



History outreach 2010

# Cataloging History Artifacts

Monday, January 11, 9:00 am to noon.

### Schedule:

9am to 9:15am:

Seating and greeting

9:15 to 10:45am:

Demonstrations, lecture, and hands-on activities

10:45 to 11:00am:

Refreshments

11am to noon:

Group activity, question and answer session, and closing

Join us in our ongoing series of hands-on workshops related to collections care. This workshop, presented by the museum history division, is designed for volunteers and staff members who care for two- and three-dimensional artifacts at venues like genealogical and historical societies, museums, and libraries.

On Monday, January 11, we will meet at 9:00 am with coffee and start our program promptly at 9:15 am. This workshop will focus on:

- **how to identify history artifacts**
- **how to identify important information on the catalog cards** related to the artifacts
- **how to evaluate the artifacts** in order to verify the information, and
- **review** professional texts, websites, and other literature.

Informative hand-outs and reading lists related to the workshop topics will be available for all participants.

This workshop offers the opportunity to network with others in your field, ask questions, and learn more about the care of collections materials by trying your hand at a few new techniques.

## San Bernardino County Museum

2024 Orange Tree Lane  
Redlands, CA 92374

This workshop is offered free of charge and is anticipated to fill very quickly. Please contact Curator of History Michele Nielsen at **909.307.2669 x 240** or **[mnielsen@sbcm.sbcounty.gov](mailto:mnielsen@sbcm.sbcounty.gov)** to reserve your seat by **January 4, 2010**. Attendance will be limited to 20 participants to assure that everyone will have the chance to take part in the hands-on activities.

Please reserve space at "**Cataloging History Artifacts**" workshop at the San Bernardino County Museum on Monday, January 11, 2010. Total number of attendees \_\_\_\_.

Name \_\_\_\_\_ Telephone \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

E-mail \_\_\_\_\_

Affiliation/Organization \_\_\_\_\_

Names of additional attendees: \_\_\_\_\_