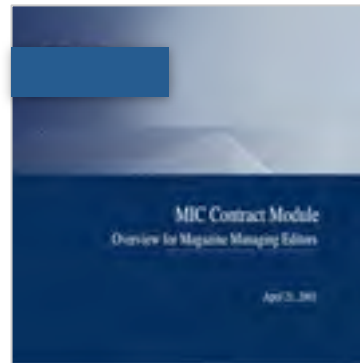
Executive Briefing:

Contract and Intellectual Property Management

This presentation synopsised a six-month long project that would overhaul the way that Magazines interacted with contracts and intellectual property rights.

It was written to anticipate the needs of the managing editors as well as Editors in Chief who attended.

The result: buy in from both the editors and managing editors and support for a system that was designed to take their inputs and user experience needs into account.



Rights Glossary | Legal Taxonomy

Contract Module Rights Glossary

Search by keyword:

Rights	Definition
1. Work-for-hire	The difference between work for hire and copyright owner's ownership of the work.
2. First right of refusal	Right
3. Option to Buy Rights in Specified Countries	Right
4. Option to Buy Rights in Specified Countries	Right
5. Option to Buy Rights in Specified Countries	Right
6. Option to Buy Rights in Specified Countries	Right
7. Option to Buy Rights in Specified Countries	Right
8. Option to Buy Rights in Specified Countries	Right
9. Option to Buy Rights in Specified Countries	Right
10. Option to Buy Rights in Specified Countries	Right

WGC Contract Module Rights Definitions List - Last updated 11/24/2014

Rights	Definition
1. Work-for-hire	Right
2. First right of refusal	Right
3. Option to Buy Rights in Specified Countries	Right
4. Option to Buy Rights in Specified Countries	Right
5. Option to Buy Rights in Specified Countries	Right
6. Option to Buy Rights in Specified Countries	Right
7. Option to Buy Rights in Specified Countries	Right
8. Option to Buy Rights in Specified Countries	Right
9. Option to Buy Rights in Specified Countries	Right
10. Option to Buy Rights in Specified Countries	Right

WGC Contract Module Rights Definitions List - Last updated 11/24/2014

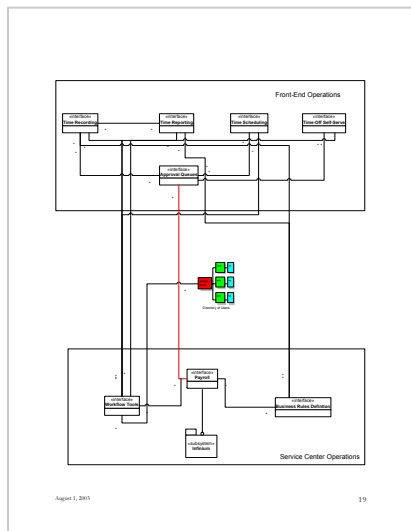
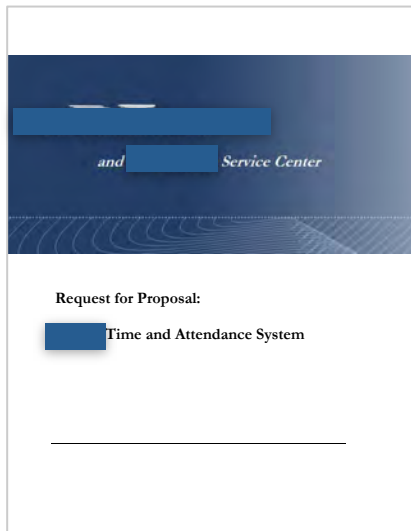
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9. Option to Buy Rights in Specified Countries	Right
10. Option to Buy Rights in Specified Countries	Right

WGC Contract Module Rights Definitions List - Last updated 11/24/2014

- This rights glossary accompanied an intellectual property taxonomy that was designed following a rigorous discovery and proof of concept (POC) process.
- This glossary represents a 50%+ reduction in the previous unstructured and magazine-specific rights lingo that was confusing to domestic and international editors and managing editors and made rights enforcement difficult.
- Document was utilized by core members of the IP legal staff.

Request for Proposal with UML Use Cases Appendix

- This RFP was for an enterprise Time and Attendance vendor to service 16,000 employees.
 - Several months of internal needs analysis, business case justification and comparative vendor analysis preceded the writing and release of this RFP.
 - The RFP was written with the help and input of the key stakeholders and the official Steering Committee, which I managed.
- I program managed the operation, solicited inputs, wrote the document and led the collaborative review process.
- All subsequent proposals were fielded by me and then processed through a rigorous scoring process by the project's Steering Committee.
 - The UML use cases provided all competing vendors with an even playing field for providing case-specific responses.
 - The workbook format allowed us to compile and manage a combination of quantitative and qualitative scoring measures, and made response accumulation very efficient.
- The RFP and selection process was highly praised by all vendors, irrespective of outcome.



I. PRIMARY REQUIREMENTS

1. FEATURES

The system will need to provide these core functions:

- **Time and Attendance Recording:** A time and attendance recording system with built-in workflow and approval capabilities. This system will replace the core of our legacy paper-based system.
- **Reporting:** A reporting tool that allows both managers and individual employees to view relevant ranges of time and attendance data such as sick day values, vacation balances and balances, time off and other specific time and attendance information.
- **Planning Calendar:** Departmental online vacation and time-off planning calendar that is tied directly to the time and attendance reporting system.

Supplementary core functions which should be priced separately include:

- **Employee time off request capability (self-service):** Simple interface that allows employees to request time off by specifying the type of time off desired, the timeframe and the justification. This should be complemented with a managerial workflow interface that facilitates acceptance/rejection of the requests managed by a workflow tool. Scheduled events are fed into the Planning Calendar specified above.

In addition to these three core functional requirements, Hears will require that the solution of choice offer robust professional services to assist with system integration as well as ongoing support and maintenance.

2. HIGH PRIORITY DEPARTMENTAL REQUIREMENTS

2.1. Payroll

- **Rules Based:** The system should be rules based in order to generate the correct pay for the respective classification of employee (e.g. 35 hr vs. 40 hr; exempt employee vs. non-exempt employee, etc.).
- **Overtime Rules:** The system should be rules based so that automatic triggers for generation of overtime pay can occur.
- **Flexible Daily input units:** The system should allow daily input of hours, units, and shifts.
- **Data Entry Interfaces:** "Out of the box" alternative interfaces, such as phone entry (VR Interactive voice response) would be beneficial to eliminate the current process of receiving spreadsheets for remote part-time employees.

August 1, 2003 17

II. SCOPE

1. ANTICIPATED SCOPE OF DEPLOYMENT

Phase I: The Hears Time and Attendance System will be deployed in multiple phases throughout the Corporation. The first phase will encompass a majority of the business units based at our New York City Campus as well as our Charlotte Service Center, which comprises the following units and employees of the Corporation:

- Hears Corporate: 132 employees
- Hears Legal: 42 employees
- Newspapers (executive mgt.): 13 employees
- Magazines (executive mgt. plus magazine staff): 1,432 employees
- Broadcasting (executive mgt.): 47 employees
- Entertainment & Syndication: 197 employees
- Interactive Media: 10 employees
- Business Media (executive mgt. + staff): 112 employees
- Charlotte Service Center: 450 employees
- TOTAL: ~2,455 employees.**

Phase II: Subsequent phases of deployment will encompass the remaining ~20,000 employees which are located across the globe and encompass a wider variety of employee types (multiple unions, pay scales, etc.).

Please provide us with pricing for both implementation phases.

2. END USER ROLES AND REQUIREMENTS

2.1. Example Roles and Functions

Please see the *End Users* document (Appendix F) for a full description of the various interactions between identified actors. Examples of actors include:

- **Front Office Actors** – End-users of the system, specific to the NY Campus deployment. Actors we have identified herein include:
 - o Management Reporting
 - o Line Managers
 - o Time Sheet Approvers

August 1, 2003 20

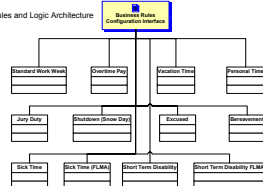
Table of Contents

Part I: General Information and Scope of Work	6
I: General Information	7
1. Introduction	7
2. RFP Response Guidelines	10
Part II: System Requirements Overview	16
I. Primary Requirements	17
1. Features	17
2. High Priority Departmental Requirements	17
II. Scope	20
1. Anticipated Scope of Deployment	20
2. End User Roles and Requirements	20
Part III: RFP Workbook	22
I. Project Requirements	23
1. Instructions	23
2. Deliverables	23
3. Project Plan	25
4. Project Organization	26
5. Transition and Deployment Strategy	27
6. Data Migration	27
7. Testing & Acceptance	28
8. Training	29
9. Release Management	30
II: Usability Requirements	32

6. BUSINESS RULES AND LOGIC ARCHITECTURE

For Case Reference: 5.7

Business Rules and Logic Architecture



It should be noted that pay rules can differ by business unit. For the most part NY based employees follow the same rules but there are differences. Examples include holiday processing (if at holiday) and in the recording of time spent on business trips. Please see Appendix E for a representative sample of Hearst's departmental business rules.

6.1. **Exception Time:** Coding paid and non-paid exception time taken during the timesheet week that an employee is regular pay. This would include items such as paid time off (vacation, sick, personal, excused) and non-paid time off (sick, late, not excused).

Please provide your response below:

6.2. **Overtime:** Calculating and coding the number of overtime hours to be paid based on total paid/non-paid hours entered on the timesheet. A calculation of hours that count toward paying overtime at a 1.5X rate must be done to determine whether an employee is paid overtime.

August 1, 2003

62

- Please provide detailed pricing for all Service Plans and Maintenance.
- IMPORTANT:** Please provide separate pricing schedules which include the price of the **Phase 1** deployment (New York City (Charlotte) as well as the **Phase 2+** deployment (remaining ~20,000 Hearst employees).

