

National Museum of Antiquities of Scotland

MUSEUM AUTOMATION

The Report of a Working Party.

April 25th, 1984

The Director of the National Museum of Antiquities of Scotland set up a Working Party to advise on the appropriateness of computers as tools in the work of the Museum and, if they were found to be appropriate, to make recommendations for the development of their use.

When the report was written, the composition of the Working Party was:-

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Dr.D.Clarke (Deputy Director of the Museum)  
Mr.T.Cowie (Museum staff)  
Mr.G.Dalgleish (Museum staff)  
Professor D.Harding,  
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Dr.J.Shaw (Museum staff)  
Dr.J.Tate (Museum staff), Secretary.

The Working Party has concluded that the use of computers would enable the staff of the Museum to provide an improved service to the public and it expects automation to pervade all sections of the Museum during the next few years. It makes recommendations about the introduction of computers in terms of the work to which they should be applied initially, the staff required to set up the systems and continue the work, the sort of equipment to buy and the continuing need for a committee to guide the introduction of automation.

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## 1. SUMMARY OF CONCLUSIONS.

The Museum's collections are large and a complete catalogue would be very large. It is only recently that computers and devices for the storage of data in bulk have become cheap enough for non-commercial institutions, such as the Museum, to store and use such large amounts of data on-line. This Working Party was set up to consider the worth of computers and automation in the Museum.

We perceive that many benefits will accrue to the NMAS, to Scottish Museums in general, to the Universities, to other Institutions and to the general public from the introduction of automated information processing. We conclude that the NMAS should apply to the SED for a budget in 1985-6 and subsequent years to cover the purchase of microcomputer equipment and the appointment of staff to begin computerisation of the storage and retrieval of information relating to its existing holdings.

We therefore recommend that:-

Computers be installed as tools for the museum, to be used initially for the following tasks:-

Production of an index to the existing catalogue.

Generation of supplementary indices from the main index.

Production of 'hand-lists' of all new acquisitions.

Facilitation of administrative and office work.

Development of a system for registration and acquisition.

Funding be sought to employ staff for 3 years in the first place. The funding should be reconsidered as part of an overall review of progress after 2 years.

Equipment be purchased in three phases spread over three years.

A Project Supervisory Committee be set up to guide the initial stages of automation. This committee should include potential users of the new facilities that will be offered by the Museum.

We estimate that the NMAS will need to apply to the SED for:-

Capital costs:

First year:	£41,000
Second year:	£31,000
Third year:	£27,000

Recurrent costs: (Jan 1984 pay scales+3%)

First year:	£37,158
Second year:	£44,742
Third year:	£48,579

Recurrent costs are based upon pay scales in force in January 1984, increased by 3%. They include National Insurance and VAT.

Office accommodation, furniture, stationery etc. will be provided by NMAS.

## 2. INTRODUCTION.

The Museum has at the moment a total staff complement of 59, spread through 12 different sections, these being:-

The Administration, the Artefact Research Unit, Conservation, Country Life, Design, Education, the Library, Mediaeval, Modern, Photography, Prehistoric to Viking, Research.

While each of the curatorial sections is mainly involved with objects from its own period, the other sections deal (in principle) with the complete range of artefacts within the museum's huge collection. The museum catalogue was printed in 1892 and this edition, together with the typewritten appendices, remains the standard reference for the collection. It is difficult to know quite how many objects there are in the collection, but estimates are of half a million objects in the prehistoric section alone. The collection is growing at the rate of around 3,000 items per year. Examples from the catalogue are given in Appendix A.

The various sections of the museum do not all lie within one building, but are spread throughout Edinburgh. Each of the curatorial sections and the administration has a base in York Buildings or within the museum itself in Queen Street. The Country Life Section runs the Scottish Agricultural Museum at Ingliston, with storage at Port Edgar and an Engineering workshop at Granton. The Artefact Research Unit is in the West End, while the Research and Conservation Laboratories are at Granton with other conservation laboratories in York Buildings and in the new museum store in Leith.

This proposal is for work that will take well over three years to bring to completion. As one peers further into the future it becomes clear that the needs of the Museum will not be as we see them now, the technology available at a suitable price will alter significantly and the financial climate will remain murky. We can, therefore, do no more than sketch the lines along which we would expect the pilot project to develop and we recommend that a supervisory committee be set up to guide the development of the project.

## 3. AIMS OF COMPUTERISATION.

The Williams Report [1] constantly stresses the importance of communication. One of the main goals of automation is that information about objects in the collection should be easily and rapidly recoverable. This ready availability of information will facilitate the bringing together of items of information which, having been separately gathered, are in fact related. It is also essential for the fuller interpretation of the collection, both by specialists and by the general public. The aims of implementing computer-based record keeping within the NMAS are:-

To make information about the NMAS collection more widely available to specialists and to the general public.

To improve overall efficiency in answering enquiries.

To make more effective use of staff.

To build up information associated with artefacts in computer files to form the nucleus of the National Inventory based in the Museum of

Scotland, in a way that is compatible with other institutions.

To allow the rapid production of printed 'hand-lists' and catalogues of specific aspects of the collection and new acquisitions.

To standardise the recording of information relating to all aspects of artefact acquisition.

To improve administration and office management.

Since one of the main aims of using computers is to free staff for more productive work, the initial phase should be to make the existing information more readily retrievable by the curatorial staff. This may be done by the compilation of an index to the existing catalogue, involving extremely brief entries for each object but including a sufficient number of fields to allow useful searches to be made.

The structure of a proposed 'record card' for the recording of object information for this index is given in Appendix B. A simple data set and some of the hand-lists that can be derived from it are displayed in Appendix C.

For new acquisitions it is proposed that more detailed records should be completed including more descriptive and source information. The data from these records will be used to produce acquisition lists and can be automatically added to the index. In addition it will be used to transfer appropriate details onto standard forms for the legal transfer of title. The provision of this data will be a task for the curatorial staff. Structures for these record files are under consideration.

The ability to exchange information with other institutions is of obvious importance. Data standards and both computer hardware and software have to be chosen with this in mind. The latter are discussed in the technical section below where the transfer of (some parts of) the data files into the Edinburgh University Computer Network is proposed. The data standards used are to be compatible with those recommended by the MDA[4]. While this is fairly straightforward for the indexing work it becomes more crucial in records where more descriptive information is included and development of these will follow discussion with the MDA as well as other relevant bodies in Scotland (the RCAHMS, RSM, SDD, universities etc).

Thus, as computers are installed as tools for the museum, the initial tasks undertaken will be:-

Production of an index to the existing catalogue.

Generation of supplementary indices from the main index.

Production of 'hand lists' of all new acquisitions.

Facilitation of administration and office work.

Development of a system for registration and acquisition.

Development of instructive and attractive displays of information for the public.

#### 4. AREAS OF MUSEUM ACTIVITY TO WHICH COMPUTERS ARE APPLICABLE.

The curatorial staff will be involved in the preparation of data for entry to the computer data-base, particularly in connection with items 4.1.3, 4.1.5 and 4.1.6.

##### 4.1 Object Oriented.

###### 4.1.1 Index to the Catalogue.

Extraction of the basic information from the existing catalogue and its transfer into a computer data-base to allow the rapid location of existing material and documentation and its rapid putting into order.

###### 4.1.2 Index of objects.

The numbering and maintenance of an up-to-date cross-reference index of the various numbers associated with each object as it moves through several sections of the museum before arriving in a store or museum gallery.

###### 4.1.3 Registration.

The completion of initial documentation and acquisition information with minimal descriptive detail. This information can be incorporated into the indices above without further handling, by transfer between computers. It does not replace cataloguing proper but it can make enough information immediately available to tide over a period when the material to be catalogued accumulates faster than it can be processed by the curatorial staff.

###### 4.1.4 Object location.

Details of the current distribution of objects within each section, continuously kept up to date.

###### 4.1.5 Cataloguing.

This is distinct from registration in that as much information as possible, or as necessary, is included, with full description, identification, provenance and reference details as well as pointers to all other recorded aspects of the documentation of the object. Because of the detail it can take a long time before accessioned material is finally catalogued, but then the catalogue can be used as the main file for all enquiries relating to the object.

###### 4.1.6 Technical Information.

The recording of basic details of any conservation treatment, materials analysis, dating, photography or other technical examination.

#### 4.1.7 Loan Details.

The maintenance of up-to-date records of objects on short and long term loan to the museum, and those items lent by the museum to outside bodies.

#### 4.1.8 Exhibition Details.

Details and documentation of material selected, borrowed or purchased for special exhibition displays together with loan periods, display conditions, special requirements, insurance and transport details etc. for material lent to or by the museum.

#### 4.1.9 Distribution Mapping.

Preparation of maps of objects, practices and customs.

#### 4.1.10 Publication.

Research and publication in depth of particular aspects of the collection.

#### 4.1.11 Archives.

Indexing of the photographs, manuscript and printed material and the location of artefacts outside the museum, the details of which may be held by other institutions. It is clearly necessary to maintain compatibility with the RCAHMS, the universities, the SDD, the RSM and other museums and bodies which hold records.

