

***DAILY
DATA
DISPLAY WALL***

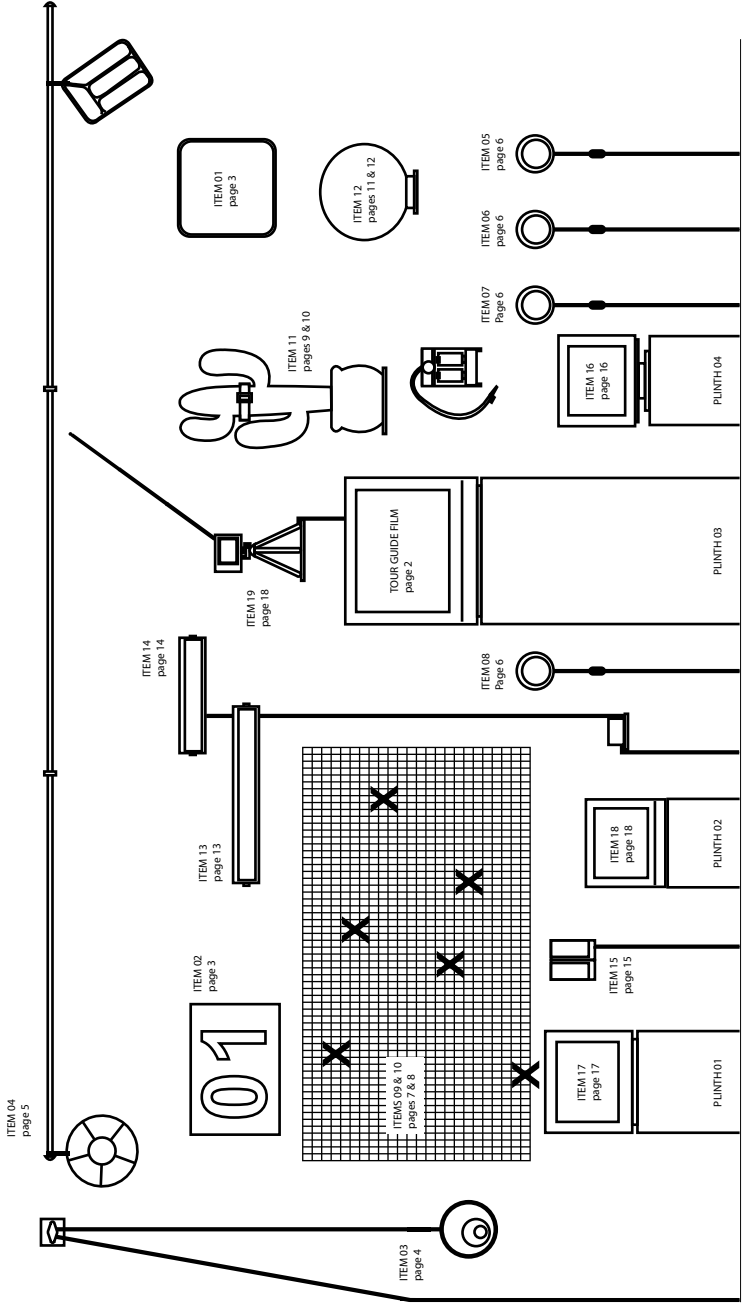


Instruction Manual for
Daily Reconfiguration

To be issued to all Angel Row Gallery staff

Name:

DAILY DATA DISPLAY WALL



GETTING STARTED

Hello Gallery Staff! Thanks for your help with the Daily Data Display Wall project. Each day you need to follow the instructions in this booklet to reconfigure each of the 20 items on the Display Wall.

Use the plan opposite to identify the names and numbers of each of the items on the Display Wall - from now on, items will be referred to by the numbers next to them.

Before you can reconfigure the Display Wall, you must first download and print the Daily Data Results sheet which will have been emailed to the gallery office by 9:30am every day. You need to use the 20 different numbers on this result sheet to adjust each of the 20 items.

When downloading the email, you also need to save the two additional files attached to the email to a floppy disk (do not attempt to open them as they require special software to run). These will later be transferred to the Display Wall computer and used to reconfigure Items 13 & 14 (on pages 13 & 14).

Return to the gallery with the printout and the floppy disk to start the reconfiguration process.

Do not worry if you have not started or finished reconfiguring the Display Wall by the time the gallery opens. The reconfiguration process is an essential part of the project, so it is absolutely fine for the public to see it happening. However, please attempt to have the Display Wall finished by 12 noon each day.

POWERING UP

Around half of the Display Wall items are electrical. So before you can get started you need to switch on all power to the display wall. This is done by turning on both switches on the two mains sockets hidden at the back right-hand side of PLINTH 01.

This will automatically switch on the two moving LED signs. These will continue to display the data programmed on the previous day until reconfigured using the instructions on pages 13 & 14 for details. The mini TV on the tripod will also automatically switch on. The screen will remain blank until this item is reconfigured using the instructions on page 18.

Please see details of how to switch off the all of the Display Wall items at the end of the day on page 17.

DAILY DATA DISPLAY WALL TOUR GUIDE

Just before the gallery opens to the public you need to press play on the main DVD player inside PLINTH 03 labelled 'TOUR GUIDE'. This plays the Tour Guide film on the large central TV. This is the only item within the Display Wall which remains constant and plays the same film each day.

First of all switch on the large TV using the large black 'Power' on the bottom left-hand side of the screen. If the TV does not recognise the DVD channel, open the flap next to the 'Power' button and press the button labelled 'DVD CHANNEL'. Then select 'Daily Data Display Wall Tour Guide film' from the DVD menu and it will begin to play.

