

# ArtCenter GRAD SHOW SPRING 2025

## GUIDELINES & TIPS FOR PLANING AND INSTALL

These tips are based on years of professional expertise from ArtCenter's Environmental Design Faculty and recommendations from your Graduation Team Staff. It will help give you a framework in order to create a great personal exhibit and save time with your install.

### WALL STRUCTURE

Each wall is based on a 24"x 24" grid, 1"x 3" lumber frame. The frame is covered with a 1/4" sheet of Mahogany plywood/ lauan. It is very strong and can accommodate quite a bit of weight.

- **Objects less than 70lbs** The walls are strong enough to hold paintings, shelves, consoles, monitors etc.
- **Objects more than 70lbs** will need a "wall plug" for reinforcement. Wall plugs are 24"x 24" reinforcement frames that will be installed from the back side of the wall. Please talk to your department faculty should you be hanging a single item over 70lbs.



### WALL COLOR

All walls will be painted white and ready for your arrival. Should your department decide on a color for the entire interior of your Department's Pavilion, please let us know the specific Pantone # and we will have our builders paint in advance. From experience, dark grey looks much better under the lights than black. If you want your own wall color, separate from the department selection, consider painting elements in advance and drilling them to your individual wall. Peel and stick adhesives and removable wallpapers are also options. Individual wall painting on-site is not permitted.

## LIGHTING

ArtCenter will provide high quality track lighting per exhibition space/bay. Soft white, LED, 3000K, 90+CRI, 1200 Lumen, with a 40° beam spread.

## ELECTRICITY

If you need electricity for your bay, you will need to drill a hole where you will connect to the main cable behind your wall. ACCD Tool Shop Staff and Facilities will be available to assist. If you prefer DIY, you will need to use a 1 1/2 Forstner bit.

- We have lots of power strips and 3-prong extension cords. BYOC (cables/HDMI cords)
- Students will be connected to a main cable that can accommodate up to 20 AMPS per bay.

## WALL TEMPLATE

The template will help you to plan your exhibit in advance. As install time is limited, we highly recommend you prefabricate and preinstall as much as possible. With departments installing simultaneously, the better prepared you are, the quicker and less stressful install will be. And remember, **it's all about proportions!**

- For walls 10' and 12' wide, students should leave 12" breathing room between their artwork towards the vertical edges, to create space between adjacent student exhibits.
- For walls from 14' - 16' in width, students should leave 18" breathing room between their artwork towards the vertical edges.
- Make sure you leave more space if you are in a corner bay.
- Do not exceed the wall space you have been assigned.
- Due to structural allowances, actual wall could be (+) or (-) 4".

## PLACEMENT/ LAYOUT / SIGHT LINES

- Art Work should not go below 24" ideally 28" from the ground, especially if there is text to be read.
- If there is content to be conveyed, min. 24pt. for body copy.
- Hanging art work above 7' should be avoided because of ergonomic sight lines. Does not apply if it's a large art piece or photography, provided there is enough space to stand back more than 7' without colliding into others.
- For students wanting to put their name on their wall, just above 7' is a good standard for visibility. Recommended letter size: min 2.5" to make it legible from a distance.

## HANGING ART WORK

To hang your work, you can use pins, small nails, clips, picture hangers, etc. For heavier items, shank-less fully threaded drywall screws, are recommended. For lighter items, Gorilla- "Tough and Clear" double-sided adhesive mounting tape or removable adhesive double-sided "sticky dots." **NO Foam Tape Allowed.**

- For equal spacing between your art work, leave min 1" - 1 1/2" of space.
- Making spacers: To speed up the hanging process, cut 6 pieces of 1/2" thick, x 8" long, x "your desired gap width" out of scrap material. Sandwich and glue 3 of them together, so you have 2 blocks. Once your first piece is level, use the spacer to butt your next piece of work against it. Edges will be parallel and all objects have the same spacing.
- If you want a shadow around your work, "floating" in front of the wall, cut 1/4" or 1/2" scrap pieces and stick them with doubles sided tape to the back of your art piece. Set these at least 1/2" in from the edge of the card board.
- Another way to 'float' your artwork is to leave your work unmounted [not adhering to a board] and using clips. Attach these clips to nails you have carefully measured and hammered into the wall.
- When using removable tape to hang large prints, use 1 1/2" strips of tape every 8" around the perimeter and, a few extra in the center, to make sure it will be well secured to the wall.
- If you would like continuous height lines throughout your exhibit, it is extremely helpful to use a laser level on a tripod. This can be used for cohesion throughout the entire pavilion.

## HANGING MONITORS

- Monitors: Ideal mounting height, for wall hung monitors is between 56-62" from the floor to the center of the monitor. This is a good viewing angle for 95% of body heights.
- Buy a wall mount bracket at Best Buy or other retailer.
- Drill outlet behind monitor or within close proximity to minimize cord exposure.
- If you want guests to navigate through an application on your wall-mounted tablet or iPad, the recommended mounting height is 57" from the floor to the center of the monitor.