### 4.2. Administration.

The administration section has similarities to any business office with staffing levels akin to those of the museum. The activities to which modern business methods are relevant therefore generally apply. Areas which spring to mind are:

#### 4.2.1 Financial control and accounting for the purchase of objects.

Control of expenditure on objects and material purchased from the budgets of the individual sections. This should be linked to the files of records about objects so that the receipt, registration, payment and ownership of fresh acquisitions can be monitored.

#### 4.2.2 Museum shop.

Stock control and accounting of the museum shop (in conjunction with the education section).

#### 4.2.3 Financial control of general expenditure.

Control of general administrative expenditure in the day-to-day running of the museum.



#### 4.2.4 Personnel records.

Personal files of staff, name and address details, their positions on various museum subcommittees for circulation purposes etc. Also sick leave, annual leave and other personal details needed by SOCS. Care will be essential to ensure compliance with the laws relating to the protection of data, as they develop.

#### 4.2.5 Document preparation.

Word processing for circulated letters, financial reports, annual reports, acquisition lists etc.

### 4.3 The Library

The advantages of computerised retrieval systems are well known in libraries and a considerable amount of work has been done in producing commercially available library 'packages', many aspects of which could be relevant to the NMAS library. A full study of the needs of the NMAS library has not yet been made. This should be carried out in collaboration with staff from the Edinburgh University Library who have been involved in the recent computerisation project. The main advantages which would be expected are in connection with:

#### 4.3.1 Cataloguing.

Maintaining indexes and up-to-date records of books and periodicals in the collection.

#### 4.3.2 Location details.

#### 4.3.3 Circulation.

Loan information with recall dates and circulation details.

#### 4.3.4 Subject indexing.

Keyword indices and their availability for use in a directly interrogable system (by library staff or by users).

#### 4.3.5 Acquisitions.

Information and records about purchase, donation and ordering.

### 4.4 Technical Sections

Recording and cross-referencing of work done on objects are general requirements of the photographic, conservation and research laboratories. In each case the bare details of this work should be apparent on examination of the main catalogue entry for each object, while further details should be retrievable from the appropriate specialist file.

In the Research Laboratory one of the main uses of computers is for the handling of numerical data, i.e. reducing raw numerical data from analytical equipment into useful forms, calculations which otherwise could not reasonably be carried out. These data are stored in computer files and subsequently recalled for graphical and statistical interpretation using further programmes. The analytical apparatus effectively embodies micro-computers but there is a need for greater computing power, particularly for statistical interpretation. Results from these analyses, when collected in data-bases, may be combined with descriptive details of artefacts to produce specialist reports and fuller catalogue entries.

At the Artefact Research Unit the main requirement is for the storage and retrieval of details of excavated material, combining the need for 'data-base retrieval', statistical programming and graphical presentation. The ability to select and sort data is essential in this context.

Where the information is generated and used jointly by the staffs of the Museum and the Universities, it is normal to share the graphical and other information that either party generates. This would be much facilitated by the connection of the Museum to the Joint Academic Network (JANET) which already interconnects the Universities. Such a connection would also improve the ability of the staff of the Museum to make use of services, such as mapping and high-quality document production, developed by many departments of universities.

#### 4.5 Education

Communication with the public is intimately linked to design and display where, as mentioned below, there are exciting possibilities for interaction with the public. Although this sort of use is not proposed for the initial stages of museum automation, when information has been stored in a form which can readily be retrieved and processed by computer, the use of attractive techniques for educational display will be made much easier than it is at present. We look forward to the vivid presentation of the course of development of many aspects of Scotland's history, the growth and decline of the cattle trade, the ebb and flow of settlement from prehistoric times to new towns; it may even be possible to present the tortuous events of the Union in a form comprehensible to the layman!

There is scope in this section for information storage and retrieval, mainly relating to visiting parties, containing their number, make-up, contact address, special interests, worksheets used, feedback from previous visits etc. These requirements are likely to be met to a large extent by the same kind of business management techniques as would benefit the administration section.

Information regarding the location and availability of loan and exhibition material should be readily available to the education section, as should details of the main collection itself.

Information about local museums in Scotland for subjects of special interest may also be available to visitors if the Museum of Scotland becomes a 'heritage centre'.

The NMAS already has a training function for curatorial and conservation staffs, a role which the Williams report wished to see developed further [1, para 9.112]. There is considerable scope for computerised storage, manipulation and distribution of bibliographies, contact lists for particular subject fields, notes on work in progress and details of courses, conferences and seminars.

#### 4.6 Design

In the planning of exhibitions many of the technical data relating to the objects are needed by the design staff. Such data will include dimensions, weight, material, as well as special display conditions such as permissible relative humidity and light levels and the degree of protection necessary. The availability of much of this information in technical files linked to the main catalogue entry would assist in the rapid assessment of material suitable for a particular display. In due course the graphical techniques that have been developed for use by architects and planners will become readily available for use in the design of exhibitions.

As the Williams report noted, "New technology offers opportunities (as well as challenges) to museums in presenting their displays to the public" [1, para 3.7]. Such technology includes video-cassettes and holograms as well as information retrieval systems linked to television or computer graphics, these being used in automatic response to visitor enquiries. The use of display and communication methods such as these raise exciting possibilities, although as the Williams report also notes in the same section: "The National Museums and Galleries will therefore be wise to resist the introduction of technological innovations into displays inside the museum which diminish unduly the amount of time visitors spend face to face with real objects." Nevertheless such techniques will be of value in presenting structured accounts of the development of sites and artefacts, which will raise the level of understanding with which visitors perambulate.

### 5. ADVANTAGES ARISING FROM COMPUTER BASED MANAGEMENT.

The actual advantages of using computer based systems in any of the areas broadly discussed above depend on the efficiency and extent of development of the existing 'conventional' methods. There may be little point in replacing a satisfactory card index system simply 'to computerise', especially if it is done in isolation. Except in certain areas however, existing systems in the NMAS are open to improvement: even in those which are not so, the advantages of ready communication between areas is well worth gaining. There are several benefits which arise from computerisation, each of which is likely to free staff for more productive work.

#### 5.1 More efficient use of staff time.

For the curatorial staff who deal with enquiries from the public this will be a consequence of the rapid access to information, its automatic duplication, sorting and searching described below. For those engaged in exhibitions it will result from their use of computers for the administrative work associated with exhibitions and also from the use of techniques of computer-aided design.

## 5.2 Rapid availability of information to answer enquiries.

Access to selected parts of information about artefact location, registration numbers etc. should be available to all users once it has been put into a computerised record keeping system. This means that non-confidential data can be available to different sections without having to prepare and maintain card indexes or other filing media at each location.

## 5.3 Improved Communication.

The development of communications so that information on the collection is directly available to outside users is one of the major long-term aims of a 'National Inventory' catalogue. Providing selected information to the universities through the Edinburgh University Network and its connection to the Joint Academic Network should be a fairly straightforward task, while further expansion is expected to follow the MDA work.

## 5.4 Automatic indexing.

This will produce 'hand-lists' of all or selected parts of a file of data. This is one of the major advantages, principally in that lists using different indexes (for example alphabetical index of object, alphabetical index of donors, or a list of objects arranged by acquisition data) can be generated from information fed into the system just once, provided it is correctly structured. (See Appendix C for specimens.)

## 5.5 Ease of updating records.

Computer-based systems provide the ability to update and modify records by typing only the new information, not the complete record card, text page etc.

## 5.6 Maintenance of consistency.

Automatic replacements of updates or changes through a series of record cards or pages of text without having to search for each occurrence individually.

## 5.7 Keeping track of objects.

Precise knowledge of object movement because of the ease of updating the appropriate files.

## 5.8 Development of the National Inventory.

This was recommended by the Williams Report [1] to be one of the responsibilities of the Museum of Scotland.

## 5.9 Answering queries.

Direct interrogation of a data base is possible in response to a specific enquiry. The results of the enquiry can be produced directly as lists - as brief or detailed as the data allows and the questioner requires. Enquiries based on several criteria are possible. The depth

to which such enquiries can be made and the time taken depends on the structure of the database and the particular computer system (see below).

#### 5.10 Archival Storage.

While details of this again depend on the configuration of the system used, the ease with which duplicate copies of stored information can be made means that archival files can be regularly made and updated.

#### 5.11 Work analysis.

Ability to monitor and analyse enquiries and the time spent answering them to help in the development of improved procedures.

### 6. THE MUSEUM DOCUMENTATION ASSOCIATION.

#### 6.1 General.

The benefits of computer based data storage and retrieval systems are now well accepted in many fields of business and are becoming so in museums. Much of the pioneering work has been performed by the Museum Documentation Association (MDA), an independent body which was established in 1977 to assist museums to register and catalogue their collections [2]. The stated aims of the MDA are: to promote the development of museums as sources of information; to research and develop methods of documenting collections; to provide training facilities in such methods; to advise and assist museums and to liaise with other relevant bodies. Until recently the main emphasis of the MDA has been on the production of documentation about cataloguing procedures together with the design of record cards to be used for cataloguing many different types of collection. In 1982 over 300 museums were using these cards, some 300,000 of which are sold each year. The record cards are designed so that the information can be manipulated by a computer programme, GOS, to prepare indexes, catalogues etc.

