

## Weekly log – Lewis Jones

A weekly update on the duties, activities, and efforts from my time at the Medical Museums of Worcester.

### Week beginning 5<sup>th</sup> October 2015 (Week 1)

Over the week, I was brought up to speed in regards to what the purpose of the museum is, and some of the history of the building. I went on a tour of the site with volunteer Ken Crump, an ex-trainee who worked at Powick Asylum, to learn a bit more about my duties involved with tours. With Mark Macleod, my supervisor, I was told about some of the events coming up over the next few months, and the roles that I would be playing in them.

I told Mark about my idea to have Charles Hastings' death commemorated with a Google Doodle. I started the proposal, but it will take some time to compile the necessary information for the document.

### Week beginning 12<sup>th</sup> October 2015 (week 2)



Over the week Mark and I talked about my individual learning plan. We haven't decided on any optional modules for my QCF, but have left the discussion in a good place, so that we can continue later on. It was the first week of The Infirmary's involvement with the Beeline Storytelling Festival. This was my first real involvement with the running of the museum as I took 2 classes for tours and object handling on Wednesday and Friday. On Wednesday, one child threw up after I asked the class to do a jumping exercise outside the museum entrance.

The Beeline activities this week were good at introducing me into a part of museum work that I was nervous about, but in a gentle way. The children in both groups were very receptive to what I was talking about, and very interested in the object handling. My confidence (or lack thereof) and nerves made me trip over my words a little bit, and I was looking at my sheets for things to talk more about.

I also started a small project for the community display. A poet had written some poems about the Jenny Lind chapel and Castle Street prison, and Mark wanted them to be put on display. He asked me to start it and to see where I could get with it.

I was shown how to advertise events in local news outlets such as the website WorcesterNow. Through this I came up with the idea to set up a SoundCloud account for the museum so the poems could be shared and heard. I included a QR code on the main poster about the poet, Siphon Eric Dube, so it would take you directly to the page on mobile devices. I also intend to include oral histories on the account, such as interviews and talks.

## Week beginning 19<sup>th</sup> October (week 3)

At the beginning of the week, I finished off my poetry project. It is now on display in the community case (pictured on the right). This was a big achievement for me as this marked the completion of a project done entirely by myself. Mark offered help and support with formatting issues, and how to make it look better and more appealing.

This was the second week of the Beeline Festival, and the first of Everybody Dance: Workshops and dancing sessions for children with disabilities. The final Beeline tours were on Thursday (2 session) and Friday (1 session). The session in Friday, I felt much more relaxed and was able to articulate the information across to the children with ease. The teachers were helpful, and said they enjoyed the experience. Some even said they'd be back with the kids!

Everybody Dance were with us for a total of two hours. Mark had them for one hour and delivered a workshop on 'The History of Medicine'. After that they were with Rachel for an hour, and were rather surprised when they were told they would be doing some dancing!

On the evening of Wednesday 21<sup>st</sup>, I was invited to a celebration evening for the previous trainees who have done a course similar to what I'm doing now. It was an excellent opportunity to do some networking, having got the business card of Katy Wade, the Learning and Community Engagement Officer in Malvern. I also spoke to the person in charge of St. Swithens church, and two gentlemen who are curators of two libraries.



## Week beginning October 26<sup>th</sup> (week 4)

This week has been a slow and gentle one. At the beginning of the week, Mark and I recapped over the previous two weeks of Beeline activities! We totalled all the schools that showed up and went on tours. On Monday, we went up to the St Johns campus of the Uni with the Nurses League to view the training facilities for nurses, physio therapists,

occupational therapists and paramedics. It lasted the majority of the day, with lunch being provided at the uni. I also set up an account on MailChimp, so I can sort out quarterly newsletters and such.

On Friday evening, the museum hosted a talk by Dr. Darren Oldridge; a lecturer at the university. He spoke about 17<sup>th</sup> century witches, women or men who practiced magic with ill effect (Sometimes they were called witches purely because they couldn't save someone, or something along those lines), and Charmers, men who practiced magic and cast charms on people for the benefit of the persons wellbeing. The talk lasted half an hour, with an hour of questions afterwards.

On Saturday, we hosted another Halloween event for children at the museum, Hospitals at Halloween. For the event, I wrote up a supplement for the tours that talked about the ghosts and hauntings of the hospital.