DAILY DATA LOG SHEET RESOURCE CENTRE

To the left of the Daily Data Display Wall is the Resource Centre. Just before the gallery opens the DVD on the TV / DVD combi unit also needs to be set to play. This film should play and repeat all day.

To do this press the main 'Power' button to the left of the DVD tray. When the TV switches on it automatically defaults to TV mode. You need to change to DVD mode using remote control, stored with the other DVD plays in PLINTH 03.

Firstly, press the 'Menu' button on the remote to clear the TV tuning menu, then press the 'TV / DVD' button to switch to DVD mode.

If the DVD does not automatically start to play, select 'Daily Data Log Sheet Resource Centre film, from the DVD menu on screen and it will begin to play.

The folder to the right of the TV / DVD combi unit is used to display the actual Daily Data Log sheets and Results sheets completed by the Daily Data Logger whilst monitoring the specimen. These completed log sheets will be hand delivered to the gallery on a weekly basis and filed in this folder.

Once you have finished reconfiguring the Display Wall, the printed result sheet you have used can also be filed in date order on every other right-hand page of the Resource Centre folder.

**ITEM 01 - CALENDAR CLOCK
RECONFIGURED WITH DATA 01
DISPLAYS THE DATE THE DATA WAS COLLECTED**

You will be pleased to hear that this is an automatic calendar so it adjusts itself at the end of each day. Please note that the calendar always reads yesterday's date, as this is the day when the data was collected.

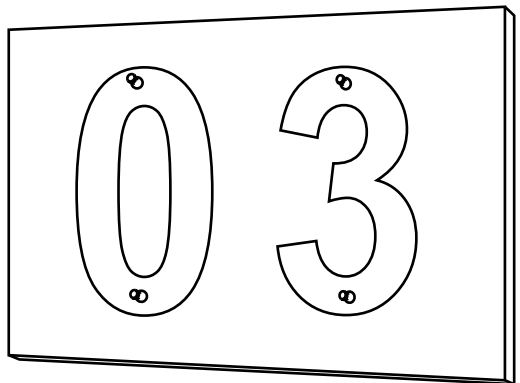
The only thing that could go wrong with this item, is if the batteries run out (which should only happen every 6 months). If necessary, replacements are 2 x D and 1 x A batteries.

**ITEM 02 - MAGNETIC NOTICE BOARD
RECONFIGURED WITH DATA 02
DISPLAYS THE NUMBER OF DAYS THE DISPLAY HAS BEEN RUNNING**

This is also an easy item to reconfigure, although you might need the step ladder to reach up to it. This magnetic notice board displays a two digit number representing the number of days the Daily Data Display Wall has been running for.

On the Daily Data Results sheet this is DATA 02. These numbers are displayed using the colour card numbers which are kept in storage in a plastic folder behind the desk with the other supplementary items and equipment.

First of all, remove the two existing numbers from the notice board, unless one is going to be used again for the new number. Then select the one or two required numbers from the storage plastic folder. Be sure to replace the numbers that have been removed into the folder. Attached the new numbers to the notice board using the 4 magnetic pins, placing two on each number, one at the bottom and one at the top.



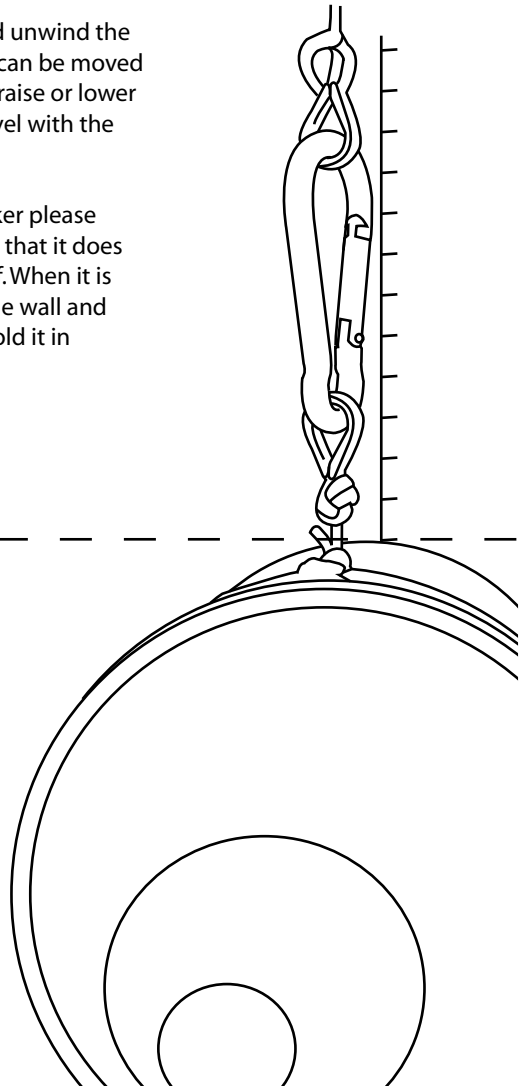
attach 2 magnetic pins
to each number

**ITEM 03 - PULLEY, CORD AND RED SALAD SHAKER
RECONFIGURED WITH DATA 03
DISPLAYS THE NUMBER OF STEPS THE SPECIMEN TOOK**

This is also a fairly easy item to configure, although again you may need the step ladder. To adjust this you will need DATA 03 from the result sheet.

Using the hook to the left of the cord unwind the excess cord so that the salad shaker can be moved freely up or down. You then need to raise or lower the salad shaker so that the top is level with the number given in DATA 03.

When you are moving the salad shaker please hold it slightly away from the wall so that it does not scrape the numbered stickers off. When it is in position, allow it to lean against the wall and wrap the cord around the hook to hold it in place.



align the back of the top of the red
salad shaker with the number
given in DATA 03

**ITEM 04 - RAIL, GREEN SNACK TRAY AND ORANGE CUTLERY TRAY
RECONFIGURED WITH DATA 04
DISPLAYS THE SPECIMEN'S DISTANCE FROM THE GALLERY**

For this item you will certainly require the step ladder. To adjust this you will need DATA 04 from the result sheet. The green snack tray does not need to be moved, this will always be positioned at the far left hand side of the rail.

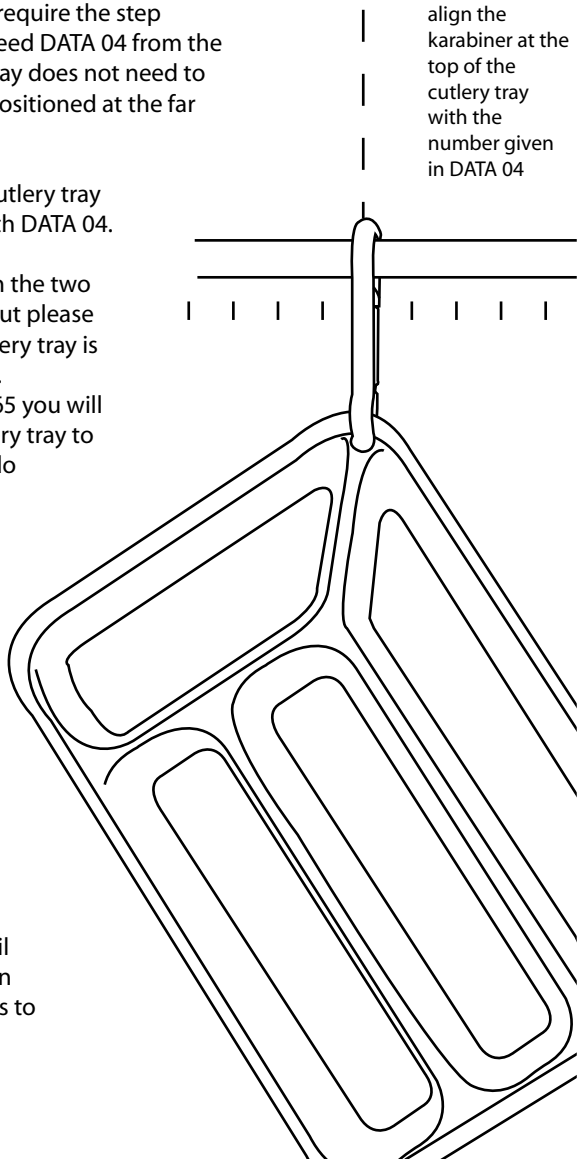
You need to slide the orange cutlery tray along the rail until it is level with DATA 04.

If the reading is 0.05 - 0.65 then the two trays will overlap - this is fine, but please make sure that the orange cutlery tray is in front of the green snack tray.

If the reading is over 3.35 or 6.65 you will need to move the orange cutlery tray to the next section of the rail. To do this you need to unclip the karabiner from the rail, move it passed the bracket and clip it onto the next section.

Please be careful not to put excess pressure on the rail as it could snap or be pulled out of the bracket.

If a reading of 'Max' is given you need to remove the orange cutlery tray from the rail altogether and hang the tray on the metal hook placed 4 metres to the right of the end of the rail.



**ITEM 05 - BLUE POLICE LIGHT
RECONFIGURED WITH DATA 05
DISPLAYS WHETHER THE SPECIMEN WENT SWIMMING**

This item is straightforward. If DATA 05 reads 'YES' switch the light on. If it reads 'NO' leave this light switched off.

YES —

NO —

**ITEM 06 - GREEN POLICE LIGHT
RECONFIGURED WITH DATA 06
DISPLAYS WHETHER THE SPECIMEN WENT JOGGING**

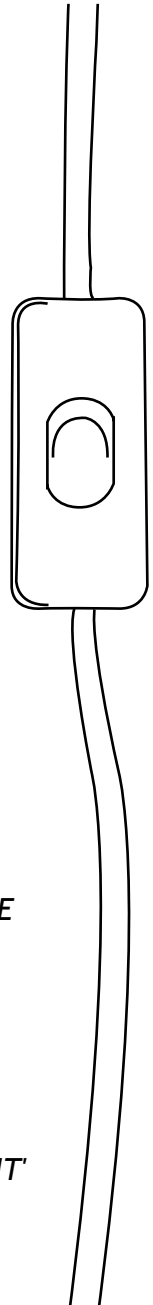
Again, if DATA 06 reads 'YES' switch the light on. If it reads 'NO' leave this light switched off.

**ITEM 07 - AMBER POLICE LIGHT
RECONFIGURED WITH DATA 07
DISPLAYS WHETHER THE SPECIMEN DID OTHER EXERCISE**

Once more, if DATA 07 reads 'YES' switch the light on. If it reads 'NO' leave this light switched off.

**ITEM 08 - RED POLICE LIGHT
RECONFIGURED WITH DATA 08
DISPLAYS WHETHER THE SPECIMEN WAS 'OVER THE LIMIT'**

Finally, if DATA 08 reads 'YES' switch the light on. If it reads 'NO' leave this light switched off.



***ITEM 09 - PENCIL GRID AND YELLOW 'X's
RECONFIGURED WITH DATA 09
DISPLAYS THE SPECIMEN'S FLUID MOVEMENTS***

This item is slightly more complicated. This pencil grid represents a day - within it there is a box for each of the 1440 minutes in the day. You can see the minutes marked along the top of the grid and the hours marked along the left-hand side.