#### 6.2 The MDA GOS programme.

Because the MDA programme package GOS was written specially for creating, updating and manipulating museum catalogues by computer it has many sophisticated features specific to this task. It is thus in a somewhat different category from the use of commercial 'data-base management' programmes. Of particular note are the ability to create and modify records of arbitrary length and to include as many or as few fields in each record as is appropriate to the object being recorded. The strength of these facilities in full cataloguing is evident if one considers that catalogue information is not static, but grows as more work is carried out on the material. For example, when a new identification is made this should be recorded together with previous identifications, instead of simply replacing them, unless there is some overwhelming reason for only accepting the latest opinion. Similarly, new conservation treatment should be added to the record of previous treatments rather than replacing the previous entry.

GOS is now being used at the National Maritime Museum for cataloguing work on the collection, and is run within the museum on a Cromemco microcomputer. Several other machines are available within the museum for data entry and editing by the curatorial staff while the information retrieval section deals with the actual running of the programme. This is a very satisfactory arrangement provided that sufficient technical support staff are available. It should become more straightforward as MDA is working on a version of GOS to run on smaller machines. The Royal Scottish Museum also use GOS but in an indirect mode - data entry is via a word processing system, electronic transfer to Cambridge then being possible through the ERCC network.

While the NMAS has been a member of the MDA for some years, little use has been made of the MDA services. One reason for this is that the process of transferring unstructured information from the existing records into the highly structured form of the MDA cards is a difficult activity, and one which can really only be performed by the curatorial staff of each section. A second reason is that the computer retrieval capabilities are not at the moment easily available - that is index lists can be produced via Cambridge but the computer cannot be directly interrogated. This, added to the laborious business of transcribing information, typing it onto record cards, proof reading the entries and then sending the cards to the MDA followed by further proof reading and correction of the computer produced lists, has made the system somewhat unsatisfactory, particularly for the large and diverse collections of the NMAS.

One or two museums have begun to use micro-computers to extract information from indices that have been sent back from the GOS service. It may well be worth trying this for at least the smaller collections of the NMAS although the larger collections, such as Prehistoric, may lead to difficulties.

### 6.3 Alternatives to the immediate use of GOS.

One way to overcome these problems is for the NMAS to operate its own computer based data retrieval system by which information can be entered, edited, reorganised and printed, where the data are actually stored in a way which is (a) compatible with the MDA data standards and (b) can be transferred into the MDA GOS programme by computer link, with no extra retyping, proof reading etc. necessary. Of course until such a system has been in operation for some time (see phasing below) it is hard to predict what benefits might result from full MDA compatibility and a specially tailored system might prove more useful. However, in designing data input formats for the needs of each museum section close consultation with the MDA service departments should be maintained.

The use of computer systems, particularly micro-computers, for data entry to GOS and for basic record keeping in the form of registration details is a field which until recently has received little attention from the MDA. There is now a feeling that this is a basic need in many museums, very often with greater short term benefit to the institution than is to be gained from attempts to start with full cataloguing. The MDA has very recently produced a publication on micro-computers in museums[3].

We conclude that the museum should commence basic registration and record keeping using micro-computers with an internal data-base management system, but that the data should be structured using the MDA conventions so that it will remain compatible for transfer to GOS in the future.

## 7. TECHNICAL CONSIDERATIONS.

### 7.1 Hardware.

Possibly the most important technical consideration is that any system chosen now should be capable of improvement in the future as changing needs dictate. Such modifications may arise from the developing requirements of the cataloguing scheme, of the user or of new programmes as they become available. It is certain that more and more storage will be required as the number of individual object records grows and as more facts are known about each object. With an average of 1000 characters used in each record (i.e. to catalogue each object) the estimated half million objects in the prehistoric section would occupy 500 million characters of storage, i.e. 500 Mbytes. While this gives some idea of the storage capacity necessary it would obviously take a considerable time to enter all the data (perhaps as much as 120 man-years) so that it is reasonable to consider far smaller mass storage facilities initially.

Data storage is a major problem with microcomputers, but the situation is changing rapidly as more and more powerful data storage media become available at affordable prices. Video disc storage of catalogue data, including visual images, is an exciting possibility which would be expected to receive serious consideration in any developing project over the next three years.

Linking the micros to a central computer, presumed to be at the university, is something with which the university computing departments have considerable experience. The Cromemco micro at the NMAS research laboratory has already been used to exchange text and numerical data files with the Edinburgh EMAS system. To some extent individual workstations can be linked together by each communicating with, for example, EMAS, but this is likely to be more expensive and slower than the use of an internal network. Network linkage between individual micros is not available for all makes of machine at the moment, but it is becoming more common and should be available for most systems in the near future. It will provide a means of communication between different workstations for the exchange of data files, for 'electronic mail' and for the controlled generation of unique numbers for registration.

#### 7.1.1 Alternative configurations.

There are several configurations which can be considered:

##### 7.1.1.1

A 'mainframe' computer within the museum capable of supporting several terminals throughout the museum and its outstations (i.e. at least 12 terminals would be needed).

#### 7.1.1.2

Individual terminals in the museum linked to a mainframe computer outside the museum and not under direct museum control.

#### 7.1.1.3

Individual microcomputers throughout the museum handling small and medium amounts of information but linked to a mainframe computer external to the museum for archival storage and with which searches of larger masses of data could be made.

In terms of current museum needs and finances option 3 would appear to have most advantages, principally that it can be built up in stages without the requirement of the high initial outlay of 1. Also individual microcomputers would each be under the operator's control, a consideration which might make mixed usage more flexible. Option 2 is likely to be expensive in computer hire-time and possibly time consuming and frustrating in use if reliance is on telephone lines for communication. Probably the most realistic development is initially as 3, but developing after a few years to a combination of 3 and 1 as large masses of data are built up and demand on the system grows.

A system of type 3 might be built up using individual micros with storage capacities in the range 20 to 80 Mb on hard disc plus floppy or tape or networked back-up. These facilities are available on the IBM personal computer, Sirius, Cromemco and several other machines. The facilities and computing power offered by each manufacturer are constantly improving for more or less the same purchase price, and it is inappropriate to specify precise configurations at this stage. A more detailed study will have to be undertaken in the light of the current technology when funds have been committed to the project. In consequence, the capital costs shown in 9.1 are budgetary estimates, not precise costs.

7.1.2 The basic criteria which will be used in selection of the hardware are:-

#### 7.1.2.1

Individual mass storage should be available in the range 20 to 80 Mbytes per machine. This storage should use a fast medium, i.e. it should be possible to use files of a few megabytes rapidly without resorting to several floppy discs.

#### 7.1.2.2

The available active memory must be sufficient to run the MDA GOS programme when it is available, that is expansion to 256 or 512K must be possible, on at least one 'master' machine.



#### 7.1.2.3

A network system must be available both for file transfer and for communication between different workstations.

#### 7.1.2.4

A recognised operating system such as CP/M or UNIX must be available so that commercially available software can be run.

#### 7.1.2.5

The operating system must be such as to allow communication with the universities, and other specialist users and providers of data.

#### 7.1.2.6

Expansion of memory, processing power and mass-storage peripherals must be possible and anticipated.

#### 7.1.2.7

High resolution graphics capabilities must be available on some of the machines initially and all finally.

#### 7.1.2.8

Service back-up and repair must be reliable, preferably with facilities in or close to Edinburgh.

#### 7.1.2.9

Keyboard and terminal design must be good and adaptable to different users.

#### 7.1.2.10

The price per unit should be less than £5,000 excluding printer (see below)

### 7.2 Software.

It is envisaged that the initial work could be carried out using a commercial data-base programme, dBASE II or an equivalent. This programme is already in use on the computer in the Research Laboratory and has been found to be quite successful in trial runs with museum data. Experience at the laboratory has shown that it is easy for a novice to use the programme once it has been set up, while at a higher level it has proved flexible in swapping information between differently structured record systems.

The main problem of such a programme running on a micro is that of limited record size: in dBASE II the limitations are for each field to contain less than 255 characters, for there to be less than 33

fields and a total of no more than 1000 characters per record. (The same field size limitations apply to some programmes running on large computers, such as ENUFF on the EMAS system). The programme can handle up to 65535 records per data-base file. Obviously a system of this sort would soon run out of space if full cataloguing information was entered for each artefact, and in many cases there would simply not be sufficient space available for full descriptions. However, one of the most important needs is for the registration of objects, where descriptions can be less extensive, while all reference numbers, classification numbers, acquisition details etc can be included. Information stored using this programme could be read into other, larger, data-handling routines (GOS for example) where it could be added to where appropriate.

The MDA is currently working on the implementation of GOS on micros, the chosen machine being the Cromemco 68000. Since the laboratory micro is also a Cromemco (the Z80 system 3) this machine is an obvious one to consider from the point of view of the MDA and the Museum's own experience. It would make sense to have this type of machine at the laboratories simply for running GOS (which is likely to remain a fairly specialist task), the data being fed in via the other micros in the museum, using dBASEII or a similar package.

### 7.3 Commissioning.

Experience shows that it usually takes a few months for new equipment to be worked up to a state fit for service. In this project it would be wise to expect a good part of the first year to be taken up with tailoring facilities to fit the particular needs of those sections of the Museum that are first involved

### 7.4 Technical Support.

There will be a need for additional technical support for the specialist staff that will be recruited for this project and also for the curatorial, the administrative and the research staff who are involved. This need will not vanish at the end of the pilot project. It will be of importance that the Research sections are linked closely to activities in the main Museum. It will also be beneficial to maintain close links with the wide-ranging body of expertise available in the nearby universities.

