

## 2017 Mid-West EMu User Meeting

### Slide 1 – Introduction

### Slide 2 – Specimens

- I am here to talk today about our current exhibition, Specimens
- And how we used EMu to facilitate the sharing of information between divisions and departments

### Slide 3 – Specimen Jars

- This is a Collections based exhibition
- It features specimens from 15 different Collections areas - all but our Anthropology Collections
- ~5500 discernable specimens on display - impossible to have accurate count due to uncatalogued specimens or lots of specimens
- Disclaimer: We are also very new to EMu in Exhibitions, so our workflow is evolving
- Disclaimer: Exhibits with external loans are handled differently
- Disclaimer: We use EMu in Exhibitions for more than I am presenting on, but I am limiting it to Registration-specific applications. Others include attaching graphic files, label copy, etc.

### Slide 4 – Chameleon

- This is FMNH 66198, a cleared and stained chameleon
- I am going to use this as an example specimen to walk you through our process
- Our process is started by Exhibition Developers meeting with Collections Managers and Curators to find interesting specimens and stories
- In this case, Alan Resetar, our Collections Manager of Amphibians & Reptiles

### Slide 5-7 – EO Record Process

- How many of you use the Exhibition Object module?
- Records are created by attaching the Catalogue record,
- To the Event module,
- On the Objects tab

### Slide 8 – EO Overview

- This creates the Exhibition Object record
- Exhibition Developers do this
- We assign an Exhibition Inventory # (SPE-021)
- Data from the Catalogue record bleeds through (grayed out fields)
- We enter in data that is needed for our process (white fields)

#### Slide 9-10 – Exhibition Developers

- Exhibition Developers group the specimens (Cleared and Stained)
- And assign section titles (1 Welcome to Collections)
- Also change status, in this case “Wanted” (others include: under consideration/dropped/rejected)

#### Slide 11-12 – Measurements & Multimedia

- The Mount Shop takes measurements of specimens under consideration for the exhibition
- This gets entered into the Exhibition Object record
- And can be seen in the table on the Measurements tab
- They also photograph the specimens on all six sides
- This gets uploaded to the Multimedia module
- And attached to Exhibition Object record on the Multimedia tab

#### Slide 13-14 – Case Layouts & Floor plans

- After this is entered into EMu,
- It is used by 3-D Design outside of EMu
- To create case layout drawings
- And also to produce floor plans
- This is useful for new case design/construction or selection of previously built cases

#### Slide 15 – Environmental

- As a Registrar, the tab I am most interested in: Environment
- Specimens is a unique exhibit because our Exhibitions Conservator retired prior to this exhibition
- Currently, exhibitions with Anthropology collections are assigned an Anthropology Conservator
- For Specimens, Collections Managers were asked to act as the Conservator for their respective collection
- This was new to them, so I worked closely with all of them to do this
- We asked them to enter their display requirements: RH, temperature, light levels, and any other restrictions (alarms, etc.)
- This is entered on the display tab of their Catalogue records
- I can't see this on their records, but it bleeds through to our Exhibition Object records
- We have a climate controlled hall, so this determines the set points
- For extreme examples, silica gel may be required – which we can indicate here on the record

### Slide 16 – Catalog: Location

- One of my responsibilities as a Registrar is to update locations in EMu
- I have a limited view of their Collections Catalogue records
- The ONLY thing I can update is the location after the physical transfer occurs
- This is shown chronologically in a table at the bottom of the record
- Ex: to Mount Shop, Vault, or Exhibit case

### Slide 17-19 – Challenge 1: Uncatalogued Specimens

- Some specimens are not catalogued
- Either not processed yet (eg. fossil collections)
- Or catalogued when researched
- First, we create an Exhibition Catalogue record for the specimen/group of specimens
- In this case, one record for a drawer of cave bones from Australia – SPE-435
- And then attach it to the Events module as usual to create the Exhibition Object record
- We then track the Exhibition Catalogue record instead of a Collections catalogue record

### Slide 20-27 – Challenge 2: Parent/Child Records

- MANY zoological and geological collections do not sub-out their specimens
- They have one record for the entire specimen – regardless of the quantity of components
- This creates a problem for our workflow
- We need photos and dimensions for each component
- SO we need 1 record for each component that we can enter/attach information/multimedia to
- This is needed by our 3D Designers - for case layouts
- And also Mount Shop – for designing mounts
- This case: Elmer – PR 2211 (Catalogue record)
- First, we created a normal Exhibit Object record, which served as the parent record (SPE-263)
- Then we created “uncatalogued” Catalogue records within the respective collection (here Fossil Herps)
- These include all of the data from the “parent record”
- We then use these records to create the “child records” in Exhibition Object module (SPE-263-C is the tail)
- Now we have dimensions & photos for the tail
- The process has evolved slightly for current exhibit we are working on: Antarctic Dinosaurs
- But the underlying philosophy is the same

### Slide 28 – Challenge 3: EO List View

- The biggest challenge we face in Registration is not being able to go from list view in Exhibition Objects directly to all of the corresponding Catalogue records
- This is an issue for relocating specimens in the Catalogue records
- As well as giving Collections Managers an up-to-date list of their specimens that are wanted in the exhibit
- (They can't see our Exhibition Object records)
- It would be ideal to do this with Dynamic Groups
- But we need to get to the Catalogue records for that – not Exhibition Object
- I have workarounds, but it is more time consuming
- One idea I have: have the Catalogue IRN bleed through as a field to the Exhibition Object record
- Then we can search/sort by criteria, and then copy & paste IRNs into a search in the Catalogue module

### Slide 29-31 – Conservation Module

- This is something we are working on now: creating records in the Conservation module
- Until now, only the Conservation department has had access to this module
- Previously, the Exhibition Conservator would do condition reports, so this was not a problem
- Now that responsibility falls on Exhibitions Registration (for non-Anthropology objects)
- Since there are ~5500 specimens in the exhibit, I did photographic condition reports
- This resulted in THOUSANDS of pictures
- I have processed most of them, but they need somewhere to “live”
- We will be creating records in the Conservation module in order to attach the Multimedia to
- And also include limited other data:
- Conservation Number field: Exhibition Inventory #
- Record Type field: Incoming/outgoing condition report
- Objects Conserved field: we can attach the Catalogue record
- Associated Event field: we can attach the Event record
- Condition tab: notes about the condition, when assessed
- The most important tab = Multimedia
- This is where we will attach the condition photos
- These records would serve as the actual condition reports
- Reports can be generated from this record for external lenders

### Slide 32 – Benefit

- To summarize the benefit of using EMu in Exhibitions:
- Communicating efficiently within divisions of Exhibitions
- And interdepartmentally – with Collections
- Resource for the working team – information or digital assets
- Makes multimedia and condition reports accessible to respective Collections
- Repository for digitally archiving data from exhibitions after they close