
**** How-To: Put up an Art Gallery by Hasina Jamal, ASC Founder ****

As the *Splash of Color* gallery was being put up, I took pictures to show you what goes into putting up an art gallery with the hope that you will be able to put one of your own up.



STEP ONE: LAYOUT!

First off, lay out your pictures on the floor next to where you'd like them to be placed on the wall.

The distance between pictures as they are placed on the ground (left/right & up/down) is supposed to be accurate. Do not worry about the distance relative to the ceiling/floor.



STEP TWO: PLEXI!

If you choose to use Plexiglas to protect your artwork/serve as the "frame", place the Plexiglas on top of the artwork on the floor.

Don't worry about aligning the Plexiglas because you'll be realigning once you actually hang the artwork up on the wall.

STEP THREE: TAPE ON WALL!

This step is very simple. Since you will be hammering nails into the wall to keep the artwork up, you'll first need to keep the artwork in place with tape before hammering away.

Place two pieces of masking tape per picture (if they are large, as ours were) on the wall somewhere above the paintings. Don't worry about where exactly on the wall they are. They are just placed there so that you do not have to keep ripping tape for each painting as you go along. Do it in advance! Save time!



STEP FOUR: GET EVERYTHING READY!

This should actually be done beforehand. In our case, I placed the paintings on the ground/one of the Commons ops workers ripped up the tape/put it up on the wall as we waited for someone to bring us the items we used:

- a leveler (shown here)
- L-shaped hooks
- a hammer

In past galleries, I used a pencil. Why? To align the paintings.... KEEP EYE LEVEL IN MIND! Eye level is generally taken to be about five feet up.

In past galleries, I would measure the artwork pieces and the Plexiglas and do a simple

subtraction/division operation to make sure that the paintings were aligned under the Plexiglas. I would also *place a line in pencil on the wall five feet up from the floor*. I would center the Plexiglas/artwork on the wall about that 5 foot mark. (For example, if the Plexiglas is 2 feet long, and the artwork is 1 foot long, the Plexiglas top/bottom would go ½ a foot beyond the artwork and the Plexiglas/painting combo would be placed so that the top edge of the Plexiglas would be at 6 feet and the bottom edge at 4 feet.) [I prefer Plexiglas the same size as the artwork though. If you have a certain size of Plexiglas, and no preference when it comes to artwork size, it may be well worth getting pieces of art paper that are the size of the Plexiglas. You'll avoid having to calculate anything, and it will look better.]

However, for the EBLO/Sri Lankan art gallery (see issue 3.2 of the Dispatch), I had very little time to measure/do calculations, so I eyeballed everything and it ended up looking great! The method of random-placing, not measuring was used for this gallery as well. However, for both galleries, the leveler was used extensively. To use the leveler, just place it along the top edge of the Plexiglas. Slide the painting/Plexiglas combo until the bubble on the top is between the two black lines on the leveler.



STEP FIVE: HAMMER AWAY!

Again, before hammering away, be sure to use the leveler to make sure that the artwork is straight. Slanted artwork looks very unprofessional, unless it's the look that you're going for.

In this picture, one of the Commons ops workers is using needle-nose pliers to keep the L-shaped nail in place as he hammers it into the wall.

Four nails were placed around each piece of Plexiglas: two on the bottom, towards the corners, and the other two

either on top, or on the sides (close to the corners) depending on how big the Plexiglas was.

STEP SIX: CHECK IT OUT!

Once you've hammered all the Plexiglas pieces in place, you're done! Use Windex or another glass-cleaning solution to clean off fingerprints from the Plexiglas. All that's left to do (if it hasn't been done already!) is to call the artists/organizers and arrange for a reception replete with food and music!

