Creating an Exhibit with Google Draw

Created by Amy Boehning & Dorian Langi
Hawai'i History Day
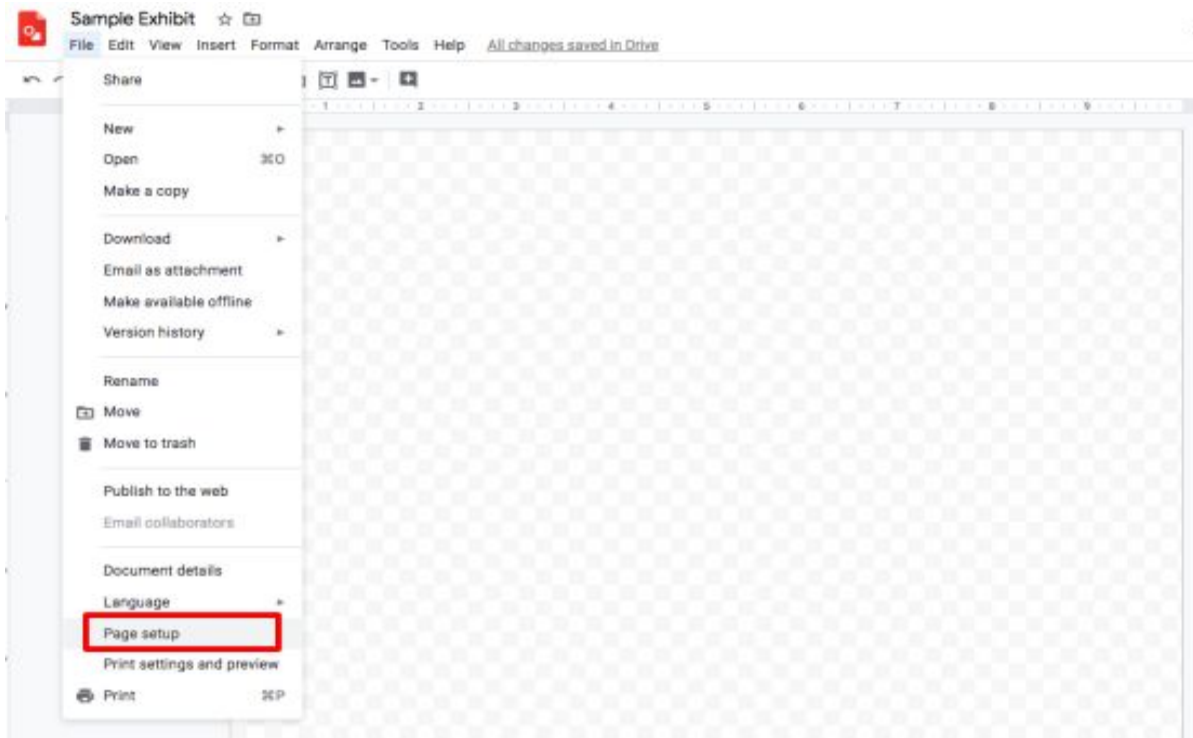
Table of Contents

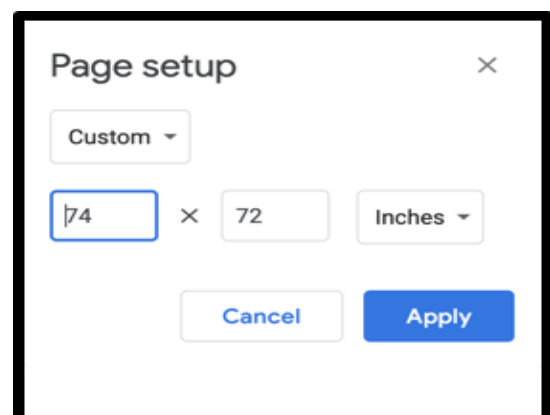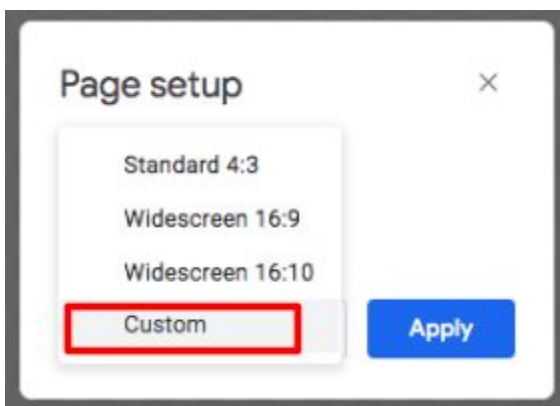# Layout and Design

1. Size

The NHD Contest rule book states, *"The overall size of your exhibit when displayed for judging must be no larger than 40 inches wide, 30 inches deep, and 6 feet high."* To replicate these dimensions in the tri-folder exhibit format a 72 inch high and 74 inch wide GDraw would fit the requirements. This included the 1 inch dividers. Adjustments can be made for up to 40inch wide for the center panel but the side panels would need to be evenly decreased by the inches. For example, if the center equals 40 inches wide, the side panels will decrease to 16 inches wide each.

Establishing Project Dimensions
- After creating a Google Draw document and naming it, begin by changing the page setup.
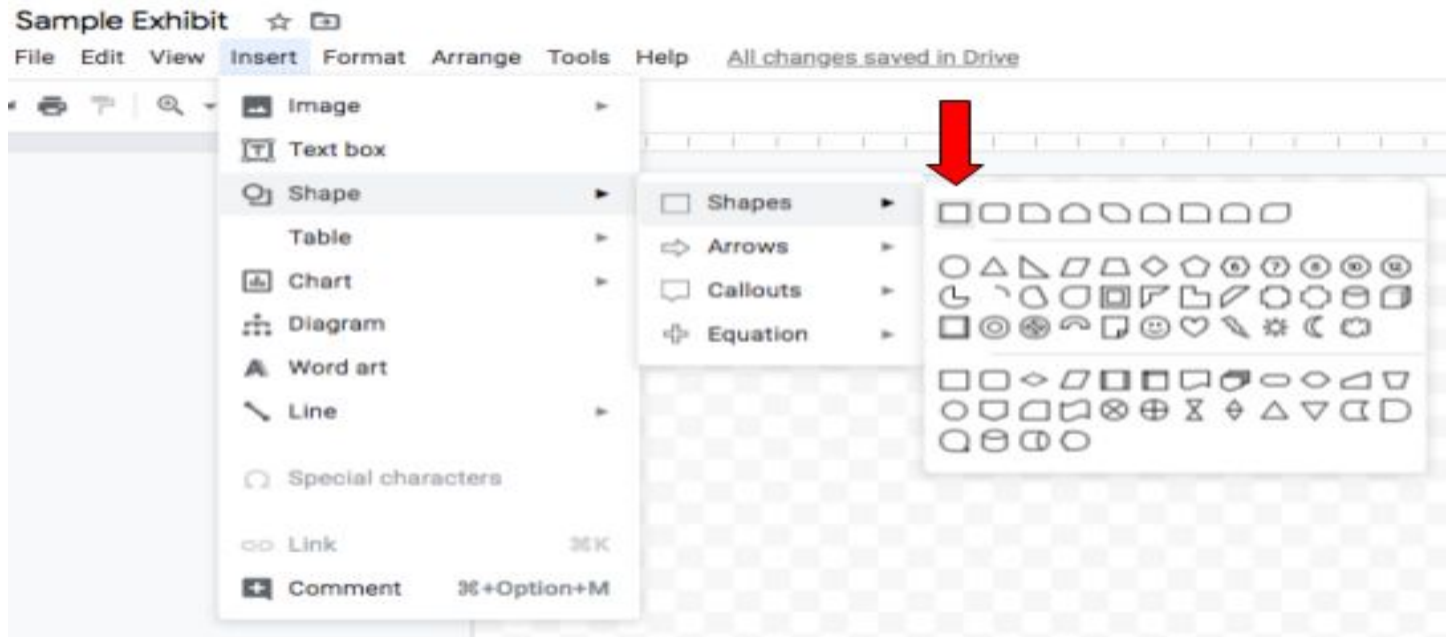- Select **Page Setup** under the file tab in the menu.