## Training Day – Edinburgh 1<sup>st</sup> – 2<sup>nd</sup> November

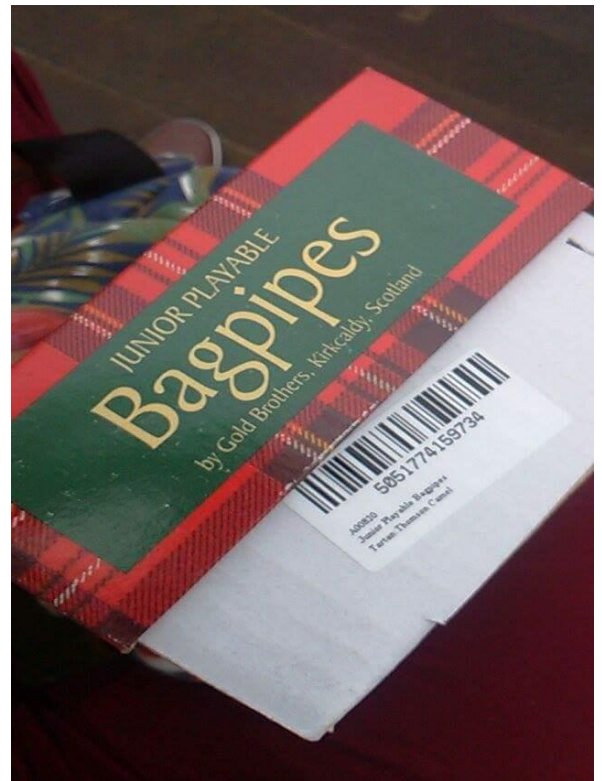
On the 1<sup>st</sup> of November, I travelled to Edinburgh for the first of my training days at the partner museums. This event took place at the National Museum of Scotland. On the Sunday, all the trainees (Except Tirenán, whose plane was cancelled at Gatwick) met up for a meal at an Italian restaurant, catching up with everyone's happenings and events at museums.

On the Monday, the actual day of the training event, we all met outside the museum, awaiting Niall to come and collect us. As he came out of the front entrance, we saw that he was in a kilt! He took us on a tour of some important parts of the museum, including the main atrium.



As we went up the stairs to the main atrium I was talking to the trainee from Port Sunlight, Dan, and remarked on how the structure (pictured left) looked remarkably like The Crystal Palace in Hyde Park from 1851 for The Great Exhibition. We were later told that it was built to imitate the Crystal Palace! I felt rather proud of myself for knowing that.

Eventually, the tour was concluded by taking us to a conference room where we had a quick cup of coffee. We were split into 4 groups, and each group was given a case study in regards to collections care, and the ethics and morals of collecting objects. Our group were put in the



shoes of a Spoliation panel, and had to decide what to do with a claim on a tapestry that was sold in 1927. We decided that the tapestry would stay with Glasgow Council whilst we look into the claim, and decided if the claim is genuine (are the receipts real? Was the sale legal? Are they really heirs to the original owner?).

This case study made us question the motives of the people making the claim, but also to make an ethical choice on whether to give it back or not. If they couldn't prove that they were the heirs to the original owner, we were under no obligation to give it back. Even if they were the owners, there is no obligation to return the item as it was sold with their initial consent.

Unfortunately, due to my train times being as they were, I had to leave everyone as they went to the Collections Centre. I had a nice look round the city, and found some nice pubs for my next visit!

### Week beginning November 2<sup>nd</sup> (week 5)

This week has been a week of new things experiences! On Monday, I was in Edinburgh (see above), and learnt a fair bit about the ethical obligations of museums and how important a museum's collection policy is!

Tuesday and Wednesday was spent in and around the office, sorting out various pieces of information for Thursday, finishing and finalising my tactile tour for Friday, and general housekeeping.

Thursday, me and Mark went to Birmingham for the annual Museum Association's Conference. We had a small 'pop up' museum in the main atrium of the ICC, talking about the community project done for dementia awareness. I went to a few talk and keynote speeches throughout the day, and helped at the stand, talking to the public about our museum and the dementia project the museum did a few years ago.

On Friday, I was in the museum on my own! Mark was speaking at a conference, so I had to take the first two workshops in our collaboration with EverybodyDance Project! Volunteer Ken Crump helped me out for the majority of the day. Everything went really well, with the teachers doing a splendid job of keeping the (naughty) kids in check, and assisting me in fleshing out some of my explanations! Rachel was brilliant at this, asking the kids more direct questions. Both groups seemed to like the gory side of the information a bit more!

### Week beginning November 9<sup>th</sup> (week 6)

This week has been jam packed full of interesting and exciting things, most of which involved the Everybody Dance groups. The majority of the groups were from NEW College in Worcester, a college for partially sighted children of all ages. One group on Monday was particularly fun because they had such an array of abilities and personalities. One boy, Shaun, was particularly vocal in his opinions and ideas of what the hospital should have done with dead bodies!

