Workshop Option 1: 6 or More Attendees

On each table we will have one finding aid. Finding aid will have appropriate section marked.

Ask the attendees to read the front matter of the finding aid.

Ask attendees to open the finding aid to the series they will be using. Read the series description.

The assigned folder will be marked with an arrow.

Have attendees fill out request form.

Give them their box.

Find the folder.

Use the folder to answer the following questions:

1. What is the name of your collection?
2. What is the identification number of your collection?
3. Go to the first tab and read the description of the organization there.
   - When was this organization established?
   - Is it still operating?
4. Go to the second tab and find the paper clip.
   - What is the name of the series you are looking at?
   - Write down the box and folder number here AND on your registration form.
5. Using the number system on the right-hand side of the folders, find that folder and take it out of the box (carefully!)
6. What is the name of the organization represented in your folder?
7. What kinds of materials are in your folder?
8. What is the organization’s mission regarding reproductive rights? / Is it clear what the mission is?
9. What methods/approaches/tactics did they favor or call for?
10. What kind of language did they use?
11. Who do you think the audience for these materials was meant to be?
12. What is the name of the folder that held this information?
1. What is the name of your collection?

2. What is the identification number of your collection?

3. Go to the first tab and read the history of the organization there.
   
   When was this organization established?

   Is it still operating?

4. Go to the second tab and find the paper clip.

   What is the name of the series you are looking at?

   Write down the box and folder number here AND on your registration form.

5. Using the number system on the right-hand side of the folders, find that folder and take it out of the box (carefully!)

6. What is the name of the organization represented in your folder?

7. What kinds of materials are in your folder?
8. What is the organization’s mission regarding reproductive rights? / Is it clear what the mission is?

9. What methods/approaches/tactics did they favor or call for?

10. What kind of language did they use?

11. Who do you think the audience for these materials was meant to be?

12. What is the name of the folder that held this information?