

Upcoming Workshops on Digital Collections, Intro to Archives, Rolled Documents, NAGPRA and more

Spaces are quickly filling, so register TODAY if you are interested in attending any of the workshops or tour.

Information provided by Susan Feller, Oklahoma Department of Libraries

This information is to alert you to six important training opportunities/events that are taking place in August and September, as well as the American Association for State and Local History/Oklahoma Museums Association 2010 Annual Meeting.

More information on all of the workshops and tour, as well as a registration form, may be found here. If you have questions, please email Susan Feller at susanfeller@msn.com or phone 405.522.3259

On **August 18 and 19**, the Oklahoma Historical Records Advisory Board is sponsoring a two-day workshop on "Creating and Managing Digital Collections." It will take place at the Oklahoma History Center in Oklahoma City. Cost is \$40 per day or \$65 for both days. Instructor is Bill Walker, digital imaging specialist with AMIGOS Library Services.

On **September 1**, the Oklahoma Historical Records Advisory Board is sponsoring a day-long "Introduction to Archives" at the Oklahoma History Center. Cost is \$40 for the day. Instructor is Rebecca Elder, Preservation Consultant with AMIGOS Library Services

On **September 22**, three events will take place. These events are a part of the American Association of State and Local History/Oklahoma Museums Association 2010 Annual Meeting in Oklahoma City. The Oklahoma Department of Libraries helped plan the pre-conference events that include:

- "The Care of Folded and Rolled Documents" at the Oklahoma History Center. Cost is \$50. Instructor is Sherelyn Ogden, Head of Conservation, Minnesota Historical Society.

- "Common Ground: Best NAGPRA Practices for Museums and Tribes." Cost is \$20.

- "Heartbeat of a Nation: Chickasaw Cultural Center" tour. Cost is \$55

In addition to choosing one of these events, you are encouraged to register for the entire American Association of State and Local History Conference (September 22-25). There are more than 70 sessions that will show you the latest in developing, delivering, and marketing your programs. To see the full program book and register, please go online to www.aaslh.org/anmeeting.

Read more and/or complete the registration form. We hope to see you at one or more of these events!

CREATING AND MANAGING DIGITAL COLLECTIONS

August 18-19, 9 AM-4:30 PM

Oklahoma History Center, Oklahoma City

Cost: \$40 per day or \$65 for both days, registration includes materials and lunch.

Day 1 (August 18) – Digitizing Text, Photographs, and Audio

Participants will learn the latest standards for digitizing texts, photos, and audio. Benchmarking, scanning procedures, image editing, and creating derivatives will be covered.

Day 2 (August 19) - Project Management for Digital Imaging

Participants will learn how to plan and implement digitization projects, selection of materials, and quality control. Image processing, systems building, access, digital preservation, and management will be covered.

INSTRUCTOR

Bill Walker has served as the Imaging Field Services Officer since 2000 and previously served Amigos as the Library Liaison Officer responsible for the training for cataloging and metadata. Bill has extensive experience with scanning photographs and documents, and several metadata standards.

WHO SHOULD ATTEND

Any person responsible for creating, managing, or preserving digital resources, including library, archive and museum staff, IT professionals, chief information officers, administrators, and others. At the conclusion of the training, participants will know how to use the most current standards and procedures to create and sustain digital projects.

FUNDERS/SPONSORS:

National Historical Records and Publications Commission, Oklahoma Department of Libraries, Oklahoma History Center, and Oklahoma Historical Records Advisory Board.

Introduction to Archives

September 1, 9 AM – 4:30 PM

Oklahoma History Center, Oklahoma City

Cost: \$40, registration includes materials and lunch

Geared toward staff with responsibility for archival collections, but with no formal archival training, this workshop provides an overview of sound archival practice and the long term care of permanent records. Participants will learn how to determine what records should be archived and how to connect preservation efforts to the processing and storage of collections. Basic physical processing of archival collections, including proper ways to identify, prepare and store materials, as well as evaluating the records for preservation concerns will be covered, as well as the importance of maintaining intellectual control of materials, including the creation of finding aids, will be covered.

INSTRUCTOR:

Rebecca Elder, Preservation Consultant, AMIGOS Library Services

FUNDERS/SPONSORS:

National Historical Records and Publications Commission, Oklahoma Department of Libraries, Oklahoma History Center, and Oklahoma Historical Records Advisory Board.

Care of Folded and Rolled Documents

Wednesday, September 22, 9 AM – 4:30 PM

Oklahoma History Center, Oklahoma City

Cost: \$50, registration includes materials, refreshments, and lunch.