2. PRICING TABLES

The table below provides the basic format for pricing information that is to be provided by the Vendor. Additional items can/should be included in order to complete the quotation. If the Vendor desires to supply prices in another format, this can be done in addition to the pricing tables defined below. All other prices shall be submitted in printed form, along with a spreadsheet in soft copy for **Microsoft Excel**.

The equipment quoted for shall comply with the Technical Specification as detailed in this RFP. If the equipment being quoted is different than the required specifications, a note to this effect must be attached as an appendix.

Hardware	Description	Quantity	Cost	Amount
	Total			
Software				
	Total			
Consulting/Implementation				
	Travel			
	Training			
	Testing			
	Total			
Maintenance				
	Total			
Help Desk Support				
System Migration				
	Software			
	Total			
Grand Total				

Table 1: Price Summary Table

August 1, 2003

81

2. Pricing Tables.....	81
VII: Vendor Qualifications.....	82
1. Company Overview	82
2. References	82
4. Vendor Qualification Form	83
Appendices.....	85
Appendix A: Current Time and Attendance Process	86
Appendix B: Pay Codes	87
Appendix C: Payroll Data Interface (Schema).....	89
Appendix D: Standard Report Capabilities.....	91
Appendix E: Business Rules.....	92
Appendix F: Use Cases.....	96

VII: VENDOR QUALIFICATIONS

Hearst seeks providers with demonstrated experience providing the proposed services and software for projects similar in scope, complexity and size. Provider should address the following topics. To be considered responsive, the Vendor must complete the qualification form provided below and can assume that Hearst will verify the responses herein.

The Vendor is also asked to describe any relevant experiences from past projects of similar nature and provide client references for any such projects.

The material submitted by the Vendor will be used by Hearst to evaluate Vendor's qualifications and performance in past implementations of similar time and attendance tracking solutions.

A vendor qualification response should be structured as follows and comply with the specific requirements below.

1. COMPANY OVERVIEW

- Provide a brief overview of your company's history;
- Corporate structure, including whether your company is under the control of any other corporation or organization;
- Describe your plans for future product development and support, current release revisions of the product offering proposed, other revisions currently supported, previous releases supported, previous releases discontinued and/or no longer supported;
- Describe the competitive advantage that your company possesses versus other potential providers.

2. REFERENCES

Please provide at least three (3) detailed references, indicating the appropriate names for contact. Include a brief description of the client and the size and scope of the project, including project start date (both provider and client). Primary providers must also provide the same information for each proposed alliance partner and/or subcontractor.

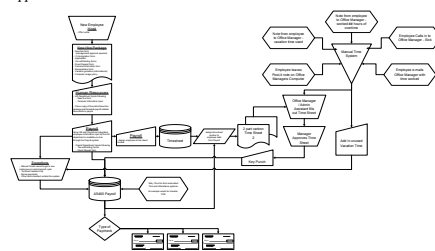
3. CONTRACT TERMS

Please provide a copy of your software license and service agreement(s) as part of your response to this RFP.

August 1, 2003

82

Appendix A: Current Time and Attendance Process



August 1, 2003

86

August 1, 2003

5

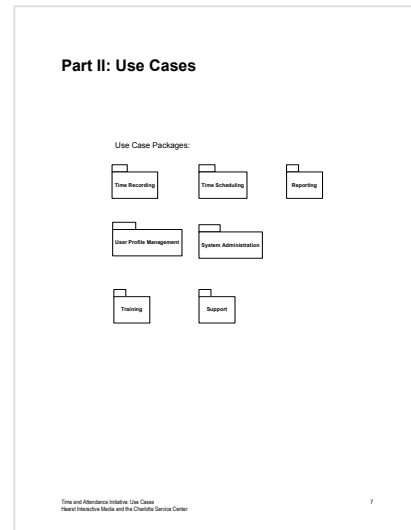
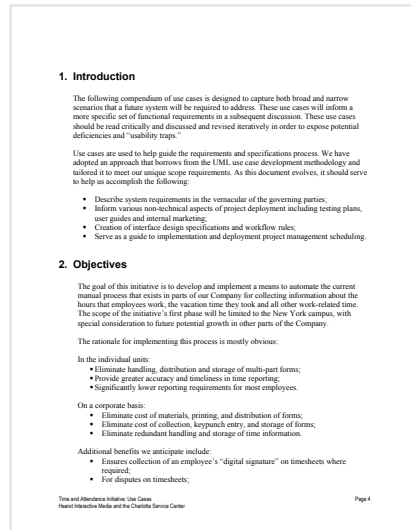
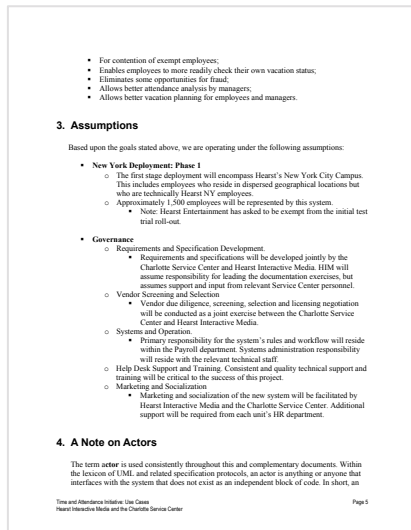
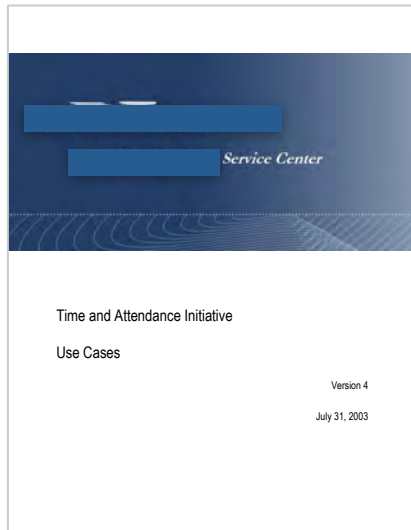
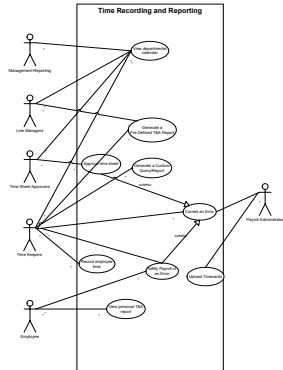


Table of Contents

1.	Introduction	4
2.	Objectives	4
3.	Assumptions	5
4.	A Note on Actors	5
1.	Time Recording and Reporting	8
1.1	Recording Employee Time	9
1.2	Approval of an Electronic Timesheet	11
1.3	Employees and Managers: Viewing Time & Attendance Information	12
1.4	Notify Payroll of an Error Resulting from Data Entry	13
1.5	Correction of a Reported Error	15
2.	Time Scheduling	16
2.1	Employee Requests Time Off	17
2.2	Departmental Time-Off Scheduling	18
3.	Reporting	20
3.1	Generating a Pre-Defined ("canned") Departmental and/or Individual Time & Attendance Report	21
3.2	Generating Custom Departmental and/or Individual Time & Attendance Reports	22
4.	User Profile Management	23
4.1	User Profile Configuration: Adding a New User to the System	25
4.2	Payroll: Uploading a Time Card to Payroll	26
4.3	Payroll Edits Profile Data	27
4.4	Deactivating a User's Profile	28
4.5	Assign a Login/Password	29
4.6	Employee Rate Adjustment	30
5.	System & Network Administration	31
5.1	Initial Population of Application Directory	32
5.2	Ongoing Directory Population	33
5.3	Daily Backups	34
5.4	System Restoration Methodology	35
5.5	System Maintenance and Upgrades	36
5.6	Communications/Notifications	37
5.7	Define Business Rules	38
5.8	Define Workflow	39
6.	Training	40
6.1	Formal Training	41
7.	Support	43
7.1	Hearst Help Desk Support	44
7.2	Vendor Technical Support	45

1. Time Recording and Reporting



Time and Attendance Initiative: Use Cases
Hearst Interactive Media and The Charlotte Service Center

8

1.4 Notify Payroll of an Error Resulting from Data Entry

Note: Completion of this use case is dependent on our ability to decide on the scope of the project relative to employee access. Issues that have been raised in regard to this issue include Charlotte's concerns over the directory and support implications involved.

Errors can occur for a variety of reasons, but this use case focuses on errors discovered either by employees reviewing their recorded timesheet information online. Although he does not have rights to "approve" the timesheet, the employee timesheet interface does contain a button called "Report an Error" which activates an error reporting screen. The screen allows the employee to describe the alleged inaccuracy. Hitting SEND routes the message to the timesheet officer as an email or some type of alert in the timesheet's main menu interface.

Scenario 1: All employees are online and the ERM system contains communication and error notification features:

The use case begins with the employee reviewing his timesheet information online. Although he does not have rights to "approve" the timesheet, the employee timesheet interface does contain a button called "Report an Error" which activates an error reporting screen. The screen allows the employee to describe the alleged inaccuracy. Hitting SEND routes the message to the timesheet officer as an email or some type of alert in the timesheet's main menu interface.

Scenario 2: Employee's do not have access to the ERM system but are relegated to evaluating their payroll information via the end product, their paycheck.

This use case begins with an employee evaluating their pay stub. If the employee feels that an error has been made in regard to the recording of sick time, vacation pay or salary, she notifies either payroll or her/her timesheet. Normal business communications will ensue to investigate and resolve the issue if indeed there is one.

1.4.1 Actors

- Employee - Identifies a perceived error in recorded time and attendance information either by reviewing the system through a dedicated employee interface or by analyzing the end result in his/her pay stub.
- Timesheet Officer - Identifies an error she generated as a result of receiving either inaccurate information or through a human data entry error.
- Payroll - Receives news of an alleged error.

