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Program Files, circa 1973-2015

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Table of Contents

Collection Overview	1
Administrative Information	1
Descriptive Entry.....	1
Names and Subjects	1
Container Listing	3

Collection Overview

Repository:	Smithsonian Institution Archives, Washington, D.C., osiaref@si.edu
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Administrative Information

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Descriptive Entry

This accession consists of records created and maintained by Margery Gordon, Education Specialist at the National Museum of Natural History (NMNH), 1984-2015, and at the National Museum of American Art (formerly the National Collection of Fine Arts), 1973-1984, documenting the development and execution of educational and public programs. The bulk of the records document the docent training program, discovery activities, supplemental educational materials, public tours, and special events at the National Museum of Natural History. A small amount of material documents Gordon's involvement in the larger discussion of gender roles at the Smithsonian Institution and museums in general. Materials include guides to the museum, discovery activity instructions, tour scripts, informational packets, docent training materials, proposals, procedures, strategic planning materials, audiovisual recordings, photographs, brochures, conference papers, meeting materials, and related materials.

Names and Subject Terms

This collection is indexed in the online catalog of the Smithsonian Institution under the following terms:

Subjects:

- Art museums
- Exhibitions
- Museum exhibits
- Museums -- Educational aspects
- Museums and women

Museums docents
Natural history museums
Special events

Types of Materials:

Audiotapes
Brochures
Color photographs
Manuscripts
Videotapes

Names:

Gordon, Margery
National Collection of Fine Arts (U.S.)
National Museum of American Art (U.S.)
Smithsonian Institution

Container Listing

Box 1

- Box 1 of 4 Multicultural Approaches to Objects, circa 1989
- Box 1 of 4 Science Standards and Benchmarks, June 2001
- Box 1 of 4 Asian Pacific American Heritage Month, 2001-2002
- Box 1 of 4 Organization and Management Plan for the Visitor and School Services Docents, 2005
- Box 1 of 4 Transforming the Docent Volunteer Program at NMNH, NMNH Advisory Committee Final Report, September 27, 2007
- Box 1 of 4 Learning Center Planning and Evaluation, 2009-2011
- Box 1 of 4 Educational Strategies for Exhibitions
- Box 1 of 4 NMNH PowerPoint and Resources
- Box 1 of 4 Docent Training and Workshops, October 2007
- Box 1 of 4 Volunteer Appreciation Night Program, October 10, 2007
- Box 1 of 4 Visitor/School Services Volunteer Appreciation Day, January 28, 2008
- Box 1 of 4 Docent Orientation Materials
- Box 1 of 4 Docent Performance Standards
- Box 1 of 4 Discover Station Activities, 2000-2001
- Box 1 of 4 Discovery Carts, 2006-2007
- Box 1 of 4 Discover Program: Vision and Mission
- Box 1 of 4 Discover Program Presentation
- Box 1 of 4 Q?rius Volunteer Curriculum, 2013
- Box 1 of 4 Q?rius, 2013-2014
- Box 1 of 4 Natural History Pursuit Museum Guide, 1986
- Box 1 of 4 Field Guide to NMNH for Young Observers, 2003
- Box 1 of 4 Young Explorers Museum Field Guide, 2007
- Box 1 of 4 Highlights Tour Script, 1974

