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Advanced Certificate in Museum Project Management

## Collections Management and Conservation

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**\*\*Accessioning:\*\*** The process of formally accepting an object into a museum's collection. This includes documenting the object's provenance, condition, and any relevant information, as well as assigning it a unique accession number.

**\*\*Active Collection:\*\*** The portion of a museum's collection that is currently being used for exhibitions, research, or other museum activities.

**\*\*Acquisition:\*\*** The process of obtaining an object for a museum's collection, either through purchase, donation, or bequest.

**\*\*Adventitious Binder:\*\*** A substance, usually an adhesive, that is not originally part of an object but has been added during conservation treatment.

**\*\*Archival Supports:\*\*** Materials, such as matboard and paper, that are used to support and protect objects during storage and display.

**\*\*Authenticity:\*\*** The truthfulness or accuracy of an object's origins, history, or attribution.

**\*\*Basic Conservation:\*\*** A level of conservation treatment that is limited to stabilizing an object and preventing further deterioration.

**\*\*Binder:\*\*** A substance that holds particles together, such as the glue in paper or the proteins in leather.

**\*\*Condition Assessment:\*\*** The process of evaluating an object's physical and chemical condition in order to determine its stability and potential treatment needs.

**\*\*Consolidation:\*\*** The process of strengthening or reattaching loose or fragile parts of an object.

**\*\*Conservation:\*\*** The field of study concerned with the preservation and protection of cultural heritage, including museum objects.

**\*\*Conservation Science:\*\*** The application of scientific principles and techniques to the study and treatment of museum objects.

**\*\*Cultural Heritage:\*\*** The physical artifacts, buildings, and landscapes that are valued for their historical, artistic, or cultural significance.

**\*\*Deacidification:\*\*** The process of neutralizing or removing acid from an object, usually paper, in order to slow down its deterioration.

**\*\*Decorative Arts:\*\*** Objects that are made for use and decoration, such as furniture, textiles, and metalwork.

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- Deformation:** A change in an object's shape or form, usually as a result of stress or pressure.
- Digitization:** The process of converting analog information, such as photographs or documents, into a digital format.
- Disaster Planning:** The process of developing and implementing a plan for responding to emergencies or disasters that could potentially damage a museum's collection.
- Documentation:** The process of recording information about an object, including its provenance, condition, and treatment history.
- Easel Paintings:** Paintings that are created on a flat, rigid support, such as canvas or wood panel.
- Exhibition Design:** The process of planning and creating an exhibition, including the selection of objects, design of display cases, and development of interpretive materials.
- Exhibition Planning:** The process of researching and developing a concept for an exhibition, including the selection of objects, development of interpretive materials, and scheduling.
- Exhibition Proposals:** A written document outlining a proposed exhibition, including its theme, objects, and interpretive materials.
- Fiber Reactive Dyes:** Dyes that form a covalent bond with the fibers they are applied to, resulting in a more permanent color.
- Fragile Objects:** Objects that are easily damaged or broken, and therefore require special handling and storage.
- Fugitive Colors:** Colors that are prone to fading or changing over time.
- Handling:** The process of moving or manipulating an object, usually during exhibition or conservation treatment.
- Herbarium:** A collection of preserved plant specimens.
- Historic Furnishings:** Objects that are used to furnish historic buildings or recreate historic interiors.
- Housing:** The process of providing support and protection for an object during storage or transport.
- Inorganic Materials:** Materials that do not contain carbon atoms, such as metals, ceramics, and glass.
- Integrated Pest Management (IPM):** A systematic approach to managing pests in museums, including the use of physical barriers, traps, and chemical treatments.
- Interpretation:** The process of making museum objects meaningful to visitors, usually through the use of labels, audio guides, or interactive displays.
- Loans:** The temporary transfer of an object from one institution to another for exhibition or research
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purposes.

**\*\*Matting:\*\*** The process of cutting and assembling a frame for a painting or photograph, including the mounting of the object on a matboard.

**\*\*Material Analysis:\*\*** The use of scientific techniques to identify and analyze the materials that make up an object.

**\*\*Matrix:\*\*** The material in which an object is embedded or contained, such as the plaster in a cast or the resin in a fossil.

**\*\*Museum Registration:\*\*** The process of documenting and tracking museum objects, including their provenance, condition, and location.

**\*\*Natural History Collections:\*\*** Objects that are collected and preserved for their scientific or educational value, such as specimens of plants, animals, or minerals.

**\*\*Non-destructive Testing (NDT):\*\*** The use of non-invasive techniques to examine and analyze museum objects, such as X-ray fluorescence or infrared reflectography.

**\*\*Objects Conservation:\*\*** The field of study concerned with the preservation and protection of three-dimensional museum objects.

**\*\*Paint Analysis:\*\*** The use of scientific techniques to identify and analyze the pigments and binders used in paintings.

**\*\*Paper Conservation:\*\*** The field of study concerned with the preservation and protection of works of art on paper, including prints, drawings, and watercolors.

**\*\*Passive Collection:\*\*** The portion of a museum's collection that is not currently being used for exhibitions, research, or other museum activities.

**\*\*Pest Management:\*\*** The process of preventing and controlling pests in museums, including insects, rodents, and mold.

**\*\*Photographic Materials:\*\*** Objects that are made using photographic processes, such as negatives, prints, and slides.

**\*\*Preventive Conservation:\*\*** The field of study concerned with the prevention of deterioration and damage to museum objects, including the control of environmental factors such as temperature, humidity, and light.

**\*\*Provenance:\*\*** The history of ownership or custody of an object, including its origin, previous owners, and exhibition history.

**\*\*Rehousing:\*\*** The process of moving an object from one type of housing to another, usually in order to improve its protection or accessibility.

**Relating:** The process of physically connecting or associating related objects, such as a pair of shoes or a set of dishes.

**Remedial Conservation:** A level of conservation treatment that is more extensive than basic conservation, and may involve the repair or replacement of damaged parts.

**Restoration:** The process of returning an object to its original appearance or condition, usually through the use of reconstruction or reproduction.

**Risk Assessment:** The process of identifying and evaluating potential risks to a museum's collection, including the likelihood and impact of various threats.

**Sample Analysis:** The use of scientific techniques to examine and analyze small samples of an object, such as paint chips or textile fibers.

**Scientific Analysis:** The use of scientific techniques to examine and analyze museum objects, including the identification of materials, the analysis of pigments and binders, and the examination of stratigraphy.

**Sculpture Conservation:** The field of study concerned with the preservation and protection of three-dimensional art objects, including statues, reliefs, and installations.

**Sensitive Materials:** Objects that are vulnerable to damage from environmental factors such as temperature, humidity, and light, such as photographs, textiles, and works of art on paper.

**Storage Design:** The process of planning and creating storage systems for museum objects, including the selection of appropriate materials, the arrangement of objects, and the provision of environmental control.

**Textile Conservation:** The field of study concerned with the preservation and protection of textiles, including clothing, tapestries, and upholstery.

**Treatment Proposals:** A written document outlining a proposed conservation treatment, including the rationale, methods, and expected outcomes.

**Treatment Report:** A written document detailing the conservation treatment that has been carried out on an object, including the methods used, the results achieved, and any recommendations for future care.

**Unstable Objects:** Objects that are prone to change or deterioration, and therefore require special handling and care.

**Visual Documentation:** The process of photographing or filming museum objects, usually for the purpose of documentation or interpretation.

**Works of Art on Paper:** Objects that are created using paper as a support, such as prints, drawings, and watercolors.

**X-radiography:** A non-destructive