1.4.2 Pre-Conditions

An employee's time and attendance data for a specific time period has been entered into the system by a timesheet officer. That data has entered a state where it is viewable by the employee.

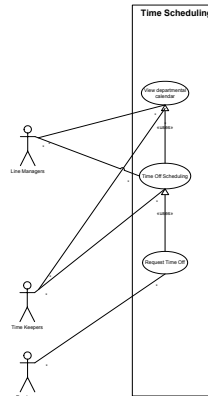
1.4.3 Flow of Events

- Scenario 1
- Employee reviews his/her time and attendance data for the most recent time period via a dedicated employee interface.
 - A perceived error is identified in one of the following categories:

Time and Attendance Initiative: Use Cases
Hearst Interactive Media and The Charlotte Service Center

13

2. Time Scheduling



Time and Attendance Initiative: Use Cases
Hearst Interactive Media and The Charlotte Service Center

16

2.2 Departmental Time-Off Scheduling

The Approver or Line Manager (Note: role to be decided – ES 5/23/03) receives requests for time off via any variety of channels: through the system via a specialized time off interface – or – via personal requests, email, paper memos, etc. Once the Line Manager has received these requests, she is able to consult the system's planning calendar to evaluate the department's planned attendance status for any given time.

The Planning Calendar lets her see where all her employees are and will be at any given time in a simple grid calendar format. The standard reporting package lets her know exactly what type of time her employees used in the past and are planning to use in the future.

2.2.1 Actors

- Line Manager - The individual responsible for receiving time off requests (vacation, personal days, other) and granting or denying those requests.
- Employees - individuals making requests for time off.

2.2.2 Pre-Conditions

- Use case 2.1 - Employee Requests Time Off.
- An employee has submitted a request for time off via an alternative means.

2.2.3 Flow of Events

- This use case begins with the Line Manager logging on to the system.
- The LM responds to simultaneous requests for time off by reviewing the master Time and Attendance calendar and selecting the "Time Off" calendar view.
- When reviewing a specific date on the calendar, the Line Manager is able to see the following specifics:
 - Name of person taking time off
 - Classification of time off (e.g. Personal Day, Vacation Day, Sick Day, Leave of Absence, etc.)
- If the Line Manager opts to give an employee time off on a specific day, she initiates the following sequence of commands:
 - Selects the start date on the calendar interface
 - Selects "Time Off" (or equivalent) from the primary interface
 - Selects the name of the individual
 - Enters the date range for the time off through either a calendar interface or a text-field start/stop interface
 - Enters the appropriate time code indicating the classification of time off (vacation, personal day, etc.)
- This data automatically updates the Employee's T&A record.
- The calendar interface is updated to reflect the following example data:
 - John Doe
 - Personal Days: April 29 – 30

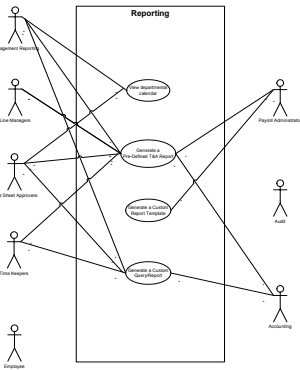
2.2.4 Post-Conditions

- Calendar view is updated to reflect the planned absence of individual employee

Time and Attendance Initiative: Use Cases
Hearst Interactive Media and The Charlotte Service Center

18

3. Time Reporting



Time and Attendance Initiative: Use Cases
Hearst Interactive Media and The Charlotte Service Center

20

3.1 Generating a Pre-Defined ("canned") Departmental and/or Individual Time & Attendance Report

Hearst manager logs in to the system. A reporting menu/interface appears on their personal home page presenting a variety of reports, the reports that appear are role based, meaning that they are selected by the system based upon the user's "rank and privileges."

Reports formats are standardized. Examples of standard reports that may be available to a departmental manager, for instance may include:

- Reviewing attendance on a specific day
- Individual tally of sick days in a calendar year
- Group tally of individuals out sick on a particular day
- etc.

3.1.1 Actors

- Employee - employee for who the time and attendance information is input and retained.
- Timesheet Officer - employees assigned to input employee time and attendance information into the system.
- Approver - employee assigned to approve time cards for a given area/department.
- Line Manager - employees direct manager and that managers manager on up the chain of command.
- Other Management - line management's support staff.
- Human Resources - Human resource representative assigned to the time collection process.
- Payroll Administrator - Payroll department employee assigned to the time collection process.

3.1.2 Pre-Conditions

- Access to reports is dictated by the user's access profile.
- Accurate and timely data has been entered into the system.

3.1.3 Flow of Events

- User logs into the system and selects the time reporting function.
- User selects the individual or group s/he wants a report on.
- User selects the report desired from a list/menu of available options.
- User selects the type of output s/he desires (on-screen, CSV, PDF, etc.)

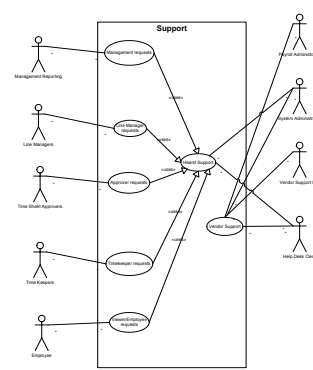
3.1.4 Post-Conditions

- If the data output type is intended for exporting, it should be readable in an alternative platform (Excel, Adobe Acrobat, etc.)
- The system logs the report parameters against the user's ID for auditing purposes.

Time and Attendance Initiative: Use Cases
Hearst Interactive Media and The Charlotte Service Center

21

7. Support



Time and Attendance Initiative: Use Cases
Hearst Interactive Media and The Charlotte Service Center

43

7.2 Vendor Technical Support

Pursuant to Use Case 7.1, vendor-supplied technical support will be required on an as-needed basis in order to facilitate the needs of the Hearst Help Desk when issues arise that are outside of Hearst's domain of expertise. Vendor technical support may also be employed if/when Hearst's internal Help Desk is unavailable due to irregular circumstances.

7.2.1 Actors

- Vendor Technical Support - Available via telephone, email or instant messaging, 24/7/365.
- Hearst Help Desk - Escalates issues on an as-needed basis.
- Payroll Administrator - ibid
- System Administrator - ibid

7.2.2 Pre-Conditions

- Only authorized Hearst Help Desk or Payroll/System Administration personnel should be authorized to use Vendor Technical Support.
- A query has been submitted that falls outside Hearst's level of expertise. Driving circumstances could include:
 - Issues not addressed in the vendor's documentation.
 - Irregularities involving the exchange of data with the legacy Payroll system.
 - Complex integration issues not addressed in the system documentation or for which previously prescribed methods of resolution have failed.
 - Catastrophic events which mandate vendor support.
- Help Desk policies and procedures (escalation policy).

7.2.3 Flow of Events

- This use case begins with the identification of a problem that falls outside of Hearst's expertise with the system.
- An inquiry is placed to the Vendor support line.
- The vendor spends unlimited/unrestricted time working with Hearst to solve the problem until the problem is solved.

7.2.4 Post-Conditions

- N/A. Ongoing Service.

Time and Attendance Initiative: Use Cases
Hearst Interactive Media and The Charlotte Service Center

45

Information Architecture Analysis

- This web site analysis report was commissioned by a large dot-com era online media network as part of a larger consulting engagement.
- The document contains a structural analysis of a specific network property at a crucial stage of its development.
- The document contains observations and recommendations for enhancements to the user interface and information architecture, relative to the network's business plan at the time.
- The report resulted in an overhaul to the network's IA and graphical design.

Preliminary Architectural Observations & Analysis

An analysis of the site-in-progress

A living document.

Version 1.0 – Delivered 1/28/00 to

Urban Box Office, Inc.
12th Floor
New York, NY 10001

Chapter 1 Executive Summary

Overview

Architecture refers to the organization of content within a web site. Issues pertaining to the naming of content sections, navigational systems and interactive applications are all covered by this term.

A site's architecture can best be judged by evaluating the site from the perspective of its organization, navigation, labeling and searching systems. A site with a robust architecture is able to scale over time in a modular fashion. A site's editorial content and functional applications should all fit comfortably within a site's framework, preferably in a plug-and-play fashion.

In this respect, a site's information architecture should be built with two equal concerns: that of the **user** and that of the **producer**. The architecture should speak to the following points:

- Target audience's needs & expectations
- Site's business objectives
- Site's technical infrastructure

At the time of this writing, IndexPlanet is in a final phase in which multiple modes of production are occurring simultaneously, but not in perfect union. The document contains recommendations for streamlining the pre-production and production process so that as more efficient and realistic architectural plans can be developed for future projects and to improve near-term efficiencies in the production time that remains prior to launching IndexPlanet.com.

Objectives

The purpose of this architectural analysis is to determine the viability of the information architecture and the related sub-components as they relate to the IndexPlanet web site that is currently in production as an Urban Box Office satellite.

The respective management teams of Urban Box Office and IndexPlanet want an objective analysis of what is working and what is not working respective to the following aspects of the web site:

- Site Hierarchy
- Organization

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4

Chapter 2 Process

IndexPlanet.com is currently being produced on a modular production management model. This model is currently being revised by senior USC management as a site test relative to future product roll-outs. For this reason, it is essential that process be recognized within the scope of the information architecture process because of the web-involving implications (and dependencies) that it has on the production process as a whole.