The first thing you need to do is to carefully remove all the 'X's Blutaked to the wall on the previous day. Please make sure you do this extremely slowly so as not to remove the paint from the wall.

Then you need to pinpoint all of the times given in DATA 09. Do this by tracing your finger from the left of the grid to get the correct hour and then trace your finger down from the top to give the correct minute.

Mark the centre of the box where your fingers meet with a blob of Blutak around the size of a pea. Do this for each of the specific times given in DATA 09.

Now you need to place a yellow 'X' over each of the blobs of Blutak you've just positioned. Spare 'X's are kept in storage in the plastic folder behind the desk along with the spare Blutak.

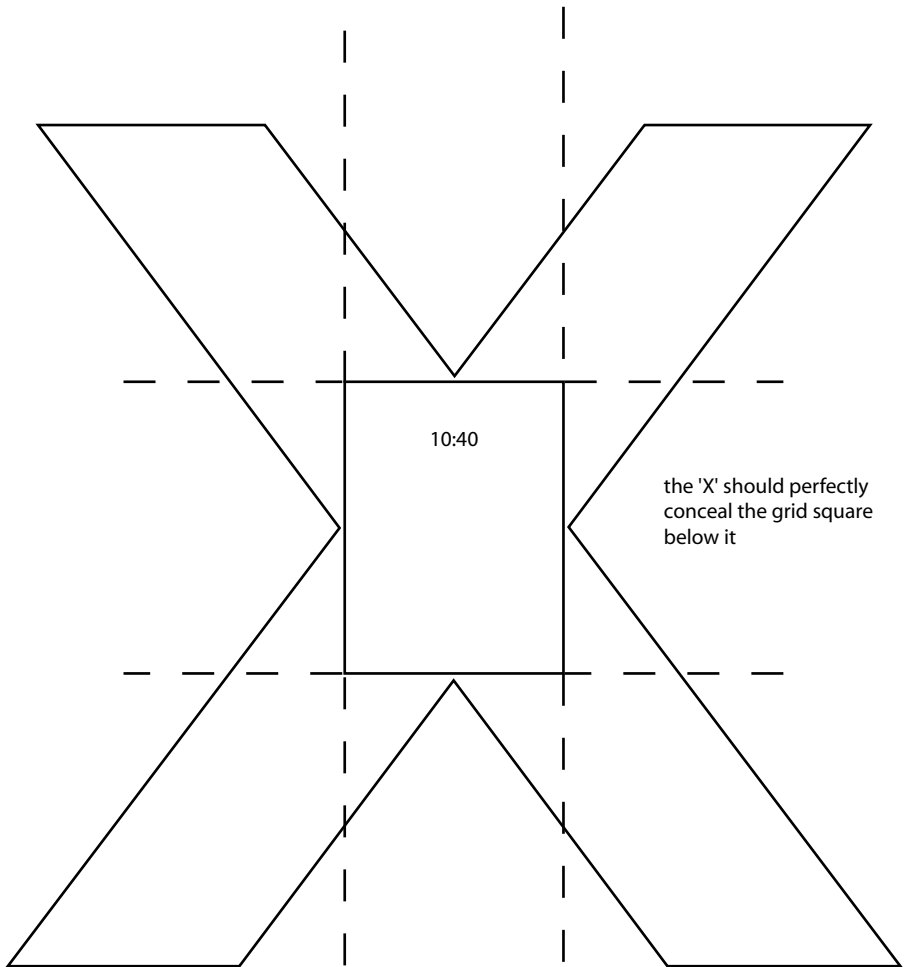
Firstly make sure that you have the 'X's the correct way up. They are all marked on the back with an arrow pointing upwards and with the words 'FACE INSIDE'. The central part of the 'X' is the same dimensions (3 x 4 cm) as the boxes in the grid, so the 'X' can be positioned just so that it entirely obscures the selected box. Please see diagram on page 8.

If two 'X's overlap, place the second 'X' in position over the first 'X' as though the first one wasn't there. Make sure that the 'X' marking the time earlier in the day is below the later times.

**ITEM 10 - PENCIL GRID AND BROWN 'X's
RECONFIGURED WITH DATA 10
DISPLAYS THE SPECIMEN'S SOLID MOVEMENTS**

This process is identical to ITEM 09 only using brown 'X's. Please make sure you read the instructions page 7 first.

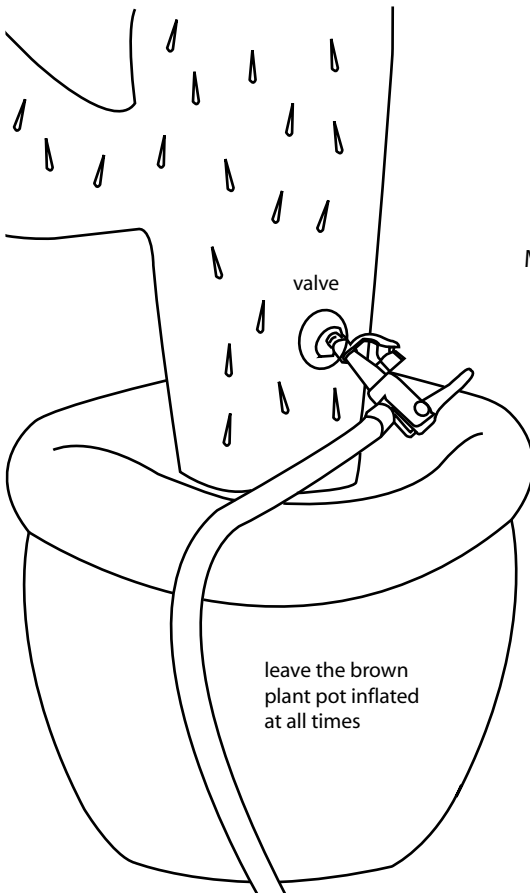
Position brown 'X's over all the times given in DATA 10. If a brown 'X' overlaps a yellow 'X', make sure that the 'X' marking the time earlier in the day is below the later time.



