

General Installation Guide

America's Freedom Gallery
&
Presentation Shadowbox Kit

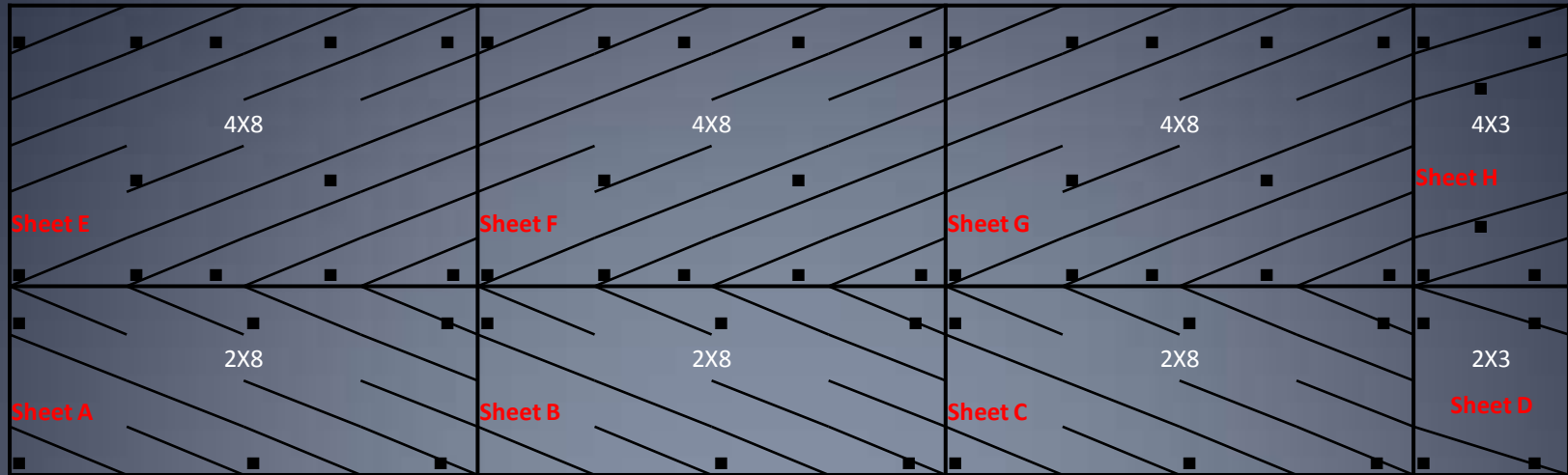
Backer Installation



Backer nearing completion

- The backer material we recommend is 1/4" OSB primarily because it costs much less than plywood yet works just as well.
- If your gallery needs to be moved, very little work is required to put the wall back to its previous state.

America's Freedom Gallery Presentation Shadowbox Backer



Over all backer dimensions are 6'X27'
6 sheets of 1/4" OSB

of screws per
sheet

Caution: make sure the top and bottom of your backing is perfectly level with no jogs. When it is time to attach the 12 foot long pieces of molding you don't want any unsightly gapes created because of a jog in your backer.

Tip #1: Dropping a chalk line for the bottom of your wall will help guide the installation of your backer.

Tip #2: Three of your sheets will need to be cut. Have the lumber yard do this. They have the tools to cut these large pieces straight, greatly reducing the possibility of an unsightly jog in the cut piece.

Tip #3: Attach Sheets A through D first to support the heavier sheets E through H which go up next.

Note: While a 27' wall is typically what is preferred. We have include photos of a 9'X15' wall at Orem elementary showing a non standard wall.



Your tools:

1. Drill
2. Masonry bits
3. Plastic masonry plugs
4. Wood screws
5. Hammer
6. Tamp rod



Plastic plug

- Drill hole 1.5" deep
- Tap into hole the plastic plug

Tip: These plastic plugs can be purchased at most Ace hardware or True Value hardware stores.



Tap into place

Use a tamping rod or drill bit to push the plastic plug into the brick.