Swenson! has interacted with (and identified) the following core team members:

Name	Team	Title	Function
Acie Hartsch	IndexPlanet	Producer	Supervision of pre-production and production with the exception of Shared Structures
Michelle Habel	IndexPlanet	Producer	Responsible for overall site project management & content production interfaces directly with IP staff on a daily basis
Corey Polakovsky	USC Corporate	VP & GM	USC satellite product development & evaluation production of all satellite brands
Michael Green	USC Corporate + Creative	CCO	Creative direction for all satellite brands
Alex Harris	USC Creative	Exec. Prod.	Manages creative production for the IP project responsible for all incoming assets & creative pre-production & final delivery
Eric Bachman	USC	Producer in Charge of Community	Appointed by Corey Polakovsky. Responsible for the successful implementation of all IP party community functions, interfaces with Technology, Creative and IP-specific Production.

Observations

USC's production process appears to be based on a combination of popular models: ad agency production, traditional new media & video production. This model, especially, is intended to provide satellite USC brands to build and maintain their own in-house editorial and business development, cover, creative, development, design, development and technology components are then distributed into respective shared services channels.

Bifurcated Process Results in Confused Management

While the premises for this model is based upon the notion of increased cost and time efficiency, it appears to have some inherent flaws. The primary flaw can best be identified

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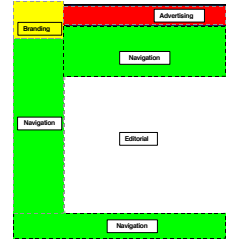
7

Chapter 3 Home Page Implications

Site Overview - Home Page

Organizational Methodology: Home Page Sets the Standard

The IP home page is based on a four-column grid format. For the purposes of this report and general discussion, the grid has been broken down into a combination of **navigational**, **branding**, **advertising** and **editorial** content sections.



—Figure 1: IndexPlanet Home Page

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11

Chapter 4 Channel Pages

The channel pages are based on the home page's four-column template. Channel Home Pages and their associated off-down pages are intended to be flexible and to be customized on a case-by-case basis. The greatest degree of variety between channels occurs within zones 4 and 9; the central content zone (Zone 7) is static throughout the site. See Figures 5 and 6 to compare two extreme uses of the same grid.

The following channels are currently loaded into the IndexPlanet Channels matrix:

- Channels
 - Adult
 - Art
 - Biz
 - Culture
 - Film
 - Food
 - Humor
 - Modcon
 - Music
 - Spirituality
 - Sports
 - Toys & Games
 - Theatre
 - Travel
 - Worst
- Indexplanet.org

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21

Chapter 5 3rd Party Features

Community Features

Community Features are currently being outsourced by the following IP parties:

- KCZ
 - Home Pages
 - Affiliate E-mail – users can acquire an affiliate e-mail account that represents their favorite channel's domain (e.g. jwg@indexplanet.com)
- ICM
 - Chat
 - Message Boards
 - Pager (Instant Messaging)

The primary issue with third-party ASP integration is that the client (USC) is restricted to a pre-determined style and architectural format that may not correspond with over-arching creative, production and technology goals. More often than not, simultaneous planning will arise between technology, creative and production as a result of inherent 3rd party system logic. Another common occurrence that occurs on the client side during third-party integration is the client's propensity to want to push the envelope beyond the capabilities of the third-party system.

It is not within the scope of this document to perform a qualitative analysis of these third-party tools, but we have raised the following flags relative to more technology-specific, system-wide issues.

Broad Issues / Questions

User Profile Tracking

USC is implementing a system-wide collaborative filtering user profiling system that is intended to be integrated with a passive user tracking and traffic reporting system, according to IndexPlanet President Acie Hartsch.

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26

Chapter 6 Help

Given IndexPlanet's extreme depth and breadth, a cursory analysis of the site's Help section seems appropriate.

The Help section is referenced via the Zone 1: Corporate Info navigation bar. The section's hierarchy is as follows:

- Ubiquitous Navigation despite "Help"
 - Help Main Page
 - Help Sub-topic page
- The following sub-section navigational hierarchy appears within each Help screen:
 - IP Ubiquitous Navigation
 - Help-specific Navigation
 - Select a Team
 - Scene Help
 - Scenebuilder Help
 - E-mail Help
 - Chat Help
 - Forum Help
 - Personal Help
 - Your Store Help
 - Auction Help
 - E-Card Help
 - Shopping Help
 - Help Topics
 - Helpdesk Chat
 - Helpdesk Forum

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29

Chapter 7 Appendices

Appendix 1: KCZ Community Feature Set Outline

Prepared by Eric Bachman, Producer in Charge of Community for IndexPlanet

COMMUNITY SECTION

Questions/Outstanding Issues:

- Determine functionality of user homepages (Michelle, Acie)
- Get Signature Set templates for all IndexPlanet users. (Michelle, Acie)
- What do we want on the IndexPlanet Frontend Page (Michelle, Acie)
- Is there a way to organize the site directory by sub-channel listings? (Oliver)
- Can we set up more than one site? (Oliver)
- Plans for design templates 1 & 2 (Oliver)
- Can we customize the layout and design once we've decided on the offered features? (Oliver)
- Clearly differences between "Edit Page" and "Web Site Manager"
- Content Feed? Yes or No? (Oliver)

Answers:

Unfortunately we cannot make things any more efficient through bypassing pages and consolidating feature setups (for instance, the calendar takes 3 separate steps to set up). The structure is set both the way in the Kozmo database on which we are heavily reliant.

AVAILABLE FEATURES:

Search Box

6 templates to choose from

Pixel and border width

Text fonts and background color

Search Scope

Interest Guide

User has complete control over this section (text fonts, column layout, etc.)

Calendar

9 templates

Pixel and border width

Heading Format

Text fonts and colors

Chat

8 templates

User has complete control over this section (text fonts, column layout, etc.)

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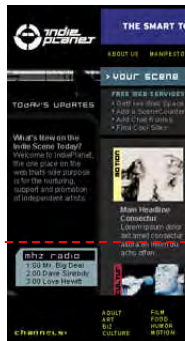
22

bookmark a framed page unless one chooses to view the page in a separate window and then book mark it out of context.

The "frames approach" toward UI design in development forums and trade publications with legacy frames issues, etc. but the current to avoid them altogether. Frames have been thought out, forward thinking manner but which are not built to withstand growth per series of complex cause and effect relationships are difficult to track and maintain over time, as

Another question relative to the use of frame channel roster grows, the bottom-frame navig

There are a host of other arguments against impression tracking and interference with design approaches are available which avoid the benefits supplied by frames. We do not take measures to avoid some of their pa-



- Figure 3 - This screen represents what a user would see with standard browser chrome on. The Chrome line indicates the cutoff for a 640X480 resolution.

Recommendations

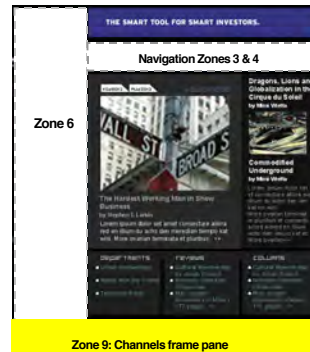
Designing a search-engine-friendly architecture is the crux of every site development checklist.

V. 1.0-SWENSONIA! 1/28/00

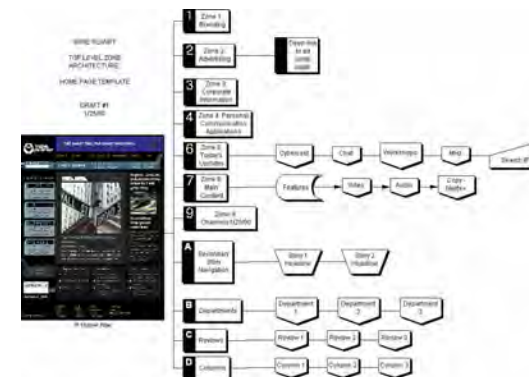
Navigational Premises

The home page establishes several general rules for site-wide navigational infrastructure consists of all home page zones with the exception of Services. Ubiquitous navigation consists of the following components (see Figure 1):

- Zone 1 – Identity (assumption: clicking IP logo returns user to home page)
- Zone 2 – Ad banner (with deep link off-site, presumably)
- Zones 3 & 4 – Corporate and Personal Communications
- Zone 6 – Today's Updates
- Zone 9 – Channels (frame)



- Figure 3 - Site-wide Ubiquitous navigation components include: Zone



- Figure 5 - Top Level Channel-specific component relationship diagram



- Figure 6 - Art Channel – background color labels are arranged in a tier of dark, light and medium hues of brown.

- Figure 7 - Theater Channel – background color labels are arranged in a tier of dark, light and medium maroon.

Project Rescue: RFP With Embedded Corrective Specification

- This RFP was prepared for a developer who was behind schedule and was having difficulty delivering a satisfactory product. My client did not want to “jump horses mid-stride” so I was asked to intervene with a project rescue, to help both parties.
- My mission was to help my client re-articulate the desired future state of the project using the previously delivered work as the baseline. In addition, my goal was to help my client “learn by doing”. I worked side-by-side with the client on the requirements & specification writing process, exposing them to the analytical processes required to deliver comprehensive documentation.

SUDABA > RELEASE 1.0

Request for Proposal to XXX

Release Version 1.0

Authors:
Jo Ann Wasserman
Eric Swenson

October 18, 2007

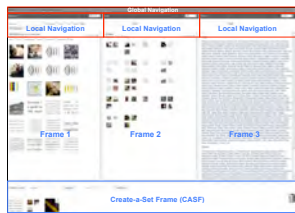
SUDABA > Release 1.0: RFP to XXX

Glossary

The following terms and acronyms are used throughout this document. Some terminology deviates from dictionary definitions and speaks more to the vernacular of the AC SUDABA project.

