GUIDELINES FOR PODCAST ASSIGNMENT
ARTH 335: Exhibition Design

Each student will produce four podcasts for this course. They account for 12.5% of your final course grade. These podcasts will be made available to visitors to the exhibition and will also be incorporated into an online version of it.

- The first three are each 60-90 second podcasts about a specific object featured in the exhibition; these will be assigned/selected in class on 2 October 2012.
- The fourth is a 90-120 podcast about a theme in the exhibition. These will be assigned on 31 October 2012, after the winning design is selected.
- Gary Ahrendts, LIS Faculty Technology Liaison, is available to answer questions about podcast recording. He can be reached by email at ahrendts_gary@wheatoncollege.edu or at x3757.

Key Dates and Assignment Specifics
Tuesday, 6 November 2012 – Draft text due

- Submit a copy of your draft text via OnCourse before the start of class and bring a hard copy to class.
- Your draft text should include:
  - Your name, the course name, and the date, as well as a title for each podcast.
  - The title of the object(s) discussed in each podcast and the name of the artist(s), if known.
  - A bibliography of sources. These can be drawn from course readings, articles, books, interviews, object files, archives records, etc., but they must be listed in Chicago Manual of Style citation format. You must use multiple sources when researching your podcasts and these sources must include, among others, the object files (for Permanent Collection objects) and archival records (for Wheaton Archives & Special Collections objects).
  - An introductory paragraph and a concluding paragraph. The bulk of each podcast does NOT, however, have to be written out. You may use bullet points so your podcast has more of a conversational feel OR write out the entire podcast and read from it (like a script) if that is more comfortable for you.
  - Remember to type and sign the Wheaton College Honor Code at the end of your text.
  - Remember to spell-check and copy-edit your text.

Tuesday, 27 November 2012

- The final, recorded versions of all podcasts are DUE as MP3 files via OnCourse.
- Along with the MP3 files, please submit a text that includes:
  - Your name, the course name, and the date, as well as a title for each podcast.
  - The title of the object(s) discussed in each podcast and the name of the artist(s), if known.
  - A bibliography of sources. These can be drawn from course readings, articles, books, interviews, object files, archives records, etc., but they must be listed in Chicago Manual of Style citation format. You must use multiple sources when researching your podcasts and these sources must include, among others, the object files (for Permanent Collection objects) and archival records (for Wheaton Archives & Special Collections objects).
  - As above, the final text should contain an introductory paragraph and a concluding paragraph. The bulk of each podcast does NOT, however, have to be written out. You may use bullet points so your podcast has more of a conversational feel OR write out the entire podcast and read from it (like a script) if that is more comfortable for you.
  - Remember to type and sign the Wheaton College Honor Code at the end of your text.
  - Remember to spell-check and copy-edit your text.
  - In addition, please attach to your final text the copy of your draft text with our written comments/suggestions. Your final text should incorporate these comments/suggestions.
Podcast Content
In general, you may choose the focus of the content of your podcasts. For the three object-related podcasts, you must, however, clearly identify the object and its artist, if known. For example: Alexander Calder created *Little Blue Oval* in 1944... Furthermore, for the theme-related podcast, you should clearly identify and explain the theme and identify at least three objects that relate to it, again including the title and the artist, if known, of each object. For example: At least three works in *100 Years, 100 Objects* were created by cartoonists. These include Francis Dahl’s 1939 sketch entitled *Wheaton and Clark Gable*...

- Possible questions to address in your podcast include:
  - Why is the object of importance or interest? (Why is it in the show?)
  - For objects: from what materials is it made; when was it made; who donated it; why was it donated; how does it relate to the history of Wheaton?
  - For themes: how does it tie together various objects in the show; how does it relate to the history of Wheaton?

- You may, of course, include other information that you find to be relevant or of interest. Your narrative should be engaging, factual, and thought provoking. For inspiration, consult the excerpts from Joshua Glenn’s two books and from Neil MacGregor’s volume on the British Museum, all of which we read for 4 September 2012. All three books are available on reserve in the library.

   **As always, please email or call with any questions or stop by during office hours.**

   **You can also email me to arrange an appointment.**