

Exhibit – enjoying looking

An exhibition offers the chance to present the completed project results publicly and to receive, through contact with visitors, a direct response and spontaneous expression of opinion regarding the results. The exhibit can be shown first of all in your school, in order to inform the other teachers and pupils about the work. But it can also be offered to a city archive, museum, city hall, local history group or a private company, such as a bank. You should involve these kinds of cooperation partners in the planning of the exhibit. They can give lots of additional tips and may be able to offer more than the space for an exhibit: They may be able to help with publicity, planning an opening event for the exhibit, organising a podium discussion, and so on.

Preparing the design

- Structure your findings (determine the main and secondary themes; the number of main themes should correspond to the number of exhibition panels or information walls).
- Organise the photos, maps, newspaper articles, letters and other documents (possibly including exhibited objects) to correspond with the themes.
- Decide on a layout for the exhibition panels (the position and size of main and secondary texts and titles, photo-text combinations).
- Draft the main texts and write the texts for the secondary themes.
- Prepare descriptions of images and documents.
- If you are considering something other than a simple panel exhibition, think about a production design or arrangements of exhibited objects.

**Preparing
the design**

Technical preparation

- Choose an exhibit system (for example, standing panels, lighting, and if necessary display cases for exhibits).
- Establish the size and type of panels you will need (for example, DIN-A1 or DIN-A2 cardboard, cork/bulletin boards).
- Gather the material and technical resources you'll need (backing material, pens, scissors, glue, tacks, design material, computer, copier, and so on).

**Technical
preparation**



Worth considering

- It's important to organise the material well (hierarchy of information: main text, secondary text, fine print, etc.) and to use various structural elements (as well as type faces and point sizes, etc.) consistently.
- Less is more: A few panels with clear text have a stronger impact than an overabundance of disorganised material.
- Give plenty of space to images and other powerful documents; let the text be supplementary.
- Think about whether the reactions of visitors could be documented in a small brochure.
- Copyright questions, particularly regarding images and other documents, have to be answered before publication (permission to publish must be obtained from the appropriate copyright holders – e.g., agencies, publishers, private individuals).

Tips