

 **Iteration Report** Conservation Department

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| Artwork | **Accession Number:**  | *Insert Thumbnail* |
| **Artist:**  |
| **Title:**  |
| **Year:** |
| **Medium Line:** | **Report By:** | **Approved By:**  |
| **Duration:** | **Date Compiled:** | **Date Approved:** |
| Exhibition | **Title:** |
| **Date Range:** |
| **Venue:** |
| Iteration | **Created / Supervised By:** *(Who had an impact on the appearance of this iteration?)* |
| **Curator(s):** | **Registrar(s):** | **Art Handler(s):** |
| **Exhibition Designer(s):** | **Artist(s):** | **Consultant(s):** |
| **Media Technician(s):** | **Artist Assistant(s):** | **External Company:** |
| **Conservator(s):** | **Fabricator(s):** | **Other(s):** |
| **Actual Time for Installation:** |
| **I. Gallery Prep:** | **II. Installation:** |
| **III. Testing and Troubleshooting:** | **IV. De-Installation:** |
| **Was the artist present/represented during the (entire) install? If not, how (closely) did the artist monitor/influence this iteration? Did the artist see and/or approve this iteration?** |
| **Iteration-Specific Modifications** *(keep in mind the big picture, the core identity of the artwork, and the installation instructions)***:** |
| **Unresolved problems or issues:** |
| **Suggestions for subsequent iterations:** |
| **Images, as installed** *(insert thumbnails)*: |
| **Visitor feedback and interaction, incidences, damages during exhibition etc.:** |
| **Further documentation of this iteration (provide directory or path):** |
| **Video**: N/A |
| **Images**: N/A |
| **Artist** **Interview**: N/A |
| **Artist Assistant Interview**: N/A |
| **Layout / Elevation**: N/A |
| **Wiring Diagram**: N/A |
| **Other**: N/A |

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| Space, as installed | Description/Images | Notes |
| **Installation context** *(space dedicated, or shared with other**works?)*: |  |
| **Room shape and dimensions**: |  |
| **Fake walls included**: |  |
| **Ceiling height**: |  |
| **Ceiling** *(color, paint [brand, product] etc.)*: |  |
| **Wall surface** *(color, wallpaper, paint [brand, product] etc.)*: |  |
| **Flooring** *(native gallery floor, carpet [brand, product] etc.)*: |  |
| **Sound level and insulation** *(sound abatement, sound panels**[brand, product] etc.)*: |  |
| **Light level, quality and direction; light insulation** *(curtains**[brand, product]*: |  |
| **Entrance/exit**: |  |
| **Visitor flow**: |  |
| **Position and mounting of display equipment** *(incl. speakers)*: |  |
| **Position and mounting of playback equipment**: |  |
| **Projection distances**: |  |
| **Screens** *(size, material [brand, product])*: |  |
| **Size of image**: |  |
| **Placement of image** *(elevations)*: |  |
| **Preparation of projection surface** *(reflective paint [brand,**product])*: |  |

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| Content Formats Used | Format *(incl. resolution, framerate, bitrate, encoding, etc.)* | Component Number | Notes |
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| Display Equipment, as installed | Descriptions *(incl. amount, make, model, etc.)* | Component Number | Notes |
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| Sculptural Elements, as installed | Descriptions | Component Number | Notes |
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| Other Installation Elements, as installed | Descriptions *(incl. benches, pedestals etc.)* | Notes |
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| Technical Set-up | Descriptions | Notes |
| **Looped**: |  |
| **Timed**: |  |
| **Synced**: |  |
| **Controlled**: |  |
| **Amperage in space / at** **equipment**: |  |
| **Conditioned power**: |  |
| **Cabling**: |  |
| **Settings**: |  |
| **Other**: |  |

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| Further Installation Details | Descriptions/Images | Notes |
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| Security and Safety Concerns | Remarks |
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| During the show: Maintenance | Description of activities | Labor Time | Conducted by |
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| During the show: Consumables | Item | Frequency of Consumption |
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