

GALLERY GREATS BASIC "HOW TO" GUIDE: 2015-2016

- ⤴ Contact the teacher to arrange a date and time. Most teachers are monthly while some prefer every 2 weeks or every other month. Many like us to present to their class during the December & May Appreciation Luncheons. Coordinate presentation schedule with other volunteers for your class. Some teachers would like to arrange the time using VolunteerSpot or Living Tree to ensure consistency.
- ⤴ Consult with the teacher on how much time you will be given for your presentation. Presentations are typically 20-30 minutes. Try to structure your presentation to 1/3 discussion/history, 2/3 art response and sharing.
- ⤴ Choose print(s) from large wooden art bin in Gallery Greats Room (located across from the library with the copier). Prints are organized by GRADE level and ALPHABETICALLY by artist. **You may check out art & presentation folder(s) up to 3 days in advance of your presentation.** Please handle the material with extra care to prevent damage.
- ⤴ Record print on Gallery Greats sign-up sheet in wooden file box on the bookshelf to right of doorway organized by grade level.
- ⤴ Pick up color-coded folder with artist and painting information from the bookshelf. These are organized by grade level with one folder for each work in art bin.
- ⤴ Review folder notes to prepare for your presentation.
- ⤴ **Please return the art and folder to the Gallery Greats room as soon as you have finished your presentation. Make sure you put the art and folder back in the correct place (ALPHABETICAL ORDER BY GRADE).**
- ⤴ If you have an age-appropriate work of art that you would rather use, please feel free to do so.
- ⤴ It is not necessary to be an "expert" in art or art history. The goal is to briefly introduce students to a variety of artists and to instill an appreciation for the works, subject matter, and artistic techniques.