**ITEM 11 - INFLATABLE CACTUS AND PUMP
RECONFIGURED WITH DATA 11
DISPLAYS THE SPECIMEN'S GASEOUS EMISSION OUTPUT**

Brace yourself, because you're just about to reconfigure the most complicated and strenuous item in the Display Wall. You are going to inflate the green part of the cactus with the number of pumps given in DATA 11.

Please note that this is the green part of the cactus only. The plant pot and plant pot rim should remain inflated at all times. Make sure that you only use the valve and stopper marked on the bottom of the green section.



First of all you need to completely deflate the cactus. To do this you can use the separate bellows pump on its 'deflate' setting. This is stored behind the desk with the other supplementary items and equipment.

Make sure that all the air is removed from the cactus. Then you need to inflate the cactus again using the pump attached to the wall below it.

Place the black pump nozzle firmly into the valve. Inflate the cactus to the number of pumps given in DATA 11.

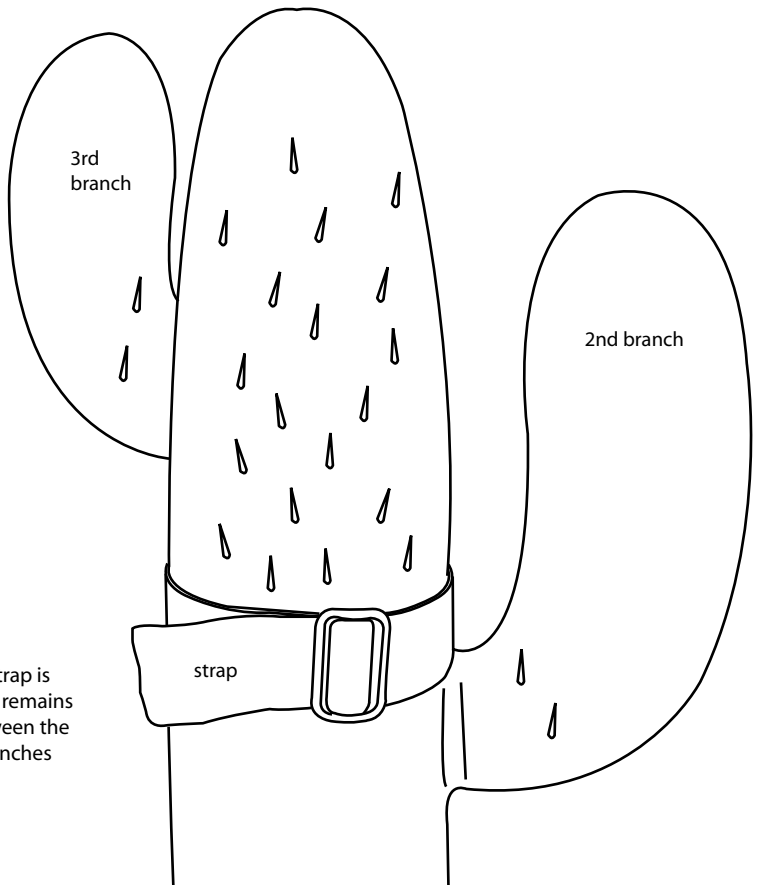
Use both hands and try to make each pump a purposeful and smooth action, using the full capacity of the pump each time. Remember to count as you pump!

When the cactus begins to fill with air, make sure that its beige restraining strap and buckle are not twisted. Make sure that are in the correct position between the 2nd and 3rd branches.

When the correct number of pumps have been inserted, firmly pinch the rubber together on the inside of the valve to stop air escaping. Quickly remove the nozzle and securely replace the stopper without losing any air.

Please make sure that you do not over inflate the cactus. The maximum capacity of the cactus is around 45 pumps. Please do not exceed this.

If a reading of 'Max' is given you should simply inflate the cactus to its maximum capacity.



make sure the strap is not twisted and remains in position between the 2nd and 3rd branches

***ITEM 12 - DIFFERENT SIZED SPHERES AND MOUNTS
RECONFIGURED WITH DATA 12
DISPLAYS THE UV INDEX***

Firstly check the number given in DATA 12 on the results sheet. If this is 'Zero' you DO NOT NEED to display a sphere for this item - the shelf should be left empty and the existing sphere and mounting cylinder should be placed in storage behind the desk. If DATA 12 is any other number, please follow the steps below.

The 10 different sized spheres to display for this item are stored behind the desk with the other equipment. You only need to select one to display each day. The ten spheres are numbered in size order from 01 (smallest) - 10 (largest).







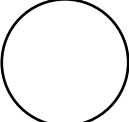

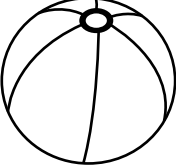
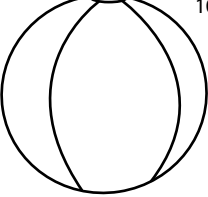
You need to select and display the numbered sphere determined by DATA 12. The numbers corresponding to each of the spheres are given in the diagram on page 12. Please refer to this carefully before getting started.

