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Departmental Files, 1979-2010

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Collection Overview

Repository:	Smithsonian Institution Archives, Washington, D.C., osiaref@si.edu
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Creator::	National Air and Space Museum. Exhibits Design Department
Language:	English

Administrative Information

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Use Restriction

Restricted for 15 years, until Jan-01-2026; Transferring office; 9/27/2018 memorandum, Wright to Mowry; Contact reference staff for details.

Descriptive Entry

This accession consists of records documenting the administration and activities of the National Air and Space Museum, Exhibits Design Department. Major topics include planning, reporting, evaluation, and policies. Materials include reports, policies, standards, planning documents, memoranda, meeting minutes, newsletters, and related materials.

Names and Subject Terms

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

Subjects:

- Aeronautical museums
- Astronautical museums
- Museum exhibits
- Museums -- Administration

Types of Materials:

Manuscripts
Newsletters

Container Listing

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- Box 1 of 2 Visitor Testing, 1998-1999
- Box 1 of 2 National Air and Space Museum Surveys, 1985-1988
- Box 1 of 2 National Air and Space Museum Surveys, 1993-2001
- Box 1 of 2 Survey of Commercial and Gallery Experiences at the National Air and Space Museum, June 2001
- Box 1 of 2 Visitor Comment Forms, 2003-2007
- Box 1 of 2 Virginia Special License Plate Program, 1998
- Box 1 of 2 Department of Exhibits Information Packet, circa 1992
- Box 1 of 2 Memoranda, 1986-1987
- Box 1 of 2 Script Logging, Stamping, and Routing Procedures, April 1990
- Box 1 of 2 Exhibits Tactical Plan, 2000-2005
- Box 2
- Box 2 of 2 Strategic Planning, 2007-2009 (2 folders)
- Box 2 of 2 Exhibit Process, 2000-2005
- Box 2 of 2 Exhibition Planning, 1991-1995
- Box 2 of 2 Public Programming Advisory Committee Report, 1993
- Box 2 of 2 Exhibition Standards, 2001-2006
- Box 2 of 2 Exhibition Planning Initiative, 2006-2010
- Box 2 of 2 Exhibits Design Guidelines, Procedures, Forms, and Other Information, 2004

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National Air and Space Museum Exhibits Newsletter, 1995-1996