



Damaged books and bound archives: Practical first steps

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British Library Centre for Conservation 96 Euston Road London NWI 2DB

Map: www.bl.uk/aboutus/quickinfo/loc/stp/

This training day is aimed at librarians and archivists. It provides an overview of how books and bound archives become damaged, considers actions to minimise damage, and describes first steps to address common forms of damage. The training day is led by Caroline Bendix ACR (Independent Conservator).

Please ensure that you bring with you on the day: One Paperback book height of $20 \text{cm} \times \text{width of } 13 \text{cm} \times \text{thickness of } 2\text{-}3 \text{cm}$ and one Hardback book standard octavo size 22 cm.

Programme

09.45	Registration
10.00	Welcome and introductions
10.15	Identification of different types of damage and recognition of the causes
11.30	Break
11.45	Simple steps for minimising damage
11.50	Understanding appropriate treatment options and decision-making for remedial treatment
12.45	Lunch
13.45	Understanding the use of protective enclosures. Practical exercise in tying tape and making melinex $^{\text{TM}}$ wrappers
15.00	Working with conservators and volunteers
15.45	Discussion
16.00	End