

## Collection Survey Sources

### Definitions

These are some definitions of what a collection survey is.

This is a basic overview from American Museum of Natural History.

<http://www.amnh.org/our-research/natural-science-collections-conservation/general-conservation/documentation/collection-surveys>

This one is from Yale and has specific information for their institution as well as general information about collection surveys.

<http://guides.library.yale.edu/preservationservices/surveys>

This is a document published by the Northeast Document Conservation Center on doing a collection survey. It is very helpful, but very long.

<https://www.nedcc.org/assets/media/documents/apnssg.pdf>

### Examples

These are some descriptions of collection surveys carried out at a few different institutions.

A 2011 survey of the Cooper-Hewitt Museum National Design Library

<https://blog.library.si.edu/2012/07/conducting-a-condition-survey-of-special-collections>

A 1992 survey of the Victoria and Albert Museum's Blythe House

<http://www.vam.ac.uk/content/journals/conservation-journal/issue-05/working-with-students-on-collection-condition-surveys-at-blythe-house/>

### Instructions

This page has detailed instructions for how to fill out a survey form for a collection survey done by the University of Michigan.

<http://www.oclc.org/content/dam/research/activities/backlogtools/michiganmanual.pdf>

### Results

This page has a very in-depth assessment for a collection survey done by the University of Tennessee Special Collections Library.

<http://rbm.acrl.org/content/6/2/91.full.pdf>

## **Mold Sources**

This website takes you through the steps of dealing with a mold infestation, including safety information and how to build a mold-fighting system from scratch.

<http://www.library.cornell.edu/preservation/librarypreservation/mee/management/mold.html>

This leaflet from the Northeast Document Conservation Center goes into detail about what mold is, and takes you through how to deal with a disaster involving mold.

<http://www.nedcc.org/free-resources/preservation-leaflets/3.-emergency-management/3.8-emergency-salvage-of-moldy-books-and-paper>

This website takes you through what to do for each item as you decide what to do with it, whether you need to replace the cover, take a book apart and put it back together, or other options you might apply to different books.

<http://iub.edu/~libpres/manual/treatments/mold/moldfront.html>

## **Basic Preservation Action Sources**

This has a link to a PDF with written instructions on how to make the custom box we made in this workshop.

<http://sustainableheritagenetwork.org/digital-heritage/custom-box-instructions>

This is a video tutorial for how to make the custom box we made in this workshop.

<http://www.sustainableheritagenetwork.org/digital-heritage/how-make-custom-box-tutorial>

This is a video tutorial for how to do encapsulation.

<http://www.sustainableheritagenetwork.org/digital-heritage/encapsulation-demonstration-tutorial>

This website has step-by-step instructions for many types of enclosures.

<http://www.indiana.edu/~libpres/manual/enclosures.html>