

**GEM Cymru *Case Studies* Template**

**Notes for contributors**

The purpose of GEM Cymru *Case Studies* is to communicate the lessons learned from heritage learning projects which have been designed in response to the introduction of the new curriculum for Wales. It will be dual language and published in Spring 2023 then distributed to GEM members and available online as a PDF in full colour.

The aim of *Case Studies* is to provide an opportunity for those working in heritage education to share examples of good (and not so good) practice so that others may benefit from the lessons learned. The focus of a GEM Cymru Case Study is not on “this is what I did” but rather “on reflection this is what I would have done”. The more you analyse what you have done, the more useful your case study is likely to be to others. Read previous *Case Studies* editions on the [GEM website](https://gem.org.uk/our-work/publications/case-studies/).

**Spring 2023 GEM Cymru *Case Studies - A new era for museum learning in Wales***

The recent GEM Cymru survey of museums, alongside a consultation exercise, proved the need for new curriculum themed best practice examples from museums to be widely circulated within the sector in Wales. This will be a comprehensive GEM / Welsh government publication with detailed case studies of how Welsh museums have re-invented, adapted or amended their learning services to meet the needs of the new curriculum and have changed their relationship with their local school audiences. This is aimed at being a far reaching piece of work, where pioneering and innovative work that has taken place in Welsh museums will be highlighted and celebrated. This will be a high quality, dual language and accessible publication available as a printed and/or virtual document.

**Deadlines:**

* Please send your *initial* case studies suggestions to: [robin@gem.org.uk](mailto:robin@gem.org.uk) using the template below by **Wednesday, 16th November 2022**
* Contributors will be notified by **Wednesday 23rd November 2022** as to whether or not they are invited to submit a case study.
* Contributors will then be asked to submit the *final* 750-1,000-word case study using the template on page 3 by **Wednesday 18 January 2023**
* Planned publication date: **Feb/March 2023**

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| ***Initial* *ideas* for your case study:** | |
| **Suggested title:** |  |
| **Organisation:** |  |
| **Author(s):** |  |
| **Summary:**  **(Brief outline of the project)**  **(max 100 words)** |  |
| **Why do you want to share this work?:**  **(max 50 words)** |  |

**Practical advice for final case study submission:**

* Please write clearly, avoiding acronyms and jargon and locally specific terms.
* This is not an opportunity to market your good practice. Explaining problems encountered or failure to deliver is as useful as highlighting the successes of a project.
* Highlight the practical elements of planning and delivering the project – costs, timing, resources, job descriptions etc.
* There is no need to repeat information in the different boxes.
* Please accompany your case study with pictures, quotes or diagrams. *All images must be cleared for publication and have permission to be used.*
* The word limit for a case study is 750 -1,000words. Please contact GEM if you feel the need to write more.
* Remember to include contact details for those involved in the project in the “Further information’ box.
* The GEM editor makes the final decision!

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| **GEM Cymru case study, final** *please* o*nly fill this in when invited to* | |
| **Case Study Title** |  |
| **Author(s)** |  |
| **Organisation(s)** |  |
| **Section 1 – 250 words** | |
| **Summary**  (Brief outline of the project) |  |
| **Background**  (Information on the learning audience, institution etc. which provides a context for the project) |  |
| **Challenge**  (The issues being addressed by the project) |  |
| **Approach**  (A description of how the project sought to address the challenge) |  |
| **Intended outcomes**  (The aim/s of the project) |  |
| **Intended outputs**  (The products to be delivered by the project) |  |
| **Section 2 – 300 words** | |
| **Obstacles and issues**  (The difficulties encountered through the delivery of the project) |  |
| **Actual outcomes**  (Those original or additional aims met by the project) |  |
| **Actual outputs**  (Those products – planned or additional - delivered by the project) |  |
| **Section 3 – 200 words** | |
| **Lessons learned**  (List of key learning points from the project) |  |
| **Next steps**  (Brief description of the future of the project or related initiatives) |  |
| **Further information**  (Include any references, suggestions for further reading and contact information for those involved in the project) |  |