AC	Alan Chasoff (the person) and the AC operation (all inclusive of AC and the resident House staff)
CR	ZZZ and XXX
JAV	Jo Ann Wasserman, client liaison and AC's project manager
CASP	The Create a Set Frame (currently located in the bottom-most horizontal square of the application)

The following location based terms are used throughout to represent the system:



sudaba_RFP_SANITIZED_1.0_101807.doc

6

SUDABA > Release 1.0: RFP to XXX

Table of Contents

Introduction	7
1. Records	11
1.1. Data Entry	12
1.1.1. Information Architecture/Design of Record Metadata Schema ❶	12
1.1.2. Rich Media Metadata ❶	13
1.1.3. Development of Specifications for Metadata Schema ❶	13
1.1.4. Data Cleanup ❶	14
1.1.5. Web Content: Creating Web Based Records ❶	15
1.1.6. Records View	17
2. Sets ❶	21
2.1. Set Creation (definition)	23
2.2. Set Creation (function) ❶	23
2.3. Drag-Drop Functionality and Visual Feedback (within sets) ❶	23
2.4. Annotating Sets ❶	24
2.5. Terms Functionality [Terms within Detail View of Sets and Records] ❶	24
2.6. Set Deletion Functionality ❶	25
2.7. Confirming Changes to Sets ❶	25
2.7.1. Deletions ❶	25
2.7.2. Viewing individual items in sets ❶	26
2.8. Views ❶	26

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3

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1. Records

This section concerns the development of new functions and/or enhancements that pertain primarily to the creation, editing and manipulation of records. In SUDABA, records are observable in two distinct states:

- 1) the "All Records" view (see figure 1) and
- 2) what this RFP refers to as "Record Detail View" (see figure 2)



Figure 1 - All Records View

Figure 2 - Record Detail View

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11

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2.1. Set Creation (definition)

Set creation implies the grouping of two or more of the following: text record, video record, image record, audio record. Also, a set can be defined as a grouping of two or more pre-defined sets; hence, a set can be a "set of sets" and individual records.

A set can also be a set of sets and individual (or multiple) records. Hence, a new set could be comprised of a pre-existing set (represented by the set icon in SUDABA) and unique records (represented by the record icon or thumbnail), all being drag-dropped into the Create-a-Set Frame (CASP).

2.2. Set Creation (function) ❶

Drag and Drop: User should be able to **drag and drop** an icon when it is in any of the following modes: records, sets or terms. The following functional attributes should apply:

1. Within frame 1, you should be able to drag and drop when it is in any of the following modes: sets, records, terms
2. Within frame 2, you should be able to drag and drop when it is in any of the following modes: sets, records, terms
3. Within frame 3, you should be able to drag and drop when it is in any of the following modes: records, sets and terms
4. When in Records mode, in frames 1, 2 or 3, you should be able to drag and drop from both the "All Records View" ("List" or "Icon" view) and from within the Record Detail View.
5. When in Sets mode, in frames 1, 2 or 3, you should be able to drag and drop from both the "All Records View" ("List" or "Icon" view) and directly from Set Detail View.

2.3. Drag-Drop Functionality and Visual Feedback (within sets) ❶

As items are drag-and-dropped (according to the functions specified above in 2.2) from either a full list view or from a record detail view, the icon (or the full image/text/source file) representing the active item should appear in the CASP, but the item should also remain in the originating frame from which it was dragged (ie. being removed/deferred from view). A visual indication that an icon/item has been acted on in the originating (parent) frame should appear. Ideas to consider include:

- "Drag-easing" via color indication.
- Translucent color overlay (or similar mechanism) for recognition of prior use when looking at the parent frame.

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22

3. Terms

The following sections pertain specifically to action requests and function additions/modifications pertaining to functionality within the Terms frame.

3.1. All Terms View

The "All Terms" view shall function in all three available frames.

The following functions should be enacted:

- 1) **Visualization of terms** shall reflect usage (i.e. tag cloud visually communicating most frequently used terms via four size with option to view determined by all user statistics or individual user statistics)
- 2) **Handling of tags/terms** shall be reflected visually i.e. color coding, creating "zones" within the all terms view.

3.2. Terms Detail View

The "Terms Detail" view shall function in all three available frames.

The following functions should be enacted:

3.2.1. Multi-Function Tool Bar

Add a tool bar (or equivalent functions) to the "Definitions > Edit" function that allows for the following (see figures 9-12 below detailing screenshots of MediaWiki editor/Sandhu):

- 1) **Function: Internal Link**

Using the tool bar, you can insert an internal link with one of the function buttons directly above the typing field:



Figure 11 - Editing screen

- 2) **Function: Allow hyperlinks to other related term definitions within the system**

Adding hyperlinks to other related term definitions.

Example: Interlink. The definition as visible within the Definition field contains a word or phrase that is itself a member of the Term set; want to link the instantiation of that phrase to its own corresponding detail definition page.



Figure 12 - Example of Tool Bar facilitating addition of images, audio, web links

2.8.1. All Sets View	26
----------------------	----

2.8.2. Sets Detail View	27
-------------------------	----

3. Terms	28
----------	----

3.1. All Terms View	28
---------------------	----

3.2. Terms Detail View	28
------------------------	----

3.2.1. Multi-Function Tool Bar	28
--------------------------------	----

4. User Experience Enhancements	32
---------------------------------	----

4.1. Search	32
-------------	----

4.1.1. Search Help Guide	32
--------------------------	----

4.1.2. Enhance Results Display	32
--------------------------------	----

4.1.3. Quick Find	32
-------------------	----

4.1.4. Advanced Search	33
------------------------	----

4.2. Navigation	33
-----------------	----

4.2.1. Global (ubiquitous) Navigation	33
---------------------------------------	----

4.2.2. Local Navigation	33
-------------------------	----

4.3. System Processing Feedback Mechanism: Background Task Manager	34
--	----

4.4. Screen Layout: Display Optimization/Screen Resolution	35
--	----

4.4.1. Function-Specific and User-Specific Layouts	35
--	----

4.4.2. CASF	36
-------------	----

4.4.3. Scaling Options	36
------------------------	----

4.5. Back-end Workflow and Functionality	36
--	----

4.5.1. Performance Optimization	36
---------------------------------	----

4.5.2. Data Entry	37
-------------------	----

4. User Experience Enhancements

While nearly all of the specific functions and enhancements listed herein apply to the quality of user experience, the items listed in this section are largely global in nature and thus represent lowest common denominator experience-oriented functions and attributes.

4.1. Search

The SUDABA search functions should be enhanced by providing the following functions and services:

4.1.1. Search Help Guide

Pop-up window containing general and specific advice regarding the search parameters and common functions. Should explain specific nuances of SUDABA search.

Content would be based on a document developed by Chausseff staff complemented by consultation with CSE.

Examples: when searching for images, images are classified by artist and title. High altitude view of how to start. Primarily, you will look for images based on artist and title. Videos by director/actor. Text would be author/title.

4.1.2. Enhance Results Display

We acknowledge your recommendation from 9/27/07 to "Enhance Results Display." Please provide your detailed recommendation for these enhancements in your proposal. XXX's original statement was "Improve results display and search of the large number of records we have. Consider an amazon.com or catalogue-like navigation by category/keyword."

4.1.3. Quick Find

- 1) **Separate the "Quick Find" button visually from the rest of the content in each frame.**

2) **Standardize the "Quick Find" (Keywords + still image, video, text, audio) search functionality so that it appears exactly the same and in the same position at the top of each frame (e.g. Records, Sets, Terms).**

- 3) **Change radio buttons to check boxes in order to facilitate multi-modal search (e.g. search for "chains" within both still Image and Text).**

progress, or a blue bar fills horizontally to report progress, a filling "pie" reports progress, etc.) The following functional attributes should also apply:

- 1) **Task Manager shall generate visually consistent messages** telling user that a particular action has been completed successfully (e.g. "This record has been successfully updated").
- 2) **Task Manager shall generate visually consistent messages** telling user that a particular action has NOT been completed successfully (e.g. "This record has NOT been successfully updated").
- 3) **IF Task Manager generates three messages** telling user that the same action has NOT been completed successfully (e.g. "This record has NOT been successfully updated"), THEN a message to "Please contact the SUDABA administrator" shall be displayed.
- 4) **Task Manager shall generate visually consistent error messages** telling user that a particular action has stalled (e.g. "This action has stalled").
- 5) **IF Task Manager generates three (3) messages** telling user that the same action has stalled (e.g. "This action has stalled"), THEN a message to "Please contact the SUDABA administrator" shall be displayed.

4.4. Screen Layout: Display Optimization/Screen Resolution

4.4.1. Function-Specific and User-Specific Layouts

Build options to display 1, 2 or 3 full frames of SUDABA (by default or manual selection) in order to allow unobstructed viewing on the following size/resolutions monitors:

NOTE TO CSE: Could the redlined pages include the option to open a left to right hand side horizontal "ray" area (the way that the application "Preview" allows you to view and navigate to additional pages of a PDF)?

- 17" Apple Macintosh Intel MacBook Pro (1680 x 1050)
- 15" Apple Macintosh Intel MacBook Pro (1440 x 900)
- 13" Apple Macintosh Intel MacBook (1280 X 800)

Your proposal should include a process for working through new design treatments that will work with the aforementioned resolutions. Your project plan should anticipate time for iterative review with AC prior to final design and implementation.