## 8. STAFFING.

The introduction of computer use throughout all sections of the NMAS is a major project. It will engage the attention of the curatorial staff in the sections in turn, as their data are adapted to storage and retrieval by computer. It will demand the full-time attention of specialist staff during the change-over to avoid excessive demands on the time of the curatorial departments. Staff will be required for data preparation and data entry in conjunction with the present curatorial staff.

Because of the staffing problems within the museum it is felt that five new posts should be created for the proposed work.

These are:-

Two Research Assistants to prepare and select information from the

present catalogue or other sources in the museum.

Two (initially part-time) typists for data-entry:

One full time Information Officer (Senior Scientific Officer) to assume responsibility for developing and implementing the technical aspects of the whole system.

Initially all these staff will need training, not least in aspects of museum practices. It is assumed that as the project develops the Senior Scientific Officer will acquire the necessary skills to implement and run the MDA GOS programme on the computer purchased for this purpose. He will also be expected to be involved, as time permits, in any education and design work concerning communication with the public by computer graphics and other techniques.

In summary the posts are:

- 2 Research Assistants (Grade E)
- 1 Senior Scientific Officer.
- 2 Typists (initially part time).

## 9. COSTS.

The costs below are for equipment and staff (as described in section 10). The salary figures are for January 1984 and will have to be increased when the estimates for pay scales for 1985 onwards can be made. Accommodation and other basic requirements will be provided by NMAS.

### 9.1 Capital Costs.

Totals have been rounded to thousands of pounds sterling to avoid giving a spurious impression of precision.

First year:

4 computer workstations (Prehistoric to Viking, Mediaeval, Modern and Country Life) having individual storage capacities of at least 20 Mbytes (20 million characters), operating under CP/M or equivalent and having capability for expansion and linkage into a network system.

Cost for each unit £5,000. £20,000

4 modest printers: unit cost £1,000 £4,000

1 computer workstation for use in administration and for word-processing. Smaller storage capacity is initially needed but the machine must be expandible and compatible with the other 4.

Cost for each unit £5,000 £5,000

A letter quality printer to be associated with the above. £1,500

Total (estimated) hardware including VAT. £35,000

Suitable computer software for the tailoring of appropriate programmes for indexing and data-base work. Also software for statistics and other data preparation and presentation work.

£4,000

Suitable business management and word-processing software.  
£1,000

Total (estimated) software including VAT £6,000

Total £41,000

Second year:

3 extra workstations (Education, the Library and the Conservation Laboratory) plus a larger machine for the Research Laboratory. This last machine will also be used for development and to support and run bigger programmes, especially the MDA GOS package.

Total (estimated) hardware including VAT. £27,000

Further commercial software for existing systems.

Total (estimated) software including VAT. £4,000

Total £31,000

Third year:

Hardware costs for networking the independent workstations and providing central mass-storage accessible to all users.

Total (estimated) hardware including VAT. £23,000

Software associated with the above.

Total (estimated) software including VAT. £4,000

Total £27,000

## 9.2 Recurrent Costs.

Staff details are given in the following section. The salaries are calculated from the January 1984 pay scales, increased by 3%.

First Year:

Salaries £28,983 + £2,425 NI

Running £5,000 + £750 VAT.

Total £37,158

Second Year:

Salaries £33,863 + £2,829 NI

Running £ 7,000 + £1,050 VAT.

Total £44,742

Third Year:

Salaries £35,274 + £2,955 NI

Running £ 9,000 + £1,350 VAT.

Total £48,579

## 10. PHASING.

It is a commonplace experience that most projects for automation do not proceed smoothly. It usually turns out that suppliers deliver late, equipment and programs do not behave exactly as was expected, the labour of dealing with existing material is greater than was predicted and there is a shortage of experienced staff. Therefore what follows is but a sketch of the phasing of the initial stages of the proposed project.

### 10.1 Year 1.

Appointment of the three specialist staff.

Appointment of two part-time typists.

Training of new staff.

Purchase of four 'curatorial' workstations (for Prehistoric to Viking, Mediaeval, Modern and Country Life) with the capabilities described above, plus printers and dBASE II software.

'Working-up' of new equipment.

Purchase of one workstation similar to the above but for administrative use, with letter quality printer, business and word-processing software.

Consultation with MDA and other bodies, particularly within Scotland, to agree on data formats.

Configuration of data-base systems for indexing.

Development of data-entry and interrogation procedures.

Appoint part-time typists.

Initiation of the extraction of index details from the existing catalogue and data-entry to the computer.

Preparation for on-line registration of acquisitions.

Preparation for production of full hand-lists of all acquisitions.

### 10.2 Year 2.

Data entry for all acquisitions.

Continuation of extraction and data-entry for index.

Production of full hand-lists of acquisitions.

Linkage of existing micros together and to the university computer.

Purchase of further workstations (Education, the Library and the Conservation Laboratory) with increased storage capacity as available and appropriate.

Study of the needs of the Library.

Development of interrogation procedures for large amounts of data via central computer.

Purchase of micro for implementation of GOS at the laboratories.

Production of hand lists of selected parts of the collection.

Details of the major museum exhibition to be handled in one of the registration computers.

Data transfer to the MDA computer to be organised.

Overall review of progress and planning for further development.

Completion of an index to the catalogue for two sections of the Museum.

### 10.3 Year 3.

Data entry as above.

Expansion to all museum outstations with development of full linkage of machines.

Use of on-line programs handling larger data-sets.

Routine use of GOS for full catalogue entries.

Upgrading of earlier micros.

Initial implementation of system for Library.

Investigation of installation of small mainframe within museum.

Information service in the galleries for use by visitors.

Preparation of the index to the catalogue for two further sections of the Museum.

## 11. REFERENCES.

1. "A Heritage for Scotland", Report of a Committee appointed by the Secretary of State for Scotland under the Chairmanship of Dr Alwyn Williams. HMSO 1981.
2. "Introduction to the Museum Documentation Association", 1980 and "Practical Museum Documentation", 1981, both available from the MDA, Imperial War Museum, Duxford Airfield, Cambridgeshire CB2 4QR.
3. "Microcomputers in Museums." Edited by R Light 1984, available from the MDA as 2 above.
4. "Data Definition Language and Data Standard." MDA June 1980.

APPENDIX A

## Cinerary Urns of

Clay -

201. Cinerary urn, restored, base wanting, buff coloured with reddish tint,  $10\frac{3}{4}$ " across mouth, found inverted over incinerated remains, near the top of a large burial mound at Flair Drummond, Perthshire. - Presented by Sir A. Kay Muir, Part., 1929. (1929 - 7).
- 202-203c. Two Cinerary Urns: (202)  $15\frac{1}{4}$ " high, 13" dia. at mouth, dark brown ware, loops and chevrons on rim; (203) light brown ware,  $10\frac{3}{4}$ " high, 13" dia. at mouth, bottom amissing, found on site of a cairn at Lintlaw, Bunkle, Berwickshire.
- (203a,b,c.) Two flint chips, one calcined, and piece of iron like the end of a nail, found in a cist under the cairn.
- Presented by The Rt. Hon. The Earl of Home, K.T.,  
F.S.A.Scot., 1931. (1931 - 890 to 891c).
- \* 2 impressions of Nailed Coins - from a Hoard (1944) p21.
204. Cinerary Urn,  $12\frac{1}{4}$ " high, as restored,  $9\frac{3}{8}$ " dia, at mouth, cordon below rim, built up from fragments in the Museum.
- Found on Glenluce Sands, date unknown. (1931 - 920)
205. Part of cinerary urn, rim overhanging, upper part with vertical zig-zags, cord impressions below, found well up Manor Water, Peeblesshire. - Anonymous, 1932. (1932 - 48)
206. Upper part of a cinerary urn, dark brown ware, found on Lundin Links, Fife. - Presented by George A. Gibb, Drogan, Lundin Links, 1932. (1932 - 262)
- 207-8. Urn, reddish ware (restored) with heavy overhanging rim, vertical neck and slight moulding where the neck joins the lower part, lozenge designs, and Base and wall fragments (208) of a cinerary urn of coarse reddish ware, found at Monklay, near Jedburgh. - Presented by The Most Hon. The Marquess of Lothian, 1934. (1934 - 58,59).



TITLE

MEK 75 (1-3)

TITLE OVAL VEGETABLE DISH

Description: Pale blue and white glazed earthenware, from a dinner service. Transfer printed with double poppy and bindweed design on inner surface, with leaf-scroll design round rim and oval foot.

Mark: Underside transfer printed - a bell within a belt inscribed "J & M.P.B. LD. TRADEMARK" and "GLASGOW" on a scroll beneath.

Dimension: Diam 30.3 cm x 21 cm; height 7.1 cm.

Presented by: J.S. Richardson, LL.D. and used in the donor's family.

MEK 75 (1-4)  
1950 604

TITLE

OVAL VEGETABLE DISH

Description: Pale blue and white glazed earthenware from a dinner service. Transfer printed with double poppy and bindweed design on inner surface, with leaf-scroll design round rim and on oval foot.

