

# HANDY HINTS SHEET 3

...helping you get started.

How To Mount A Picture

## YOU WILL NEED

PENCIL



RULE



CRAFT KNIFE



TAPE



## HOW TO MOUNT A PICTURE USING THE HINGING METHOD

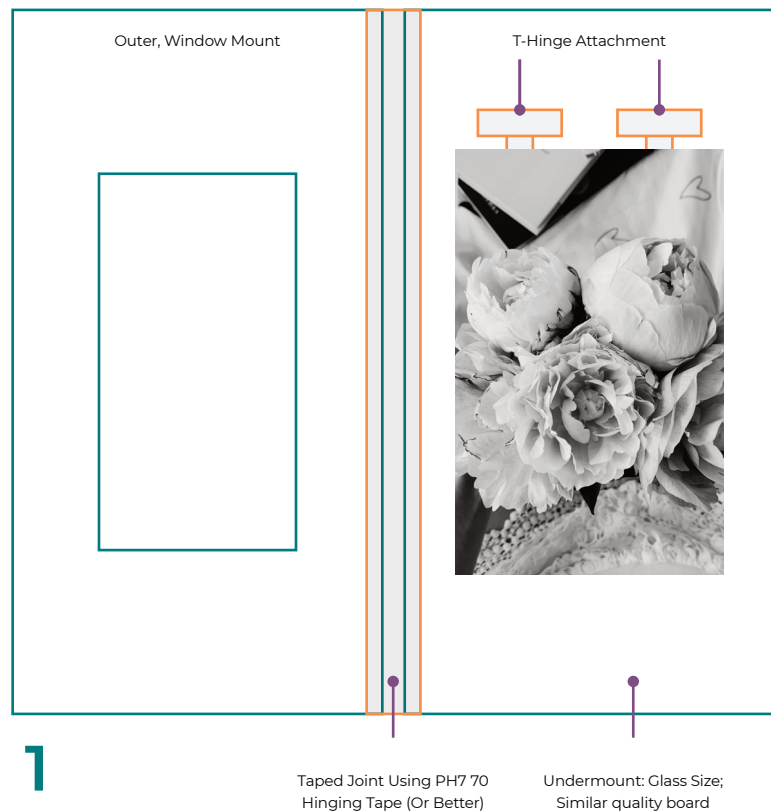
There are many types of attachment for art work. An often used method is a T- Hinge. A T-Hinge consists of a paper strip, part attached to the back of the upper edge of the artwork, This, in turn, is held in place on the undermount by a longer overlapping strip.

The T-hinge is the preferred method for attaching most 2D artwork into a mount system. In this section we show you how to create a hinge mount, where artwork is attached to an **undermount**, which in turn is hinged to the **window mount**.

In any framing other than the most basic work, artwork should always be attached to an undermount

### To Make A Hinge Mount Package:

- 1 To complete the hinged mount, cut an "undermount" to the same dimensions as the outer, window mount. Using the Adapt a rule and craft knife.
- 2 Place the window mount face down alongside (longest edge) the cut undermount (white face up). Use a length of PH 7 70, adhesive hinging tape (conservation standard) to join the two boards. *NB an archival, gummed tape (reversible adhesive) would be used in FATG conservation level work.*
- 3 Make sure the tape has been firmly smoothed into all contours of the join (especially important with double mounts).
- 4 Place the picture on the undermount, inside the hinge mount package. Locate the desired position through the window mount. Adjust as necessary, weight the artwork to hold it in place and then open the hinge mount.
- 5 Lightly mark the position of the artwork on the backboard using a pencil (mark around two top corners);



The artwork should be hinged to the undermount with T-hinges on the top edge preferably using gummed tape with a water-soluble adhesive, though self-adhesive water-reversible white paper tape may be used, or a similarly reversible process, such as corner pockets. It is not acceptable to make hinges from tape with a high acid content. Hinges should be weaker than, or the same paper weight as the artwork- never heavier. Hinges should be attached to the back of the artwork, not the front, and should overlap onto the artwork the minimum amount necessary to give proper support. Note: for the majority of art on paper 5 mm should be sufficient. At this level dry mounting onto mountboard is acceptable providing customers understand it is irreversible. Artwork must be properly centred and free from blemishes caused by framing.

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- Place the picture on the undermount, inside the hinge mount package. Locate the desired position when viewed through the window mount (hinge mount closed). Adjust as necessary: make horizontals, verticals and borders "look correct" before carrying on.
- Weight the artwork to hold it in place and then open the hinge mount.
- Lightly mark the position of the artwork on the backboard using a pencil (mark around two top corners – shown in red in diagram 3);
- Make small tabs (upright of the T) of hinging tape by ripping lengths off a roll of adhesive or gummed hinging tape. Typically, you would need to place tabs between 60 mm and 120 mm apart, depending on the density of the paper and weight of the artwork. NB. A torn edge is less visible behind the artwork, than a straight, clean-cut edge.
- Attach the bottom section of each tab to the top edge of the back of the artwork (diagram 2).
- Make more tabs of hinging tape ("cross bar" of the T), which are long enough to cover the tabs attached to the artwork, and provide a large enough surface to secure them to the back board (diagram 3)
- Turn the artwork face up and position the artwork within the guide pencil marks on the undermount. Re-weight the artwork in place to prevent movement when attaching "tops" of the Ts.
- Apply across the tabs: the bottom edge of the T horizontal should be about 0.5 mm away from the top edge of the artwork paper. Just enough room to run a knife blade between the two should you need to cut through the tape. Ensure the artwork is firmly attached before completing the hinge mount.

### TABS: CHOOSE MATERIALS CAREFULLY.

Take account of the following:

- Use appropriate materials for hinges. For conservation work always use gummed, archival tapes or handmade papers and starch pastes
- Hinges should be weaker than, or the same paper weight as, the artwork - never heavier.
- Hinges should always be attached to the back of the artwork, not the front, and should overlap onto the artwork the minimum amount necessary to give proper support. Note: for the majority of art on paper 5mm should be sufficient.
- Be aware of what may be seen though the artwork. On a dark background, white paper tabs may become visible through the artwork.

