Showcasing display items in the Nancy Rothwell Building – Guidance document

1. Background

To improve the sense of discipline-specific identity in the building, museum-style display cabinets are now in place at the top of the Spanish Steps in the Nancy Rothwell Building.

Each department will take curatorial ownership of one cabinet, intended to house a rolling collection of historic and contemporaneous items which bring their story to life – whether it's demonstrating past successes and achievements or showcasing current work and future-facing ambitions. Each department will take curatorial ownership of one cabinet, intended to house a rolling collection of historic and contemporaneous items which bring their story to life – whether it's demonstrating past successes and achievements or showcasing current work and future-facing ambitions.

This project has been facilitated by a designated working group in the first instance, and practical support and guidance for display changeovers will be available via our Service Delivery Team.

Sourcing ideas and items for displays however will come solely from within departments, with this guidance document intended to support practical considerations.

2. Aims

- Celebrate historic achievements and breakthroughs as well contemporary successes through a mix of old and new items.

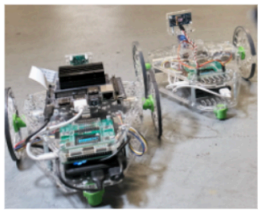
- Consider how to spotlight the work of your entire community, from staff to students and alumni.

- Lead with a story-first approach – where an item isn't appropriate or available, consider how a worthwhile story can still be told (see section 3).

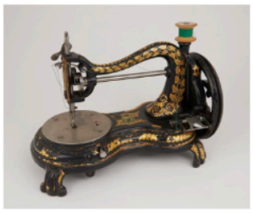
2.1 Audience considerations

Visitors	What feels emblematic of what makes your discipline unique and communicates its work in a succinct, easily digestible way?
Staff	What is a story that you and your colleagues are proud of and celebrates your shared goals and ambitions?
Students	What would inspire students in your discipline, either through seeing their own work on display or making them feel a part of a wider cause?

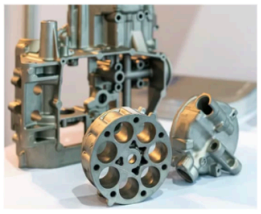
3. Ideas for items for display



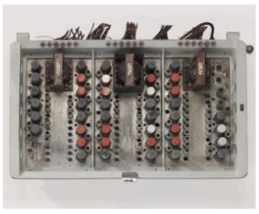
Models



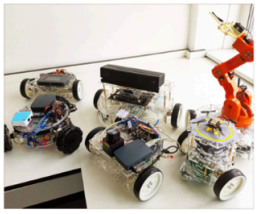
Machines



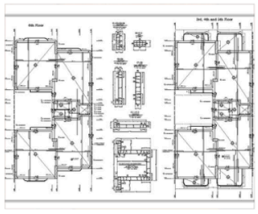
Parts / prototypes



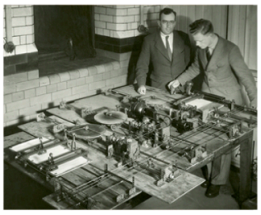
Historic artefacts



Student and society projects



Plans / technical drawings



Pictures / images



Awards / plaques

4. Practical considerations

- Items will need to comfortably fit and allow some room within the maximum dimensions of the Perspex cabinet hoods provided - **600mm (h) x 3000mm (w) x 600mm (d).**

- Further consideration will also be given to the weight of items when it comes to curating each display, in order to not exceed the load-bearing weight of each unit.

- Each item should be subject to a risk assessment (e.g. assessing its value, any practical considerations around its storage) and any item which could pose a risk to safety will not be considered.

5. Additional considerations

Consider any relevant permissions surrounding an item prior to submission (e.g. ownership, GDPR or proprietary/commercial considerations which may impact public display).

We will aim to change over displays at least once a year so consider how or where an item may be stored/displayed once collections are refreshed.

Priority will be given to stories from those departments based in the Nancy Rothwell Building, to assist with the refresh of collections, but interdisciplinary projects and stories are welcomed.

6. Next steps

Your Head of Department will help to coordinate practical arrangements throughout 26/27 SEM1, including communicating dates to work towards for the first displays.

In the meantime, please reach out to Liam O'Hanlon or Janis Ferberg with any queries.