- Next select the custom option to change to **74 inches wide and 72 inches high.**
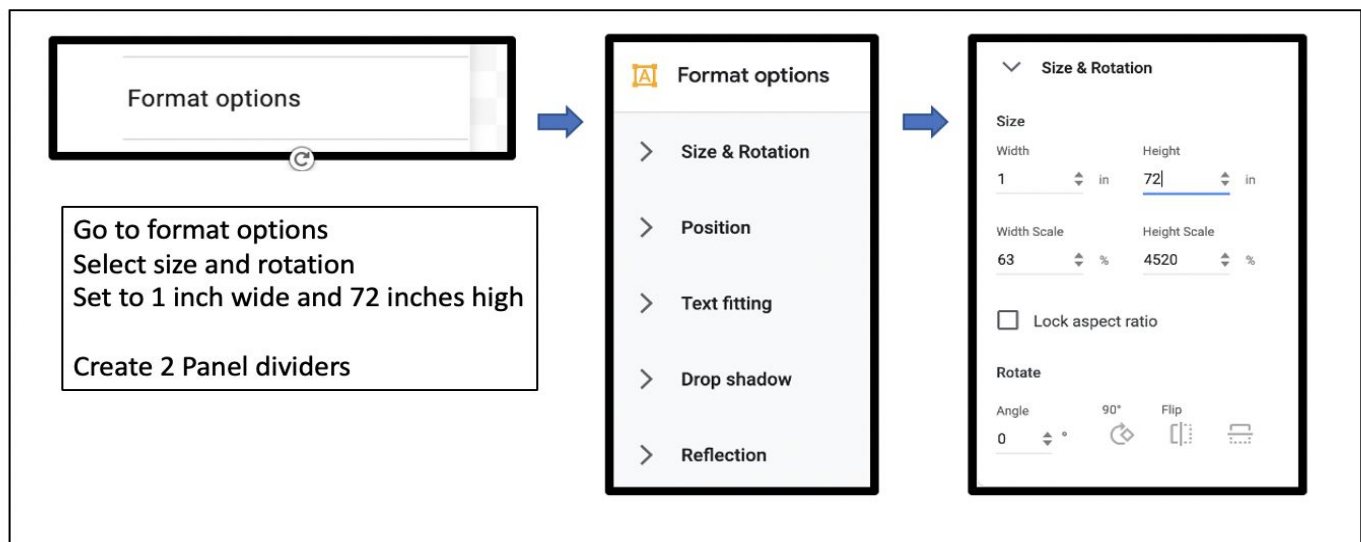
2. Divide Exhibit Panels
Inserting Dividing Line Shapes
- To create a division between the 3 panels, create an inch bar vertically down the panel with the following steps. First select the shape to be inserted.
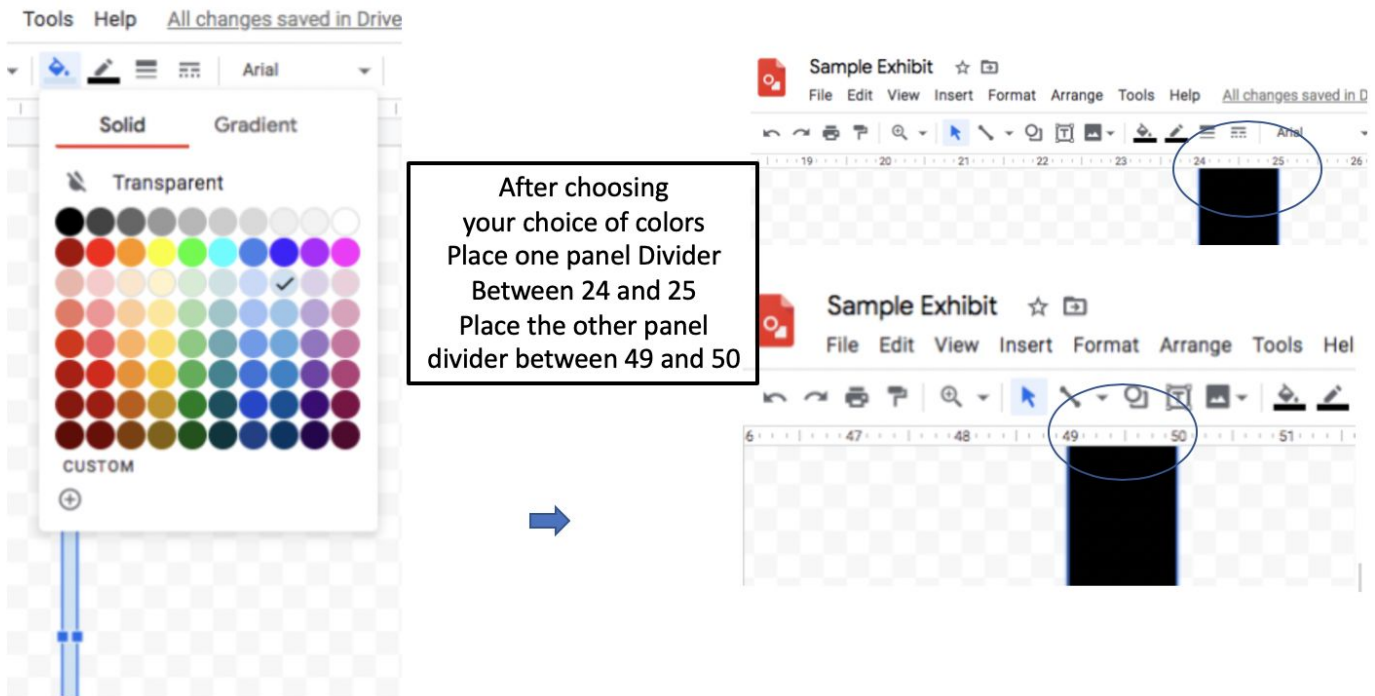

- Next select **'Format Option'** to adjust to the correct size.
- Use the 'Size & Rotation option to select the size. 1 inch wide and 72 inches high

Go to format options
Select size and rotation
Set to 1 inch wide and 72 inches high
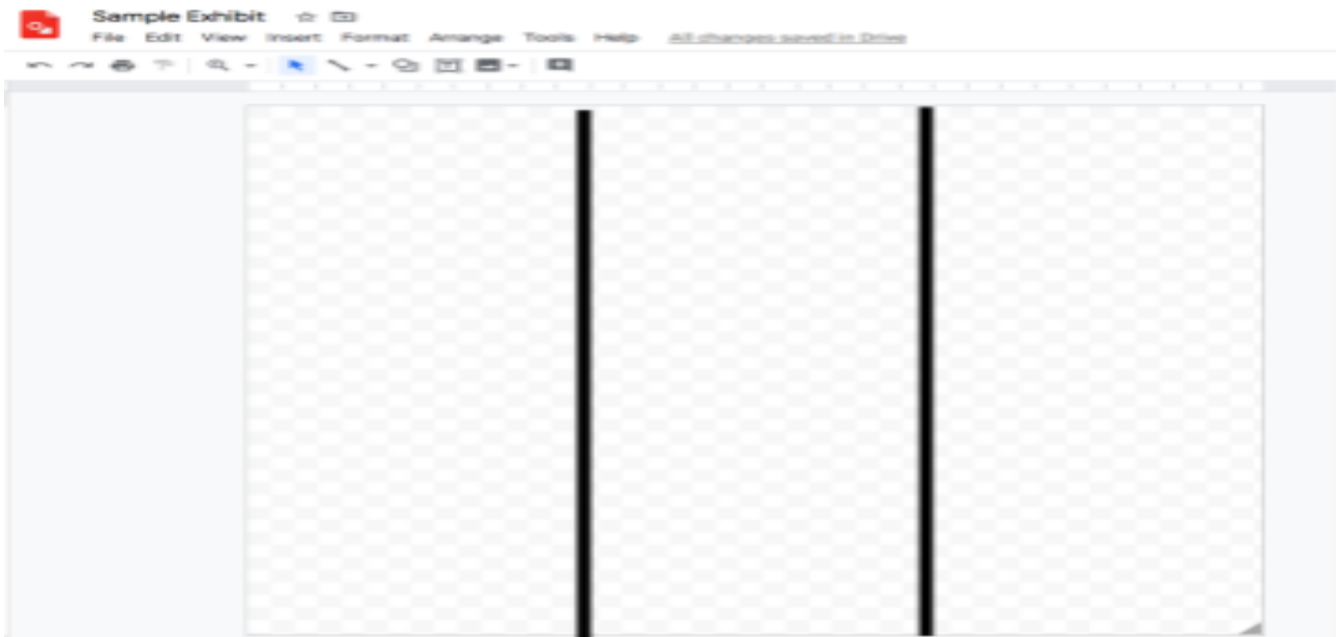
Create 2 Panel dividers

Setting Dividing Lines

- Next fill the bar with the color black.
- Then adjust the bars to the correct location to separate the panels into 3 parts. Use the ruler to help with placement. To create three, 24 inch wide panels place dividers between 24 and 25 inches and the second at 49 and 50 inches.

