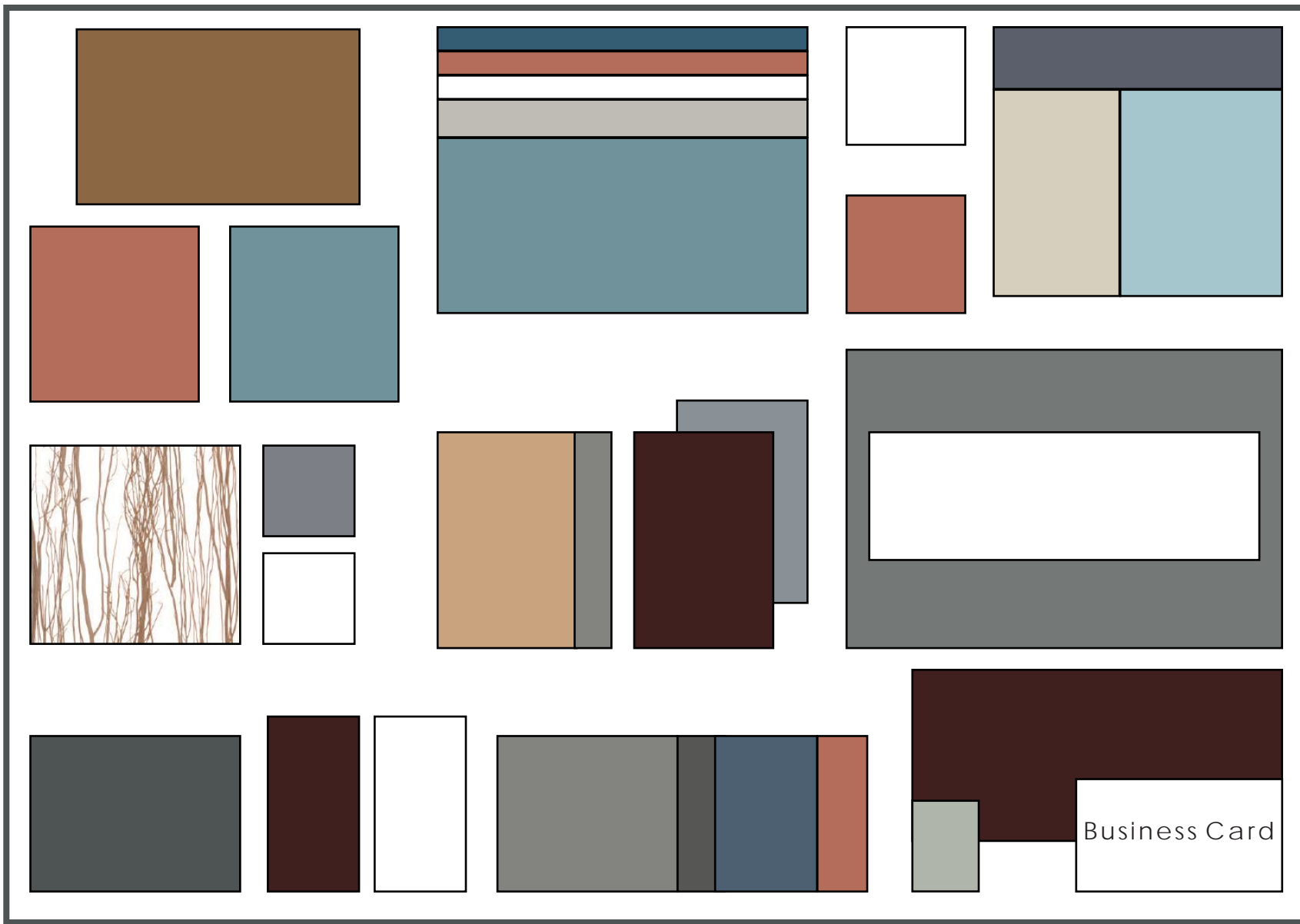


material board DO's

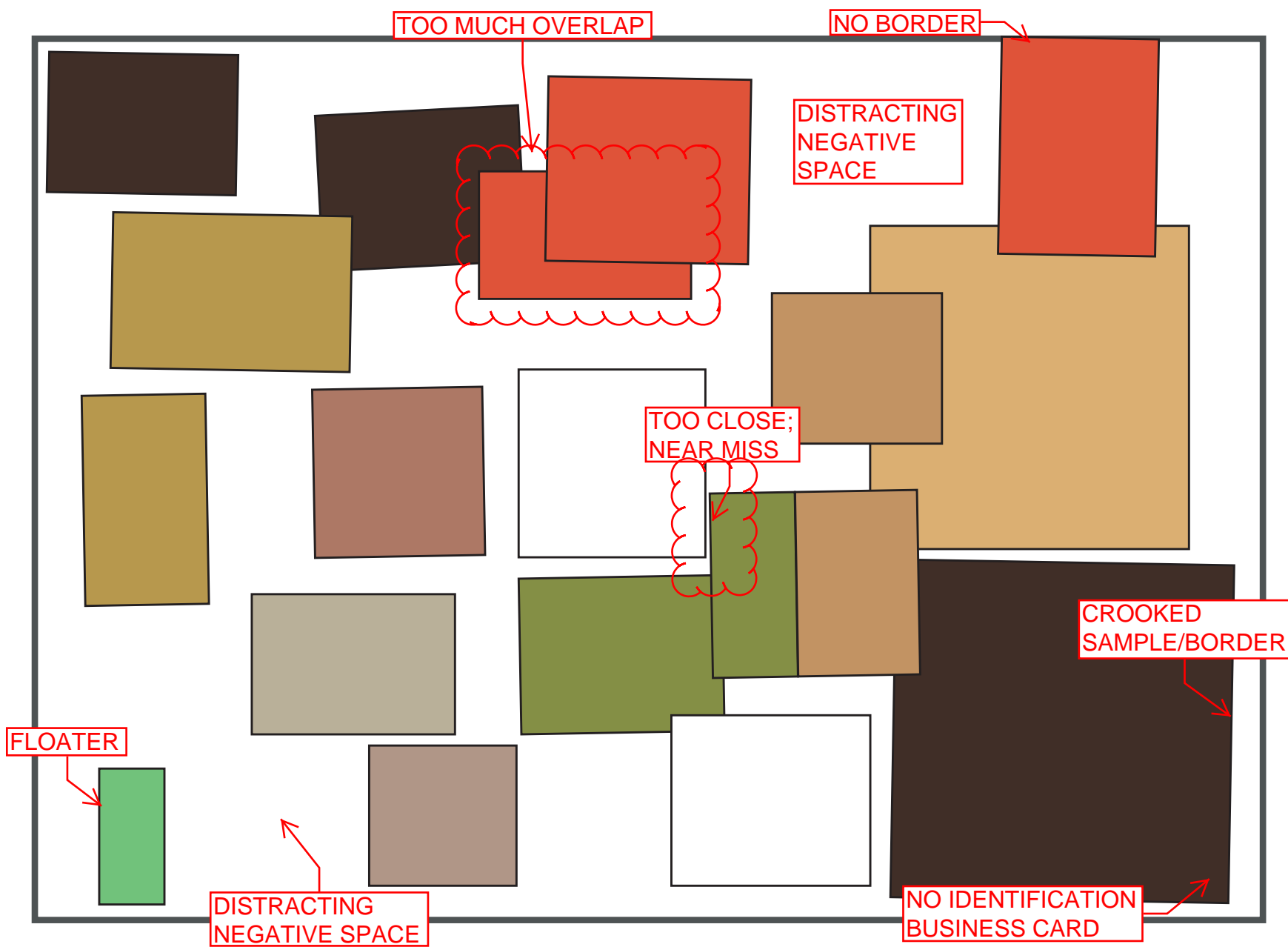


[conceptual example only]

"samples" are not actual materials but are meant only as graphic representation to demonstrate the tips below

- organize - (ex: group samples by space/room used or by application such as walls, floors, windows, upholstery, etc.)
 - group materials used together in the space
 - balance color across the board
 - maintain a consistent border all the way around - thicker at the bottom to give the board a "base"
- align - keep samples straight and in line with each other when possible to give everything a purpose; use similar sizes and shapes
- correct proportions - sample size should correlate to the amount it is used in the space
- cut straight - measure twice, cut once; use a straight edge; no fringe or rough edges
- lay out sample on board before attaching - pay attention to the negative space created
- attach samples straight - pre-test your adhesives to ensure they will hold
- label - code samples using words or numbers with a key - always spell check!
- use a neutral color board to mount to
- use a rigid board - (ex: foam core or matte board)
- put a business card with identifying info in the lower right hand corner - school, state, etc.
- ALWAYS TAKE PRIDE IN YOUR WORK!**
** for tips on cutting, attaching and folding fabrics, consult your teacher

material board DON'TS



[conceptual example only]

"samples" are not actual materials but are meant only as graphic representation to demonstrate the tips below

1. fringe, rough edges, uneven cuts, fuzz, scraps, etc. on the board
2. no organization - misaligned samples; crooked samples; samples grouped without any order
3. distracting negative space - avoid a busy board and one without enough content
4. too much overlap - avoid covering up too much of another sample
5. distracting negative space
6. samples too close to each other - avoid a near miss; either overlap samples or spread them out
7. "floaters" samples
8. emphasize the wrong materials - (ex: the largest sample is only used in one small area)
9. uneven or no border around the board
10. no labels
11. random sizes and shapes - no two samples are the same
12. too many images - material samples should take precedence
13. use the wrong adhesives - samples should be very secure
14. no identification business card
15. PLAN AHEAD!!! - never save a material board for the last minute