Our intent for specialized design grows from our desire to have function-specific layouts that can apply to the various resolutions outlined above. Functions that should be designed for include (but are not limited to):

1. **Data entry within record detail view** (should accommodate lowest resolution monitor)

Mind Mapping and Ideation

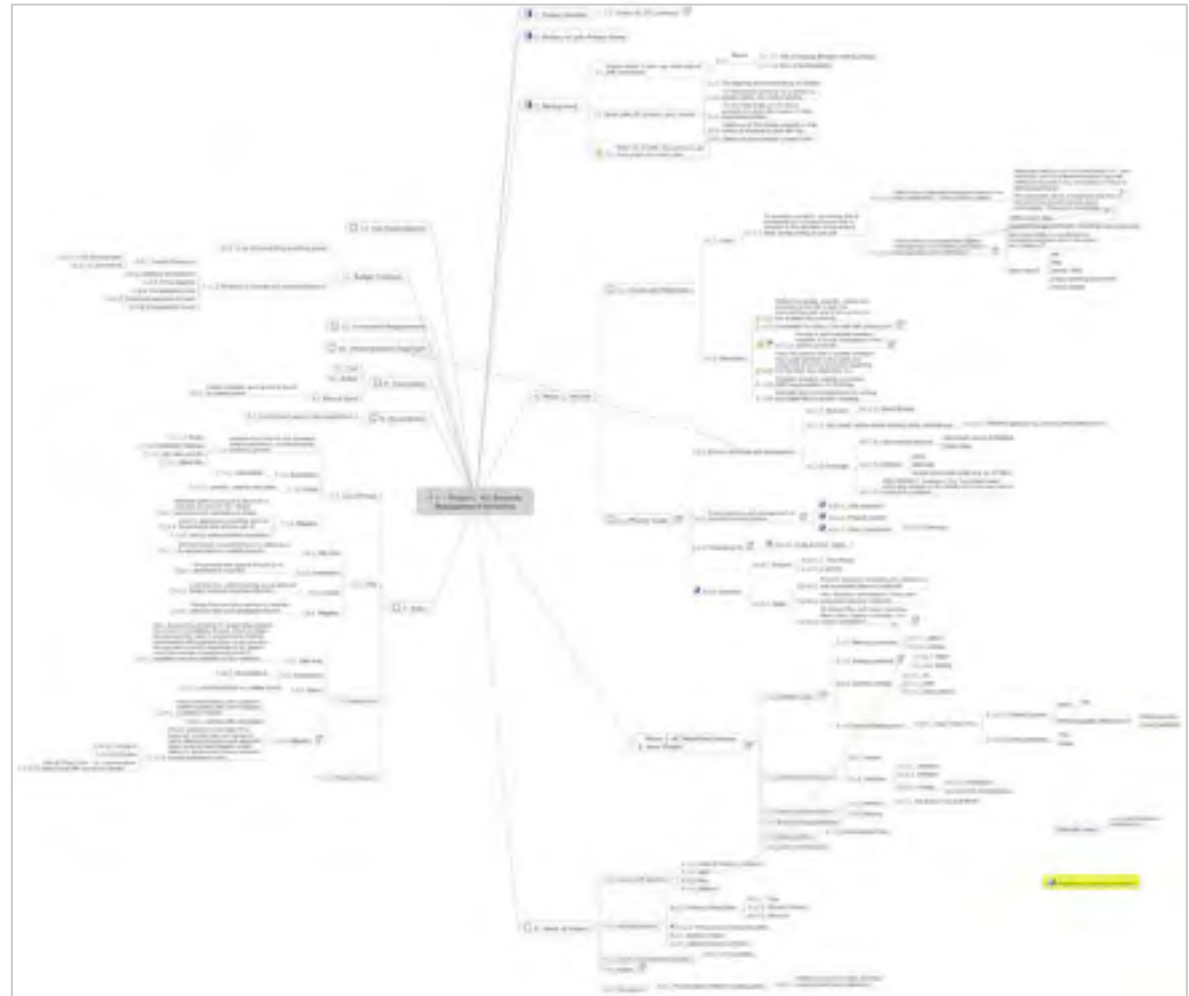
- I use various styles of mind maps to facilitate ideation sessions in face-to-face and remote settings.
- My mind mapping toolkit includes:
 - Mindjet MindManager (Windows & Mac)
 - Xmind (Windows & Mac)
 - ThinkMap (iPhone & iPad)
- Other mind mapping-like tools used for specific clients include:
 - The Brain
 - Tinderbox

Project Charter Mindmap

This mind map was developed over the course of several meetings as tool for envisioning a complex, multi-phase visual database application.

The mind map allowed the client to envision the inter-relationships between project phases and outcomes in ways that traditional outlines could not in a single view.

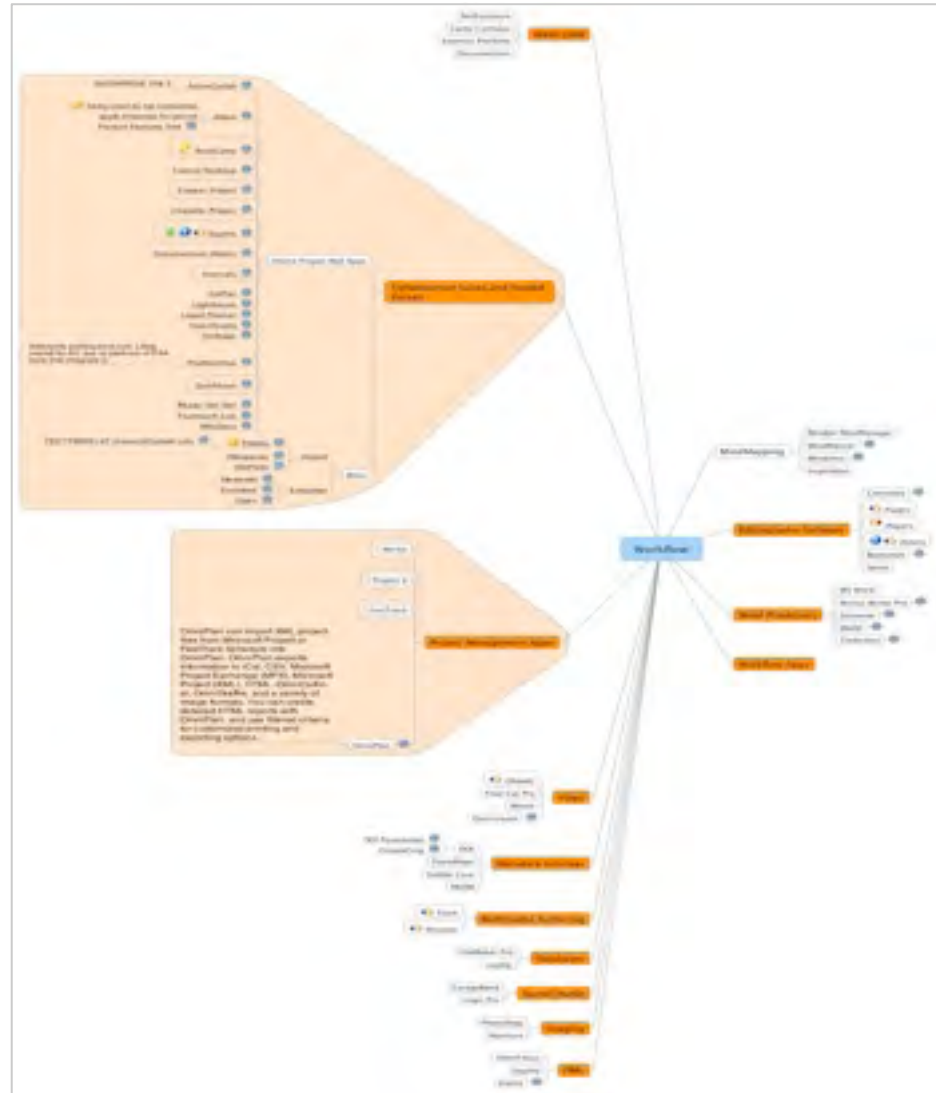
Eventually, the mind map was converted to an outline which served as the framework for the project charter and subsequent requirements documentation.



Database Planning Mindmap

This mindmap was built in a collaborative group setting to capture the primary functions of a group's workflow.

Concordant software applications (SAAS and LAN based) were then attributed to each node. Known pros and cons were immediately established to help inform subsequent comparative research.

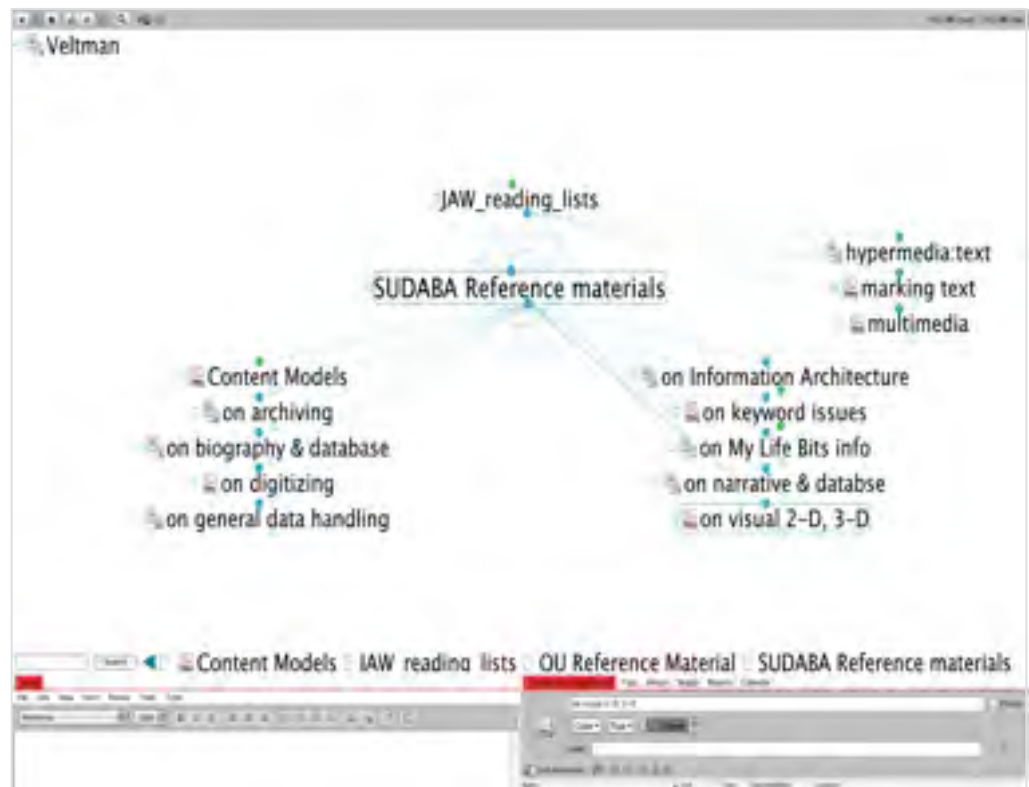


Cross-Referenced Project Resource “Brain”

The Personal Brain software facilitated the development of a “fly through” multi-nodal map of cross-referenced resource material required by a team for a complex multidimensional database project.