After choosing
your choice of colors
Place one panel Divider
Between 24 and 25
Place the other panel
divider between 49 and 50

These panel dividers will help with the organization of evidence. They can be adjusted to make the middle panel larger. However, the middle panel can not be larger than 40 inches wide. If you go wider in the middle you must decrease the side panels evenly.

Printing Option Note

If you ever plan to print, make each panel separate and not larger than 24 inches wide.
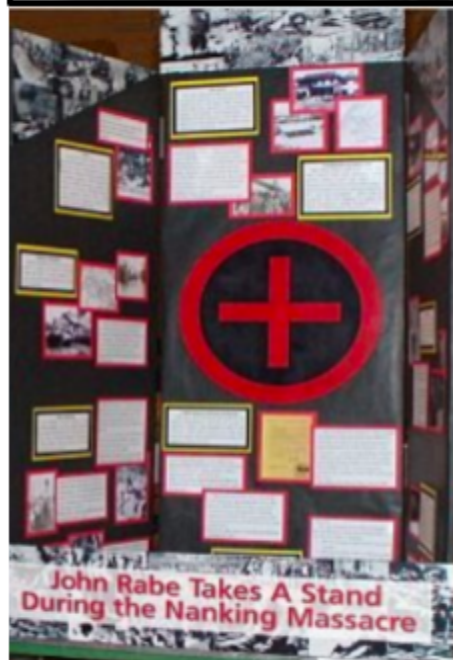
3. Project Visual Theme

Exhibits are more than evidence pasted on cardboard. The exhibit as a whole, should highlight your subject and argument with a limited amount of words. Imagines, color, and a strategic layout also tell the story.
For example..

De Mello & United Nations	John Rabe's Safety Zone	WWII & Rosie the Riveter
The use of the United Nations symbol, colors, and country flags tell about Sérgio Vieira de Mello's international peacekeeping work.	The use of black (death) for the background, the safety zone symbol, and surrounding collage of turmoil tell of the Rape of Nanking event.	Inspired from the poster, the use of Rosie the Riveters polkadot scarf, blue coverall cover and metal covering highlights WWII woman work.

Your project does not need to be an exact replica of the topic but elements should reflect the subject at hand.

4. Project Color Scheme

Color combinations are also key in communicating your story. Using colors with symbols speaks to the viewer.

The Meaning of Color

● Each color can mean a multiple of subjects.

Color Combinations

How you use the colors together will tell your story. For example, the colors of fire are red, yellow, and orange while the combination red and yellow can also stand for communism.
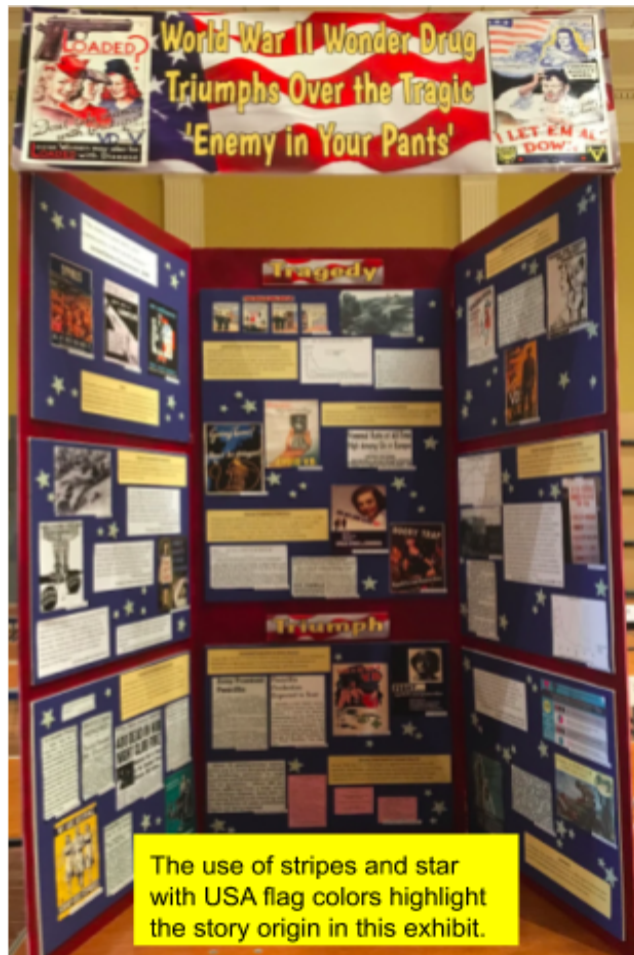
Red, Orange, & Yellow

