

## **ESCALA Teaching and Research Space Frequently Asked Questions**

### **Q. What is the ESCALA Teaching and Research Space?**

The ESCALA Teaching and Research Space is a purpose-designed, multi-functional space at the University of Essex Colchester Campus where the Essex Collection of Art from Latin America is stored, displayed and used in teaching and research, all within one room.

As the name of the Space suggests, its main purpose is to provide open, yet controlled access to artworks in the Essex Collection of Art from Latin America for the purposes of teaching and research.

With its specialised museum storage systems and high level of security, it is also used for preserving ESCALA artworks to Arts Council England museum accreditation standards. The Accreditation Scheme sets nationally agreed standards for UK museums.

With its secure glass wall, however, it is different from a normal museum or collections store and is designed to make ESCALA artworks as accessible as possible.

### **Q. Where is the ESCALA Teaching and Research Space?**

The Space is in the Constable Buildings (CB.21) next to Wivenhoe House Hotel. As you enter the Constable Buildings, turn left and the red door to the Space is on your right. ESCALA's offices are nearby in CB.50, CB.51 and our Documentation Centre is located in CB.52.

### **Q. Who is the ESCALA Teaching and Research Space for?**

Our mission is to give unparalleled access to art from Latin America to our students, our staff and the wider public for research, education and innovation.

Researchers can be anyone from undergraduates, postgraduates, academics to independent researchers and can be from any department or discipline, or they can be interdisciplinary, which is encouraged by ESCALA.

Education encompasses formal and informal approaches to learning; through scheduled classes, ESCALA-run object-based learning sessions, student societies and schools (through our Outreach team).

Our only requirement is that the use of the room relates to our artworks and/or associated archival items.

### **Q. How can I use ESCALA?**

We offer a range of ways to access ESCALA and endeavour to make as many of our artworks as accessible as possible. Where we are unable to make an

artwork available, it is for a good reason, such as its condition, the fact that it is on loan or its size. In addition to artworks in the ESCALA Teaching and Research Space, there are also some artworks on permanent display in the grounds of Wivenhoe Park and in the ESCALA Gallery in the foyer of the Silberrad Student Centre. Both these locations are at the University of Essex Colchester Campus.

### **If you are a member of the public:**

- You can make an appointment to consult artworks and/or archival item for the purposes of research by emailing [escala@essex.ac.uk](mailto:escala@essex.ac.uk). We request that you consult our online catalogue at [www.escala.org.uk](http://www.escala.org.uk) before contacting us and we reserve the right to limit access to some artworks based on their condition/availability (they may be on loan).
- During University term time, it is possible to arrange to visit the ESCALA Teaching and Research Space on Wednesdays 1-4pm. Just email [escala@essex.ac.uk](mailto:escala@essex.ac.uk). Maximum group size 12.
- You can attend events and displays in the space that are open to the wider public. These will be advertised on our website and through our social media channels (available through our website).

### **If you are a student at the University of Essex:**

- If your lecturer uses ESCALA in their teaching and/or research, your lecture/class/project might be held in the Space. Please note that there is no Listen Again facility in the ESCALA Space but you can record your attendance using the Count-Me-In system.
- You can make an appointment to consult artworks and/or archival item for the purposes of research by emailing [escala@essex.ac.uk](mailto:escala@essex.ac.uk). We request that you consult our online catalogue at [www.escala.org.uk](http://www.escala.org.uk) before contacting us and we reserve the right to limit access to some artworks based on their condition/availability (they may be on loan).
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- You can attend events and displays in the space that are open to the wider public. These will be advertised on our website and through our social media channels (available through our website).
- You can request to organise an event (as a society, for example) using the artworks, with our involvement.

### **If you are a member of staff at the University of Essex:**

- If you would like to use ESCALA artworks in your teaching, you can email [escala@essex.ac.uk](mailto:escala@essex.ac.uk) and we can discuss your requirements with you. There are a number of options available including leading a session yourself with the artworks with ESCALA invigilating or you might like us to help facilitate or even lead the session, in which case we can plan this with you.

- You can make an appointment to consult artworks and/or archival item for the purposes of research by emailing [escala@essex.ac.uk](mailto:escala@essex.ac.uk). We request that you consult our online catalogue at [www.escala.org.uk](http://www.escala.org.uk) before contacting us and we reserve the right to limit access to some artworks based on their condition/availability (they may be on loan).
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### **Q. Does the Space have AV equipment?**

Yes, the Space is equipped with networked Digital Audio Visual Equipment (DAVE) complete with 65" screen, which can be used in the normal way for teaching but can also be used for showing video artworks.

### **Q. What other equipment does the room have?**

The Space has a mobile white-board and lockers for coats and bags, to avoid damaging the artworks and to avoid rapid increases in humidity if it is raining outside.

The Space has the Count-Me-In system for students to record attendance.

The Space does not have Listen Again facilities and access to power sockets is limited.

### **Q. When is the space available to book?**

In agreement with ESCALA, sessions using artworks can potentially take place in the Space during term time, excluding Wednesday afternoons and Fridays.

### **Q. Can I use the Space as a general study, research or social space?**

Unfortunately not. The Space is specifically for those undertaking research and study of ESCALA artworks and/or archival items, although this might be as part of wider research in different disciplines.

### **Q. How many people does the space accommodate?**

The Space has six tables that can each sit two people, so the maximum number of people seated is 12.

When the Space is used for an exhibition or as part of a class/event held in an adjacent room, it can accommodate up to 20 people standing at one time.

**Q. What if I want to use the Collection in my teaching but the size of my class is bigger?**

You could ask for your class to be timetabled for either of the nearby rooms (CB.14, CB.15, CB. 12) and then bring your students to the ESCALA Teaching and Research Space for the part of the class that involves using the artworks. Or, we could bring potentially bring the object to the classroom, depending on which object.

**Q. Can I take artworks outside of the space?**

Unfortunately not. Only ESCALA staff are authorised to move the artworks and when they are being used, either in CB.21 or nearby rooms, a member of ESCALA staff must be present.

**Q. How can I book the room?**

All enquiries about using the room should be directed to [escala@essex.ac.uk](mailto:escala@essex.ac.uk) in the first instance.