



# Smithsonian Institution Archives

## Records, 1990-1993

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Smithsonian Institution Archives  
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## Collection Overview

<b>Repository:</b>	Smithsonian Institution Archives, Washington, D.C., <a href="mailto:osiaref@si.edu">osiaref@si.edu</a>
<b>Title:</b>	Records
<b>Identifier:</b>	Accession 94-023
<b>Date:</b>	1990-1993
<b>Extent:</b>	4 cu. ft. (4 record storage boxes)
<b>Creator::</b>	National Museum of Natural History. Environmental Awareness Program
<b>Language:</b>	English

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## Administrative Information

### Preferred Citation

Smithsonian Institution Archives, Accession 94-023, National Museum of Natural History. Environmental Awareness Program, Records

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## Descriptive Entry

This accession consists of correspondence, reports, and related materials about the National Forum on Ocean Conservation Materials, sponsored by the Environmental Awareness Program, and the Environment on Display - an Environment Exhibition Report, along with general office correspondence.

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## Names and Subject Terms

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

### Subjects:

Environmental protection  
Environmental sciences

### Types of Materials:

Audiotapes  
Books  
Brochures  
Color transparencies  
Manuscripts

Names:

Smithsonian Institution. Environmental Awareness Program. Environment on Display  
Smithsonian Institution. Environmental Awareness Program. National Forum on Ocean  
Conservation Materials

## Container Listing

### Box 1

National Forum on Ocean Conservation Materials: This forum was held at the Smithsonian Institution in November 1991. A summary of the forum was published in 1991.

Box 1 of 4	Pre-Conference Planning Files (2 folders)
Box 1 of 4	Conference Services
Box 1 of 4	Journalist Lunch
Box 1 of 4	Planning/Walk-through Memoranda
Box 1 of 4	Forum Production Schedule
Box 1 of 4	Space Renovations
Box 1 of 4	Speaker Travel
Box 1 of 4	Forum Staff Handouts - Logistics
Box 1 of 4	Forum Press Planning
Box 1 of 4	Abstracts
Box 1 of 4	Brochure/Registration Form
Box 1 of 4	Program Booklet
Box 1 of 4	Press Release
Box 1 of 4	Forum Fact Sheet - One Page
Box 1 of 4	Forum Fact Sheet - Two Page
Box 1 of 4	Oceans Forum and Book Topic Outline
Box 1 of 4	Budget for Oceans Forum and Book

- Box 1 of 4 Forum Publicity
- Box 1 of 4 Data Completed - Background Data and Research (3 folders)
- Box 1 of 4 Mailing Lists for Forum Summary
- Box 1 of 4 Early Drafts of Forum Summary (5 folders)
- Box 1 of 4 Forum Summary - Final

Box 2

- Box 2 of 4 Participant and Speaker Information (3 folders)
- Box 2 of 4 Forum Dinner Invitations
- Box 2 of 4 Forum Dinner, November 20, 1991
- Box 2 of 4 Forum Reception, November 19, 1991
- Box 2 of 4 Proposed Forum Luncheon, November 21, 1991
- Box 2 of 4 Forum Summary
- Box 2 of 4 Forum Summary Correspondence
- Box 2 of 4 Summary Printing
- Box 2 of 4 Blank Summary Distribution Sheets
- Box 2 of 4 Forum Summary Distribution
- Box 2 of 4 Summary Production
- Box 2 of 4 Summary Graphics
- Box 2 of 4 Mailing List for Summary from Island Press
- Box 2 of 4 Names Entered as of February 25, 1992
- Box 2 of 4 Requests for Forum Summary
- Box 2 of 4 Footnotes

Box 2 of 4 Office of Environmental Awareness (OEA) General Mailing List

Box 2 of 4 Oceans Advisory Committee Meeting, February 14, 1991 (2 folders)

Box 2 of 4 Speakers

Box 2 of 4 Forum Budget Calculations

Box 2 of 4 Forum Budgets and Cost

Box 2 of 4 Forum Correspondence

Box 2 of 4 Potential Speakers

Box 2 of 4 Ocean Forum Attendee List

Box 2 of 4 Lists by Code

Box 2 of 4 VIP Invitation Responses

Box 2 of 4 Forum VIP Invitations

Box 3

The Environment on Display - An Environmental Exhibition Report:  
Background Materials

Box 3 of 4 The Environment on Display Report

Box 3 of 4 Environmental Exhibition Report, 1993 [Association of Science-Technology  
Centers (ASTC) Publication]

Box 3 of 4 Environmental Exhibition Report - Administration

Box 3 of 4 OEA Comments on August 1990 Draft

Box 3 of 4 ASTC Comments on August 1990 Draft

Box 3 of 4 Draft Revisions (2 folders)

Box 3 of 4 Museums Report, August 1990 Version

- Box 3 of 4                   BJW Notes (2 folders)
- Box 3 of 4                   Report Revisions, June 1993
- Box 3 of 4                   Aquariums
- Box 3 of 4                   Botanical Gardens
- Box 3 of 4                   Children's Museums
- Box 3 of 4                   Living Museums/Nature Parks
- Box 3 of 4                   Natural History Museums
- Box 3 of 4                   Science Museums
- Box 3 of 4                   Other Institutions
- Box 3 of 4                   Zoos

Box 4

- Office Correspondence
- Box 4 of 4                   Outgoing Correspondence, April 1990-August 1991 (17 folders)
- Box 4 of 4                   Incoming Correspondence, October 1990-October 1991
- Box 4 of 4                   Judith A. Gradwohl Correspondence, January-April 1990