# SCAAsm

**Introduction to Basic Archives Workshop**

***July 23, 2018 – 10:00 am to 4:30 pm***

***Craik Oral History Archives***

***310 3rd Street***

***Craik, SK.***

The SCAA is pleased to offer a one-day workshop that will introduce participants to the basic archival functions of acquisition, accessioning, appraisal, arrangement, description and reference. Questions about what and why we archive will be discussed as well as issues related to the conservation/preservation of archival materials.

**Instructor:** Cameron Hart, SCAA Archives Advisor

**Maximum Attendees**: 10

**Workshop Fees:**

\*Registration for this workshop is FREE but we kindly request that you fill in this form so that we can prepare the venue and material for the appropriate number of attendees.

**Registration Deadline**: July 20, 2018

**Institution/Organization: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Name of Attendee(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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**(For more than 3 attendees please complete an additional registration form)**

**Submit registration forms to:**

Gloria Bearss, SCAA Executive Director

#202-1275 Broad Street

Regina, SK S4R1Y2

Phone 306-780-9414; Email: scaa@sasktel.net ; **Fax 306-585-1765**.

**For further information on workshop content contact:**

Cameron Hart, Archives Advisor

Email: scaa.advisor@sasktel.net; Phone: 306-242-0796