The Personal Brain software was used to first ingest flat file data. Once legacy data was incorporated, the Brain itself was updated regularly with titles and respective links.

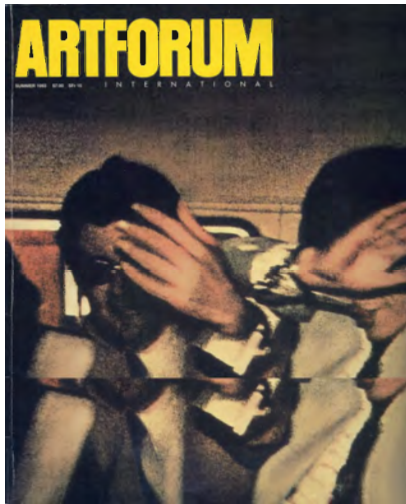
This visual model of our reference library served other functions, such as the development of the a database taxonomy and related workflow tools.



Articles

- ArtForum
- Ben is Dead No. 23
- Virtually Alternative No. 3
- Virtually Alternative No. 5
- Virtually Alternative No. 6
- Virtually Alternative No. 7
- Virtually Alternative No. 8
- Virtually Alternative No. 9

Art and Media



“McLuhan himself used to say that we march backward into the future. We hope the editors of *Wired* understand their patron saint’s words as a diagnosis, not a destiny.”



“Computer Type: Keith Seward and Eric Swenson on *Wired*”
ARTFORUM
Summer, 1993

Feature Writing



"DIY Hypermedia Publishing: A Primer"
Ben is Dead, No. 23
Spring, 1994



Technology & Music

“The digital revolution is being touted as the next best thing to KY Jelly.”



“Hacking the Music Industry to Bits”
Virtually Alternative, No. 3
1994



Technology & Music

“Information is never free. Information wants to be expensive.”

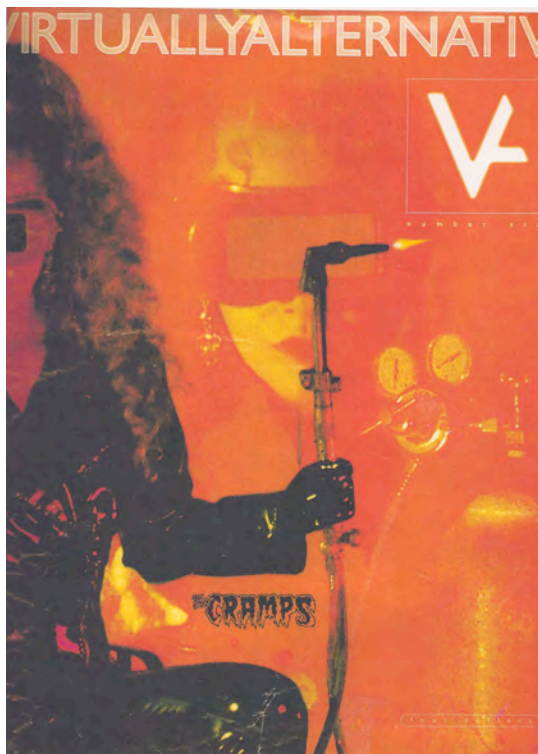
“The emperor might wear new clothes, but his butt will always be wrinkled!”



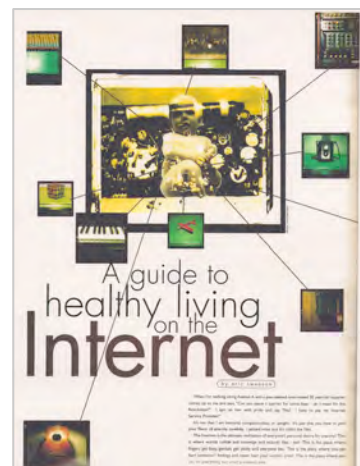
“Interactive Advertising and the Paradox of Control”
Virtually Alternative, No. 5
October 1994

Technology & Music

“...information is only valuable if you can get to it, trust it, and use it. If the Internet is a web, it's a sticky one. Blood sucking spiders and loose threads abound.”

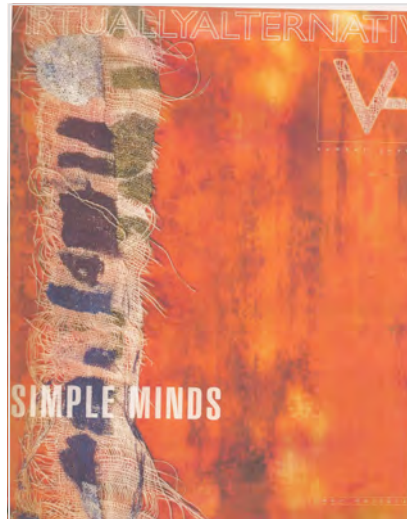


“A Guide to Healthy Living on the Internet”
Virtually Alternative, No. 6
November 1994



Technology & Music

“We do not define the Web with negations – but with inclusive affirmations[....] What’s lacking on the web is the crucial performative aspect: Speed.”

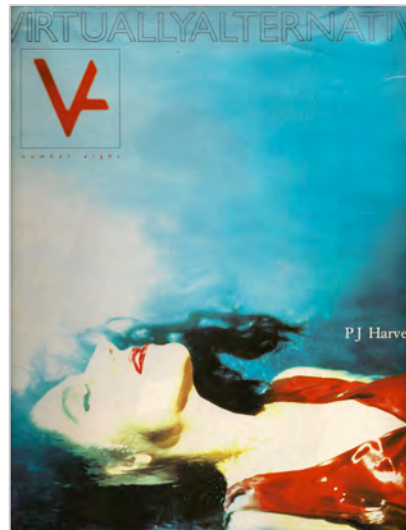


“More Healthy Living on the Internet”
Virtually Alternative, No. 7
January 1995

Technology & Music

“McLuhan’s words about stepping backward into the future were meant as a diagnosis, not a destiny or a prescription.”

“Programmers are just that: Programmers. We train you to use our products just as Pavlov trained dogs to salivate.”



“Applications Without Art: The Stalled Promise of a Digital Renaissance”
Virtually Alternative, No. 8
1994

Technology & Music



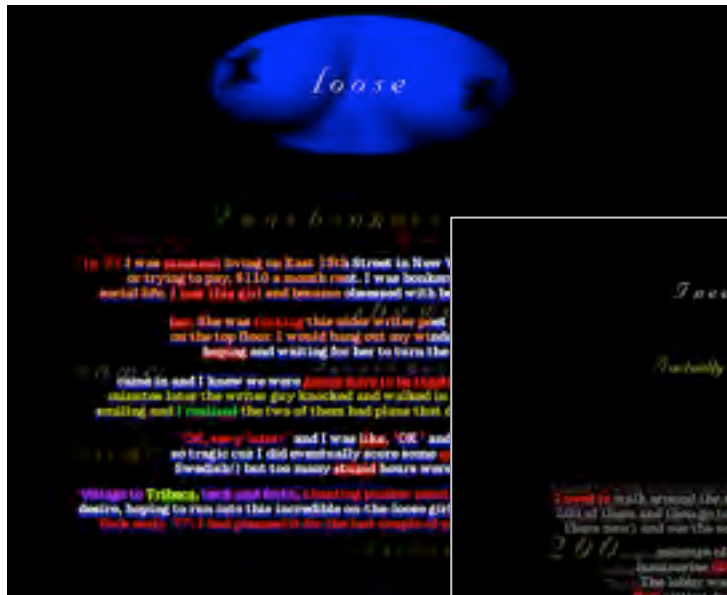
"Surfing the Net to Catch the Tube"
Virtually Alternative, No. 9
March 1995



Web Design

Swensonia has been designing and developing commercial and experimental web-based products since the release of the first experimental browsers.