Red, White, & Blue

Pastel Blue, Pink, & White

The use of stripes and star with USA flag colors highlight the story origin in this exhibit.
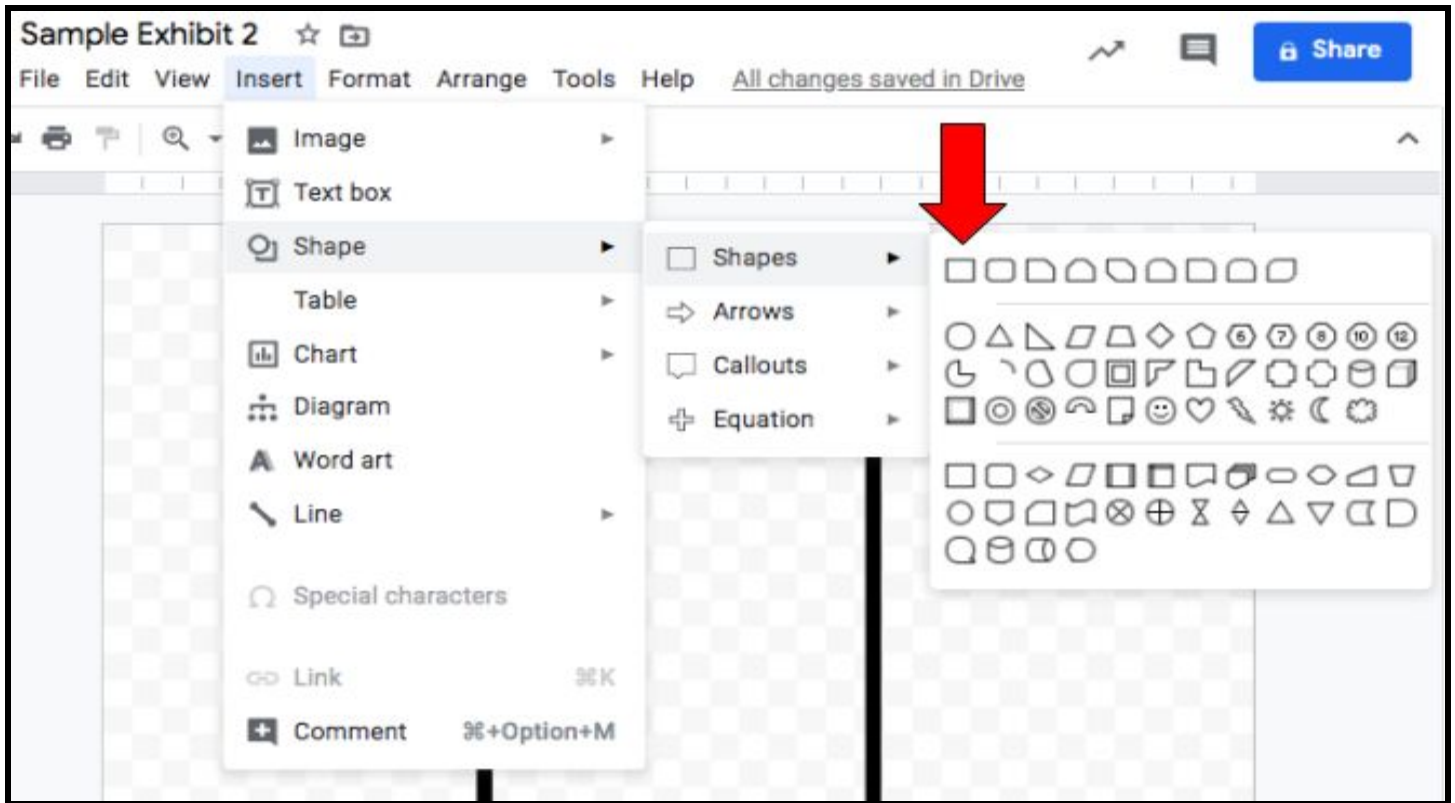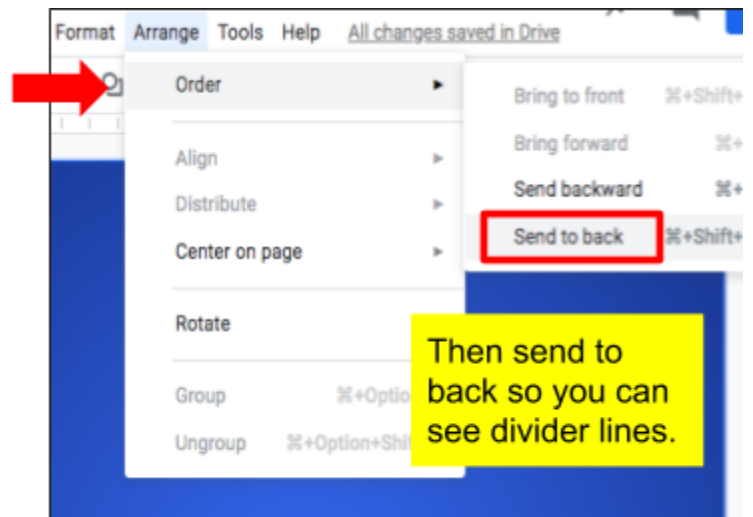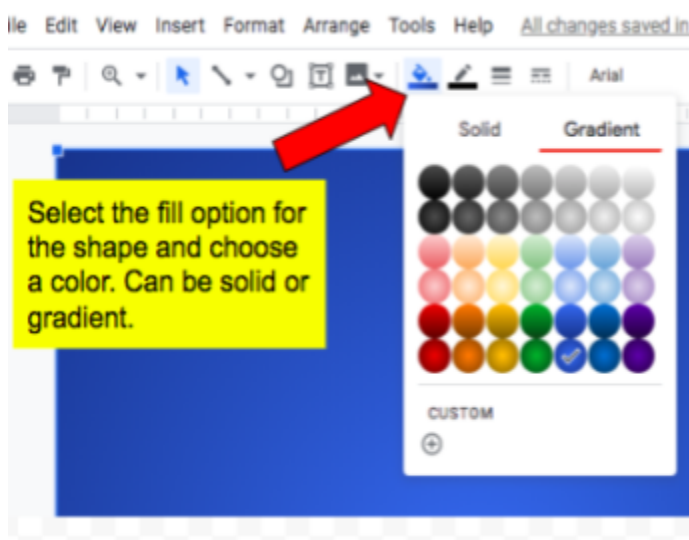
5. Background Color or Theme

When choosing colors, think about colors that match your topic and time period. Color and design are meant to support the argument being made. Also, remember to keep the background simple as not to distract from the evidence being displayed on the project. Most of the background will be covered.

Solid Color Background

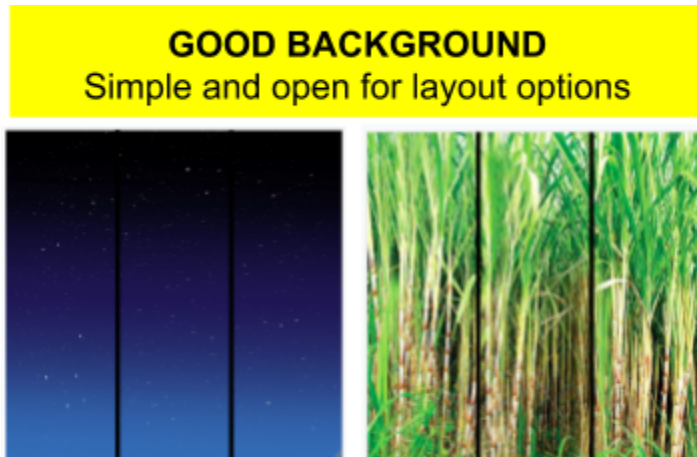● First choose the rectangle shape option and size it to fit over the whole project. (Cover the whole)

● Then select the fill option for the shape and choose a color for the background.
● Finally send this background shape to back by selecting **Arrange, Order, and Send to back.**

Theme Background

Background pictures can sometimes enhance your project. Choose a simple design to highlight the argument but does not distract from the evidence being presented.

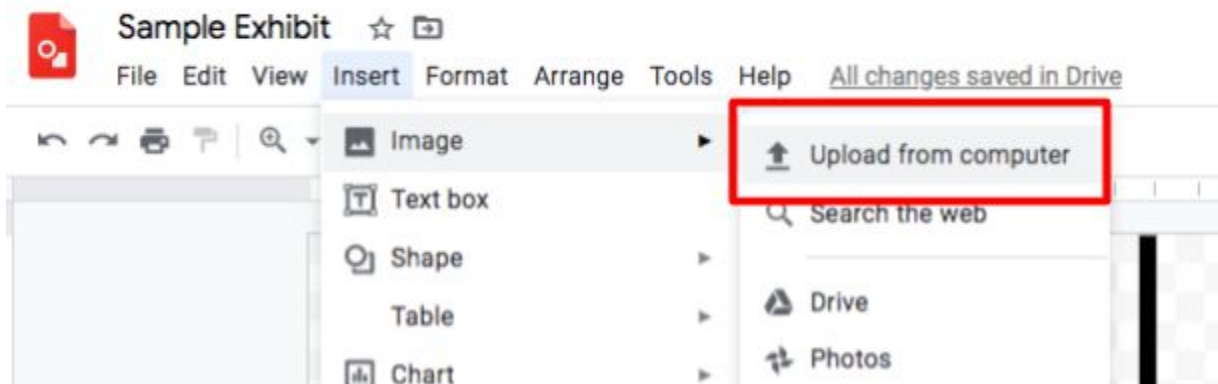● First select a graphic to insert in the background. Simple that can be covered by evidence.

