

## Workshop Venues

*Day One - Introduction to oral history* will be held at the Alexander Turnbull Library,

**186 - 190 Willis Street, Wellington**

*Day Two - Recording seriously and Abstracting Oral History* will be held at the Department of Internal Affairs,

**46 Waring Taylor Street, Wellington**

## Workshop Tutors

The workshops are taught by Judith Fyfe, lawyer and oral historian, and Lynette Shum, Alexander Turnbull Library Oral History Adviser.

## Outreach Services Contacts

Oral History Adviser: 04 462 3977

Oral History Adviser, Māori: 04 462 3976

Heritage Advice Coordinator: 04 462 3935

Or email

[alexander.turnbull-library@dia.govt.nz](mailto:alexander.turnbull-library@dia.govt.nz)



## Oral History Centre

The Oral History Centre in the Alexander Turnbull Library preserves and provides access to New Zealand's largest oral history collection. Staff also offer advice on oral history recording and archiving.

### The Oral History Centre's work includes:

- collecting and preserving interviews and other recordings
- providing a reference service and access to researchers
- managing oral history projects for organisations and individuals outside the Library
- providing advice and resources for those working in oral history throughout New Zealand
- promoting professional, ethical and technical standards in oral history recording and archiving

The oral history collection held in the Alexander Turnbull Library comprises recordings of more than 10,000 interviews and events. The Library welcomes deposits and donations of recordings of New Zealand and Pacific material.

**The Library also offers Māori-English bilingual video history training to groups. For more information :**

<http://www.natlib.govt.nz/services/courses-workshops/oral-history>



Oral History Centre  
Outreach Services

# Oral history workshops



Oral History Adviser Lynette Shum and historian Jessie Munro

**INTERNAL AFFAIRS**

Te Tari Taiwhenua

## Register your interest



Name \_\_\_\_\_

Postal address \_\_\_\_\_

Email address \_\_\_\_\_

Phone (w) \_\_\_\_\_ (h) \_\_\_\_\_

My topic of interest is \_\_\_\_\_ (m) \_\_\_\_\_

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**Essentials of Oral History Research** **\$300 / \$220 \***  
*Two day workshop* *Delete that which does not apply*

**Abstracting Oral History** **\$180 / \$140 \***  
*Two half day workshops* *Delete that which does not apply*

*NB: An administration fee of \$50.00 will be charged for withdrawals after 4 February 2012*

- Please invoice my organisation. Our purchase order number is: \_\_\_\_\_
- I enclose a cheque for \$\_\_\_\_\_ made payable to National Library of New Zealand
- Please charge the following credit card:

Visa  MasterCard

Card number: \_\_\_\_\_

Expiry date: \_\_\_\_\_

Card holder name: \_\_\_\_\_

**Please send completed form to:**



Outreach Services  
PO Box 12349  
Wellington 6144

e-mail to  
Alexander.turnbull-library@dia.govt.nz

## The Essentials of Oral History Research

This is a two day course. For anyone undertaking an oral history project we recommend attending both days.

### Day One: Introduction to Oral History

**Date: 18 February 2012**

**Time: 8.45am - 4.30pm**

**Venue: 186 - 190 Willis Street, Wellington**

An introduction to oral history methodology. How to plan an oral history project, choose the best equipment, achieve clear audio recordings, select informants, follow ethical procedures, develop questioning techniques, process oral history, and make the material available for use.

Bring a recorder if you have one you intend to use for recording. Exercises to be completed before *Day Two* will be discussed.

### Day Two: Recording Seriously

**Date: 24 March 2012**

**Time: 8.45am - 4.30pm**

**Venue: 46 Waring Taylor Street, Wellington**

*Recording Seriously* builds on *Day One: Introduction to Oral History*, reviewing work completed and covering in more detail interview techniques, project planning and technical, ethical and legal issues. Some experience in recording or processing oral history is necessary.

Completion of an earlier *Essentials* course or a recent equivalent introductory course is required.

Fee: \$300 (\$220)\* for both days

Limit: 14 people

## Abstracting Oral History

This course runs for two consecutive half-days.

### Abstracting Oral History

**Date: 21 & 22 April 2012**

**Time: 8.45am - 1.00pm**

**Venue: 46 Waring Taylor Street, Wellington**

The abstract is a comprehensive time-coded summary, which serves as a guide to the oral history researcher. Here is an opportunity to practice the comprehension and editing skills needed to compile a reliable and usable abstract.

Completion of an *Essentials of Oral History Research* or recent equivalent introductory course is recommended but not required.

Fee: \$180 (\$140)\*

Limit: 8 people

\* *Reduced fees are for community services cardholders or full-time students.*

The Jack Illott Oral History Education Operating Fund exists to promote standards in oral history.

For information on the grant, please visit:

<http://www.natlib.govt.nz/about-us/scholarships/scholarships-and-grants>

For more information please use the research request form found at:

<http://www.natlib.govt.nz/services/ask-a-librarian>