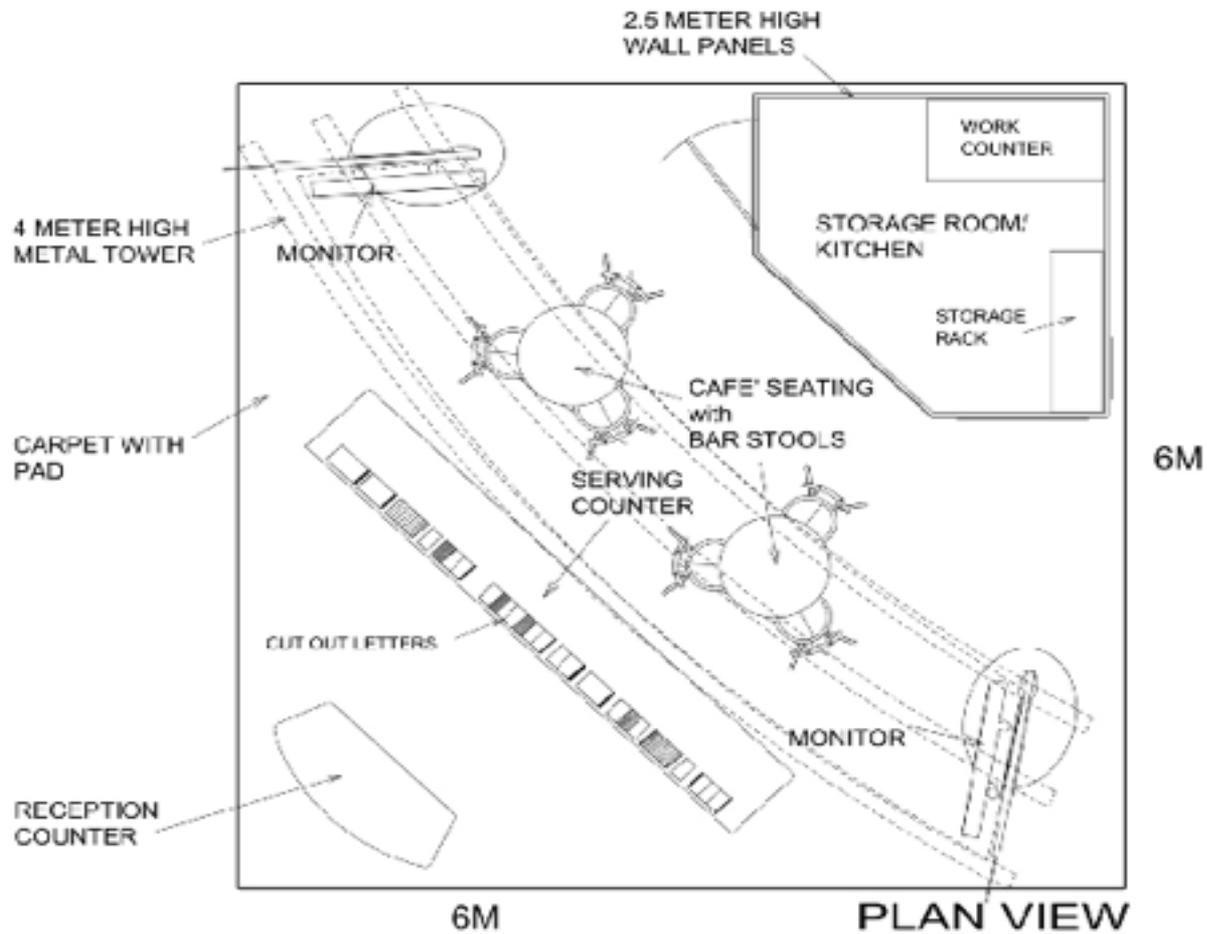A proposal to create a global communication
Standard for the Expo industry.

The proposal suggests that three things be done:

- All references to measurement will be noted in **metric**

- All words of description on plans will be noted in **English**

- All terms to reference materials and display items will follow a common **glossary of exhibit terms** in English. This glossary of terms can then be translated into several languages for easy conversion.

Sample Drawing

Cut out letters

Fabric shape

VALENCIA

Fabric Graphic Panel

Storage area

Monitors

Orange Juice Dispenser

Reception counter

Sample Floor Plan...

Sample terms used to describe Materials or Display Items:

English	French	Spanish	German	UK
Carpet	Tapis	Alfombra	Teppich	Carpet
Closet	Toilette	Amario	Schrank	Cupboard
Trash Can	Poubelle	Basurero	Mulleimer	Dust Bin
Truck	Camoin	Camion	LKW-Lastkraftwagen	Lorry

A full glossary of terms would be created and translated into multi languages

Next Steps to complete the Glossary of Terms:

* Create a list of Exhibit Industry Terms in English

* An international committee to agree on the English word to describe the term or item
  There may be several different English words to describe the same term or item- select one.

* Translate the term/item into 9 different languages.
  The meaning of the items remains the same, but referred to in the language of your choice.

* Present the first draft of the Glossary at the 2015 IFES Global summit in Vienna

* Agree to honor the common English Glossary and build on it over the coming years

* Create a CAD drawing program for exhibit design and floor plans. Key words would be
  imported in select windows on the program for translation as needed.

* Create a generic RFP (Request for Proposal) template for design requirements on international
  partnerships. Key words will have a dedicated box on the template for ease of term translation.

Goals for creating a Communication Standard for Exhibit Drawings:

1. Improve communication with a common language for design and services proposals when exhibits are requested from one country to the next.

2. Position IFES as a unified leader within the Exhibit Industry

3. Create a standard drawing and proposal computer program that translates into multi languages

4. Speed the turn around time for proposals when all is understood the first time.

Connecting the World of trade..
It's not what you say, but what you mean