How to hang shows in the White Spaces:

**Tools you will need:**
- 3M sticky tabs or push pins
- Small post-its (you can get these at the Carleton Bookstore)
- Level
- Tape measure
- Ruler/yardstick

**Handy fact to remember:** The standard eye-level height for hanging exhibitions is 59” from the floor.

**This is MUCH easier if you have someone on hand to help you!**

**Step 1:** Lay your images out on the floor in the arrangement you would like to see them on the wall.

**Step 2:** Measure the length of the wall using the tape measure, and your assistant (if you have one).

**Step 3:** Figure out the total width of the images you are hanging.

*Example:* If you have 15 total images, 5 horizontal and 10 vertical, and the exterior dimensions of your mats are 8x10”, then the total width would be: 5x10” + 10x8”=130”

**Step 4:** Based on the layout you have arranged on the floor, determine how much extra space you would like to have at the beginning and end of your wall. Then subtract that total from the length of your wall.

*Example:* You are hanging on a 30 ft wall. You decide you would like 2 feet of empty space at the beginning and end of your wall. So you have 26 ft left for your pictures and spaces between them.

**Step 5:** Take the result from step four and subtract your total from step three. (Translation: take the length of the wall, minus your beginning and end spacers, and subtract the total width of all your images.)

*Example:* 26 ft=312”-130”=182”

**Step 6:** Divide what is left by the number of spaces you will need between your images. This is your total # of images minus one. This should tell you how many inches of space to put in between your pictures. 182”/14 spaces=13”

**Step 7:** You are now ready to start hanging! Measure out your beginning space (in this case 2 ft) and put one of your little post-it notes there to mark the spot.

**Step 8:** Take the height of your first image, divide it by two, and add that to 59”. This gives you the distance from the floor that the top of your first image should be. Measure this with the tape measure, and put another post-it up to mark that spot.
Step 9: You now have marked where the left and top edges of your picture should go. Remove the protective covers from your sticky tabs, align your picture with the post-it markers you have placed, hold the level along the top of your image to make sure it is level with the floor, and firmly press your artwork against the wall. (This step is MUCH easier if you have a friend hold the level while you hold the matted or unmated picture and you work together to make sure it is level and in the right spot.)

Step 10: Measure the distance you determined in step 6 from the right edge of the image you just hung and mark it with a post-it. If your next picture is of the same dimensions and the same orientation, you can just use level to make sure it is at the same height as the previous image. Otherwise, repeat steps 8 and 9.

Step 11: Continue in this manner until you have hung all your images. Then place any title cards on the wall wherever they look good. Standard practice is to put them on the wall either to the left of or below the bottom left corner of your mat/print. Do whatever looks best.

These instructions are based on the presumption that everything you want to hang is of a relatively consistent size, and that you wish to hang it all in a straightforward left to right manner. If this isn’t the case, arrange everything on the floor how you want it. Measure the average distance between images and keep that consistent as you hang. Place the middle of your arrangement at eye level, and always use the level to make sure nothing is crooked. Step back to look often, and make sure to get someone else’s (preferably an art major’s) opinion if using a less formulaic method of hanging.