● It is important to select an image that is of high resolution as the image will blur as it is stretched to fit the large exhibit. Select an image with a resolution over 1000. Download to your desktop before uploading.
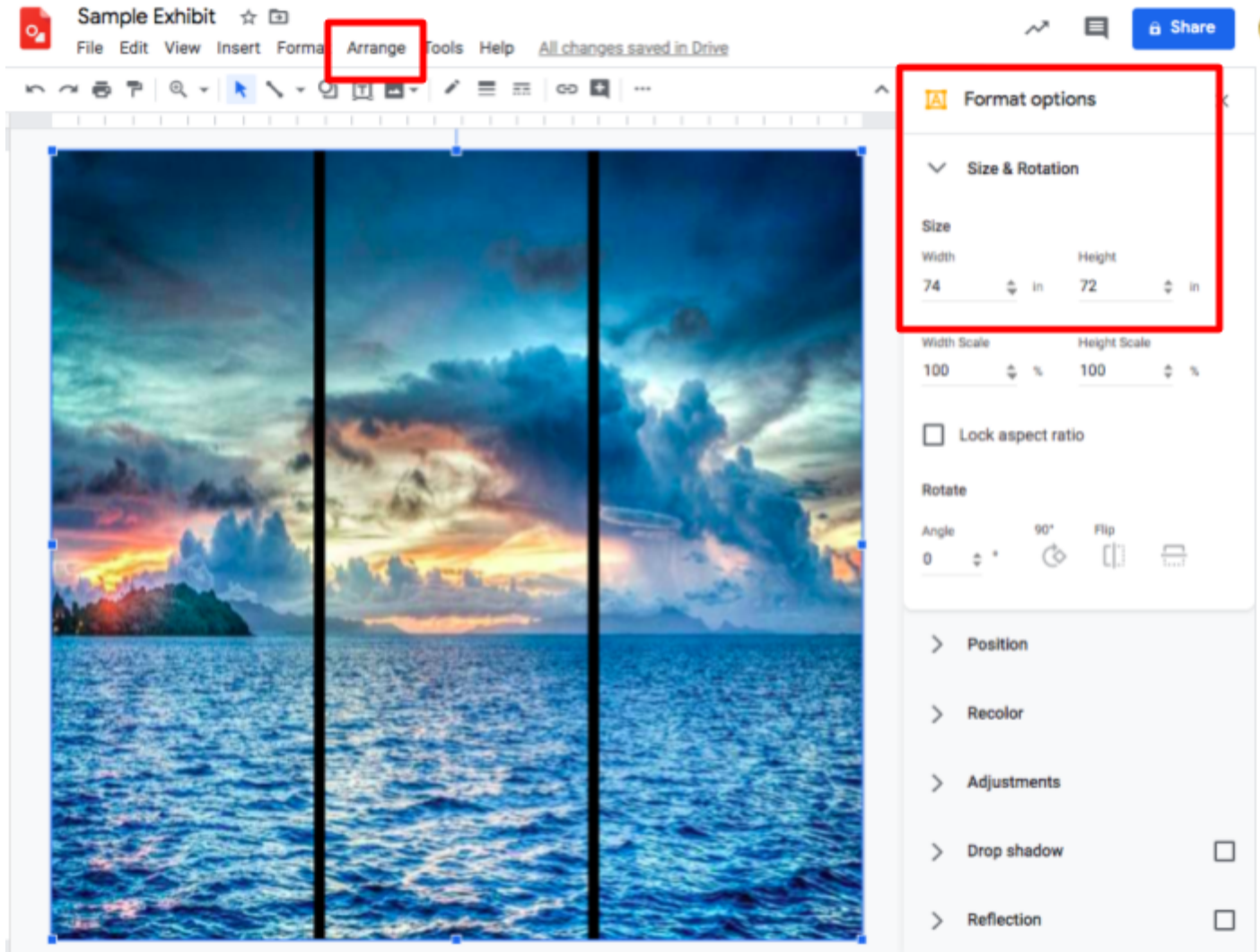

● Next upload the image by selecting Insert, Image, and Upload from the computer.

● Then stretch the image to cover the whole of the project. You can use the Format option to resize with the exact project size of 74in x 72in.

● Finally select Arrange and send the image to the back so you can see the divider lines.

Student Argument (Analysis Statements)

The analysis and interpretation of your topic must be clear and evident to the viewer. Keep in mind:
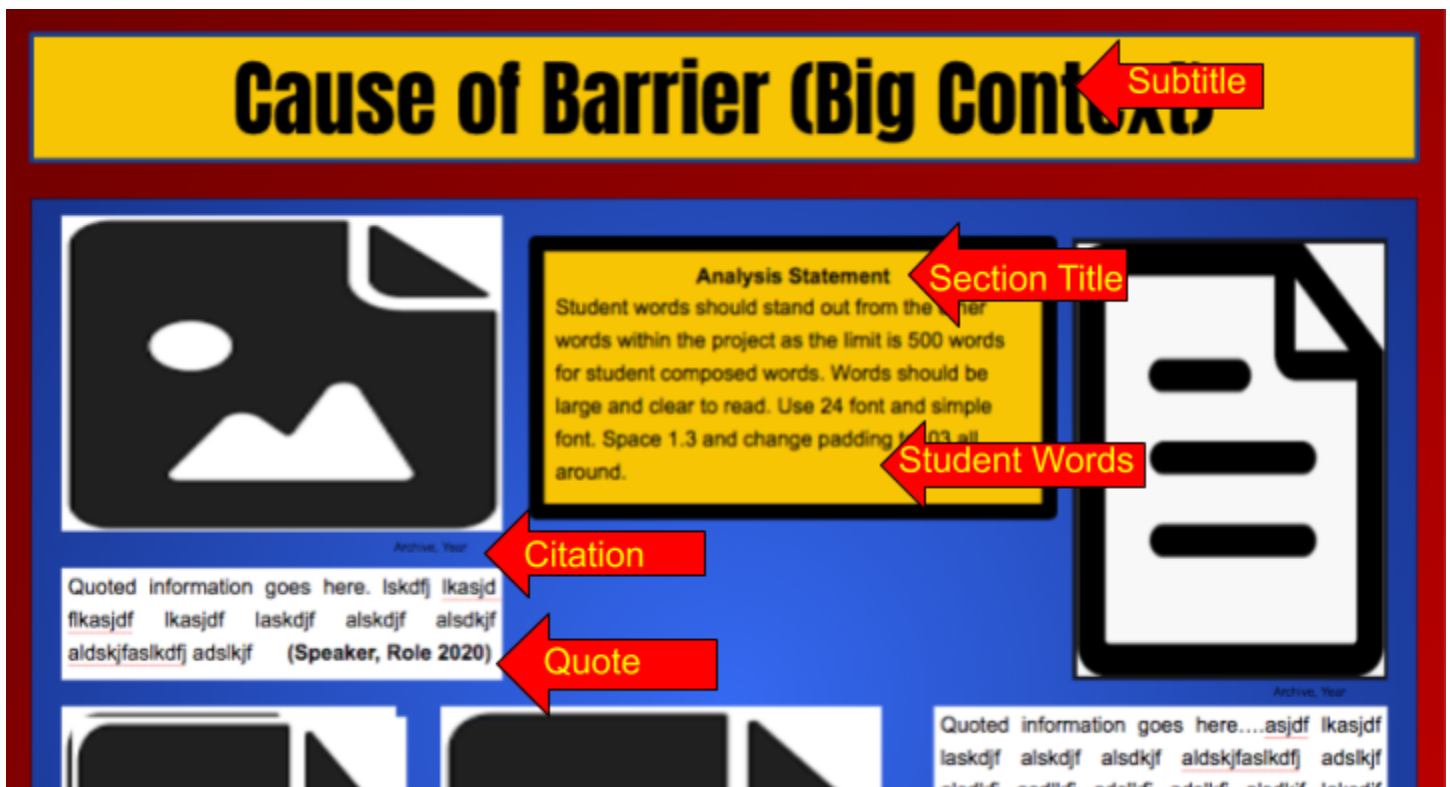
1. Argument

The analysis and interpretation of your topic must be clear and evident to the viewer. The projects students composed words are the foundation of the whole project. These are words that are not quoted from primary or secondary sources but instead conclusions drawn by you.

2. Font Style and Size

Use a font style that is easy to read. Aria, Calibri, and Times New Roman are default styles and the clearest. The size of the font depends on the style of font used. Again avoid small fonts so the project is easy to read. For student composed words and quotes, it is suggested the size of the font be 24 point font, Arial.