Mark: Underside transfer printed - a bell within a belt inscribed "J & M.P.B. LD. TRADEMARK" and "GLASGOW" on a scroll beneath.

Dimension: 30.3 cm x 21 cm; height 7.1 cm.

Presented by: J.S. Richardson, LL.D. and used in the donor's family.

**APPENDIX B. Format for Index files.**

Aim. Compilation of sufficient information from existing catalogue (or other) entries to form an index which will:-

- (i) Allow the printing of index lists.
- (ii) Allow computer searches with more than one parameter.
- (iii) Be compatible with the MDA system.
- (iv) Form the skeleton to which fuller description, documentation, association, acquisition and other detail may be added at a future date.
- (v) Be brief so as not to use excessive computer storage.

The following are considered to be the most important features, each of which is allocated a maximum number of characters. A system of abbreviations and conventions will be drawn up.

<u>IDENTIFICATION.</u>	Identity number:	9	
	Catalogue number:	11	
	Simple name:	20	
	Full name:	40	
	Title:	40	
			Total 120
<u>COLLECTION.</u>	Site name:	20	
	Parish	20	
	County	20	
	Other	20	
	National Grid Ref.	10	
	Collection method:	10	
	Collector or excavator:	20	
	Date:	10	
			Total 130
<u>ACQUISITION.</u>	Acquisition method:	10	
	Acquired from:	60	
	Date:	10	
	Price:	10	
			Total 90
<u>DESCRIPTION.</u>	Material:	60	
	Condition:	20	
	Completeness:	20	
			Total 100
<u>DATING.</u>	Object period or date:	20	
			Total 20
<u>PRODUCTION.</u>	Method:	20	
	Person's role:	20	
	Name:	40	
	Date:	10	
			Total 90
<u>STORE.</u>	Store:	20	
	Date:	10	
			Total 30
<u>RECORDER.</u>	Name:	20	
	Date:	10	
			Total 30

Total number of characters used: 610

Example of Index Card entry.

IDENTIFICATION

Identity number :  
Catalogue number : FC8  
Simple name : brooch  
Full name : brooch (silver gilt & penannular)  
Title : Hunterston brooch

COLLECTION

Site name : Hunterston Estate  
Parish : West Kilbride  
County : Ayrshire  
Other :  
National Grid Ref. :  
Collection method : stray find  
Collector or excavator :  
Date : 1830

ACQUISITION

Acquisition method : purchase  
Acquired from : Hunter, R  
Date : 1891  
Price :

DESCRIPTION

Material : silver gilt & gold & amber  
Condition : good  
Completeness : pin broken

DATING

Object period or date : 700=800

PRODUCTION

Method :  
Person's role :  
Name :  
Date :

STORE

Store : S2 case 7  
Date : 1832

RECORDER

Name : Tate, J  
Date : 14.03.1984

Example of Index Card entry.

IDENTIFICATION

Identity number : 1929.7  
Catalogue number : EA201  
Simple name : urn  
Full name : cinerary urn  
Title :

COLLECTION

Site name : Blair Drummond  
Parish :  
County : Perthshire  
Other :  
National Grid Ref. :  
Collection method :  
Collector or excavator:  
Date : 1929

ACQUISITION

Acquisition method : gift  
Acquired from : Kay Muir, Sir A  
Date : 1929  
Price :

DESCRIPTION

Material : clay  
Condition : restored  
Completeness : base missing

DATING

Object period or date :

PRODUCTION

Method :  
Person's role :  
Name :  
Date :

STORE

Store : G2 cupboard 3  
Date : 1950

RECORDER

Name : Tate, J  
Date : 14.03.1984

Example of Index Card entry.

IDENTIFICATION

Identity number : 1950.604  
Catalogue number : MEK 75.4  
Simple name : dish  
Full name : vegetable dish (oval)  
Title :

COLLECTION

Site name :  
Parish :  
County :  
Other :  
National Grid Ref. :  
Collection method :  
Collector or excavator :  
Date :

ACQUISITION

Acquisition method : gift  
Acquired from : Richardson, J.S.  
Date : 1950  
Price :

DESCRIPTION

Material : earthenware (glazed) & transfer print  
Condition : good  
Completeness : complete

DATING

Object period or date : 1700=1800

PRODUCTION

Method :  
Person's role : maker  
Name : Bell, J and M.P.  
Date :

STORE

Store : CH room 4 shelf 10  
Date : 01.02.1984

RECORDER

Name : Tate, J  
Date : 14.03.1984

STONES IN THE MNAS PREHISTORIC TO VIKING SECTION, (ACCESSION LIST)

ACCESSION	MATERIAL	SITE NAME	COUNTY	STORAGE LOCATION	IB	STONE	LOCALITY UNKNOWN	ROXBURGHSHIRE	CELLAR E2
IB 1	STONE	FRANCES ST GARDENS, EDINBURGH	MIDLOTHIAN	GF-DAS 008	51	STONE	CATTONSIDE, MELROSE	ROXBURGHSHIRE	CELLAR D4
IB 2	STONE	ST PETERS CHURCH, S RONALDSAY	ORKNEY	GF-DAS 009	52	CAST	DUNFALLANDY	FERTHSHIRE	CELLAR D4
IB 3	CAST	ISLAY	ARGYLL	?	53	STONE	ST NINIAN'S CAVE, PHYSICILL	WIGTOWNSHIRE	GF-DAS 031
IB 4	CAST	ISLAY	ARGYLL	?	54	STONE	LOCALITY UNKNOWN	WIGTOWNSHIRE	CUSTOM HOUSE, LEITH
IB 5	CAST	ISLAY	ARGYLL	?	55	STONE	BURGHHEAD	MORAY	?
IB 6	CAST	KILDALTON, ISLAY	ARGYLL	GF-DAS 043	56	CAST	BURGHHEAD	MORAY	CELLAR E1
IB 7	CAST	MEIGLE	PERTHSHIRE	?	57	CAST	BURGHHEAD	MORAY	CELLAR D3
IB 8	CAST	MEIGLE	PERTHSHIRE	?	58	STONE	DULL	PERTHSHIRE	GF-DAS 038
IB 9	STONE	HODDAM	DUMFRIESHIRE	GF-DAS 023	59	CAST	ST VICEANS	ANGUS	MP FLOOR 2
IB 10	STONE	KNOCK-AN-FRUITCH, GRANTOWN	INVERNESSHIRE	GF-DAS 017	60	CAST	ST VICEANS	ANGUS	CUSTOM HOUSE, LEITH
IB 11	STONE	FINDLARIC, STRATHSPEY	INVERNESSHIRE	CUSTOM HOUSE, LEITH	61	CAST	ST VICEANS	ANGUS	CUSTOM HOUSE, LEITH
IB 12	CAST	GOVAN, GLASGOW	RENFREWSHIRE	CUSTOM HOUSE, LEITH	62	CAST	ST VICEANS	ANGUS	CELLAR 7?
IB 13	CAST & SARCOPHAGUS (PORTION)	ST ANDREWS	FIFE	GF-DAS 037	63	CAST	ST VICEANS	ANGUS	CUSTOM HOUSE, LEITH
IB 14	CAST & SARCOPHAGUS (PORTION)	ST ANDREWS	FIFE	GF-DAS 037	64	CAST	ST VICEANS	ANGUS	CELLAR D5
IB 15	CAST & SARCOPHAGUS (PORTION)	ST ANDREWS	FIFE	GF-DAS 037	65	CAST	ST VICEANS	ANGUS	CELLAR D1
IB 16	STONE	MULL OF SUNNORESS	WIGTOWNSHIRE	CUSTOM HOUSE, LEITH	66	CAST	ST VICEANS	ANGUS	CELLAR D5
IB 17	STONE	EILEAN MORE	ARGYLL	CUSTOM HOUSE, LEITH	67	CAST	ST VICEANS	ANGUS	CELLAR D1
IB 18	STONE	UYEA	SHETLAND	CELLAR C1	68	CAST	ST VICEANS	ANGUS	CELLAR D2
IB 19	STONE	--	SHETLAND	CELLAR E2	69	CAST	ST VICEANS	ANGUS	CELLAR D1
IB 20	STONE	LASSWADE	MIDLOTHIAN	CELLAR E4	70	CAST	ST VICEANS	ANGUS	CELLAR D2
IB 21	STONE	LASSWADE	MIDLOTHIAN	CELLAR E4	71	CAST	ST VICEANS	ANGUS	CELLAR D5
IB 22	STONE	CASTLE HILL, KINTORE	ABERDEENSHIRE	GF-DAS 015	72	CAST	ST VICEANS	ANGUS	CELLAR D7
IB 23	STONE	CASTLE HILL, KINTORE	ABERDEENSHIRE	CUSTOM HOUSE, LEITH	73	CAST	ST VICEANS	ANGUS	CUSTOM HOUSE, LEITH
IB 24	STONE	FIRTH	ORKNEY	CUSTOM HOUSE, LEITH	74	CAST	ST VICEANS	ANGUS	GF-DAS 045
IB 25	STONE	MONIEFIETH	ANGUS	CUSTOM HOUSE, LEITH	75	CAST	ST VICEANS	ANGUS	CUSTOM HOUSE, LEITH
IB 26	STONE	MONIEFIETH	ANGUS	CUSTOM HOUSE, LEITH	76	CAST	ST VICEANS	ANGUS	GF-DAS 001
IB 27	STONE	MONIEFIETH	ANGUS	CUSTOM HOUSE, LEITH	77	CAST	ST VICEANS	ANGUS	GF-DAS 005
IB 28	STONE	MONIEFIETH	ANGUS	CUSTOM HOUSE, LEITH	78	CAST	ST VICEANS	ANGUS	CUSTOM HOUSE, LEITH
IB 29	STONE	LIBERTON TOWER, EDINBURGH	MIDLOTHIAN	CUSTOM HOUSE, LEITH	79	CAST	ST VICEANS	ANGUS	GF-DAS 003
IB 30	CAST	MILTON, LESMAHAGOW	LANARKSHIRE	CUSTOM HOUSE, LEITH	80	CAST	ST VICEANS	ANGUS	GF-DAS DISPLAY CASE
IB 31	STONE	ST ASAPH'S, BERNERAY	HEBRIDES (OUTER)	CUSTOM HOUSE, LEITH	81	CAST	ST VICEANS	ANGUS	CELLAR C3
IB 32	CAST	NEWTON	ABERDEENSHIRE	?	82	CAST	ST VICEANS	ANGUS	GF-DAS 018
IB 33	STONE	DROMMORE	WIGTOWNSHIRE	CUSTOM HOUSE, LEITH	83	CAST	ST VICEANS	ANGUS	CELLAR D4
IB 34	STONE	WHITHORN	WIGTOWNSHIRE	GF DISPLAY 5/11/83	84	STONE	ST VICEANS	ANGUS	CUSTOM HOUSE, LEITH
IB 35	STONE	WHITHORN	WIGTOWNSHIRE	CUSTOM HOUSE, LEITH	85	STONE	ST VICEANS	ANGUS	CELLAR E5
IB 36	STONE	FORTHVIOT	PERTHSHIRE	GF-DAS	86	STONE	ST VICEANS	ANGUS	CUSTOM HOUSE, LEITH
IB 37	STONE	STROME SHUNAMAL, BARECULA	HEBRIDES (OUTER)	GF-DAS 014	87	STONE	ST VICEANS	ANGUS	GF-DAS 100
IB 38	STONE	CLUNE, DUKES	INVERNESSHIRE	GF-DAS 016	88	STONE	ST VICEANS	ANGUS	GF-DAS 040
IB 39	STONE	KINGOLDRUM	FIFE	GF-DAS 030	89	STONE	ST VICEANS	ANGUS	?
IB 40	STONE	KINGOLDRUM	FIFE	CUSTOM HOUSE, LEITH	90	STONE	ST VICEANS	ANGUS	GF-DAS 055
IB 41	STONE	KINGOLDRUM	ANGUS	CUSTOM HOUSE, LEITH	91	STONE	ST VICEANS	ANGUS	CELLAR E4
IB 42	STONE	BALMAHARD, COLONSAY	HEBRIDES (INNER)	CUSTOM HOUSE, LEITH	92	STONE	ST VICEANS	ANGUS	?
IB 43	STONE	CRAIGMAGET, GILLESPIE, GLENLUCE	WIGTOWNSHIRE	CUSTOM HOUSE, LEITH	93	STONE	ST VICEANS	ANGUS	?
IB 44	STONE	GOSMOUNT, COLDINGHAM	BERWICKSHIRE	CUSTOM HOUSE, LEITH	94	STONE	ST VICEANS	ANGUS	?
IB 45	STONE	GLENLUCE CHURCHYARD	WIGTOWNSHIRE	GF-DAS 049	95	STONE	ST VICEANS	ANGUS	?
IB 46	STONE	PAPIL, BURRA	SHETLAND	GF-DAS 026	96	STONE	ST VICEANS	ANGUS	?
IB 47	STONE	STRATHMARTINE	ORKNEY	CELLAR D1	97	STONE	ST VICEANS	ANGUS	?
IB 48	STONE	FLOTTA	ORKNEY	GF-DAS 047	98	STONE	ST VICEANS	ANGUS	?
IB 49	STONE	ST TARAII'S, TARANSAY	HEBRIDES (OUTER)	CUSTOM HOUSE, LEITH	99	STONE	ST VICEANS	ANGUS	?
IB 50	STONE	CASSEDEDOCH, OLD LUCE	WIGTOWNSHIRE	CUSTOM HOUSE, LEITH	100	STONE	ST VICEANS	ANGUS	?

