

Winter Exhibition Planning Timeline

Prior to end of fall quarter

Week 1

Week 2

Week 3

Week 4

Week 5

Week 6

Week 7

Week 8

Week 9

Week 10

<p>Develop ideas for exhibit theme: What is the unifying concept or story that emerges from the community research materials?</p>	<p>Refine ideas for exhibit theme: More detailed discussion of how the materials gathered support this concept. Team organization finalized.</p>	<p>Initial work on design development and selecting materials to support exhibit theme. Full group presentations end of week 3.</p>	<p>Refining of design development and materials selection. Initial label drafts completed. Final photos selected and exhibit format decided. Full group presentations end of week 5.</p>	<p>Finalize design development and exhibit format mapped out. Exhibit materials selected. Final edits to label drafts completed. Final photos printed. Publications mock ups complete. Full group presentations end of week 7.</p>	<p>Final production on all labels, graphics, publications, photos, exhibit elements and mounts. Dry run end of week 9.</p>	<p>Installation.</p>
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Exhibit Themes

An exhibit's theme could be defined as it's storyline, concept, idea, central question, unifying thread, or subject, depending upon the goals of the exhibit itself. What new understandings do you want visitors to gain? How will the parts of the exhibit design team work together to create a unified design that communicates what you want people to know and understand?

Exhibit Design Project Teams

Label Writing

This team will write all of the interpretive labels for the exhibit. The labels will serve to provide the narrative to the exhibit and guide visitors through it.

Publication

This team will develop the guides, brochures and/or visitor response materials for the exhibit.

Fabrication

This group will build the models of the exhibit and any interactives, stands, vitrines or mounts that will go in the exhibit.

Graphics

This team will be responsible for producing all of the graphics for the labels and publications, in conjunction with the label and publications teams.

Photography

This team will develop the vision for the photography in the exhibit and is responsible for shooting, developing and mounting exhibit photos.

Artifacts

Artifacts team members will design mounts or displays for all of the materials and artifacts to be included in the exhibit.

Installation

The installers will have primary responsibility for planning, designing and installing the exhibit in the space.

Overall Design

Each of the other teams will have one representative serving on the overall design team. This team will meet regularly to ensure that each of the teams is working cohesively, keeping within the timeline and maintaining shared standards of work.