## HANGING SHELVES

- Shelves for Displaying Objects: We recommend heights anywhere between 24" to 72" off the ground. If you hang shelves too high, it will be hard to see your work. Also, shelves cast shadows with provided track lighting, so it is preferable not to put artwork underneath a shelf.
- Shelves/Consoles for Direct Interaction: We recommend between 36-42" above the ground to the top of the shelf. Depth min 6" to max 14" depending on the size of the item you'd like to exhibit.

- Shelf Thickness: If you don't want to see the support brackets that attach your shelf to the wall, your shelf needs to be at least 1" thick, so it can be securely screwed in from the back of the wall. \* If shelf and objects exceed 70lbs, a wall plug will be needed for reinforcement.
- Hole spacing for shelves should be every 8".
- **Use 4" wood or drywall screws with a shank and large washer for anything mounted from the back of the wall.**
- **Use 1" shank-less fully threaded drywall screws for anything which is screwed from the front into the walls. Use Wall anchors if needed.**

## **WIRE MANAGEMENT**

- Mount power strips under shelves or hide in a pedestal, etc.
- Match your cables to your wall color so it blends in.
- Cables should run in a straight line, perpendicular to your wall and your device.
- If you run a cable on the floor, they **MUST** be taped down with 2" grey "Gaffer's Tape". To avoid a tripping hazard, the entire length of the cable must be covered.
- If a shelf requires electricity and is less than 48" off the ground, place your outlet below the shelf, as the cantilever /shadow of the shelf will hide the outlet.
- For shelves above 48" place the outlet above the shelf and use exhibition objects to hide the outlet hole.

## **PEDESTALS, COLUMNS & PLINTHS**

- For objects, like sculptures, product models, vehicles or spatial models a minimum clearance from the model / model base to the edge of the pedestal perimeter is 3-4". The bigger the model, the bigger the edge distance.
- Pedestal height depending on size of object and desired viewing angle between 36" and 44" in height.
- Vehicles and spatial models usually between 40 - 44" in height.
- For pedestals up to 3 x 4' we recommend 1/2" MDF, glued and brad nailed.
- For models with larger foot print e.g: furniture, mannequins, on pedestals / platforms which are close to the ground etc, the larger the foot print the bigger the clearance, we recommend a min clearance from the object outer perimeter to the edge of the pedestal/platform of min 8". Height of pedestal usually between 4 - 10".
- For heavier items, any pedestal larger than 3 x 3" we recommend using 3/4" MDF, at least for the top, to avoid sagging.
- Please consider 'smarter' ways to design and build your podium so that it can be disassembled for transport or reuse.

## **PACK-IN & PACK-OUT: SAFELY MOVING YOUR WORK**

Protect your work while moving it from ArtCenter, your studio and your vehicle. You can easily transport flat work sandwiched between cardboard. Be sure to protect the edges. Physical models and 3D work may need to be placed in boxes and wrapped in paper, bubble-wrap or other protective material. REMEMBER TO KEEP ALL OF YOUR PACKING MATERIAL FOR USE WHEN YOU MOVE OUT. Do not throw away these materials when moving in....you will need them to safely remove your work.

## **AC+ CHECKLIST FOR SUSTAINABLE PRACTICE**

+ **replace** foamboard and other non-recyclables with materials that can be recycled.

Check the Shop/Student Store for Eaglecell, cardboard, matboard and smarter materials.

+ **reuse** materials by planning for resharing or repurposing boards, podiums, shelves, etc. once your Grad Show is done.

+ **recycle** materials once your Grad Show is done by placing Eaglecell, cardboard, and matboard into special collection bins.

+ **rethink** your Grad Show through brilliant planning and design that uses materials efficiently, with less cost and hassle for you.

## **BYOT : BRING YOUR OWN TOOLS**

- hammer, pliers, wire stripper
- screw drivers, flat and philip's head, clamps, screw bits
- screw gun, drill, drill bits, core bit, counter sink, hole saw
- Box cutter, X-acto, X-acto blades, cutting mat
- Ruler, T-square
- White cotton gloves, Rubber or Latex / Nitrile gloves
- Gorilla- "Tough and Clear" double-sided adhesive mounting tape or removable adhesive double-sided "sticky dots." allowed. Blue tape, magic tape, masking tape, grey Gaffer's tape. NO Foam Tape.
- Hardware: nails, dry wall screws, clips, pins, fishing line, hanging wire, picture hangers
- Laser level
- Mounting hardware if your want to hang a monitor
- Lock for monitor / computer
- Batteries, personal chargers, electronic cables
- Step stool or ladder (if you do not want to share)

## EXAMPLE OF COMPLETED TEMPLATE

**DEPARTMENT: GRAPHIC DESIGN**

**WALL SIZE: 10' x 10'**

|                   |  |                                     |    |          |
|-------------------|--|-------------------------------------|----|----------|
| STUDENT NAME:     | STUDENT NAME                                 |                                     |    | <b>8</b> |
| EMAIL, CELLPHONE: | studentname@artcenter.edu, cell 123 456 7890 |                                     |    |          |
| TRACK LIGHTING:   | YES  | <input checked="" type="checkbox"/> | NO |          |