3. Word Count

- Edit all words to 500 and identify any subtitles and section titles that will be used. Directly from the rule book...
  - *"A 500-word limit applies to all student-composed text that appears on, or as part of, an exhibit entry.*
  - *• This includes the text that you write for titles, subtitles, captions, graphs, timelines, media devices, or supplemental materials (e.g., photo albums, scrapbooks, etc.) where you use your own words."*
- Long descriptions of images **do** count in the word count. Short captions, archive, and year do not count.
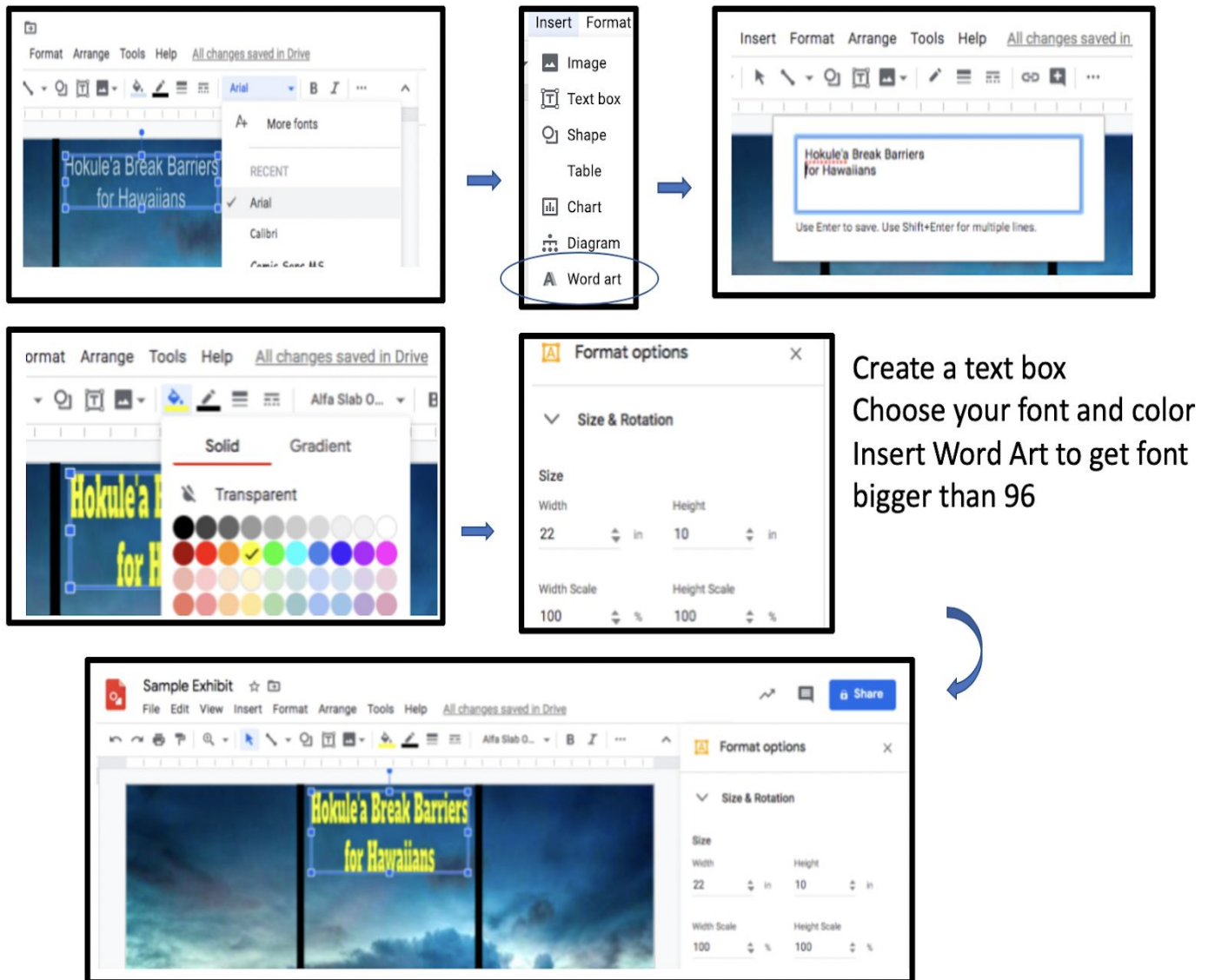
4. Project Title

A project title can be incorporated in many ways. It can be at the top of the center panel, incorporated into the exhibit design, or attached to the project across the front or bottom. If the project is already 6 feet tall, you cannot show above the project.

- It is important for the title to be seen but not take a large amount of space. If a title takes more than 12 inch (height) of space, it is taking important argument space.
- If you are creating a digital project you can use a separate panel section to show the design of a title board. Make sure the title or attachments are not wider than 40 inches.

Inserting Title Using Word Art

Create a text box
Choose your font and color
Insert Word Art to get font bigger than 96
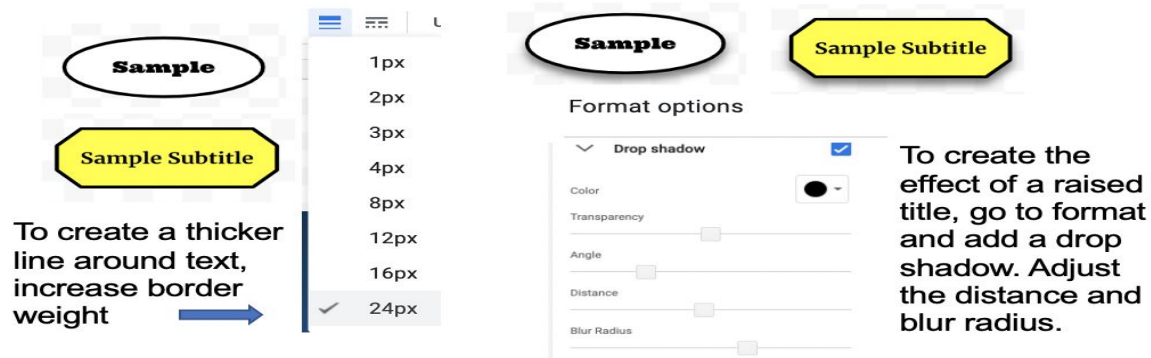
Title Tip:

Although creative titles can be fun, what they say is very important for the reader. Work to incorporate the topic and theme.

5. Section Titles and Subtitles
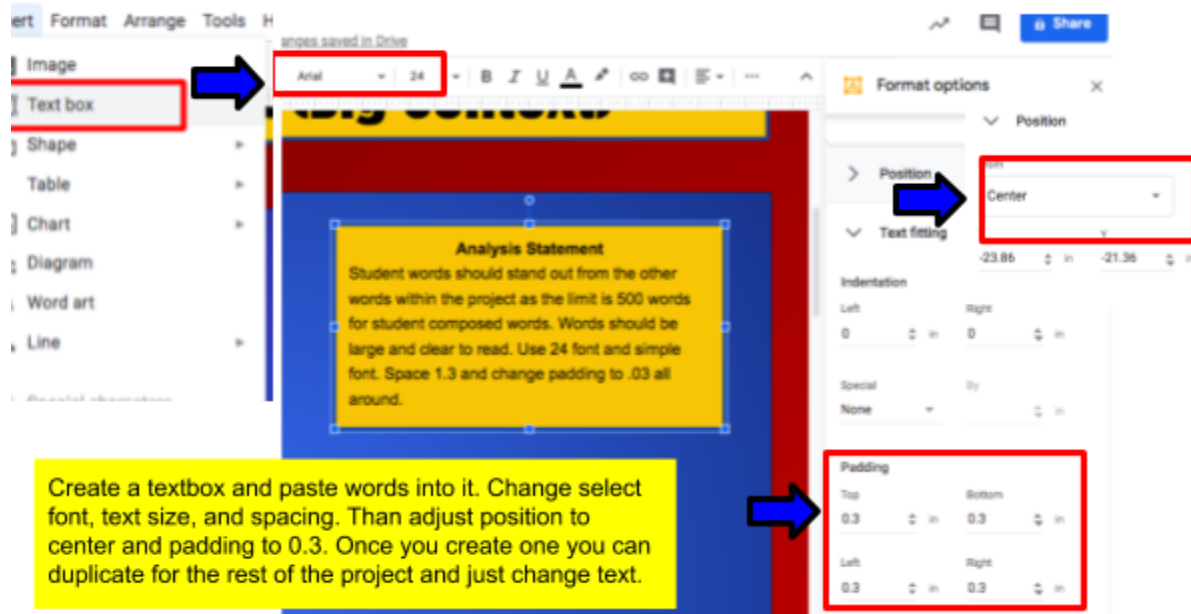
Subtitles and section titles in shapes

The use of subtitles and section titles are key in highlighting main points being made and guiding the reader through the argument. They are also useful in cutting down on the word count.

