

# **Report of Task Agreement # J8100070221**

**Park:** Grand Teton National Park

**Project:** Catalog Archives Phase II (This is a continuation of UAZCP-110.)

**Investigator:** Rich Lange

**Project Number:** UAZCP - 115

**Cooperator:** Rachael Campbell

## **Final Project Report**

Project Archivist Rachael Campbell processed and arranged approximately 2 linear feet of additional Mountaineering Records into appropriate collection, series, and unit levels. This was a continuation of Project Number UAZCP-110, in which 35 LF of Mountaineering Records were previously processed, arranged, and cataloged.

Storage upgrade was completed for the processed collection. Documents were transferred into acid-free boxes with dividers. All items and boxes were labeled in accordance with the requirements of the *Processing and Cataloging Handbook*.

The following collections were updated into the Automated National Catalog System (ANCS+) using the archives module:

**MOUNTAINEERING RECORDS, 1898-1994**  
**ACC GRTE-00484 CAT GRTE 43031**

Data entry conforms to the requirements of the *Museum Handbook* and the *Processing and Cataloging Handbook*. The cataloged collections were edited by other archival staff and appropriate corrections were made in ANCS+. Electronic copies of the catalog records were provided to Khaleel Saba, Museum Services Program, National Park Service.

Finding Aids were generated using ANCS+ software. Two paper copies and one electronic copy of the finding aid were provided to Khaleel Saba. Processing notes, task checklists and Control Forms were completed for each collection and filed with the park's control file.

This project (Phase II) was completed in June 2009.