

Library Innovation Studio Maker Showcase Guidance Document

Overview of Local Maker Showcase

One of the expectations of Library Innovation Studio host libraries is to host a local **Library Innovation Studio Maker Showcase** near the end of their hosting period.

The Nebraska Library Commission described the local Maker Showcases as follows:

A local Maker Showcase (open to the public) will take place near the end of the library's hosting period. The event will feature projects initiated and completed at the studio including inventions, product improvements/alterations, art/textile pieces, audio/video creations, etc. It will facilitate collecting stories/case studies about how STEM (Making) activities changed lives in the community and is expected to generate interest in a permanent studio. Local teams from future studio host libraries will be invited to attend to learn and be inspired in preparation for the studio's visit to their community.

In order for your library's Library Innovation Studio's Community Action Team to plan and host a Maker Showcase and to achieve goals you have locally, we have prepared this 'Maker Showcase Guidance Document.'

Goal of Local Maker Showcase

Maker Showcases will look different from one community to the next, but all should feature makers showcasing what they have made, designed, created, modified, and or invented. Begin by outlining the goals you have for your Maker Showcase, some goals that we have identified include:

- Capstone or culmination of the local Nebraska Innovation Studio makerspace
- Showoff and celebrate what the community made
- Public awareness of the benefits of a makerspace
- Generation of interest for the community to work towards a permanent makerspace at the library or elsewhere in the community
- A reminder of the variety of programs and services provided by the library and the role it plays as a vital partner/service provider in the community
- Share the experience with other nearby libraries (especially those that will be hosting studios in the future) by inviting them to attend

What Happens at a Maker Showcase?

First of all, plan your event on a day and time that works for your target audiences. This could be a weekend or evening event—you know what generally works in your community.

Make sure your event runs long enough to accommodate schedules of those that might attend but not so long that your "makers" will fade on you. Most libraries have scheduled their Maker Showcases for 2 to 3 hours in length.

We also recommend that you schedule a time for official remarks so that dignitaries that you invite know when they should show up. These dignitaries might include individuals such as the

mayor, the city manager, your senator, your library board, local partners, and staff from the Nebraska Library Commission. These scheduled remarks could be at the beginning or closer to the mid-point of the event.

During your scheduled official remarks you might want to:

- Thank the Institute for Museum and Library Services, the Nebraska Library Commission and other statewide project partners such as the Nebraska Innovation Studio, University of Nebraska, Nebraska Extension, and your Regional Library System
- Recognize your Community Action Team
- Recognize your local trainers and volunteers
- Provide a brief overview of the Library Innovation Studios project concentrating on what has been happening locally at the makerspace and mentioning the benefits of a local makerspace
- Introduce your makers (or let them introduce themselves for events with a larger number of makers)
- Encourage attendees to make their way around to visit with the makers that are displaying what they have made and to view any of the demonstrations that might be featured during the the maker showcase
- Invite the Nebraska Library Commission representative to provide some remarks (if someone is able to attend)
- Don't forget a "Call to Action." All the stakeholders and VIPs are in one place. Use this as an opportunity to talk next steps. What will the community do after the equipment is gone? What fundraising goals do you have? How will you achieve them? What does your future makerspace look like? (This call to action could be done at the same time as the early official remarks or closer to the end of your event.)

When people arrive, have someone stationed to welcome visitors, thank them for coming, let them know what will take place (or has taken place) and invite them to visit the makers and the displays/demonstrations.

Beyond Makers showcasing their inventions and creations, you might also have:

- Door prizes
- Making opportunities
- Demonstrations
- Refreshments

Makers should be encouraged to:

- Bring and show their creations
- Talk about how they used the makerspace
- Visit about their successes and their failures (this gives a human element to the project and gives people a reason to care.
- Share if their creations are just for fun or if they have entrepreneurial aspirations such as selling their creations.

Use your imagination for the flow of the event. The plan you decide on might depend on your makers, their projects, and the space you have available:

Idea 1 - Presentation, each Maker shares their story on the 'stage' 5 min each
 Idea 2 - Gallery walk, Makers have stations and talk to people as they come and go
 Idea 3 - Toured walk, a large group of people rotate between each Maker's station
 Note – If demonstrations are also part of the event those can be done concurrently with the makers showcasing their creations, or they could follow the maker showcasing. This might depend on space issues or if your makers are the same people that might be conducting the demonstrations. If you are not providing demonstrations, you should at least have knowledgeable people stationed near the machines with samples of products made and provide a brief summary of how the machine is used.

Sample Schedule

- 15 Minutes Time to mill around Maker tables and machines as the crowd builds (makers and trainers at machines and tables); refreshments available
- 15 Minutes Welcome, Introductions, Recognition, Remarks
- 60 Minutes Gallery Walk – Visit with Makers
- 15 Minutes Call to Action Remarks
- 60 Minutes Demonstrations at select machines plus people at other machines doing “show and tell” if they are not being demonstrated

Note: If library space is an issue to host a Maker Showcase, you may schedule the event at an alternative site within the community. Other items made outside the studio may also be displayed/showcased.

Library Innovation Studios Maker Showcase Event Planning Form

Library Innovation Studios Maker Showcase		Date
		Time
Location		Staff Contact
Planned Attendance	General Public and... Nebr. Library Commission Staff Regional Library System Director Area libraries interested	Stakeholders/Partners
Program: Makers (Showcasers); Demonstrators; Remarks by....		

Makers:	Phone Numbers:	Emails:	
Demonstrators:	Phone Numbers:	Emails:	
Other Activities?			
Those making Remarks:	Phone Numbers:	Emails:	
Hosts to direct & describe:	Phone Numbers:	Emails:	
Room Set-up:	Tables/Chairs/Etc.	Format	
Technical	Sound equip. needed	Who will provide and operate?	Cost
What is needed?	Projector/Laptop/Screen	Who will provide and operate?	Cost

Publicity/Advertising Who will create and distribute?	Posters/Flyers		Cost
	Newspaper	Date Sent	Cost
	Library Website	Date Sent	
	Radio	Date Sent	Cost
	Other		Cost

Refreshments What is needed?	Food	Who will provide?	Cost
	Drinks	Who will provide?	Cost
	Napkins/plates/tableware/etc.	Who will provide?	Cost
Supplies, Door prizes, make & take items?	Special program needs	Who will provide?	Cost

Final Attendance	General Public	Stakeholders/Partners	Total Cost	
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Don't forget follow-up—thank you notes to all who helped.