Box 1 of 4	Highlights Tour, 2002
Box 1 of 4	Highlights Tour Information, 2003
Box 1 of 4	Study Guide to Highlights of the Museum for Docents, August 2004
Box 1 of 4	Suggested Routes for Highlights Tours, October 2004
Box 1 of 4	Highlights Tour Study Script, December 2004
Box 1 of 4	Highlights Tour Script, 2005
Box 1 of 4	Docent Highlights Gallery and Object Study Guide, Fall 2007
Box 1 of 4	Highlights Tour with Meryl Streep - Recording (audiocassette)
Box 1 of 4	Highlights Tour - Spanish Recording (audiocassette)
Box 1 of 4	Touch and Hear Tour
Box 1 of 4	Touch and Hear Museum Guide
Box 1 of 4	Audio Tour Scripts for Selected Exhibits, circa 2003
Box 1 of 4	Letters from Students, 2009
Box 1 of 4	Magnificent Voyagers Instructional Guide, 1986
Box 1 of 4	Sifting Through the Evidence: The Science of Archeology Slide Script, 1986
Box 1 of 4	Dig It with Friends, Romans, and Countrymen: A Family Festival (King Herod's Dream: Caesarea on the Set), 1988
Box 1 of 4	Inside Active Volcanoes: Kilauea and Mount Saint Helens Brochure, 1989
Box 1 of 4	Indian Walkaround Educational Materials, 1990-1993
Box 1 of 4	Southeast Asian New Year Celebrations Instructional Guide for Grades 4-6, 1991
Box 1 of 4	Sugar and Spice - Recording, 1992 (audiocassette)
Box 1 of 4	Fact Sheets, circa 1997-2007
Box 1 of 4	Wolfgang Laib Education Packet, 2000
Box 1 of 4	Vikings: The North Atlantic Saga Family Guide, 2000
Box 1 of 4	A Passion for Plants: Contemporary Art from the Shirley Sherwood Collection Brochure, 2003

- Box 1 of 4 In Stabiano: Exploring the Ancient Seaside Villas of the Roman Elite Educational Materials and Correspondence, 2004
- Box 1 of 4 Ancient Writing Educational Materials, 2004-2005
- Box 1 of 4 Vanished Kingdoms: The Wulsin Photographs of Tibet, China, and Mongolia, 1921-1925, Brochure, 2006
- Box 1 of 4 Journey to Mecca: In the Footsteps of Ibn Battuta Educator's Guide, 2009

Box 2

- Box 2 of 4 Centennial Festival Planning, 2009-2010
- Box 2 of 4 Race: Why are we so Different? Educational and Training Materials, 2011
- Box 2 of 4 Korea Gallery Educational Materials, 2006-2007
- Box 2 of 4 Myths, Myths, Myths! Educational Materials
- Box 2 of 4 Artful Animals Activity Guide
- Box 2 of 4 Ecology Museum Guide
- Box 2 of 4 Ecosystems/Ecology Educational Materials
- Box 2 of 4 How to Build an Elephant Activity
- Box 2 of 4 Against All Odds: Rescue at the Chilean Mine Demonstration Cart Activity
- Box 2 of 4 Linking Land and Sea Discovery Cart/Station Activities
- Box 2 of 4 Echinoderms Brochure
- Box 2 of 4 African Voices Exhibit Guide
- Box 2 of 4 Xingu Recordings (2 audiocassettes)
- Box 2 of 4 Ocean Hall Volunteer Training, 2008
- Box 2 of 4 Ocean Hall Companion Book Promotional Materials, 2008
- Box 2 of 4 Sant Ocean Hall Educational Materials, 2009
- Box 2 of 4 Sant Ocean Hall Tour Script and Guides
- Box 2 of 4 Life Under the Ancient Seas Activities
- Box 2 of 4 Living Coral Reef Fact Sheet, 1980
- Box 2 of 4 Blue Whale Information Leaflet