● Create section titles and subtitles the same way you created your titles. Use the same style throughout for consistency. Fonts matter, make sure they can be read easily. Try using a shape background.
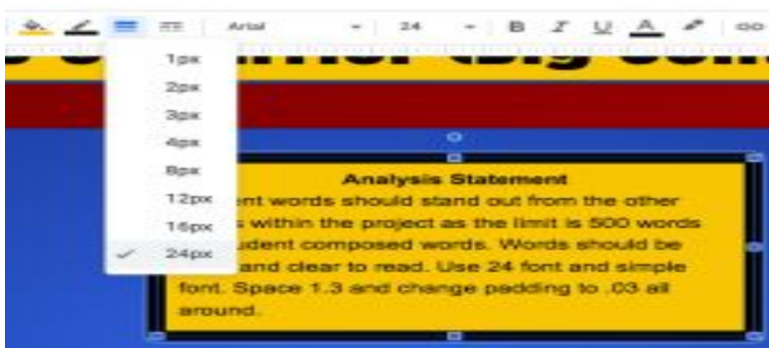
Sample

Sample Subtitle

1px
2px
3px
4px
8px
12px
16px
✓ 24px

To create a thicker line around text, increase border weight ➡

Sample

Sample Subtitle

Format options

⌄ Drop shadow ☑
Color ⬤ ▾
Transparency
Angle
Distance
Blur Radius

To create the effect of a raised title, go to format and add a drop shadow. Adjust the distance and blur radius.

Embedded section titles with text

● Or you can create a textbox and fill the color of the box.

Create a textbox and paste words into it. Change select font, text size, and spacing. Than adjust position to center and padding to 0.3. Once you create one you can duplicate for the rest of the project and just change text.

Analysis Statement
Student words should stand out from the other words within the project as the limit is 500 words for student composed words. Words should be large and clear to read. Use 24 font and simple font. Space 1.3 and change padding to .03 all around.

Creating border around text and visuals

● To create a colored border select the color of the border (pencil) and the width of the border.
● Select the item to border by clicking on it and then select the size of border.

Analysis Statement
ent words should stand out from the other s within the project as the limit is 500 words dent composed words. Words should be and clear to read. Use 24 font and simple font. Space 1.3 and change padding to .03 all around.
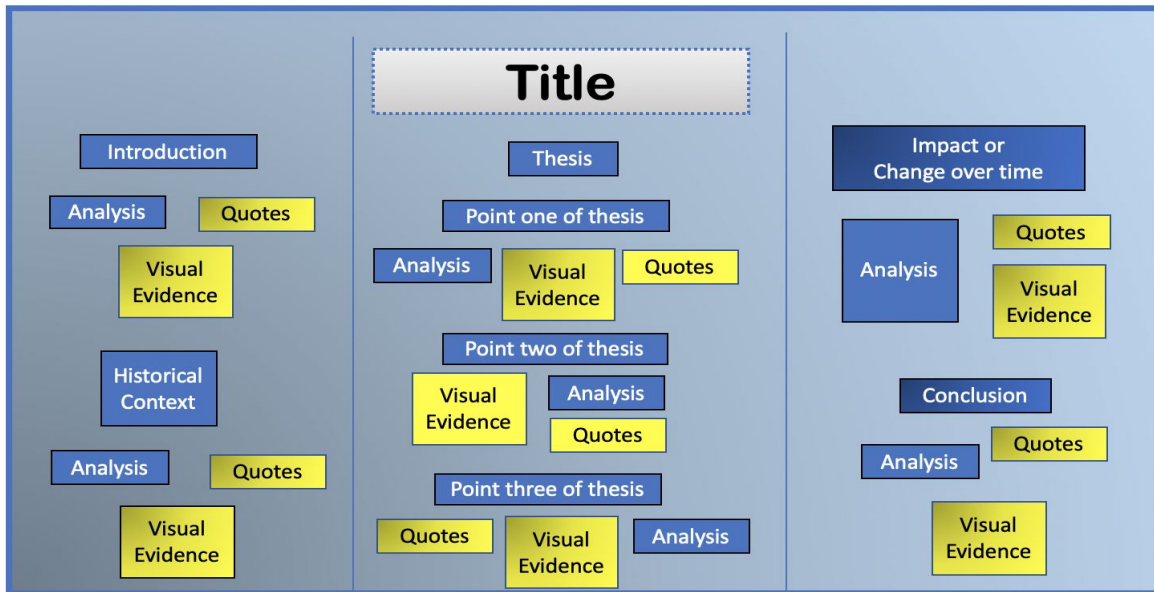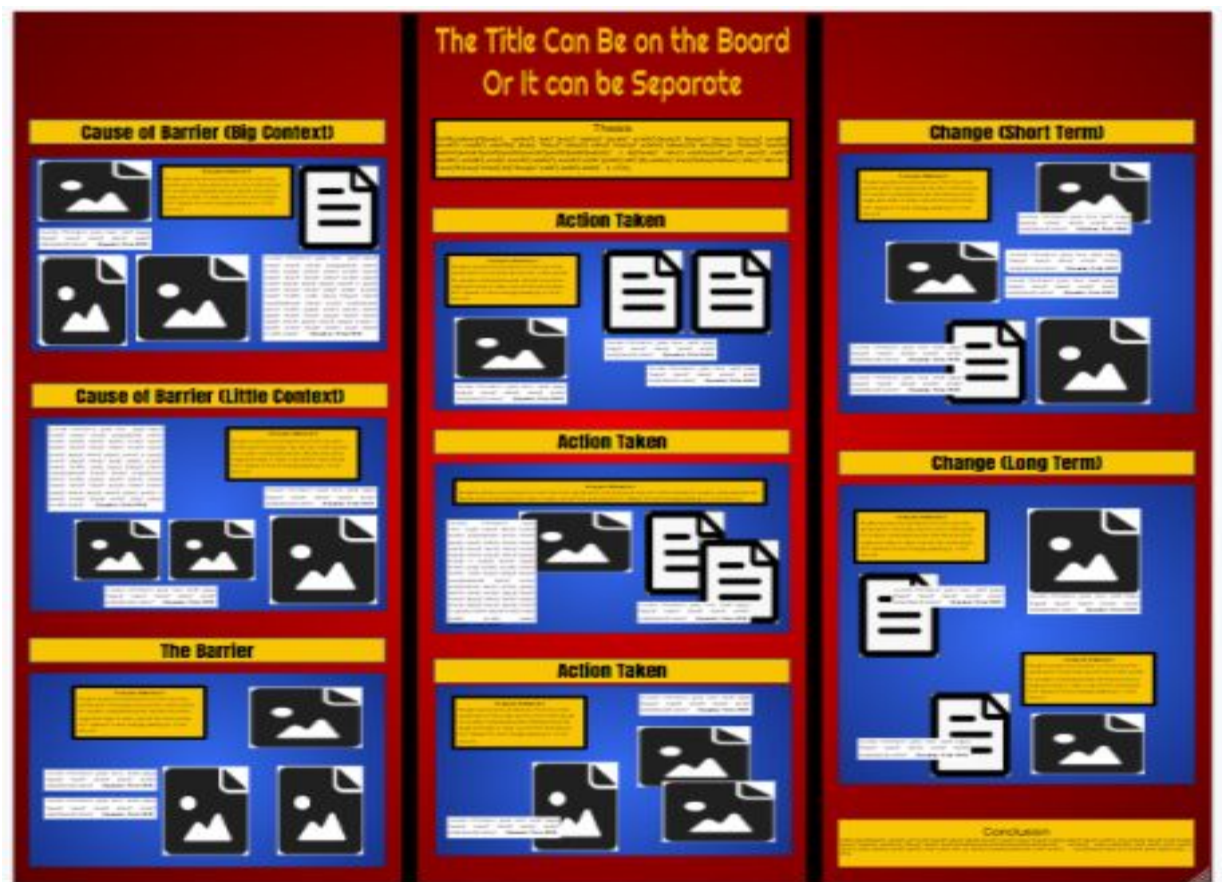
6. Organization

Organization of the information can take many different forms depending on the argument being made. Some choose to put the title on the left while others choose the middle. Some organize panels by before, during, and after the event. When organizing your board, think about how you want the reader to view it. The order of analysis statements need to follow the order in the thesis.

