

# Showcase Planning Checklist

- What is the title of your showcase?**  
Does your title tie into your theme/ generative topic for the project?
  
- How many pieces will be exhibited and how will you exhibit them?**  
Will your art be framed, hung, taped or strung along a wall, displayed on a table or projected?
  
- How will your artist statements be displayed?**  
Is each close enough to the respective artwork for the audience to understand the connection?
  
- Who will be your MC and who will present? How long will each person present for?**  
What will your host say? What will each of your presenters say?
  
- What audience engagement strategy will you use?**  
Will you use a thinking wall, post-it notes for feedback, Q&A, etc?
  
- What does your showcase flyer look like?**  
Does your flyer include your title, the artists, type of art, time, location and contact information?