Box 2 of 4	Whale of a Day Festival Guide, December 8, 2001
Box 2 of 4	Masters of the Ocean Realm: Whales, Dolphins, and Porpoises Gallery Host Training Materials
Box 2 of 4	Ica Age/Early Mammals Educational Materials, 1980-1998
Box 2 of 4	Fossil Mammals Audio Tour Script, 1985
Box 2 of 4	Ice Age Notes for Highlights Tour, 1998
Box 2 of 4	Hall of Mammals Educational Materials, 2002
Box 2 of 4	Hall of Mammals Teacher's Guide, 2003
Box 2 of 4	Mammals Fest, 2005
Box 2 of 4	Dinosaur Educational Materials, 1993-1998
Box 2 of 4	DinoTrivia and Secrets of the Dinosaur Hall, 1997
Box 2 of 4	National Fossil Day Activities, October 12, 2011
Box 2 of 4	Rock and Mineral Classroom Program Docent Guide, 1990
Box 2 of 4	Hall of Geology, Gems, and Minerals Audio Tour Script, circa 1997
Box 2 of 4	The Splendor of Diamonds Brochure, 2003
Box 2 of 4	Geology, Gems, and Minerals Self-guided Tour, 2003
Box 2 of 4	Minerals Educational Materials, 2003-2011
Box 2 of 4	Rocks Gallery Talks
Box 2 of 4	Rocks Build Our World Brochure
Box 2 of 4	Minerals Educational Materials
Box 2 of 4	Human Origins Website Printout, 2006
Box 2 of 4	Evolution Trail Signs Guide, 2008
Box 2 of 4	Hall of Human Origins Educational and Docents Training Materials, 2010
Box 2 of 4	Hall of Human Origins Educational Materials
Box 2 of 4	Western Civilization Hall Teacher's Guide, 2004
Box 2 of 4	Ancient Cultures Teacher's Guide, 2004
Box 2 of 4	Ancient Cultures and Myths Play Scripts

- Box 2 of 4 Western and Ancient Cultures Guides and Educational Materials
- Box 2 of 4 Field Trip Guide to Ancient Cultures for Grades 3-8
- Box 2 of 4 Egypt Educational Materials
- Box 2 of 4 Ancient Egypt Visual Programs
- Box 2 of 4 Egyptian Exhibition Educational Materials
- Box 2 of 4 Ancient Egypt Educational Materials
- Box 3
- Box 3 of 4 Ancient Egypt Panel - Recordings, February 10, 1990 (4 audiocassettes)
- Box 3 of 4 Teacher's Workshop on Ancient Syria
- Box 3 of 4 Ebla to Damascus Guides
- Box 3 of 4 Ancient Syria - Related Recordings (5 audiocassettes)
- Box 3 of 4 Cultural Panorama Teacher Guides
- Box 3 of 4 Cultural Panorama Tour Educational Materials
- Box 3 of 4 South America Hall Tour with Betty Meggers - Recording, September 24, 1975 (audiocassette)
- Box 3 of 4 South America and Pre-Columbian Settlers Educational Materials, 1982, 1989
- Box 3 of 4 Traditional African Cultures Museum Guide
- Box 3 of 4 Seeds of Change and Quincentenary Programs, 1991-1992 (2 folders)
- Box 3 of 4 Seeds of Change Educational Materials, 1992-1993
- Box 3 of 4 Caribbean Festival Arts Instructional Guide for Grades 4-10, 1989
- Box 3 of 4 Caribbean Exhibit Opening - Recording (VHS)
- Box 3 of 4 The Precious Legacy: Judaic Treasures from the Czechoslovak State Collections Educational Materials, 1983
- Box 3 of 4 Precious Legacy - Related Recordings (3 audiocassettes)
- Box 3 of 4 America's Wildest Places: Our National Wildlife Refuge System Field Guide, 2003
- Box 3 of 4 America's Wildest Festival - Recording, March 20, 2004 (audiocassette)

- Box 3 of 4 Smithsonian Kid's Event - Recording (United States Fish and Wildlife Service), March 20, 2004 (VHS)
- Box 3 of 4 America's Wildest Festival - Recording (VHS)
- Box 4
- Box 4 of 4 Let's Meet at the Smithsonian - Recording, February 4, 1979 (audiocassette)
- Box 4 of 4 D. C. Blues Society at NMNH - Recording, February 18, 1995 (2 VHS)
- Box 4 of 4 D. C. Blues Society at NMNH - Recording, January 1996 (3 VHS)
- Box 4 of 4 Smithsonian Institution Women's Council, 1983-1986
- Box 4 of 4 Women's Changing Roles in Museums Conference, March 1986
- Box 4 of 4 Gender Perspectives: The Impact of Women on Museums Conference, March 1990
- Box 4 of 4 NMNH Public Programs Staff List, February 2004
- Box 4 of 4 Margery Gordon Photograph and Resume