Tip: Once you have firmly secured the bottom row of sheets the heavier top sheets can be gently supported on top of the bottom row while they are being attached.



Drill a shallow counter sink dimple

Using a $\frac{1}{2}$ " bit make a small dimple in the wood. This allows your screw to lie flush with the surrounding wood.



Next drive in the screw.



Close up of Backer with Screws



Backer ready for Sisal

Tip: We have found most elementary schools begin their wall 30" off the floor.
Most adult presentations begin 35" off the floor.

Sisal Installation

The heart of your Presentation

- Sisal: A burlap product which is light weight, easy to use, attractive and very forgiving.
- Note: The following images come from five different gallery installations. While following the installation steps note the different colors of sisal and molding being used.

Schools: Cherry Hill, Forbes, Harvest, Butler, Orem

Tip: Clean up
area before
rolling out your
sisal.



Preparation and Tools

- Ladders –two or three
- Carpet floor roller
- Type 1 mastic tile & carpet adhesive 3.5 gal
- Trowel 1/16"
- Utility knife



Hanging Forbes School

- Temporarily hang your sisal from the top using 1" grabber screws
- Overlap the sisal 2 to 3 inches on all 4 edges of backer



Hanging Cherry Hill

Note: While it's best to make the sisal completely level, don't stress too much about this because once you get the gallery hung, the up and down "wavy" nature of this burlap product will be completely unnoticed by the many pictures breaking up the possible uneven flow of the fabric.



Center column of grabber screws Cherry Hill School

Once you have the sisal leveled you can gently lower one half of the sisal to add the adhesive. These center screws help keep the sisal under control.



Adding the adhesive to Cherry Hill

With a notched trowel apply the necessary thickness of adhesive to this half of backer.



Volunteers helping at Cherry Hill

Caution: make sure there is no buildup of adhesive beyond the amount allowed by the notched trowel. If there is excess it will find its way out through the fibers of the sisal and will need to be cleaned off after the adhesive has dried.



Sisal ready to be trimmed- Orem

Orem presented a challenge. Their preferred location was a 17 foot wall which meant the presentation needed to be wrapped or stacked. The shadow box had to be 9'X15.'



Rolling out the Sisal at Forbes

- Carefully re-hang the sisal making it level once again. This time no screws are needed.
- Using the carpet floor roller make sure all parts of the sisal have been rolled helping the sisal to adhere to the backer. Keep rolling until all bubbles are gone.
- Gently lower the last half of the sisal and add the adhesive.
- After you have rolled out both sides leave the wall to dry over night.



Next Day: Trimming away the excess at Forbes

Caution: This process goes very quickly but don't be in a hurry. The sisal must be cut flush with the backer but not on the backer.

Tip: Inspect the backer edge. Make sure any excess glue or sisal is removed. You'll want an even edge before adding the moulding.



Moulding & Sisal – Harvest School

Once your sisal is up you can either add the moulding or gallery



Sisal & moulding – Harvest School 2



Sisal & moulding – Harvest School 3

Moulding Installation & Gallery Preparation



Moulding, sisal & Backer- Cherry Hill School

Installing the moulding is easy if you know what you are doing. If not, find someone to give guidance. The moulding installation is the least forgiving of the whole project. Here is another area that could use two persons.



Moulding – Cherry Hill

Tools Needed:

- chop saw that has been properly calibrated. A 45 degree cut should really be a 45 degree cut etc.
- concrete screws and plugs similar to those used during backer installation.
- Wood putty
- Wood stain.



Cherry Hill Moulding

Tip: Most of the installers like to start from the two vertical ends and work their way to the center of the presentation wall. As long as you get your four corners to fit tightly all the rest is down hill.



Moulding installation - Orem

Much of the work at this school was done by the PTA ladies with help from the custodial staff. Here a staffer drills holes for the moulding anchors.

Tools:

- Twine
- Push Pins
- Template



Gallery Preparation –Forbes

There are many ways to lay out your gallery. These photos represent what we feel to be the easiest , quickest and among the most beautiful presentations.

