

# Instructional Workshop on **MUSEUM REGISTRATION**



Do not miss this opportunity for hands-on training in collections registration, specifically tailored for smaller institutions.

\$20 each for individuals/  
\$15 each for groups

Saturday, July 24, 2010  
1 – 4 p.m.

White River Valley Museum  
918 H Street SE  
Auburn, WA 98002



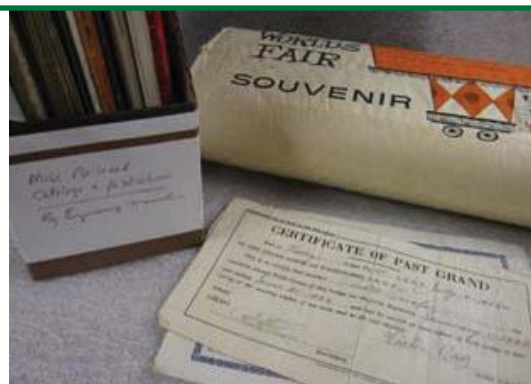
## About the **WORKSHOP**

This workshop is intended for heritage organization staff and volunteers who are involved in accepting and cataloguing new donations, and managing collections records. It will breakdown, in detail, budget-friendly, simple methods for the entire process of accessioning and cataloging objects, including how to incorporate an electronic database into your cataloguing process and meeting professional standards set by the American Association of Museums.

We will focus on three major concepts:

- 1) Developing Collections Policies;
- 2) Types of documentation and their management, and
- 3) How to catalogue any object in your collection, both new and old!

Workshop participants will receive an instructional booklet which includes written materials from the workshop, worksheets, and an extensive list of resources.



## About the **INSTRUCTOR**



Hilary Pittenger recently earned her Master's in Museology from the University of Washington, and has been working and volunteering in local museums since 2005. She graduated with a B.A. in History from the University of Washington, and currently holds the position of Collections Assistant at the White River Valley Museum in Auburn.

For more information or to register, call **253-288-7439** or email [hpittenger@auburnwa.gov](mailto:hpittenger@auburnwa.gov)