

Guide for Arts Organizations

Welcome to artlook® - the future of arts education data.

artlook® Michigan is an interactive mapping platform sponsored by MI Creative Potential that gathers, displays, and combines data regarding the availability and distribution of arts staffing, funding, services, and needs on a school-by-school basis.

By joining artlook® Michigan, you can collaborate with your community, showcase your programs, and be part of a connected, thriving arts education network. Your presence on the platform not only makes it easier for schools and other organizations to connect with you but also contributes to a more accurate understanding of the reach, impact, and equity of arts education in your community.

You, as a community arts organization, play a vital role in the arts education ecosystem, and **you belong in artlook® Michigan!**

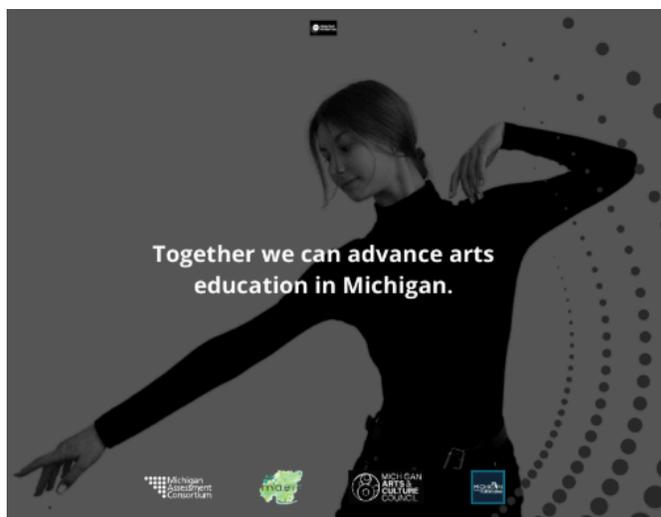
artlook® Michigan is just one part of MI Creative Potential's work. Learn more about MI Creative Potential and how to get involved [here](#).

This guide is here to support you—a community arts organization—as you get started with the artlook® Michigan. Inside, you'll find a clear walkthrough of how to set up your profile, connect with other organizations and schools, connect with teaching artists, and navigate the platform's key features. This guide will help you understand how to share your work, build partnerships, and become part of a broader arts education network in your community.

How to Register:

To create your Organization account in artlook® Michigan:

1. **Go to the artlook® Michigan login page:** <https://michigan.artlookmap.com/sign-in>
2. **Click on the "Register an Organization" link** to begin the registration process.
 - a. (This will take you to the Registration page.)
3. **Complete the Registration Form.**
 - a. Fill out all required fields with accurate information about yourself/organization and your work.
4. **Click the "Create Pending Account" button** at the bottom of the form.
5. **You'll be redirected to a confirmation page** letting you know your account has been created and



Sign in to your artlook® account

[Sign in with Email](#)

 [Sign in with Google](#)

Register for an [Organization](#) or [Teaching Artist](#) Account

Congratulations!

You've created your account!

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After creating your account, here's what to expect:

1. Check your email for an automated message prompting you to claim your account. Follow the link in the email to finish setting up your account.
2. Once you've created your password, log in to your account to complete your organization's profile.
3. Important: Your account must be approved by an artlook Michigan administrator before it appears on the public artlook@Michiganmap. Please allow 10 business days for processing.

Connecting with Teaching Artists

How to Approve or Reject Teaching Artist Associations

Teaching Artists can add your organization as an Associated Partner if they collaborate with you to deliver programs. You will have the ability to approve or reject these association requests.

On your artlook Show Page, a section called "Associated Teaching Artists" will display:

- Pending requests – marked with a "Pending" badge.
- Approved associations – once approved, the "Pending" badge is removed.
- Rejected requests – removed entirely from your Show Page.

Approving or Rejecting Associations

1. Log in to your Portal.
2. Locate the tile labeled "Associated Teaching Artists".
3. Review any requests submitted by Teaching Artists.
 - Pending associations will display a "Pending" badge.
4. Choose Approve or Reject:
 - Approve → removes the Pending badge and confirms the partnership.
 - Reject → deletes the association.

2024-25

What teaching artists did you partner with?

Please list all the teaching artists and the type(s) of program(s) you work with.

Add a new teaching artist

Copy teaching artists from other school years

Teaching Artist Name

Email

✕ Jordan Ellis Pending

s..jtesting97@gmail.com

Decline

Accept

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How to Show You Are Seeking Teaching Artists

You can indicate whether your organization is currently seeking to hire Teaching Artists. In the “Associated Teaching Artists” tile, you’ll see a toggle option.

1. Switch the toggle on if you are interested in hiring.
2. The setting will save automatically—no extra steps needed.

2025-26 artlook Map Profile

Organization Programs School Partnerships Contacts Associated Teaching Artist

Are you currently looking to hire a Teaching Artists?

Teaching artists will see this status and will be more likely to contact you if they know you’re interested in hiring.

Yes

Showing Partner data for school year: 2024-25

Org name

6731 Coral Way, Miami, Florida 33155



Looking for Teaching Artists

Searching for Teaching Artists on the artlook® Map

The artlook® map makes it easy to discover Teaching Artists in your area. You can browse by name, program, or location, and use filters to find exactly the right fit for your needs.

Step 1: Start Your Search

1. Go to the search bar on the map.
2. Toggle the “Partners” option.
3. From the dropdown menu, select “Teaching Artists.”

Once selected, your search results will show Teaching Artist profiles that match your criteria.

Find Schools & Partners in Michigan

Schools **Partners** Teaching Artist 2025-26 Search

Organization
 Teaching Artist

Program Types Program Disciplines Qualities and Intended Outcomes Approaches Languages Financial Support Looking for Partnerships? Looking fo

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Searching for Teaching Artists on the artlook® Map, continued

Step 2: Use Filters to Refine Your Results

To help you find the right match, you can apply a variety of filters.

New filters for Teaching Artists:

- Open to Employment?
 - When set to “Yes,” you’ll see Teaching Artists who are currently looking to work with organizations.
 - (Tip: If you’re hiring, this is a great filter to check!)
- Level of Experience
 - Narrow your search from early-career Teaching Artists to highly experienced professionals with 10+ years in the field.
- Program Types
 - Search by the types of programs Teaching Artists offer, making it easy to match program content with your community’s needs.

Existing filters that also apply to Teaching Artists:

- Partner Disciplines
- Number of School Partners
- Program Disciplines
- Grades Served
- Qualities and Intended Outcomes
- Approaches
- Financial Support
- Looking for Partnerships

Step 3: View Profiles

Each Teaching Artist profile includes details such as their background, program offerings, and contact information. From here, you can learn more about their work and decide whether they’re a good fit for your school or organization.

Additional Resources:

[MI Creative Potential Website](#)

Michigan Arts Education Instruction and Assessment (MAEIA)

Resources. MAEIA is a leading state and national resource for arts education, helping to ensure that every student receives high-quality arts learning as part of a well-rounded education. MAEIA helps K-12 educators:

- Improve the quality of arts education programs;
- Monitor and improve student learning in the arts;
- Support professional practice and improve teacher effectiveness; and
- Advance arts as a key element of a well-rounded education.

[Map of Michigan School Districts](#)

[Map of Arts Education Networks](#)