You need to use a special cylindrical mounting tube to stand the sphere on, on the shelf. There are 5 numbered mounting tubes of various sizes kept in the Tupperware behind the desk. Please select the numbered mounting tube which corresponds to the selected sphere as shown in the diagram on page 12.

On the top of the shelf you will see five circles drawn in pencil which match the sizes of the 5 mounting tubes. Place your mounting tube over the correctly numbered pencil circle and then balance the sphere on top.

If you are displaying any of the three beach balls (08, 09 & 10), please place them valve down in the mount. If you are displaying the blue, yellow and red beach ball, please make sure that the black writing is also facing the back.

If you are displaying either of the footballs (05 or 06) please make sure that the majority of the writing is also facing the back.

Diagram	Sphere No.	Mount No.	Description	Diameter
	01	01	orangey-pink bouncy ball	3cm
	02	02	fluorescent green bouncy ball	5cm
	03	02	yellow tennis ball	7cm
	04	03	white and black soft mini football	11cm
	05	04	white, black and red mini football	16cm
	06	04	fluorescent pink 'Challenger' football	22cm
	07	04	rainbow marble effect football	24cm
	08	05	lime green patterned beach ball	29cm
	09	05	red, yellow and blue beach ball	34cm
	10	05	pink, yellow and orange beach ball	40cm

ITEMS PROGRAMMED OR RUNNING FROM THE COMPUTER

The Display Wall computer is located inside PLINTH 01. It should be used to reconfigure the next 5 items:

ITEMS 13 & 14 (two moving signs)

ITEM 15 (soundtrack on the computer speaker)

ITEMS 16 & 17 (Flash animations playing on two monitors)

This computer is stored in PLINTH 01. Firstly turn on the computer by pressing the 'ON' button marked on the front. Then wait for windows to boot up. When it asks you which version of Windows you would like to run make sure that the first 'Windows XP Home Edition' on the list is selected and hit return. Alternatively wait until it loads this version automatically.

If at any point the computer freezes, press the reset button to restart it (please avoid doing this unless completely necessary). To shut down the computer please see the instructions on page 17.

Make sure both of the monitors are turned on by pressing the 'Power' buttons on the bottom right corners of both, until an LED lights up.



remember to
switch on
both monitors

ITEM 13 - LARGE COLOUR MOVING SIGN RECONFIGURED WITH DATA 13 (FLOPPY DISK FILE) DISPLAYS THE FOODS THE SPECIMEN ATE

For this item, you require the files stored on the floppy disk at the start of the day. Please see page 1 for details. Insert the floppy disk into the front of the computer. Copy these two files from the floppy disk into the folder on the desktop called 'Moving Sign Files'.



**Moving Sign
Files**

Make sure you remove the floppy disk immediately after use, by pressing the eject below the disk drive (if you do not remove the disk the computer will not restart properly, next time it is switched on).

Now the files are on the computer double click on the 'SIGN 6-7' icon on the desktop. Please see a diagram of the icon on page 14. A small window will open, click on the 'COLOR' button. A second window will then open, click 'OK'. The 'SIGN 6-7' software will then open.

First go to the 'File' menu at the top left of the screen and click on 'Open'. This should default to the folder where the moving sign files are kept. If it does not, you will find the 'Moving Sign Files' folder on the desktop.



Open the new file which you have just copied onto the computer. Remember you are looking for a file name that has yesterday's date, in reverse format, followed by the word 'food'. The exact file name of the file you should open is given under DATA 13 on the results sheet.

Then click on the 'CompSet' menu and make sure that the 'Com Port' is set to 'Com1', then click 'OK'. Finally click on the 'SendTxt' menu once. The large colour moving sign should then make a beep noise and proceed to display the updated information. To finish make sure you exit the 'SIGN 6-7' software by clicking the box in the top right corner or by going to the 'File' menu then 'Exit'.



click to exit
the software

ITEM 14 - SMALL RED MOVING SIGN RECONFIGURED WITH DATA 14 (FLOPPY DISK FILE) DISPLAYS THE PEOPLE THE SPECIMEN SPOKE TO

Now you are going to programme the Red Moving Sign, which is the smaller of the two. This is a similar, but not identical procedure to the one described in the instruction above.

First, double click on the 'SIGN 6-7' icon on the desktop to reopen the software. When the first small window opens, this time click on the 'RED COLOR' button. When the second window opens, again click 'OK'. The 'SIGN 6-7' software will then open again.

Now open the second of the two files you just copied onto the computer. This time you are looking for a file name that has yesterday's date, in reverse format, followed by the word 'people'. Again, the exact file name of the file you should open is given under DATA 14 on the results sheet.

Then click on the 'CompSet' menu again, this time make sure that the 'Com Port' is set to 'Com3', then click 'OK'. Finally click on the 'SendTxt' menu once. The small red moving sign should then make a beep noise and proceed to display the updated information. To Finish make sure you exit the 'SIGN 6-7' software by clicking the box in the top right corner or by going to the 'File' menu then 'Exit'.

ITEM 15 - SOUNDTRACK ON COMPUTER SPEAKER RECONFIGURED WITH DATA 15 DISPLAYS THE SPECIMEN'S SNEEZE OUTPUT

Firstly check the number given in DATA 15 on the results sheet. If this is 'Zero' you DO NOT NEED to set the soundtrack. If it is any other number, please follow the steps below.

You are going to set the soundtrack which plays on the computer speaker. This is fairly straightforward. The speaker will only play one of ten tracks.

First double click on the 'iTunes' icon on the desktop to open the software. The 'iTunes' window should open showing the 10 available tracks named '01Sneeze' through to '10Sneeze'.



