



Smithsonian Institution Archives

Workshop Records, 1973-1978

Finding aid prepared by Smithsonian Institution Archives

Smithsonian Institution Archives
Washington, D.C.
Contact us at osiaref@si.edu

Table of Contents

Collection Overview	1
Administrative Information	1
Descriptive Entry.....	1
Names and Subjects	1
Container Listing	2

Collection Overview

Repository:	Smithsonian Institution Archives, Washington, D.C., osiaref@si.edu
Title:	Workshop Records
Identifier:	Accession 81-050
Date:	1973-1978
Extent:	3 cu. ft. (3 record storage boxes)
Creator::	Smithsonian Institution. Office of Museum Programs
Language:	English

Administrative Information

Preferred Citation

Smithsonian Institution Archives, Accession 81-050, Smithsonian Institution, Office of Museum Programs, Workshop Records

Descriptive Entry

This accession consists of records documenting workshops organized by the Office of Museum Programs for museum professionals. Materials include workshop series program files including course descriptions, course objectives, agendas, faculty lists, workshop materials, correspondence, memoranda, and surveys.

Names and Subject Terms

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

Subjects:

- Museums -- Educational aspects
- Museums -- Employees
- Professional education

Types of Materials:

- Manuscripts

Container Listing

Box 1

Box 1 of 3	Label Production
Box 1 of 3	Museum Interiors
Box 1 of 3	Graphic Techniques
Box 1 of 3	Model-Making and Production
Box 1 of 3	Silk-Screening
Box 1 of 3	Exhibit Design
Box 1 of 3	Fabrication and Installation Pre-Workshop Tour
Box 1 of 3	Training of Interpreters
Box 1 of 3	Screven Workshop
Box 1 of 3	Associates Workshop
Box 1 of 3	Insurance Workshop
Box 1 of 3	Loomis Workshop
Box 1 of 3	Grants, April 1975
Box 1 of 3	Problems of Museum Works
Box 1 of 3	The Smithsonian at Work
Box 1 of 3	Methods for Interpreting the Out-of-Door, 1976
Box 1 of 3	Museum Lighting, 1976
Box 1 of 3	Museum Programs for the Community, 1976
Box 1 of 3	Museum-School Relations, 1976

Box 1 of 3 Museum-Sponsored Classes, Crafts, etc., 1976

Box 1 of 3 Public Information and Publications, 1976

Box 1 of 3 Photography, 1976

Box 1 of 3 Developing, Managing, and Maintaining Collections, 1976

Box 1 of 3 Docent Training Workshop, 1976

Box 1 of 3 Improving the Effectiveness of Exhibits, 1976

Box 1 of 3 Insurance Workshop, 1976

Box 1 of 3 Label Writing/Editing, 1976

Box 1 of 3 Workshop Planning Training

Box 1 of 3 Training, 1976-1977

Box 1 of 3 Master File Workshops, 1976-1977

Box 1 of 3 Effectiveness of Exhibits, 1976-1977

Box 1 of 3 Docent Training, 1976-1977

Box 1 of 3 Insurance, 1976-1977

Box 1 of 3 Museum Photography, 1976-1977

Box 1 of 3 Fundamentals of Museum Management, 1976-1977

Box 1 of 3 Interpreting the Out-of-Doors, 1976-1977

Box 1 of 3 Conservation, 1976-1977

Box 1 of 3 Conservation Smithsonian Institution

Box 1 of 3 Membership Programs, 1976-1977

Box 1 of 3 Museum-School Relations, 1976-1977

Box 1 of 3 Design and Production, Part I: Production, 1976-1977

Box 1 of 3 Soliciting Grants, 1976-1977

Box 1 of 3 Public Information, 1976-1977

Box 2

Box 2 of 3 Programs for Community, 1976-1977

Box 2 of 3 Museum Libraries, 1976-1977

Box 2 of 3 Registration Methods, 1976-1977

Box 2 of 3 Budgeting and Accounting, 1976-1977

Box 2 of 3 Evaluations, 1975-1977

Box 2 of 3 Fundamentals of Exhibit Planning, 1976-1977

Box 2 of 3 Theory and Practice of Interpretation, 1976-1977

Box 2 of 3 Administration of Museum Libraries/Archives, 1977

Box 2 of 3 Budgeting and Basic Accounting, 1977

Box 2 of 3 Design and Production Workshops, 1976

Box 2 of 3 Fundamentals of Exhibits, 1977

Box 2 of 3 Fundamentals of Museum Management

Box 2 of 3 Soliciting/Administering Grants, 1977

Box 2 of 3 Museum Registration Methods, 1977

Box 2 of 3 Theory and Practice of Museum Interpretation, 1977

Box 2 of 3 Museum Shops

Box 2 of 3 Fundamentals of Museum Management, July 11-15, 1977

Box 2 of 3 Museum-Sponsored Classes and Seminars, June 13-15, 1977

Box 2 of 3	Public Information and Publications, December 5-7, 1977
Box 2 of 3	Workshop General, 1977
Box 2 of 3	Workshop Brochures
Box 2 of 3	Label Writing and Editing, 1977-1978
Box 2 of 3	Docent Training, 1977-1978
Box 2 of 3	Museum Lighting, 1977-1978
Box 2 of 3	Museum Insurance, 1977-1978
Box 2 of 3	Soliciting Grants, 1977-1978
Box 2 of 3	Museum Classes, 1977-1978
Box 2 of 3	Visitor Use of Museums, 1977-1978
Box 2 of 3	Museum Photography, 1977-1978
Box 2 of 3	Museum Management, 1977-1978
Box 2 of 3	Museum Graphics, 1977-1978
Box 2 of 3	Conservation, 1977-1978
Box 2 of 3	Programs for Handicapped, 1977-1978
Box 2 of 3	Membership Programs, 1977-1978
Box 2 of 3	Museum Shops, 1977-1978
Box 2 of 3	Design and Production for History and Science Museums, 1977-1978
Box 2 of 3	Soliciting Grants, 1977-1978
Box 2 of 3	Evaluation of Impact of Exhibits, 1977-1978
Box 2 of 3	Collections, 1977-1978
Box 2 of 3	Public Information, 1977-1978

- Box 2 of 3 Museum Registration, 1977-1978
- Box 2 of 3 Budgeting and Accounting, 1977-1978
- Box 2 of 3 Museum Interpretation, 1977-1978
- Box 2 of 3 Traveling Exhibitions, 1977-1978
- Box 2 of 3 Museum-School Relations, 1977-1978

Box 3

- Box 3 of 3 Design and Production for Art Museums, 1977-1978
- Box 3 of 3 Docent Training, 1977-1978
- Box 3 of 3 Theory and Practice of Museum Interpretation, February 13-16, 1978
- Box 3 of 3 Museum Registration Methods, January 16-19, 1978
- Box 3 of 3 Schedule of Workshops, 1978-1979
- Box 3 of 3 Case Studies in Museum Education
- Box 3 of 3 Museum Management, Tape 1-A/B Original
- Box 3 of 3 Museum Management, Tape 1-A/B Copy I
- Box 3 of 3 Museum Management, Tape 2-A/B Original
- Box 3 of 3 Museum Management, Tape 3-A/B Original
- Box 3 of 3 Museum Management, Tape 4-A/B Original
- Box 3 of 3 Museum Management, Tape 5-A/B - Original