

Publications Order Form

The Collections Trust holds a limited stock of books published by its predecessor body MDA.

Please note that in many cases the content of these publications is out of date, or has been superseded by advice available free of charge on the Collections Link website:

www.collectionslink.org.uk

**Standards in Action Book 2:
SPECTRUM IT Guide
£12.50**

This guide looks at the use of the SPECTRUM standard in collections information management systems and provides a set of profiles that can be used to ascertain the level of compliance required for your needs.

**Standards in Action Book 3:
SPECTRUM Guide to Archaeology
£15.00**

This subject specific guide is designed to support museum curators, those with limited archaeological experience and field archaeologists.

**Standards in Action Book 4:
Managing Archive Collections in Museums
£18.50**

This book looks at documentation, storage and access issues relating to archive collections.

**SPECTRUM Knowledge
£35.00**

Provides an overview of good practice for information management, established in partnership with the cultural heritage community.

**Cataloguing Made Easy 2nd Edition
£23.50**

This book explains cataloguing in context; it also includes information for users of computer systems as well as simple cataloguing cards.

**MDA Railway Object Name Thesaurus
£24.50**

Contains about 4000 items, listed alphabetically, many with a "scope note" giving a definition and a "literary warrant" giving an authoritative published reference term. The terms are also divided into various hierarchies.

**MDA Waterways Object Name Thesaurus
£24.50**

Contains over 1200 waterways-specific terms in the areas of: Components (objects forming part of a large object), Containers, Costume, Tools & Equipment, Transport.

**Social History and Industrial Classification
(SHIC 2) 2nd Edition
£31.00**

This widely used museum classification system has been updated to incorporate many changes instigated by feedback from users. Now also includes the index.

**Managing New Technology Projects in
Museums and Galleries
£12.50**

This publication takes the reader through three phases: the planning phase, the implementation phase and the evaluation phase. This is supported by sections exploring particular themes in more detail such as software, hardware and interoperability

**Hertfordshire Simple Name List
£10.00**

**Simple Subject Headings
£6.50**

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