First: Lay out your presentation margins with twine .

Highest
part below
banner

Top
margin

Vertical
center

Horizontal
center



Laying out Grid Lines- Forbes

Next add those grid lines that you feel will aid in laying out your gallery.



Moulding & grid lines going up - Orem

Here one lady is installing moulding while another prepares the wall with twine grid lines before putting up the template.



Attaching the Template – Forbes School

The template is easier to work with than the actual gallery. Here you are looking for that “feels right” look. Adjust your template as needed.



Laying out Template- Orem

Using twine grid lines and an eye for balance the template goes up.



Template –Orem

Like an artist working with a blank canvas, getting the right balance of story flow, spacing and educational effect took some time.



Template – Orem

Replacing the template with actual images



Replacing template with the Gallery - Forbes

Remember you are working with a story. The sequencing of images is important but there are many ways to accomplish this and still get the look you want.

Caution: Make sure you have allowed room for any sponsor/thank you plaques if they are to be part of the wall.



Butler School Grid

This is the most elaborate grid we've seen. It paid off as you will see later.

Gallery Installation



Attaching Fasteners – Forbes

This custodian was obviously looking for a way to speed up his work. Here is the little template he created to help lay out his fasteners. It worked like a charm.



Another View of Fasteners – Forbes

Caution: Make sure your fasteners are facing the correct way as shown above.

Note: The little leveling post helps in making the picture completely level. Simply raise or lower each side of the picture with this post.



Drilling pilot holes – Harvest

Another time saver is drilling a small pilot hole before attaching your fasteners with screws.



Adding a personal Touch – Harvest

The principal didn't like the tilt of the story boards so he added this little invention to make the bottom vertical with the top. It worked!!



Drilling the pilot holes for the “T” screw

Tools Needed:

Wrench

Drill

Tape measure

marker pen

paper to create guide or templates



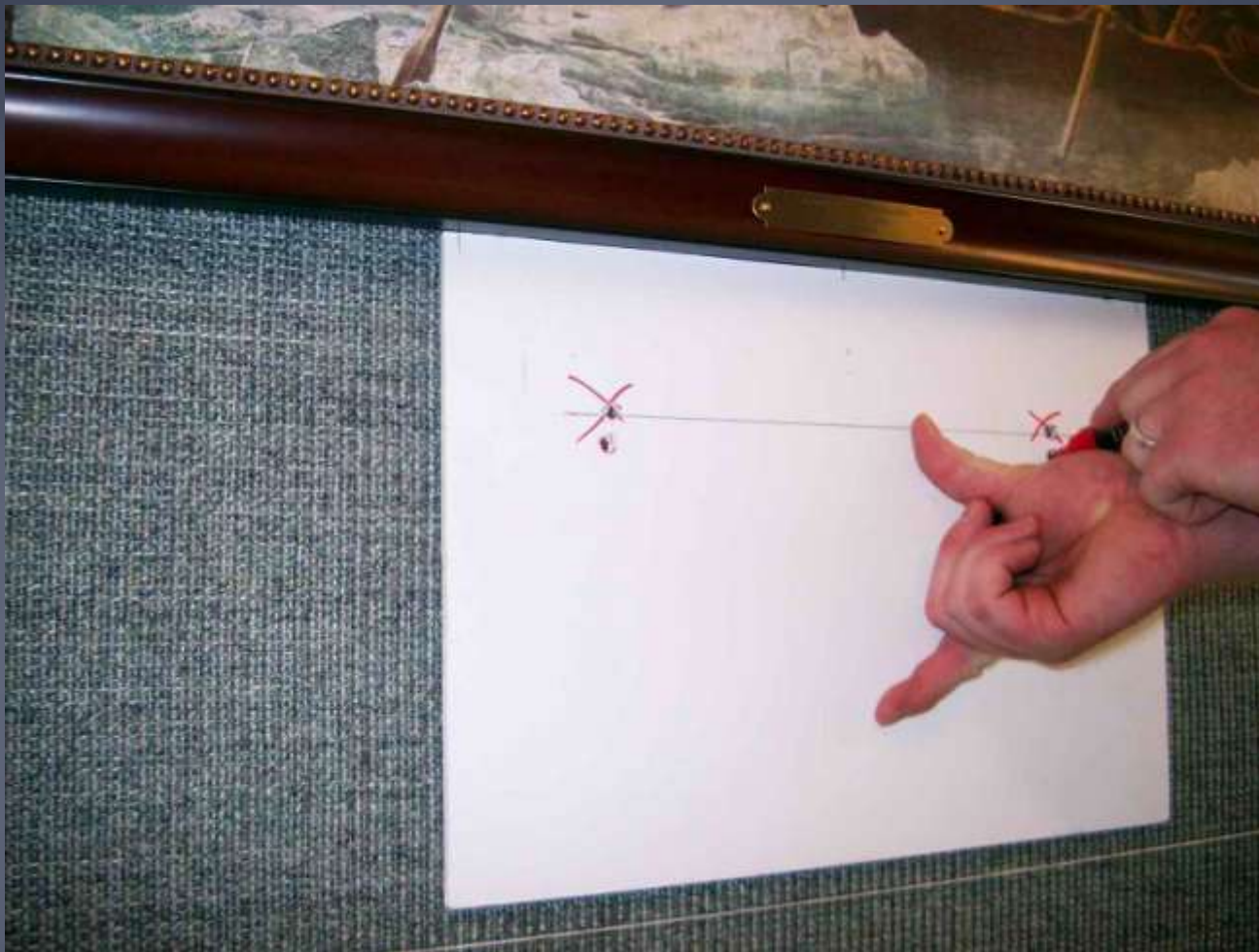
The “T” Screw

When this screw is inserted into the locking kit on the picture frame and given a $\frac{1}{2}$ turn the picture becomes locked to the wall.



Attaching the “T” screw

Each gallery comes with a set of two security fasteners per gallery piece. The large “T” screw goes into the presentation wall first using the plastic anchors that come with the fasteners to provide a strong wall attachment.



Another timesaver – Forbes

Another time saver template you can create for the story boards is shown here. This allowed for a uniform distance between the large picture and the story board. It also had holes which lined up the story board fasteners with the “T” screw.



Locking the pictures to the wall – Harvest

Here the principal and assistant principal work together to lock an image to the wall.

Note: Once the picture is on the “T” screws a quick $\frac{1}{2}$ turn locks it to the wall.



Principal installing gallery – Harvest

Note: This school chose not to use twine grid markers. Every thing was done by the “looks good” method. It turned out beautiful as you will see later.



Harvest school principal

It was fun to watch the students watch their principal as he installed the gallery.

The Finished Galleries



Cherry Hill 1

Note: This is an older school with low ceilings. The gallery really beautified their building.

Moulding: 3.5" Brown Mahogany

Sisal: #332 Red Garnet.



Cherry Hill 2



Butler School 1



Butler School 2

The site for their gallery was an old trophy case. Going from a high school to a middle school meant the trophy case had fallen into non use and thus became their perfect location. The old trophy case was boarded up and replaced with a beautiful Freedom Gallery.



Butler school 3

During this photo tour only two of the five schools had installed track lighting. If you are going to all that work of making your Freedom Gallery the heart of your school why not spend the little extra needed to install “art” track lighting. It will make your gallery simply glow.



Harvest school 1

Moulding: 3.5" Honey Oak

Sisal: #335 Brown Topaz



Harvest school 2



Orem School 1

Moulding: 3.5" Honey Oak

Sisal: #332 Red Garnet



Orem School 2

This presentation needed to make a powerful statement while using limited wall space. Result? --- a home run success.



Forbes school 1

Moulding: 3.5" Brown Mahogany

Sisal: #333 Green Sapphire



Forbes school 2



Forbes school 3

Five schools and five different looks. As you can see there are many ways to make your gallery work for you. These are just a few.

Good luck and happy installing!!!