STONE & RUNES

AITH'S VOE CUNNINGSBURGH

GF-DAS 055

SHETLAND

CUNNINGSBURGH

STONE

IB 104

CUSTOM HOUSE, LEITH

GF-DAS 047

HEBRIDES (OUTER)

WIGTOWNSHIRE

CUSTOM HOUSE, LEITH

STONE

GF-DAS 040

FERTHSHIRE

GF-DAS 100

CUSTOM HOUSE, LEITH

GF-DAS 040

STONE

GF-DAS 049

WIGTOWNSHIRE

GF-DAS 049

CUSTOM HOUSE, LEITH

GF-DAS 049

STONE

STONE

GF-DAS 040

FERTHSHIRE

GF-DAS 100

CUSTOM HOUSE, LEITH

GF-DAS 040

STONE

GF-DAS 049

WIGTOWNSHIRE

GF-DAS 049

CUSTOM HOUSE, LEITH

GF-DAS 049

STONE

STONE

GF-DAS 040

FERTHSHIRE

GF-DAS 100

CUSTOM HOUSE, LEITH

GF-DAS 040

STONE

GF-DAS 049

WIGTOWNSHIRE

GF-DAS 049

CUSTOM HOUSE, LEITH

GF-DAS 049

STONE

STONE

GF-DAS 040

FERTHSHIRE

GF-DAS 100

CUSTOM HOUSE, LEITH

GF-DAS 040

STONE

GF-DAS 049

WIGTOWNSHIRE

GF-DAS 049

CUSTOM HOUSE, LEITH

GF-DAS 049

STONE

STONE

GF-DAS 040

FERTHSHIRE

GF-DAS 100

CUSTOM HOUSE, LEITH

GF-DAS 040

STONE

GF-DAS 049

WIGTOWNSHIRE

GF-DAS 049

CUSTOM HOUSE, LEITH

GF-DAS 049

STONE

STONE

GF-DAS 040

FERTHSHIRE

GF-DAS 100

CUSTOM HOUSE, LEITH

GF-DAS 040

STONE

GF-DAS 049

WIGTOWNSHIRE

GF-DAS 049

CUSTOM HOUSE, LEITH

GF-DAS 049

STONE

STONE

GF-DAS 040

FERTHSHIRE

GF-DAS 100

CUSTOM HOUSE, LEITH

GF-DAS 040

STONE

GF-DAS 049

WIGTOWNSHIRE

GF-DAS 049

CUSTOM HOUSE, LEITH

GF-DAS 049

STONE

STONE

GF-DAS 040

FERTHSHIRE

GF-DAS 100

CUSTOM HOUSE, LEITH

GF-DAS 040

STONE

GF-DAS 049

WIGTOWNSHIRE

GF-DAS 049

CUSTOM HOUSE, LEITH

GF-DAS 049

STONE

STONE

GF-DAS 040

FERTHSHIRE

GF-DAS 100

CUSTOM HOUSE, LEITH

GF-DAS 040

STONE

GF-DAS 049

WIGTOWNSHIRE

GF-DAS 049

CUSTOM HOUSE, LEITH

GF-DAS 049

STONE

STONE

GF-DAS 040

FERTHSHIRE

GF-DAS 100

CUSTOM HOUSE, LEITH

GF-DAS 040

STONE

GF-DAS 049

WIGTOWNSHIRE

GF-DAS 049

CUSTOM HOUSE, LEITH

GF-DAS 049

STONE

STONE

GF-DAS 040

FERTHSHIRE

GF-DAS 100

CUSTOM HOUSE, LEITH

GF-DAS 040

STONE

GF-DAS 049

WIGTOWNSHIRE

GF-DAS 049

CUSTOM HOUSE, LEITH

GF-DAS 049

STONE

STONE

GF-DAS 040

FERTHSHIRE

GF-DAS 100

CUSTOM HOUSE, LEITH

GF-DAS 040

STONE

GF-DAS 049

WIGTOWNSHIRE

GF-DAS 049

CUSTOM HOUSE, LEITH

GF-DAS 049

STONE



STONES IN THE MHAS PREHISTORIC TO VIKING SECTION (SITE LIST)

