

Durham University/Malaysian Museums Workshop 2
Kuala Lumpur
9-12th September 2019

Durham University delegates

Mrs Rachel Barclay, Curator, Oriental Museum

Dr Mark Manuel, Research Fellow, UNESCO Chair in Archaeological Ethics and Cultural Heritage Management, Department of Archaeology

Dr Emily Williams, Associate Professor, Department of Archaeology

Ms Helen Armstrong, Collections Registrar, University Library and Collections

Mr John Roxborough, Learning Officer, University Library and Collections

Ms Charlotte Spink Access and Community Engagement Officer, University Library and Collections

Mon 9th		
14.00-14.15	Registration and opportunity for networking	
14.15-15.00	Introduction by UK delegates (each member of the team to give a 10 minute introduction to themselves, their experience and current role)	
15.00-15.30	Break	
15.30-17.00	Introduction by Malaysian Museums (one person from each Malaysian museum to introduce themselves, their colleagues and their museum) Questions for the workshop (opportunity for Malaysian delegates to raise issues they are particularly interested in covering during the workshop so that UK team can try to ensure they cover in sessions over following days)	
Tues 10th	Collections Management	Museum learning
09.00-10.30	Introduction to using Benchmarks in Collections Care as a collections management tool presentation and practical (EW & HA to lead) <ul style="list-style-type: none"> • Introduce Benchmarks in Collection Care (BCC) • Introduction to four topics covered in course • Divide into working groups and look at the training examples provided. 	Working with schools presentation and practical (JR to lead) <ul style="list-style-type: none"> • What do we do at Durham. An overview of the Learning team at Durham. Its evolution and its future. • Structure of sessions. How we teach. How we structure sessions. • Structure of department. Staffing structure, roles and responsibilities. Multiple sites, multiple opportunities. • Teaching styles. How do people teach, what are the team's backgrounds. • Learning styles. How do people learn? • Examples. Focus on Ancient Egypt and Greece.
10.30-11.00	<i>Break</i>	
11.00-12.30	Object use and display presentation and practical (HA & EW to lead) <ul style="list-style-type: none"> • Object handling practical • Condition reporting & checking practical • Marking and labelling ceramic sherds • Fill in BCC section on Handling & Use 	Setting up a learning programme presentation and practical (JR to lead) <ul style="list-style-type: none"> • Collections focus. Working with what you've got. • More than one way to run a programme. The many methods of museum learning. • Working with, and for, a set curriculum. • The trouble with teenagers. How to expand your audience. • Get the show on the road. How to use your collections In house and on outreach.

		<ul style="list-style-type: none"> • Advertising. How to get through to teachers. Digital, physical and word of mouth. • Feedback. How to collect it. • Evaluation. How to use it, is it worth the effort? • How to grow your team, your numbers and your horizons.
12.30-14.00	<i>Lunch and time for prayers</i>	
14.00-15.30	Storage presentation and practical (HA & EW to lead) <ul style="list-style-type: none"> • Intro on storage covering security, building, equipment • Practical on packing methods • Practical on packing techniques • Box-making exercise • Fill in BCC section on storage 	Community learning presentation and practical (CS to lead) <ul style="list-style-type: none"> • What is community engagement and why is it important? • What does really good community engagement look like? • Different ways to engagement with local communities; events, volunteering, co-curated content, outreach, touring and others. • Brief outline of scope of community learning at Durham University Museums; including work with faith groups, children and young people and mental health groups and how we have worked with them. • Exploring in more detail two case studies of community learning projects: Work with Art Studio and Diwali.
15.30-16.00	<i>Break</i>	
16.00-17.00	Presentation of practical work and feedback	Presentation of practical work and feedback
Wed 11th	Collections Management	Museum learning
09.00-10.30	Environmental conditions presentation and practical (HA & EW to lead) <ul style="list-style-type: none"> • Intro to Environment • Light monitoring exercise • RH and temp exercise • Pest management game • Fill in BCC section on Environmental control 	University learning presentation and practical (RB, UNESCO Chair) <ul style="list-style-type: none"> • Using museum collections to support undergraduate and graduate teaching • The right method for the right course: in-gallery, object handling, project work • Case study: make a podcast • Case study: how the UNESCO Chair uses museums in its work
10.30-11.00	<i>Break</i>	
11.00-12.30	Disaster planning presentation and practical (UNESCO Chair, HA and EW) <ul style="list-style-type: none"> • Recognizing a disaster • Salvage Response • UNESCO Chair post-disaster toolkit • Fill in BCC section on Emergency Preparedness 	Working with audiences with special needs (CS to lead) Outlining three groups with distinct special needs that Durham University Museums have worked with: children under 5, adults with visual impairments and people living with dementia. <ul style="list-style-type: none"> • Why did we engage with these particular groups? • How have we engaged with each group? • Taking an holistic approach • - How have we evaluated this work?
12.30-14.00	<i>Lunch and time for prayers</i>	

14.00-15.30	<p>Revisit the BCC for each working group and draw up a collections management plan</p> <ul style="list-style-type: none"> • Who do you want to ask for more information? • How will you change the benchmarks to improve collection care? • Who do you talk to about improvements? • Who will you share your results with? • Using the BCC to draw up an action plan 	<p>Creating an audience development plan for your learning and engagement programme (RB to lead)</p> <ul style="list-style-type: none"> • Audience research and why it matters • Creating a simple target audience strategy • Do you need a more detailed audience development strategy? • Stages in creating an audience development strategy
15.30-16.00	<i>Break</i>	
16.00-17.00	<p>Presentation of practical work and feedback, key learning points from two days that can be applied</p>	<p>Presentation of practical work and feedback, key learning points from two days that can be applied</p>
Thursday 12th		
09.00-12.30	<p>Site visits – each group to visit a relevant museum in KL and learn from best practice in Malaysia (venues to be confirmed with Malaysian partners)</p>	
12.30-14.00	<p>Lunch and time for prayers</p>	
14.00-15.00	<p>Malaysian Museums meeting without UK participants</p>	
15.00-15.30	<p>break</p>	
15.30-17.00	<p>Final feedback and discussion of future partnership proposals (all) Presentations and photographs</p>	