The track you select will play and repeat all day. Firstly make sure that 'Repeat One' is ticked in the 'Controls' menu at the top right of the screen. (It should already be ticked).

Then all you need to do is double click on the track which corresponds to DATA 15 on Daily Data results sheet.

The track should then start playing, you won't hear much, as the tracks are silent for most of the time, only punctuated by sneeze sound effects every now and again.

Make sure that you DO NOT exit 'iTunes' once you have set the track to play, as this will stop it immediately. Instead you need to 'minimise' the iTunes window, by clicking the box in the top right corner of the window.



click to minimise
iTunes after you have
set the track to play

remember not to exit!

ITEM 16 - FLASH ANIMATION ON SMALL MONITOR RECONFIGURED WITH DATA 16 DISPLAYS THE SPECIMEN'S BODY TEMPERATURE

As you will see there are two monitors which are both powered by the same computer. The one on the right, the larger of the two, is the main monitor, which has the tool bar at the bottom. This is the monitor you will have used to complete the procedures on the pages 13, 14 & 15.

The computer monitor on the left, on PLINTH 04, is an extension of the first monitor. If you move the mouse pointer off the right-hand side of the main monitor it will appear on the screen of the smaller monitor.

You are now going to set the Flash animation to play on this small monitor. Because this monitor is nearly 3 meters away from the main one, you may like to get someone to help you to navigate with the mouse pointer.

Double click to open the 'DATA 16' file in the centre of the desktop (on the small monitor). When this window opens, first you need to 'maximise' it by clicking on the box in the top right corner of the window. The Flash should then be seen full screen.



DATA 16

Type the DATA 16 number into the text box, then click on 'GO'. This will start the animation running.



click to maximise
the Flash animation

Body Temperature
Enter number
between 1 - 20

type the DATA 16 number
in here then hit 'GO'

If you make a mistake at any point, please click in the centre of the animation to make the window active and then press 'Ctrl + Q'. This will exit the Flash file and you can start again, by double clicking on the 'DATA 16' icon again.

ITEM 17 - FLASH ANIMATION ON LARGE MONITOR RECONFIGURED WITH DATA 17 DISPLAYS THE OUTDOOR TEMPERATURE

The final step using the computer is to start the Flash animation running on the main monitor.

First of all make sure that iTunes is still running minimised (as programmed for ITEM 15). Then double click to open the 'DATA 17' file in the centre of the desktop (on the main monitor). This should automatically open full screen.



Finally type the DATA 17 number into the text box, and then click on 'GO'. This will start the animation running.

DATA 17'

If you make a mistake with this file please click in the centre of the animation to make the window active and then press 'Esc'. This will exit the full screen function.

The last thing to do is to make sure that the mouse pointer is hidden off screen, try hiding it to the top of the small monitor's screen.

SHUTTING DOWN THE COMPUTER AND OTHER EQUIPMENT

To shut down the computer firstly move the mouse pointer to the centre of the small monitor and click once. Then press 'Ctrl + Q' to exit this animation. Then move the mouse pointer to the centre of the main (large) monitor click once, then press 'Esc' exit the full screen function and close the window by clicking the box in the top right corner.

Then click on 'iTunes' in the tool bar at the bottom of the screen to maximise the window, then exit it by clicking the x in the top right corner of the window.

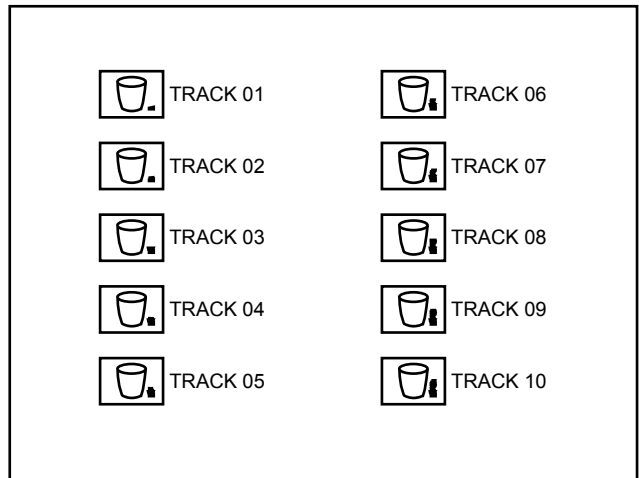
Finally, click on the 'Start' menu in the tool bar, and go to 'Turn Off Computer'. A small window will appear click on 'Turn Off', the computer will then shut down. Remember to switch off both monitors separately, by pressing the 'Power' buttons on the bottom right corners of both, until an LED turns off.

At the end of the day you must also switch off the other electrical equipment. First switch off any of the four police light which are on using the switches below them. Switch of the large black TV and the medium grey TV. Then finally turn off all power to the Display Wall by switching off the two mains sockets at the back of PLINTH 01.

**ITEM 18 - DVD TRACK ON MEDIUM TV
RECONFIGURED WITH DATA 18
DISPLAYS THE SPECIMEN'S GLOBAL OUTLOOK**

First turn on the medium grey TV on PLINTH 02. This is attached to a DVD player inside PLINTH 03 labelled 'ITEM 18'. Turn on the DVD player and go to the DVD menu. If the TV does not recognise the DVD channel, open the flap below the screen and press the button labelled 'DVD CHANNEL'.

Then press play on the DVD track which corresponds to DATA 18. The track you select will play and repeat all day.



