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Biology Curators Group Newsletter

Title: Directory of Natural History Museums of the World questionnaire

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UNIwersytet Wrocławski ||| WROCLAW UNIVERSITY
MUZEUM PRZYRODNICZE ||| MUSEUM OF NATURAL HISTORY
Sienkiewicza 21, 50-335 Wrocław, Poland

October 1977.

Dear Director,

At the Conference of the International Committee of Natural History Museums of the I.C.O.M., held in Leningrad in May 1977, it was unanimously decided to work out and to publish a new, complete edition of the "Directory of the Natural History Museums of the World". This job was conferred upon me.

The work on the first edition of the Directory (published in 1971 by the Rumanian National Committee of the I.C.O.M.) lasted ten years. This long period of time was due to the negligence of many museums which did not answer the questionnaires or sent incomplete or carelessly compiled data. This time we must accomplish the work quicker - it lies in our common interest that the new Directory should be as complete as possible and published without delay.

Enclosed please find: the basic questionnaire and instructions how to formulate your answers.

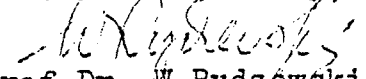
Your entries should reach me not later than 1st March 1978 this is the final closing time. But do not wait so long and send your entry as soon as possible. Prompt answers will greatly facilitate my editorial work and will result in the faster accomplishing of the publication.

You are also requested to add to your entry two Postal International Reply Coupons. This is not obligatory but the receipt of them would be appreciated.

Very important. Please kindly send the addresses of other museums (excluding the largests) in your country where our questionnaire should be sent. Please send this information at once and by air-mail. Thank you for your cooperation.

Please do not forget to attach the enclosed pre-order. We must know how many institutions are interested in having the Directory.

Yours faithfully,


Prof. Dr. W. Rydzewski
Editor

-----cut here and send with your entry-----

Museum of Natural History
Sienkiewicza 21
50-335 WROCLAW,
Poland.

We intend to purchase copy/copies of the "Directory of the Natural History Museums of the World" when published.

Institution:

Date:

Signature

Directory of the Natural History Museums of the World

Basic Questionnaire

This questionnaire should be answered in English on a separate sheet of paper, with great care and detail. Before completing it read carefully the instructions. It should be accompanied by sample copies of all publications mentioned under point 17.

Your answers should be returned to:

Prof. Dr. W. Rydzewski,
Museum of Natural History,
Sienkiewicza 21,
50-335 WROCLAW, Poland.

1. Name in English and your own language (transcription)
2. Address
3. Director
4. Year of founding
5. Belongs to
6. Building
7. Time open
8. Admission
9. Type of museum
10. Structure of the museum
11. Activities
12. Research collections
13. Exhibitions
14. Library
15. Technical facilities
16. Staff: scientific, technical, educational, other
17. Publications
18. Other information and remarks you may wish to add

Final closing time: 1st March 1978

Instructions - read and follow carefully

- 1,2 - no comments
- 3 - director's name or head of Natural History department if the museum has also other departments like anthropology, art, history, ethnography etc.
- 4 - no comments
- 5 - state the owner e.g. State, Municipality of, University of, Private; etc.
- 6 - state whether in a separate building or building is shared with ...

- 7 - state days and hours
- 8 - state whether admission is free or charged
- 9 - if the museum is devoted to natural history only (this term includes botany, geology, palaeontology, zoology) state "Natural History" or "Botany", "Mineralogy", "Zoology" etc. If the museum has also other departments like anthropology, ethnography, art, history, etc. state "Natural History" and in parentheses (also Anthropology, Ethnography, Art, History, etc.)
- 10 - state departments, divisions or sections of Natural History e.g. Dept. of Botany, Herbarium, Division of Mineralogy, Section of Ornithology, Field Station at, etc.
- 11 - state e.g.: research, expeditions, teaching, scientific and popular publications, etc.
- 12 - state the scope of your scientific collections e.g. worldwide, national, regional, local. State the most important collections you have e.g. molluscs, birds, herbarium, etc. State the number of types in individual groups.
- 13 - state the total exhibition surface in sq. meters. State the topics or titles of permanent exhibitions, state whether you have an aquarium, etc. State whether you organize temporary and mobile exhibitions.
- 14 - state the approximate number of volumes and periodicals
- 15 - state e.g. workshop, art atelier, taxidermy workshop, etc.
- 16 - state number of curators, scientific associates and assistants, number of technical staff, librarians, number of educational staff. Do not include the maintenance staff.
- 17 - state titles of serials, magazines, bulletins and other periodicals, scientific or popular. Each title must be provided with: number of issues per year, subscription price, whether obtainable on exchange. Sample copies of each title should accompany your entry. State also your other publications as books, guides, leaflets etc.
- 18 - add here all information not included in points 1-17 you consider important to your museum.

All correspondence by air-mail please.



Natural History Museums'

NEWSLETTER

Dear Director,

At the Conference of the International Committee of Natural History Museums of the I.C.O.M., held in Leningrad in May 1977, it was unanimously decided to publish a "Natural History Museums' Newsletter" under my editorship.

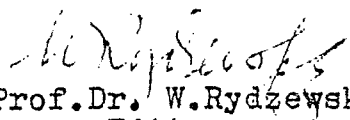
The aim of this new periodical, published in a simple modest mimeographed form, is to create a platform for discussions on important museological problems, quick exchange of information and experiences, and increase of mutual cooperation between natural history museums of the world. Current literature section will bring information on new books, magazines, articles, etc.

We all believe that such a Newsletter will be of great and valuable significance for all the museums. Its success, however, depends on the wide cooperation of all of you. We hope that you will contribute to the Newsletter and you will cooperate with it.

The price of the Newsletter will be probably 1 US \$ per issue post-free. But do not send money now. If necessary you will be invoiced in due course.

If you are interested in receiving the first issue, which will be published later this year, please return the form below to me as soon as possible. We must know how many institutions and people are interested in getting the Newsletter.

When returning this form to me do not forget to add addresses of the natural history museums to which our questionnaire should be sent. Thank you for your cooperation.


Prof. Dr. W. Rydzewski
Editor

-----Cut here. This form should be returned immediately by-----
air mail independently from your answer to the Questionnaire.

The Editor,
Natural History Museums' Newsletter,
Sienkiewicza 21,
50-335 WROCLAW, Poland.

I am interested in receiving the Natural History Museums' Newsletter.

Institution:
and address:

Date:

Signature: