

Exhibition - Project Schedule (example)

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time	exhibition construction	content	design
weeks until opening	entire team	science team	design team
10	[M1] project start, kick-off		
	[WP1] introduction; choice of topic for the exhibition; appointment to the teams		
9	[M2] exhibition topic is fixed		
		[WP2a] first research on the topic; showing the whole width of the topic; localize interesting topics; develop guiding ideas / topics	[WP2b] introduction to exhibition design; develop an approach for realization integrating the multitude of design options; reflect on specific aspects and requirements of presentations in exhibitions and of the EXPOneer system in particular; write down design framework; develop first design options and sketch them
		[M3a] guiding topics fixed	
		[WP3a] detailed research on guiding topics; developing first presentation ideas; create thematic mood-boards with text, image, and exhibit ideas; obtain exhibits; develop first prototypes for hands-on exhibits; specify topics and content	[M3b] framework for design fixed
			[WP3b] detailing of the design concepts; preparation of the challenge for exhibition design; test of designs conforming to the framework requirements
6	[M4] presentation and discussion of guiding topics (mood-boards) and design ideas (challenge)		
		[WP4a] optimizing guiding topics after discussion	[WP4b] optimizing and finalizing the exhibition design
		[M5a] topics and content fixed	[M5b] exhibition design fixed
		[WP5a] work out the details of content: group content fitting the text structure; write texts; research images in print quality; prepare exhibits (cleaning, fixing, mounting); refine prototype for hands-on exhibits	[WP5b1] design a poster for advertising the exhibition (again with a challenge?)
			[WP5b2] public relations: define and start activities, e.g., talking to local newspapers, announcement on school webpage, and so on
		[M6a] texts/ images / exhibits fixed	[M6b] poster and PR activities fixed
	[WP6] define exhibition structure (number and positioning of shelves, places for special and hands-on exhibits, and so on); insert content into the designed layout, if necessary shorten texts and optimize layout		
		[WP7a] proofreading of transparencies with reference to content	[WP7b] scrupulous checking of transparencies with reference to design
2	[M7] exhibition structure und transparency layout fixed		
	[WP8] commission the printing of adhesive foils; buy shelves and building material; finalize hands-on exhibits; check transparencies when printed; obtain tools for building day; intensify PR/advertisement		
0	[M8] exhibition 'ready for building'		
	[WP9] building day: briefing of students; appointment to the teams; building the exhibition		
0	[M9] exhibition completed		
	[WP10] preparation of opening		
0	[M10] opening of the exhibition		
-1	[M11] wrap-up: reflection on the project; party for exhibition development team		