

Scottish Textile Heritage Online

Survey Questionnaire

Organisation Name:

Definitions. Throughout this questionnaire the term ‘textile-related’ items is used to mean items made of textiles as well as items relating to the manufacture, design, history or use of textiles.

“A Scottish Connection” is used to mean, for example: made in Scotland; relating to the Scottish textile industry, arts or crafts; relating to organisations or individuals who traded heavily in Scottish textiles or who supplied the industry; collections of Scottish textiles brought together by an individual or organisation; textiles used as teaching aids or design inspiration in Scotland regardless of provenance.

THE COLLECTIONS

1. Do you have a Collecting Policy? Yes No

2. Does it contain a reference to textile-related items? Yes No

(Please attach a description or a copy of the relevant section of the policy)

3-10. Please indicate below the categories of textile-related items in your collections:

(tick all that apply)

3. Manufacturing and Working Life

Material relating to the manufacturing of textiles, such as company records, pattern books, looms, spinning wheels, promotional material, records of trade unions, industry associations and friendly societies, education, training and apprenticeships to serve the industry etc.

- Textile items
- Archival material
- Tools, equipment and machinery
- Other related items

4. Do these collections have a Scottish connection? Yes No

5. Interiors

Material relating to interiors, such as curtains, upholstery, rugs and carpets, table linen, tapestries and wall coverings, quilts and blankets, ecclesiastical, theatrical and stage set textiles, designs, designer records and sketch books, catalogues, magazines, education/training in interior textile design etc.

- Textile items
- Archival material
- Tools, equipment and machinery
- Other related items

6. Do these collections have a Scottish connection? Yes No

7. Textile arts and crafts

Material relating to individually crafted textiles, such as samplers, embroidery, flags, standards and banners, textile pictures, needlework, Textile Art, hand produced items, sketch books, designer / maker records, education/training in art and textile crafts, etc.

- Textile items
- Archival material
- Tools, equipment and machinery
- Other related items

8. Do these collections have a Scottish connection? Yes No

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9. Costume and accessories

- Material relating to clothing and dress, such as every day wear, evening dress, designer outfits, children's wear, wedding dresses and christening robes, underwear, uniforms, vestments, ceremonial robes and regalia, fans, hats, shawls, gloves, umbrellas and parasols, shoes, hosiery, lace, paper patterns, costume dolls, education/training in costume design, cutting, sewing, etc.
- Textile items
 - Archival material
 - Tools, equipment and machinery
 - Other related items

10. Do these collections have a Scottish connection? Yes No

COLLECTIONS MANAGEMENT/DOCUMENTATION

- 11. What methods or systems are used for the documentation of the collections?** Card index
 Other paper format
 Computerised format
- 12. If on computer, what system is used?** Word Access
 Excel Other:
- 13. Approximately what proportion of the collections is catalogued?** 0-25% 50-75%
 25-50% 75-100%
- 14. Approximately what proportion of the collections has been photographed?** 0-25% 50-75%
 25-50% 75-100%
- 15. What format(s) of images do you hold?** prints slides
 transparencies digital images
- 16. Is your organisation included in any of the following?** ARCHON 24 hr museum
 Cornucopia other:.....

INTERPRETATION

- 17. If you are a museum, do you have permanent or temporary displays or textile-related material?** Permanent No
 Temporary
- 18. Approximately what proportion of the textile-related collections is on permanent display?** 0-25% 50-75%
 25-50% 75-100%

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ACCESS

19. If access arrangements to items in store are not publicly available, please outline what arrangements can be made for interested members of the public, researchers, etc. to consult them?

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20. Are you interested in increasing access to your textile-related collections through participation in this project? Yes No

21. Do you give permission for your organisation to be included on the web-site (www.scottishtextiles.org.uk), based on the information provided in this questionnaire? Yes No

22. Please check the attached list of textile-related collections that has been gathered from the NRA/NRA(S) for archives and from the National Audit for museums. Delete any that are either mistakes, have no connection to textiles or have been de-accessioned. Please add to the list brief details of any textile-related collections that have not been included.

23. Do you give permission for this information to be used for our web-site? Yes No

24. Archives only: do you have a textile source list outlining your textile-related collections? Yes No
If yes, please attach a copy.

25. Are collection descriptions of your textile-related collections available via any of the following archive network sites? SCAN JISC Hub
 AIM25 A2A
Other.....

If yes, may we have permission to use this data on our web-site? Yes No

RELATED COLLECTIONS

26. Do you know of any non-Scottish museums/archives that hold significant collections related to your collections, who we should approach with this questionnaire? Yes No

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If yes, please list

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27. Is there anything else you would like us to know about your textile-related collections that hasn't been covered by this questionnaire? Eg. particularly important items, oddities, etc.

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28. Who may we contact to obtain further details and discuss this project?

Name

Designation

Address

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.....

Phone no

e-mail

Thank you for taking the time to fill out this questionnaire. Please return it to the address below, to arrive no later than **29th August 2003**.

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