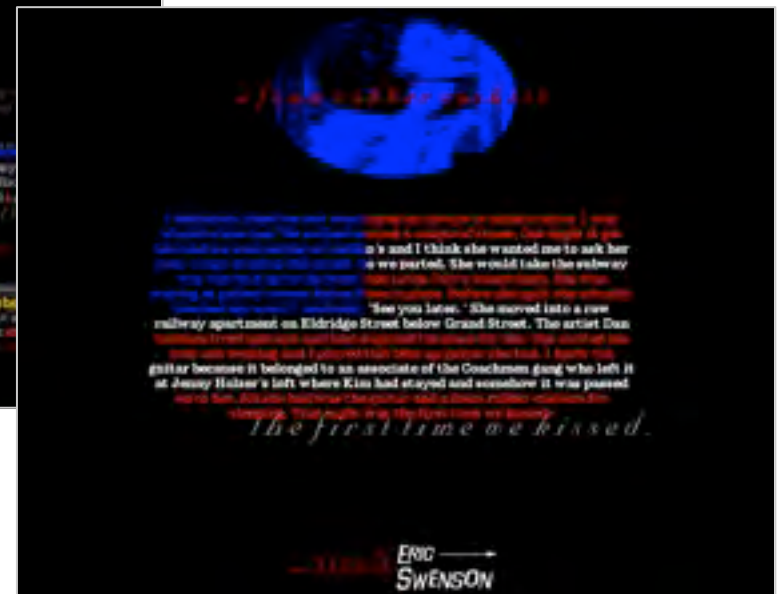
The Early Days



This piece dates back to 1995 and was featured in the experimental NY-based online art magazine, Word.com

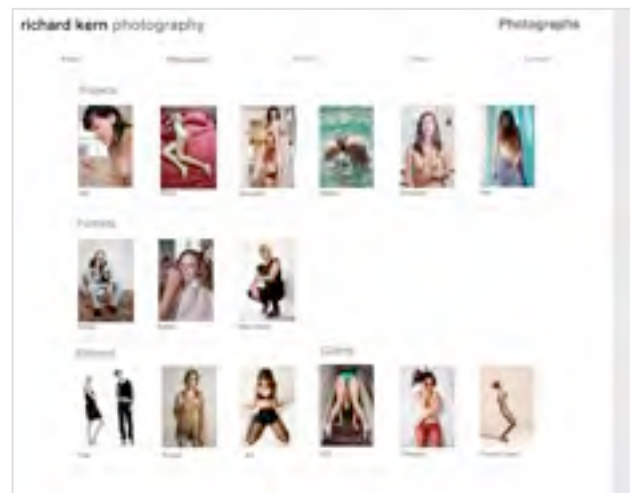
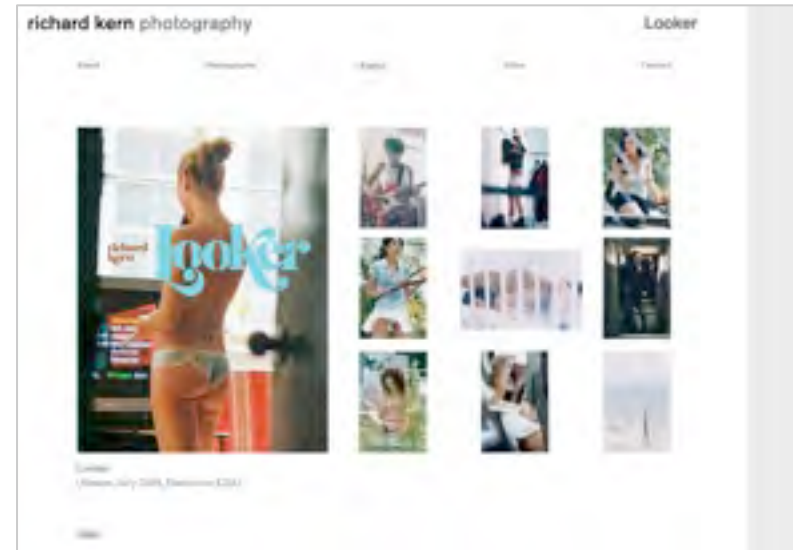


“Loose” by Thurston Moore of Sonic Youth.



Artist Web Sites

Richard Kern



Artist Sites

Genesis Breyer P-Orridge



Video & E-Commerce



Abasement (dungeon & gallery)

Corporate Identity

Stratezen Marketing Partners



Corporate Identity



Hearst New Media Center



CD-ROMs

- Eric Swenson is the co-founder of Necro Enema Amalgamated (www.necroenema.com), award-winning publishers of the BLAM! CD-ROM series.



Blam! I

Blam! I

1993

Necro Enema Amalgamated

The first BLAM! disk premiered at MacWorld in 1993.

"BLAM! attaches itself to you in the guise of a CD-ROM magazine," noted Wired, "but once purchased devolves into an assault on the consumer."

Contributors to the disk included underground legend Lydia Lunch, Sonic Youth founder Kim Gordon, philosopher Georges Bataille, ANSWER Me! creator Jim Goad, artist Rita Ackermann, and a bunch of others.



Blam! 2

Blam! 2

1995

Necro Enema Amalgamated

The second BLAM! CD-ROM was released in 1995. Whereas the first CD had pretensions to being a magazine, the second abandoned that premise and became what it truly was: art. Wired reviewed this disk too: "BLAM!2 — a CD-ROM that's a cross between a guerrilla art project and an online zine — is so seductive, colorful, and goddamned loud it all but obliterates the original BLAM! disc."

A few favorite contributors (namely Rita Ackermann and Richard Kern) remained, but mostly BLAM! 2 veered toward the expressionist. It was like a German woodcut on CD-ROM. Highlights included Do-It-Yourself Gynecology (illustrated, of course), I Love My Pets But I Hate You, and W.A.R.: A Wook At Wacism, a "graphical exploration of the grassroots propaganda of America's most feared rhetorician, Tom Metzger, leader of the White Aryan Resistance."



Blam! 3

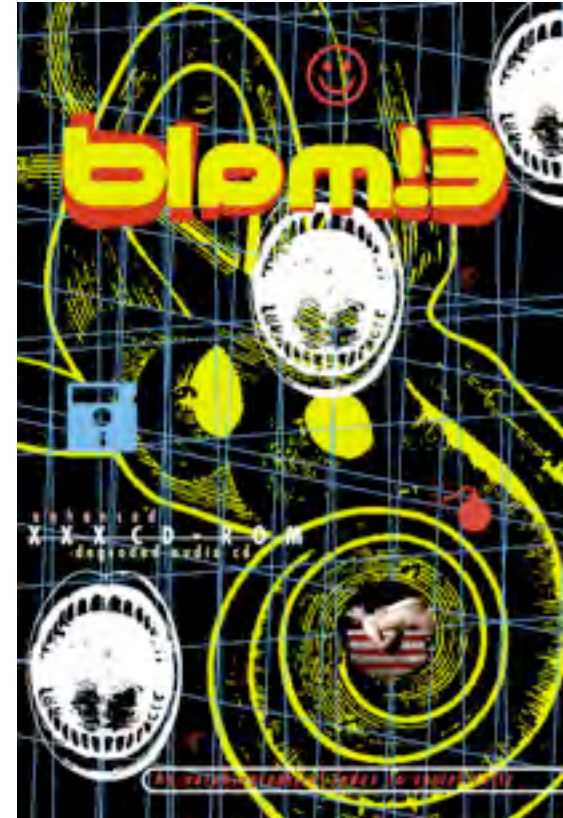
Blam! 3

1998

Necro Enema Amalgamated

Subtitled "An Autobiographical Index to Social Evils," the third BLAM! disk was released in 1997. The pièce de résistance, the culmination, the masterpiece, the "final fucking one," BLAM! 3 won a prestigious Silver Award from ID Magazine and took top prize at the Berlin Videonale.

Contents? There were no more outside contributors. BLAM! 3 was pure Necro Enema Amalgamated — aggressive, obscene, fucked up, and yet sometimes sweet and pretty too. The interface mutated as you progressed through the disk. The creators sometimes expressed their boredom with interactive design — "Click this pink piece of shit to proceed" — but then overcame that boredom by plunging into further extremes of perversion and hatred. Nigger Trigger, Tape Raper, Tit Man, Megiluguhguh, and the entire manuscript of Supervert's first book, Kreepy — it was a nightmare, a carnival, a bacchanale, a mindfuck, a death trip...



Art Exhibits

Vidarte (Video/Multimedia festival). "Blam! 3". Centro Nacional de las Artes (Mexico City, Mexico) Sept. 1999
Sick Sh*t (group art show) "Blam! 3" CBGB Gallery. New York, May 1999
European Media Art Festival (multimedia exhibition) "Blam!'s 1 - 3 Retrospective". Osnabrück, Germany, May 1999
Festival De Video De Navarra (film festival). "BLAM! 3." Pamplona, Spain. November 1998 - April 1999
Kasseler Dokumentarfilm- & Videofest (film & video festival). "BLAM! 3." Berlin. November 18-22, 1998
XObjeCt Space (gallery - permanent collection) "BLAM!s 1 - 3." Düsseldorf Videonale 8, "BLAM! 3" (first prize) Berlin, Sept., 1998
NY Underground Film Festival (performance exhibition), "Blam! 3" Pseudo, March 21, 1998
Artifices 4 (museum exhibition), "Blam! 2" Salle de la Legion d'Honneur à St.-Denis, Nov.-Dec. 1996
The Crime Show (exhibition) "BLAM! 1 & 2." The Physics Room. Christchurch, New Zealand. Summer 1996
Burning The Interface (exhibition) "Blam! 2." Museum of Contemporary Art. Sydney, Australia. March 28, 1996 - November 1996
Pandaemonium: London Film Festival Of Moving Images (exhibition) "BLAM! 2." ICA Cinema & Cinematheque, London. March 8-14, 1996
Berlin Videofest '96. (exhibition/festival) "BLAM! 2." Berlin. February 15-26. 1996
Videothek Der Jugend (video/art exhibition) "BLAM! 2." Berlin, April 1995
Viscomm Multimedia Design Conference (exhibition/lecture) "BLAM! 2." Jacob Javitts Center. November 3, 1995
International Video Festival Of Belo Horizonte (exhibition/festival) "BLAM!s 1 + 2." Belo Horizonte, Brazil. October 17-22, 1995
Art in the Digital Age (group show) Curated by Fred Ritchin. Pulse Art gallery, New York, July 6-29, 1995
Filmothek Of Youth 1995 (festival/exhibition) BLAM! 1. Berlin. April 1995
Revue Virtuelle (museum exhibition) Centre Georges Pompidou, Paris, November 9, 1994 – Jan. 23, 1995
Artifices 3 (museum exhibition) "BLAM! 1." Salle de la Legion d'Honneur a Saint-Denis, Paris. November 5 - December 4, 1994
Videofest '95 (group show and festival) "BLAM! 1" Berlin, Winter 1994
"Pages Or Pagers?" (gallery exhibition), "Blam! 1" 450 Broadway Gallery (NY), May 3, 1994



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