



Smithsonian Institution Archives

## Collection Access Survey Records, 1970-1975

Finding aid prepared by Smithsonian Institution Archives

Smithsonian Institution Archives  
Washington, D.C.  
Contact us at [osiaref@si.edu](mailto:osiaref@si.edu)

# Table of Contents

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

## Collection Overview

<b>Repository:</b>	Smithsonian Institution Archives, Washington, D.C., <a href="mailto:osiaref@si.edu">osiaref@si.edu</a>
<b>Title:</b>	Collection Access Survey Records
<b>Identifier:</b>	Accession T90021
<b>Date:</b>	1970-1975
<b>Extent:</b>	1.5 cu. ft. (1 record storage box) (1 document box)
<b>Creator::</b>	Smithsonian Institution. Office of the Registrar
<b>Language:</b>	English

---

## Administrative Information

### Preferred Citation

Smithsonian Institution Archives, Accession T90021, Smithsonian Institution, Office of the Registrar, Collection Access Survey Records

---

## Descriptive Entry

This collection consists of materials pertaining to a collections access survey conducted by the Office of the Registrar, primarily by Richard H. Lytle and Dagobert Soergel, and headed by Paul N. Perrot, Assistant Secretary for Museum Programs. It consists of completed survey forms and information relating to accession information and collection management projects conducted by Smithsonian registrars and collection managers, correspondence regarding the survey project, and computer printouts. Some of this data may be summarized in reports found in Record Unit 568.

---

## Names and Subject Terms

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

### Subjects:

Museum registrars  
Museums -- Collection management

### Types of Materials:

Manuscripts

### Names:

Lytle, Richard H.  
Perrot, Paul N.

Smithsonian Institution. Assistant Secretary for Museum Programs  
Soergel, Dagobert

## Container Listing

### Box 1

Box 1 of 2	Data Elements
Box 1 of 2	Smithsonian Institution (SI) Fellows
Box 1 of 2	Collection Access Survey
Box 1 of 2	Notes for Reports
Box 1 of 2	Computer Printouts of Files
Box 1 of 2	Data Collecting Projects Inventory
Box 1 of 2	Interviews
Box 1 of 2	Coding Forms
Box 1 of 2	Questionnaires on Intellectual Access to Smithsonian Collections, by code number (122 folders)
Box 1 of 2	Various Comments on Questionnaires
Box 1 of 2	Science Information Exchange
Box 1 of 2	National Museum of Natural History (NMNH) Office of Systematics
Box 1 of 2	John F. Kennedy Center for the Performing Arts

### Box 2

Box 2 of 2	National Gallery of Art
Box 2 of 2	Non-Conventional File Structure Data-Collecting Projects in the Smithsonian Institution: A Survey
Box 2 of 2	Computer Services Study
Box 2 of 2	Catalog of Information Needs
Box 2 of 2	Trade Literature Survey

Box 2 of 2	336 Files
Box 2 of 2	17 Office of the Registrar Files
Box 2 of 2	28 Office of Printing and Photographic Services Files
Box 2 of 2	3231 Smithsonian Oceanographic Sorting Center Files
Box 2 of 2	33 National Museum of Natural History Files
Box 2 of 2	335 Mineral Sciences Files
Box 2 of 2	Art Museum Files
Box 2 of 2	59 Joseph Henry Papers File
Box 2 of 2	6D Library Files
Box 2 of 2	Identification Codes and Abbreviations
Box 2 of 2	SELGEM
Box 2 of 2	Collecting Information on Use of Files
Box 2 of 2	Registration
Box 2 of 2	Libraries
Box 2 of 2	Documentary Services