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Collection Overview

Repository: Smithsonian Institution Archives, Washington, D.C., osiaref@si.edu
Title: Divisional Records
Identifier: Record Unit 599
Date: circa 1974-1981
Extent: 1 cu. ft. (1 record storage box)
Creator: National Museum of American History, Division of Education and Visitor Information
Language: English

Administrative Information

Preferred Citation
Smithsonian Institution Archives, Record Unit 599, National Museum of American History. Division of Education and Visitor Information, Divisional Records

Historical Note

In 1974, a Division of Public Information and Education was created from the Office of Elementary and Secondary Education, National Museum of History and Technology (NMHT). The following year Alice Reno Malone was appointed Coordinator of Education for the Division, and reported to the Deputy Director of NMHT. She was later joined by education specialists Robert S. Harding and Elizabeth Sharpe. In 1976 the Division of Public Information and Education was renamed the Division of Education and Visitor Information, with Malone submitting reports of the Division to the Director of NMHT. The Division was placed under the Office of Public and Academic Programs in 1980. It became defunct in fiscal year 1982 when NMHT was renamed the National Museum of American History.

The Division of Education and Visitor Information was responsible for providing Museum visitors with a variety of programs that interpreted the exhibitions and collections of NMHT. The Division was involved in interpretative lesson tours, outreach activities, films and orientation sessions, demonstrations, lectures, teachers workshops, publications, and discovery corner presentations.

Descriptive Entry

These records include staff memoranda; correspondence with educators and outside consultants on public programs; annual and monthly reports of the Division; NMHT exhibition proposals; budgetary files; information on docent training programs, NMHT tours, and internships; and educational newsletters.
Names and Subject Terms

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

Subjects:
- Historical museums
- Museums -- Educational aspects
- Museums -- Public relations

Names:
- Harding, Robert S. (Robert Steven), 1944-
- Malone, Alice Reno
- National Museum of History and Technology (U.S.). Division of Public Information and Education
- National Museum of History and Technology (U.S.). Office of Elementary and Secondary Education
- National Museum of History and Technology (U.S.). Office of Public and Academic Programs
- Sharpe, Elizabeth M.
### Container Listing

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<th>Box 1</th>
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Box 1 of 1  The Docent-Ship Newsletter, 1977-1978
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Box 1 of 1  Videotape Project, 1977
Box 1 of 1  National Museum of Natural History (NMNH) Educational Publications
Box 1 of 1  The Character of NMHT Collections
Box 1 of 1  Exhibition: *Creative Moments in History*
Box 1 of 1  Smithsonian Slide Collection on the History of American Technology
Box 1 of 1  Proposed exhibition on American Independence
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