

Program Planning and Survey Methodology Workshop

10-12 October 2012

The State Hermitage Museum

Instructor: Brenda Bernier

Participants: curators and conservators of photographs

Workshop Goals:

Using the Kellogg Foundation Logic Model and case studies, participants will learn to adapt four basic collection survey designs to accommodate a wide range of collections and survey goals. They will learn to gauge available resources, define goals, and design appropriate methodologies. During the practicum, the participants will apply the logic model to their own collections.

Anticipated Outcome:

The participants will develop a systematic approach to help them define preservation needs, set priorities, and balance the sometimes competing needs of a robust photograph conservation program.

Agenda and Pre-Workshop Assignments

Wednesday 10 October

- Introductions and orientation
- Discussion: establishing and balancing priorities
 - Assignment: read handout “WPC Program Diagrams”
- Kellogg Foundation Logic Model
 - Assignment: Read pages 1-4 only of the Logic Model Development Guide.
 - <http://www.wkkf.org/knowledge-center/resources/2006/02/WK-Kellogg-Foundation-Logic-Model-Development-Guide.aspx>
- Review basic collection survey approaches
 - Simple, item-level survey
 - Complex, item-level survey
 - Simple, box-level survey
 - Complex, item-level survey
 - Assignment: Read handout “Basic Survey Approaches”
- Case studies (1 to 3, as time allows)
 - Participants will work with instructor to develop preservation plans using the Logic Model and compare to actual case outcome.

Thursday 11 October

- Case studies (continued)
- Practicum
 - Participants will develop preservation plans for Hermitage photograph collections using the Logic Model.
 - Assignment: Choose 4 or 5 collections for practicum. Include small, medium and large collections.

Friday 12 October

- Practicum (continued)
- Optional: Adapting photo survey model to institutional needs
 - Assignment: Read handout “Preservation Needs Assessment at Harvard”
- Wrap-up