SITE NAME	ACCESSION NO. & TYPE	STORAGE LOCATION	MONIEFIETH, ANGUS	STONE	IB 29	CUSTOM HOUSE, LEITH
---, SHETLAND	IB 19	CELLAR C1	MULL OF SUMMONESS, WIGTOWNSHIRE	STONE	IB 16	CUSTOM HOUSE, LEITH
ABERNETHY, PERTHSHIRE	IB 98	CELLAR E5	NEWTON, ABERDEENSHIRE	STONE	IB 32	CUSTOM HOUSE, LEITH
AITH'S VUE CUNNINGBURGH, SHETLAND	IB 104	CELLAR E4	OVER KIRKHOPE, ETRICK, SELKIRKSHIRE	STONE	IB 100	GF-DAS 100
BALNAHARD, COLONSAY, HEBRIDES (INNER)	IB 42	CUSTOM HOUSE, LEITH	PAPIL, BURRA, SHETLAND	STONE	IB 46	GF-DAS 026
BURGHAD, MORAY	IB 56	CELLAR E1	PRINCES ST GARDENS, EDINBURGH, MIDLOTHIAN	STONE	IB 1	GF-DAS 008
BURGHAD, MORAY	IB 57	CELLAR D3	RIPON, YORKSHIRE?	STONE	IB 94	CELLAR C3
BURGHAD, MORAY	IB 95	GF-DAS 018	RISKEUIE, COLONSAY, HEBRIDES (INNER)	CAST	IB 87	GF-DAS 045
BURGHAD, MORAY	IB 96	CELLAR D4	ST ANDREWS, FIFE	CAST &	IB 13	GF-DAS 037
CASSENDECH, OLD LUCE, WIGTOWNSHIRE	IB 50	CUSTOM HOUSE, LEITH	ST ANDREWS, FIFE	CAST &	SARCOFHAGUS (PORTION)	GF-DAS 037
CASTLE HILL, KINTORE, ABERDEENSHIRE	IB 22	GF-DAS 015	ST ANDREWS, FIFE	CAST &	IB 14	GF-DAS 037
CASTLE HILL, KINTORE, ABERDEENSHIRE	IB 23	CUSTOM HOUSE, LEITH	ST ANDREWS, FIFE	CAST &	IB 15	GF-DAS 037
CATSTANE, KIRKLISTON, EDINBURGH, MIDLOTHIAN	IB 89	GF-DAS 001	ST ASAPH'S, BERNERAY, HEBRIDES (OUTER)	STONE	IB 31	CUSTOM HOUSE, LEITH
CLUNE, DORES, INVERNESSHIRE	IB 38	GF-DAS 014	ST NINIAN'S CAVE, PHYSICILL, WIGTOWNSHIRE	STONE	IB 54	CUSTOM HOUSE, LEITH
CRAIGHARGET, GILLESPIE, GLENLUCE, WIGTOWNSHIRE	IB 43	CUSTOM HOUSE, LEITH	ST PETERS CHURCH, S RONALDSAY, ORKNEY	STONE	IB 2	GF-DAS 009
CUNNINGBURGH, SHETLAND	IB 103	GF-DAS 055	ST TARAN'S, TARANSAY, HEBRIDES (OUTER)	STONE	IB 49	CUSTOM HOUSE, LEITH
DROMMOKE, WIGTOWNSHIRE	IB 33	CUSTOM HOUSE, LEITH	ST VIGEANS, ANGUS	CAST	IB 59	UP FLOOR 2
DULL, PERTHSHIRE	IB 58	GF-DAS 038	ST VIGEANS, ANGUS	CAST	IB 60	CUSTOM HOUSE, LEITH
DUNFALLANDY, PERTHSHIRE	IB 53	GF-DAS 031	ST VIGEANS, ANGUS	CAST	IB 61	CUSTOM HOUSE, LEITH
EILEAN MORE, ARGYLL	IB 17	CUSTOM HOUSE, LEITH	ST VIGEANS, ANGUS	CAST	IB 62	CELLAR ??
FINDLARG, STRATHSPEY, INVERNESSHIRE	IB 11	CUSTOM HOUSE, LEITH	ST VIGEANS, ANGUS	CAST	IB 63	CUSTOM HOUSE, LEITH
FIRTH, ORKNEY	IB 24	CUSTOM HOUSE, LEITH	ST VIGEANS, ANGUS	CAST	IB 64	CUSTOM HOUSE, LEITH
FLOTTA, ORKNEY	IB 48	GF-DAS 047	ST VIGEANS, ANGUS	CAST	IB 65	CUSTOM HOUSE, LEITH
FORTEVIOT, PERTHSHIRE	IB 34	GF-DAS	ST VIGEANS, ANGUS	CAST	IB 66	CELLAR D1
GATTON-SIDE, MELROSE, ROXBURGHSHIRE	IB 52	CELLAR D4	ST VIGEANS, ANGUS	CAST	IB 67	CELLAR D5
GELLYBURN, MURTHLY, PERTHSHIRE	IB 101	GF-DAS 040	ST VIGEANS, ANGUS	CAST	IB 68	CELLAR D4
GLENLUCE CHURCHYARD, WIGTOWNSHIRE	IB 45	GF-DAS 049	ST VIGEANS, ANGUS	CAST	IB 69	CELLAR D2
GOSMOUNT, GOLDINGHAM, BERWICKSHIRE	IB 44	CUSTOM HOUSE, LEITH	ST VIGEANS, ANGUS	CAST	IB 70	CELLAR D2
GOVAN, GLASGOW, RENFREWSHIRE	IB 12	CUSTOM HOUSE, LEITH	ST VIGEANS, ANGUS	CAST	IB 71	CELLAR D2
HODDAM, DUMFRIESHIRE	IB 9	GF-DAS 023	ST VIGEANS, ANGUS	CAST	IB 72	CELLAR D1
INCHCOLM, FIFE	IB 88	CUSTOM HOUSE, LEITH	ST VIGEANS, ANGUS	CAST	IB 73	CELLAR D1
INCHMARNOCK, BUT, ARGYLL	IB 93	CUSTOM HOUSE, LEITH	ST VIGEANS, ANGUS	CAST	IB 74	CUSTOM HOUSE, LEITH
INVERALLAN, STRATHSPEY, INVERNESSHIRE	IB 97	GF-DAS DISPLAY CASE	ST VIGEANS, ANGUS	CAST	IB 75	CELLAR D2
ISLAY, ARGYLL	IB 3	CUSTOM HOUSE, LEITH	ST VIGEANS, ANGUS	CAST	IB 77	CELLAR D1
ISLAY, ARGYLL	IB 4	CELLAR R1	ST VIGEANS, ANGUS	CAST	IB 78	CELLAR D1
ISLAY, ARGYLL	IB 5	CELLAR D3	ST VIGEANS, ANGUS	CAST	IB 79	CELLAR D5
KILBAY, BARRA, HEBRIDES (OUTER)	IB 102	?	ST VIGEANS, ANGUS	CAST	IB 80	CELLAR D1
KILDALTON, ISLAY, ARGYLL	IB 6	GF-DAS 043	ST VIGEANS, ANGUS	CAST	IB 81	CELLAR D1
KINGOLDRUM, FIFE	IB 39	GF-DAS 030	ST VIGEANS, ANGUS	CAST	IB 82	CELLAR D1
KINGOLDRUM, FIFE	IB 40	CUSTOM HOUSE, LEITH	ST VIGEANS, ANGUS	CAST	IB 83	CELLAR D1
KINGOLDRUM, ARGUS	IB 41	CUSTOM HOUSE, LEITH	ST VIGEANS, ANGUS	CAST	IB 84	CELLAR D1
KIRKMARINE, STRANKRAER, WIGTOWNSHIRE	IB 90	GF-DAS 005	ST VIGEANS, ANGUS	CAST	IB 85	CELLAR D7
KIRKMARINE, STRANKRAER, WIGTOWNSHIRE	IB 91	CUSTOM HOUSE, LEITH	ST VIGEANS, ANGUS	CAST	IB 86	CUSTOM HOUSE, LEITH
KNOCK-AN-FRUCH, GRANTOWN, INVERNESSHIRE	IB 10	GF-DAS 017	STRATHMARTINE, ANGUS	STONE	IB 47	CELLAR D1
LASSWADE, MIDLOTHIAN	IB 20	CELLAR E2	STROME SHUNNAMAL, RENDECOLA, HEBRIDES (OUTER)	STONE	IB 37	GF-DAS 014
LASSWADE, MIDLOTHIAN	IB 21	CELLAR E4	TULLIBOLE, KINROSS	STONE	IB 99	CUSTOM HOUSE, LEITH
LIBERTON TOWER, EDINBURGH, MIDLOTHIAN	IB 29	CUSTOM HOUSE, LEITH	UYEA, SHETLAND	STONE	IB 18	CELLAR C1
LOCALITY UNKNOWN,	IB 51	?	WHITHORN, WIGTOWNSHIRE	STONE	IB 34	GF DISPLAY 5/11/83
LOCALITY UNKNOWN,	IB 55	?	WHITHORN, WIGTOWNSHIRE	STONE	IB 35	CUSTOM HOUSE, LEITH
MEIGLE, PERTHSHIRE	IB 7	?	YARROW KIRK, SELKIRKSHIRE	CAST	IB 92	GF-DAS 003
MEIGLE, PERTHSHIRE	IB 8	?				
MILTON, LESMAHAGON, LANARKSHIRE	IB 30	CUSTOM HOUSE, LEITH				
MONIEFIETH, ANGUS	IB 25	CUSTOM HOUSE, LEITH				
MONIEFIETH, ANGUS	IB 24	CUSTOM HOUSE, LEITH				
MONIEFIETH, ANGUS	IB 27	GF-DAS 035				



STONES IN THE NMAS PREHISTORIC TO VIKING SECTION (LOCATION LIST)