The DVD menu for ITEM 19 looks like this - press play on the track which corresponds with DATA 19

**ITEM 19 - DVD TRACK ON SMALL TV ON TRIPOD
RECONFIGURED WITH DATA 19
DISPLAYS THE SPECIMEN'S PERSONAL OUTLOOK**

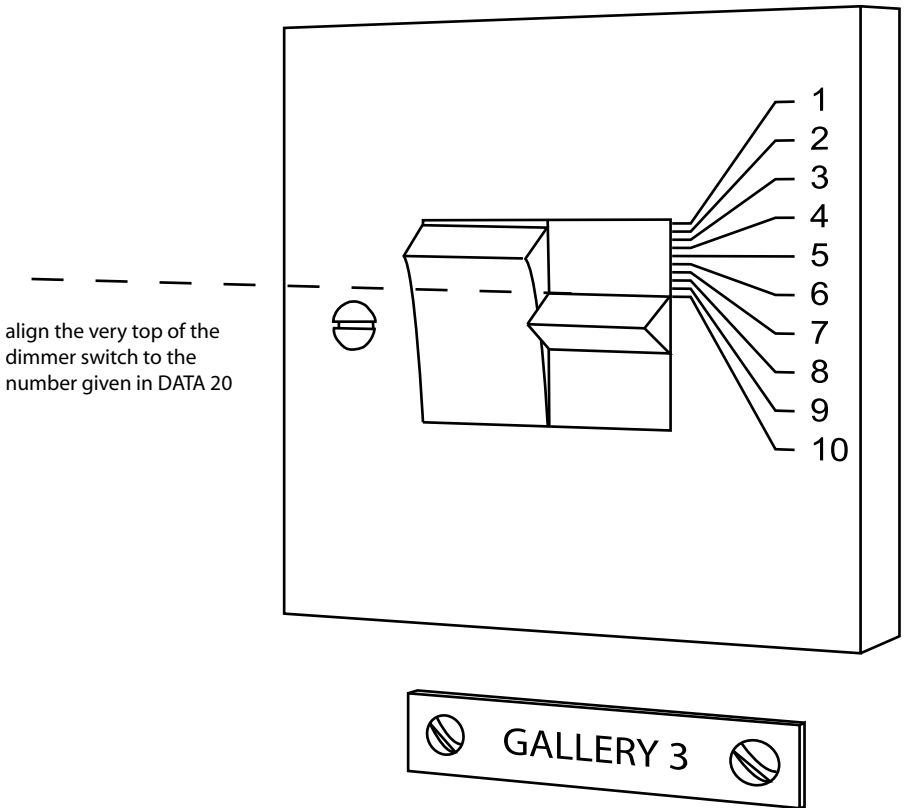
The small TV will turn automatically when the mains is switched on. It is also attached to a DVD player inside Plinth 03 this time labelled ITEM 19. Turn on the DVD player and go to the DVD menu.

Press play on the DVD track which corresponds to 'DATA 19'. The track you select will play and repeat all day.

ITEM 20 - LIGHT DIMMER
RECONFIGURED WITH DATA 20
DISPLAYS HOW MUCH SLEEP THE SPECIMEN GOT

The final item needs to be reconfigured from behind the desk. This adjusts the amount of light shining on the Display Wall. The dimmer switch is located next to the other gallery light switches and is labelled 'GALLERY 3'. Just to the right of the switch is marked a scale from 1 - 10.

Adjust the dimmer so that the very top of the triangular section of the switch is level with number given in DATA 20 on the results sheet.

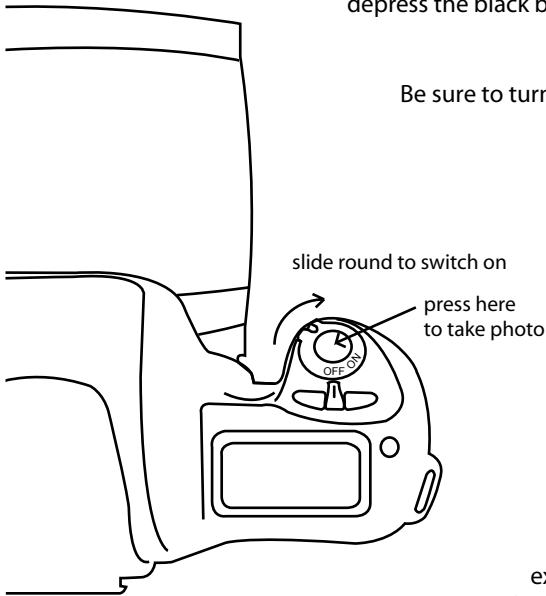


THE DAILY PHOTOGRAPH

When you have finished reconfiguring the Daily Data Display Wall you must remember to take one still photograph of the completed wall. The camera is fixed in position on a plinth in the centre of the gallery space for the duration of the exhibition.

To take a photo first move the switch to the 'ON' position. Then remove the lens cap on the front of the camera. Fully depress the black button until you hear the film wind on.

Be sure to turn the camera 'OFF' and replace the lens cap after use.



Because of the low light in the gallery space, the camera is set to a slow shutter speed of up to two seconds. This means it is important that you do not jog the camera whilst taking the photo and that nobody walks in front of the camera in the few seconds following the photo being taken!

The camera is loaded with a 36 exposure slide film. This will run out before the end of the exhibition, around

Wednesday 31 August or Thursday 1 September. When this happens you will hear the film rewind to the beginning. Please contact Ellie Harrison, who will come into the gallery to replace the film ready for the next day.

ADDITIONAL INFORMATION

If there are any problems with the reconfiguration of the Display Wall you can contact Ellie Harrison at any time. Mobile: 07929 565 855 Email: ellie@ellieharrison.com

Please note Ellie Harrison will be away from 6 - 10 August 2005. Special arrangements for reconfiguration may be made during this period. Please confer with gallery office staff during these dates.

NOTES

