

Fall 2018 Schedule for Student Research at YUL exhibit

Date	Tasks
February 1st	Call for nominations
February 16th	Nominations due via the SML Exhibits Committee Web site
February 19-21	SML exhibit committee members review submissions –
February 21	SML exhibit committee members email Kerri top four choices – with evaluation documenting decision
February 23	Kerri notifies all library staff/faculty of student finalists
Week of February 26th	Kick off meeting with Kerri, Students and Nominating Librarians
Begins March 5th	Research and exhibit text writing
Week of March 26th	Preliminary case layout review w/ Kerri & nominating librarian
April 6th	Final image selection complete
April 6th	Draft text due to nominating librarian and copyeditor
April 13th	Draft text feedback to students
April 20th	Final text due to copy editor
April 27th	Final text due to designer Image for intro text panel due to designer
May 11th	Draft formatted text from designer for review to copy editor and Kerri
May 18th	Feedback to designer
May 25th	Final formatted text from designer
June TBD	Final banners delivered to 344
Mid-September	Optional open house/show and tell of collections materials shown as facsimile in the exhibit – student curators host and give talk etc
October 8th-12th	Exhibit installed
Week of October 15th	Exhibit opening
<i>Important dates:</i>	
<i>March 11th-March 23rd</i>	<i>Spring recess</i>
<i>April 27th</i>	<i>Last day of classes</i>