This hands-on workshop covers the basics of safely caring for and housing folded and rolled items. Participants will learn to: 1) make humidification chambers from plastic trash cans and from plastic trays with a sheet of Plexiglas and how to use these to humidify documents; 2) flatten documents using sheets of blotting paper and Plexiglas; 3) stabilize torn documents by encapsulation in polyester film or placement in a sleeve or envelope; 4) choose from the variety of folders and boxes that are commercially available for the storage of documents; 5) make custom rigid folders from acid-free corrugated board; and 6) make custom boxes from acid-free corrugated board.

INSTRUCTOR:

Sherelyn Ogden, Head of Conservation, Minnesota Historical Society

FUNDERS/SPONSORS:

Workshop is funded by the Institute of Museum and Library Services, the National Historical Publications and Records Commission, the Oklahoma History Center, and the Oklahoma Department of Libraries. It is sponsored by the Oklahoma Historical Records Advisory Board as a pre-conference of the September 22-25 American Association for State and Local History/Oklahoma Museums Association 2010 Annual Meeting (www.aaslh.org/anmeeting).

Common Ground: Best NAGPRA Practices for Museums and Tribes

Wednesday, September 22, 8:30 AM – 4:00 PM

Oklahoma History Center, Chesapeake Event Center, Oklahoma City

Cost: \$20, registration includes lunch

This workshop will provide practical information from the National NAGPRA program on the repatriation process, available funding, and the law. Panels of museum representatives and tribes will present case studies examining the realities of NAGPRA implementation, as well as a discussion of the consultation process, current concerns, and a vision for the next 20 years. A luncheon honoring Walter Echo-Hawk, a leading force behind the Native American Graves Protection and Repatriation Act, will be held.

PRESENTERS:

Sangita Chari, Grants Coordinator, National NAGPRA

Walter Echo-Hawk, Attorney, Crowe & Dunlevy

Kevin Gover, Director, National Museum of the American Indian

Sherry Hutt, Director, National NAGPRA Program

Bob Pickering, Gilcrease Museum

Phillis Wahakrockah-Tasi, Director, Comanche National Museum and Cultural Center

Joe Watkins, Director, Native American Studies Program , University of Oklahoma

And others, to be announced.

FUNDERS/SPONSORS:

Workshop is funded by the Institute of Museum and Library Services, the National Parks Service/National NAGPRA Program, the Oklahoma History Center, and the Oklahoma Department of Libraries. This event is a pre-conference of the September 22-25 American Association for State and Local History/Oklahoma Museums Association 2010 Annual Meeting (www.aaslh.org/anmeeting).

Heartbeat of a Nation: Chickasaw Cultural Center

Wednesday, September 22

Cost: **\$55 fee includes round trip transportation, museum admission, and lunch.**

This daylong bus tour will depart from the Sheraton Hotel in Oklahoma City and travel to the foot of the ancient Arbuckle Mountains to experience America's largest tribal cultural center. Witness first-hand how the world-class Chickasaw Cultural Center combines state-of-the-art technology and richly theatrical environments to immerse visitors in a vibrant, hands-on experience designed to share the Chickasaw Culture.

FUNDERS/SPONSORS:

Workshop is funded by the Institute of Museum and Library Services, the Chickasaw Nation, and the Oklahoma Department of Libraries. This event is a pre-conference tour of the September 22-25 American Association for State and History/Oklahoma Museums Association 2010 Annual Meeting (www.aaslh.org/anmeeting).

REGISTRATION FORM

- ü The meeting participant list and your name badge will be produced from this form. Please type or print legibly.
- ü Please use one form per person.
- ü You may complete this form and email it back. If you need to print it, please cut and paste it into a Word document.
- ü Payment in the form of a check or purchase order must be received within one-week of submitting the registration form.

First Name:		
Last Name:		
Title:		
Institution:		
City and Zip:		
Phone:		
E Mail:		
Please Indicate which events you wish to attend:		Fee
	August 18-19, Creating and Managing Digital Collections, \$65 (save \$15 by registering for both days)	
	August 18, Digitizing Text, Photographs, and Audio, \$40	
	August 19, Project Management for Digital Imaging, \$40	
	September 1, Introduction to Archives, \$40	

	September 22, Care of Folded and Rolled Documents, \$50	
	September 22, Common Ground: Best NAGPRA Practices for Museums and Tribes, \$20	
	September 22, Tour: Heartbeat of a Nation: Chickasaw Cultural Center, \$55	
TOTAL DUE		
Form of Payment (check one)		
	Check (payable to the Oklahoma Department of Libraries)	
	Purchase order	

All registrations must be prepaid by check or purchase order.

Purchase order registrations may be faxed to 405-525-7804.

Credit cards are not accepted.

Mail registration form to:

Oklahoma Department of Libraries

Attn: Susan Feller

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