STORAGE LOCATION	SITE NAME	COUNTY	ACCESSION	MATERIAL
?	ISLAY	ARGYLL	IB 3	CAST
?	KILBAR, BARRA	HEBRIDES(OUTER)	IB 102	STONE
?	LOCALITY UNKNOWN		IB 55	STONE
?	MEIGLE	PERTSHIRE	IB 7	CAST
?	MEIGLE	PERTSHIRE	IB 8	CAST
?	NEWTON	ABERDEENSHIRE	IB 32	CAST
?	ST VICEANS	ANGUS	IB 62	CAST
?	--	SHETLAND	IB 19	STONE
?	CELLAR C1	SHETLAND	IB 18	STONE
?	CELLAR C2	ANGUS	IB 76	CAST
?	CELLAR C3	YORKSHIRE?	IB 94	CAST
?	CELLAR D1	ANGUS	IB 66	CAST
?	CELLAR D1	ANGUS	IB 72	CAST
?	CELLAR D1	ANGUS	IB 73	CAST
?	CELLAR D1	ANGUS	IB 77	CAST
?	CELLAR D1	ANGUS	IB 80	CAST
?	CELLAR D1	ANGUS	IB 81	CAST
?	CELLAR D1	ANGUS	IB 82	CAST
?	CELLAR D1	ANGUS	IB 84	CAST
?	CELLAR D1	ANGUS	IB 87	CAST
?	CELLAR D2	ANGUS	IB 69	CAST
?	CELLAR D2	ANGUS	IB 70	CAST
?	CELLAR D2	ANGUS	IB 71	CAST
?	CELLAR D2	ANGUS	IB 75	CAST
?	CELLAR D2	ANGUS	IB 78	CAST
?	CELLAR D2	ANGUS	IB 83	CAST
?	CELLAR D3	MORAY	IB 57	CAST
?	CELLAR D3	ISLAY	IB 5	CAST
?	CELLAR D4	BURGHEAD	IB 96	STONE
?	CELLAR D4	ROXBURGHSHIRE	IB 52	STONE
?	CELLAR D4	ANGUS	IB 68	CAST
?	CELLAR D5	ANGUS	IB 65	CAST
?	CELLAR D5	ANGUS	IB 67	CAST
?	CELLAR D5	ANGUS	IB 79	CAST
?	CELLAR D7	ANGUS	IB 85	CAST
?	CELLAR E1	MORAY	IB 56	CAST
?	CELLAR E2	LASSWADE	IB 20	CAST
?	CELLAR E2	LOCALITY UNKNOWN	IB 51	STONE
?	CELLAR E4	ALTH'S VOE CUNNINGBURGH	IB 104	STONE
?	CELLAR E4	LASSWADE	IB 21	STONE
?	CELLAR E5	ABERNETHY	IB 98	STONE
?	CELLAR F1	ISLAY	IB 4	CAST
?	CUSTOM HOUSE, LEITH	BALNARHARD, COLONSAY	IB 42	STONE
?	CUSTOM HOUSE, LEITH	CASSENDROCH, OLD LUCE	IB 50	STONE
?	CUSTOM HOUSE, LEITH	CASTLE HILL, KINTORE	IB 23	STONE
?	CUSTOM HOUSE, LEITH	CRAIGMARGET, GILLESPIE, GLE MUCLE	IB 43	STONE
?	CUSTOM HOUSE, LEITH	DROMMORE	IB 33	STONE
?	CUSTOM HOUSE, LEITH	EILEAN MORE	IB 17	STONE
?	CUSTOM HOUSE, LEITH	FINDLARG, STRATHSPEY	IB 11	STONE
?	CUSTOM HOUSE, LEITH	FIRTH	IB 24	STONE
?	CUSTOM HOUSE, LEITH	GOSMOUNT, COLDINGHAM	IB 44	STONE
?	CUSTOM HOUSE, LEITH	GOVAN, GLASGOW	IB 12	CAST
?	CUSTOM HOUSE, LEITH	INCHCOLM	IB 89	CAST
?	CUSTOM HOUSE, LEITH	INVERALLAN, STRATHSPEY	IB 97	CAST
?	CUSTOM HOUSE, LEITH	KINGOLDRUM	IB 40	STONE
?	CUSTOM HOUSE, LEITH	KINGOLDRUM	IB 41	STONE
?	CUSTOM HOUSE, LEITH	KIRKADRINE, STRANKRAER	IB 91	CAST
?	CUSTOM HOUSE, LEITH	LIBERTON TOWER, EDINBURGH		
?	CUSTOM HOUSE, LEITH	MILTON, LESNAHAGOW		
?	CUSTOM HOUSE, LEITH	MONIEFIETH		
?	CUSTOM HOUSE, LEITH	MONIEFIETH		
?	CUSTOM HOUSE, LEITH	MONIEFIETH		
?	CUSTOM HOUSE, LEITH	MULL OF SUNNANESS		
?	CUSTOM HOUSE, LEITH	ST ASAPH'S, BERNERAY		
?	CUSTOM HOUSE, LEITH	ST NINIAN'S CAVE, PHYSGILL		
?	CUSTOM HOUSE, LEITH	ST TARAN'S, TARANSAY		
?	CUSTOM HOUSE, LEITH	ST VICEANS		
?	CUSTOM HOUSE, LEITH	ST VICEANS		
?	CUSTOM HOUSE, LEITH	ST VICEANS		
?	CUSTOM HOUSE, LEITH	ST VICEANS		
?	CUSTOM HOUSE, LEITH	ST VICEANS		
?	CUSTOM HOUSE, LEITH	ST VICEANS		
?	CUSTOM HOUSE, LEITH	TULLIROLE		
?	CUSTOM HOUSE, LEITH	WITHORN		
?	CF DISPLAY 5/11/83	WITHORN		
?	CF-DAS	FORTEVIOT		
?	CF-DAS 001	CATSTANE, KIRKLISTON, EDINB URGH		
?	CF-DAS 003	YARROW KIRK		
?	CF-DAS 005	KIRKADRINE, STRANKRAER		
?	CF-DAS 008	PRINCES ST		
?	CF-DAS 009	GARDENS, EDINBURGH		
?	CF-DAS 014	ST PETERS CHURCH, S RONALDSAY		
?	CF-DAS 015	STROME SHUNNAMAL, REBECULA		
?	CF-DAS 016	CASTLE HILL, KINTORE		
?	CF-DAS 017	CLUNE, DORES		
?	CF-DAS 018	KNOCK-AN-FRUICH, GRANTOWN		
?	CF-DAS 023	BURGHEAD		
?	CF-DAS 026	HODDAM		
?	CF-DAS 030	PAFILL, BURRA		
?	CF-DAS 031	KINGOLDRUM		
?	CF-DAS 035	DUNFALLANDY		
?	CF-DAS 037	MONIEFIETH		
?	CF-DAS 037	ST ANDREWS		
?	CF-DAS 037	ST ANDREWS		
?	CF-DAS 037	ST ANDREWS		
?	CF-DAS 038	DULL		
?	CF-DAS 040	GELLYBURN, MURTHLY		
?	CF-DAS 043	KILDALTON, ISLAY		
?	CF-DAS 045	RISKBUIE, COLONSAY		
?	CF-DAS 047	FLOTTA		
?	CF-DAS 049	GLENLUCE CHURCHYARD		
?	CF-DAS 055	CUNNINGBURGH		
?	CF-DAS 100	OVER KIRKHOPE, EITTRICK		
?	CF-DAS DISPLAY CASE	INCHMARNOCK, BUT ST VICEANS		
?	CF-DAS DISPLAY CASE	ST VICEANS		
?	CF-DAS 038	PERTSHIRE	IB 58	STONE
?	CF-DAS 040	PERTSHIRE	IB 101	STONE
?	CF-DAS 043	ARGYLL	IB 6	CAST
?	CF-DAS 045	HEBRIDES(INNER)	IB 87	CAST
?	CF-DAS 047	ORKNEY	IB 48	STONE
?	CF-DAS 049	WIGTOWNSHIRE	IB 45	STONE
?	CF-DAS 055	SHETLAND	IB 103	STONE & RUNES
?	CF-DAS 100	SHELKIRKSHIRE	IB 100	STONE
?	CF-DAS DISPLAY CASE	ARGYLL	IB 93	STONE
?	CF-DAS DISPLAY CASE	ANGUS	IB 59	CAST
?	CF-DAS 037	FIFE	IB 14	CAST & (PORTION)
?	CF-DAS 037	FIFE	IB 15	CAST & (PORTION)
?	CF-DAS 038	PERTSHIRE	IB 58	STONE
?	CF-DAS 040	PERTSHIRE	IB 101	STONE
?	CF-DAS 043	ARGYLL	IB 6	CAST
?	CF-DAS 045	HEBRIDES(INNER)	IB 87	CAST
?	CF-DAS 047	ORKNEY	IB 48	STONE
?	CF-DAS 049	WIGTOWNSHIRE	IB 45	STONE
?	CF-DAS 055	SHETLAND	IB 103	STONE & RUNES
?	CF-DAS 100	SHELKIRKSHIRE	IB 100	STONE
?	CF-DAS DISPLAY CASE	ARGYLL	IB 93	STONE
?	CF-DAS DISPLAY CASE	ANGUS	IB 59	CAST