Group Evidence with Student Composed Statements

Example 1

Example 2

Evidence Supporting Argument

Evidence Supporting Argument

Labels and captions should be used creatively with visual images and objects to enhance the message of your exhibit. *"Brief factual credits of the sources of illustrations or quotations included on the exhibit do not count toward the 500-word limit."*

- A project's evidence (visuals and quotes) will tell the complete story without the reader having to read the student composed words.

1. Grouping Evidence

In each section, select evidence that supports the argument being made. Below, the student composed words are in white with red backing. The subheading is in black. The evidence is next to the argument, it is supporting. In addition, the quotes and citations are clearly different.
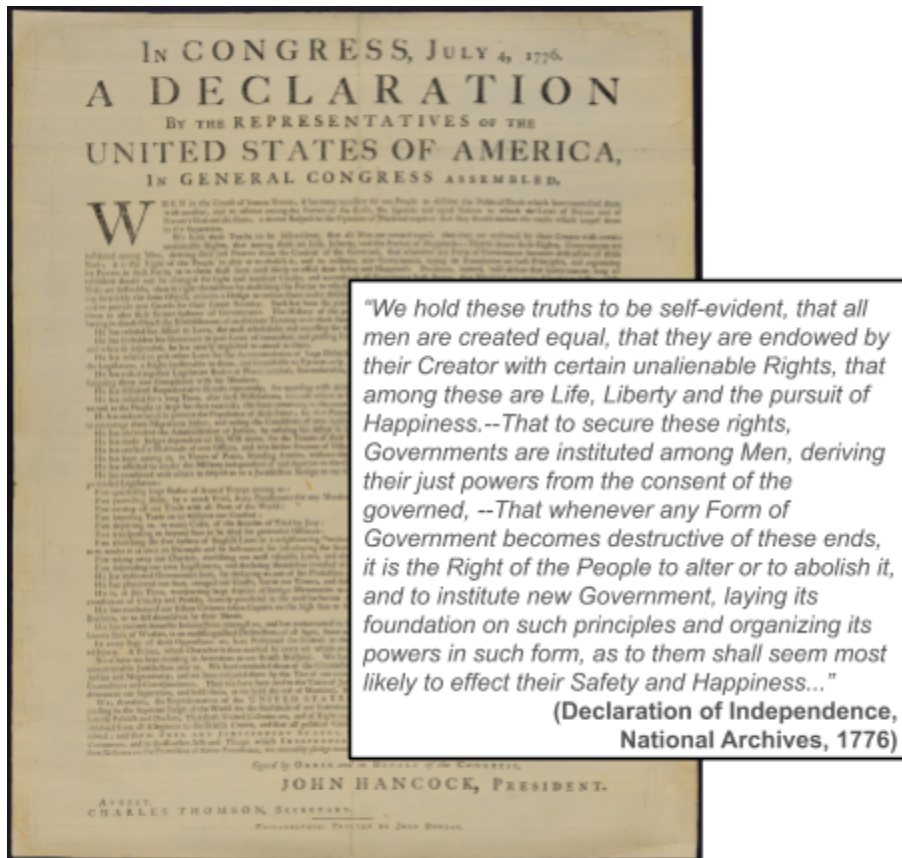
2. Inserting Evidence

Inserting Visual Evidence

- When uploading evidence use higher resolution images and evidence to avoid blurring.
- Keep evidence size around 5 inches by 7 inches. You can go a little bigger or smaller depending on the information found within the document, you are using.

Inserting Documents Evidence

- Documents are also valid pieces of evidence to support the argument. You are not required to use the whole document. Instead choose the key parts and cite the whole of the document.
- Quote the key parts you would like the reader to focus on.

"We hold these truths to be self-evident, that all men are created equal, that they are endowed by their Creator with certain unalienable Rights, that among these are Life, Liberty and the pursuit of Happiness.--That to secure these rights, Governments are instituted among Men, deriving their just powers from the consent of the governed, --That whenever any Form of Government becomes destructive of these ends, it is the Right of the People to alter or to abolish it, and to institute new Government, laying its foundation on such principles and organizing its powers in such form, as to them shall seem most likely to effect their Safety and Happiness..."
(Declaration of Independence, National Archives, 1776)
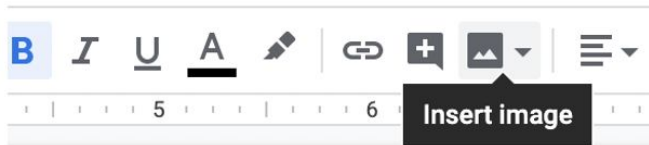
Inserting Quotes Evidence

- Quotes should be the same size as the text so it is easy to read.
- Avoid giant chunks of text in quote form. Edit, edit, edit.

"I have a dream that my four little children will one day live in a nation Where they will not be judged by the color of their skin but by the content of their character. I have a dream ... I have a dream that one day in Alabama, with its vicious racists, with its governor having his lips dripping with the words of interposition and nullification, one day right there in Alabama little black boys and black girls will be able to join hands with little white boy's and white girls as sisters and brothers."

(Martin Luther King Jr., Civil Rights Leader, 1963)

3. Editing Evidence

Inserting Photos ~ Primary Documents ~ Maps ~ Graphs
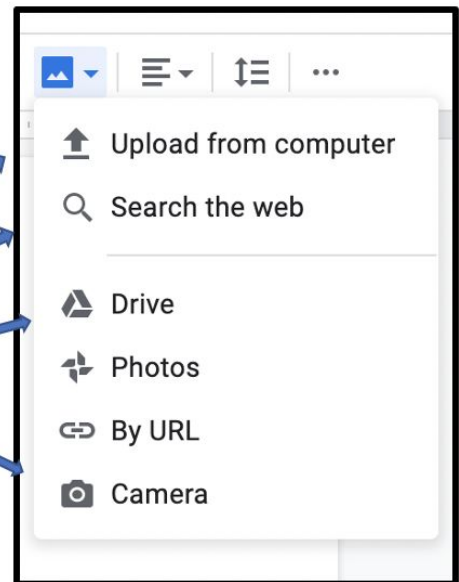
Insert images by going to **insert image**
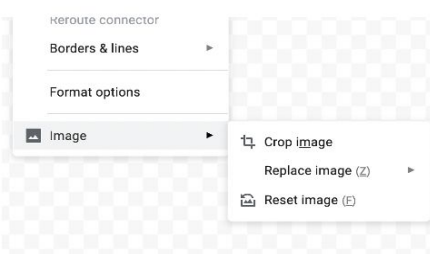You can upload from   your computer
The web
A Drive
A camera

Change Images

By clicking on the image, you can bring up Format options

Brighten

Raise up

4. Citing Evidence

● Make sure to credit all visuals used on the project. The following comes from the NHD Contest Rule Book.

FIGURE 6 | CREDITING VISUAL SOURCES

Alice Paul, 1918, Library of Congress

Alice Paul was responsible for the campaign for women's suffrage and the introduction of the Equal Rights Amendment.

A brief, **FACTUAL CREDIT** is **REQUIRED** and does **NOT** count toward the 500-word limit.

A caption **DOES** count toward the 500-word limit.

When you are completely done, Download as a PDF