

Sample Collections Stewardship MAP Workbook Outline

This sample is to be used as a reference to better understand the outline of the Collections Stewardship MAP Workbook. The MAP Workbook is periodically updated and is subject to change.

Part One: Laying the Groundwork for Success (Before the Site Visit)	Part Two: Engaging on Site (During the Site Visit)	Part Three: Keeping Momentum (After the Site Visit)	Part four: Moving Forward (After Receiving the Assessment Report)
Section One: Mission and Planning <ul style="list-style-type: none"> Questions & Data Gathering Section Two: Governance <ul style="list-style-type: none"> Questions & Data Gathering <i>Activity One:</i> Governing Authority Collections Responsibility Activity Section Three: Administration and Finance <ul style="list-style-type: none"> Questions & Data Gathering <i>Activity Two:</i> Perception of Collections Activity Section Four: Collections Stewardship <ul style="list-style-type: none"> Questions & Data Gathering <i>Activity Three:</i> Acquisitions Activity <i>Activity Four:</i> Documentation Activity 	<ul style="list-style-type: none"> <i>Activity Five:</i> Deaccessioning Activity 	Section Five: Interpretation <ul style="list-style-type: none"> Questions & Data Gathering Section Six: Getting Focused After Your Site Visit <ul style="list-style-type: none"> Reflection & Questions <i>Activity Six:</i> Disaster Preparedness Activity <i>Activity Seven:</i> Agents of Deterioration Activity 	Section Seven: Implementing Change after the Report is Received <ul style="list-style-type: none"> <i>Activity Eight:</i> Implementing Change