



# Developing SPECTRUM 5

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**Challenge Accepted**

**What is SPECTRUM?**



**Group of museum  
collection  
managers before  
SPECTRUM!**

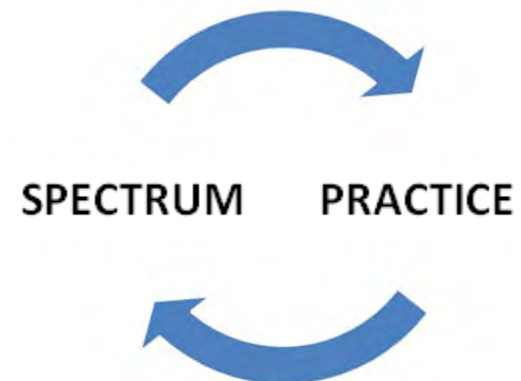
**Hopefully not!**

# SPECTRUM Development History

- 1970s Information Retrieval Group of MA
- 1977 Museum Documentation Association
- 1991 MDA Data Standard
- 1994 SPECTRUM
- 1997 SPECTRUM 2.0
- 2005 SPECTRUM 3.0
- 2009 Collections Trust - SPECTRUM 3.2
- 2011 SPECTRUM 4.0
- 2013 SPECTRUM Digital Asset Management (DAM)

# Developing SPECTRUM

- **Collectively**
  - SPECTRUM's **developers are its users**
- **Pragmatically**
  - Reflect **real-life** issues in **real museums**
- **Inclusively**
  - **Practical** approach, with the Minimum Standards an achievable goal for all
  - Allow **different museums** work in **different ways**
- **Realistically**
  - **Perfection** was **never** going to be achieved
  - SPECTRUM would be a **process, added to** and **refined** over time



# The benefits....

- A synthesis – the ‘**distilled wisdom** of a community’
- A **language** to describe the work we do
- **Consistency** – record and share information about collections’ management and use
- A way to **define practice** and skills, a way to **share knowledge, share work**
- **Improved** collections **management** practice – more **creative use** of collections
- A benchmark for improvement
- An **advocacy** tool
- In the UK, supports the **Museum Accreditation Standard**

# SPECTRUM 5.0

## The Project



# Project Overview

## Project Aim:

- To **update, develop and simplify** SPECTRUM to meet the needs of museums of all kinds.

## Project Objectives:

- To address issues raised during the **consultation** of Autumn 2015 – Spring 2016;
- To ensure that SPECTRUM **continues to meet the needs** of the full range of Accredited Museums;
- To clarify SPECTRUM's **guidance** on **digital asset management** and discontinue the separate SPECTRUM DAM publication;
- To streamline the **policy-making guidance** given in SPECTRUM and PAS 197:2009 Code of Practice for Cultural Collections Management;

# SPECTRUM 5.0 Timeline

When	What
Sept 2015 – March 2016	Consultation
April 2016	<ul style="list-style-type: none"> <li>• Internal Kick-off (Agenda)</li> <li>• Scoping Working Groups</li> </ul>
May 2016	<ul style="list-style-type: none"> <li>• Inviting of Groups (week 1)</li> <li>• Engagement (Week 2 onwards)</li> </ul>
June 2016	Virtual meetings and response
July – August 2016	Writing and Testing
September 2016	Draft
October – December 2016	Review and Q&As
January 2017	Final Revision
February 2017	Type setting
March 2017	Launch

# Working Groups

- *Scope* of SPECTRUM;
- *Presentation* of SPECTRUM;
- *Use of collections* procedure;
- *Retrospective documentation* procedure;
- *Digital asset management* (DAM);
- IPR and *Rights management* procedure;
- *Risk management* procedure;
- *Collections review* possible procedure.

# Scope of SPECTRUM

## Questions:

- What is **mandatory**; what is its **guidance**?
- What **should not be in** SPECTRUM?
- What **should be in** SPECTRUM?
- Which **procedures** have **difficulties** and why?
- What **procedures** are missing?
- How do we **clarify the scope** of SPECTRUM and its different elements?
- How SPECTRUM **relates to other standards**? (How do we explain and convey the relationship with other standards)
- What do we **mean by 'SPECTRUM'**?

# Presentation of SPECTRUM

## Questions:

- Are there issues with the **current structure** of SPECTRUM and if so what are they?
- Should SPECTRUM include the **workflows or not**, and why?
- Could the text of SPECTRUM be made **more user-friendly** and how?
- Does the **order of the procedures** help, and why?
- Is the relationship between the **procedures and units of information** unclear, and how can it be made clearer?
- Can the standard be **used to create a procedural manual easily**? If not how can we make it so?

# *Use of collections procedure*

## Questions:

- **Is** it a **procedure**? If not what is it?
- Is the current procedure sufficient?
- Are there **scenarios** for the use of collections that are **not covered** by SPECTRUM?
- Should it be **split** into more than one (as before), ***Reproduction***, and ***Exhibition and display***?
- How do we **capture information** and text created when using collections, and **link back** to collections records (e.g. exhibition text and user generated information from ***Revisiting Collections***)?

# *Retrospective documentation* procedure

## Questions:

- **Is** this a **procedure**?
- How can we help museums get **'quick wins'** at **collections level**?
- What is **missing** from the guidance?

# Digital asset management

## Questions:

- How should SPECTRUM 5.0 take into account **digital asset management?**
- Should we **bring back** the *Reproduction* procedure?
- What **useful** things from *SPECTRUM DAM* can be **brought into** SPECTRUM?



# IPR and *Rights management* procedure



## Questions:

- Do we need to **bring back** parts of **SPECTRUM 3.2** procedure?
- **Where** to put **rights information**?
- How will SPECTRUM **keep up-to-date** with legal changes?

# *Risk management* procedure

## Questions:

- Is *Risk management* the **right name** for the procedure?
- What **areas of risk** are **not covered** by the procedure or elsewhere in SPECTRUM

# *Collections review possible* procedure



## Questions:

- Should there be a procedure for this activity and why?
- Can it be **embedded** in **other procedures** and which?
- How can we **integrate** existing **good practice** in non-SPECTRUM resources?