The rest of the groups were well behaved, except from the last one on Wednesday. There were two kids, around 16-17 years old, who were rather rude throughout the exercises and activities. Rachel ended up losing her cool with them and separated them. All in all, the day was rather fun and

informative. Throughout these activity days, I have been paired with Rachel for the groups, and she has now started to talk a bit more about the objects in the handling collection! I almost don't have to do anything other than talk more about the objects! I have come to enjoy talking about the paintings in the boardroom however, so I feel that I have made good progress with my confidence issues. Public speaking is becoming easier as each session passes! I've also learnt a bit more about how to control the group, waiting for them to be quiet until I continue, and finding my voice a bit more when asking them to be quiet.

The Week, as a whole, has been a rather exciting experience, as I've never worked with children before, let alone children with disabilities.

### Week beginning 16th November 2015 (week 7)

This week I've been at both the George Marshall and The Infirmary. Monday and Wednesday, I had to help Louise with two groups from Hollyhead school in Birmingham. Both groups were booked into the 'Victorian Surgery' workshop that Louise does, and I got to help with both! Beforehand, however, they had a quick half hour tour of the museum with me talking about the death masks and the apothecary, with Louise giving them a very brief talk about the Victorian surgery case!

In the afternoon of both days I headed over to The Infirmary, being given a lift by the teachers! After they had their lunches, me and Mark split the group in two and gave our respective groups a tour of the infirmary! The group I was with on Monday were somewhat attentive to what I was saying, but didn't really take much interest in the history of the building. The second group on Wednesday seemed much more interested in what I was talking about, and I had some very good questions from both students and teachers! I found the coach driver, on Wednesday, to be quite annoying though as he kept shouting the answers, as well as saying we were wrong on a few things, or trying to interject his own ideas!

On Friday I spent the day at the George Marshall with Louise P and Louise R working with the performers from the Everybody Dance project. They walked around the museum and found objects they liked, and we talked to them about it! All the dancers were really nice, and very appreciative of the ideas and information we could give them.

Tuesday and Thursday were spent at the Infirmary with Mark, where I got to catch up on some other bits of work. I've almost finished my proposal to give to the Google Doodle team, so will be hopefully sending that out next week. I also got my Learning Plan sorted out on Thursday afternoon between Mark and Louise.

This week, I also decided that I want to go to university, as the QCF means I can get into university on a relevant course! I have much to think about over this year, but I will be making my university applications soon. If, in the end, I don't want to go to university then it's fine, I can cancel the invitation (if I get one!)

### Week beginning 23<sup>rd</sup> November 2015 (week 8)

This week has been a very new experience for me. From Monday to Thursday, I've taken part in the filming for the EveryBODY Dance project! On Monday, Rachel arrived with John (the cameraman), Joe (his assistant), and Neil (the performer for the day). We spent a lot of time outside

by the graffiti wall. The object he was using was the bleeding bowl. He did a lot of walking and figures of eight and such!

Tuesday, Kat arrived to do her filming. Her area was the corridor that runs parallel to the Boardroom and leads to the chapel. Her item was the breathing respirator, and she used that a lot in her movements. She danced just outside the door to the chapel too.

On Wednesday, all four artists were here, plus 5 kids from two different schools. Throughout the day, they filmed them doing all sorts of interesting movements with the objects in the boardroom. Joel, one of the performers, is in a wheel chair, so he did a lot of fast motions! Everyone did amazingly well, and we got a lot of good shots, according to John the cameraman.

Thursday was the most difficult day for filming. Joel asked to use the area that used to be the old reception area, so we had to close that area off to staff and students for most of the day, which caused a few people to get a bit angry with us. All in all, the day went on without a lot of trouble. We finished filming around 4, having started at 10, so everyone was pleased with the work we'd got done in the day! Dereck, the sound man, was there too, taking some of the background noises for the film. After filming had stopped, he was taking sound samples from the objects in various places in the museum and stores and such.

Friday I was in the museum on my own, so I had some time to do some background research for my project, which I've decided I'll be working on the history of mental asylums or mental health in Worcestershire! It's exciting to have a tangible idea now, something to properly work towards.

## Week beginning 30<sup>th</sup> November 2015 (week 9)

This week has been a very interesting week as it was my first full week (excluding the Monday) at the George Marshall Medical Museum. For the majority of the week (Tuesday, Wednesday and Friday) I've been researching pneumonia jackets and their connection with colour healing in the 1800's. It's part of a project the GM has funding for to replace a child's pneumonia jacket with a replica.

It has been a pleasant background job to do as it takes a lot of time to collect and collate the information. So when I've had a bit of free time in between jobs, I've looked at books and websites about the pneumonia jacket.

Thursday was a very good day as I had my first experience with object cataloguing! I got to meet two regular volunteers, Robert and Margret, who have been inputting the majority of the physical catalogue records into the computer over the past few years.

Later in the day Rachel came for the final part of her filming. Tayla was using the practical room at the GM, and was doing her movements around the beds and equipment in there. The day went by quickly, and the filming was wrapped up quite quickly! Tayla got most of her movements spot on o the first try, so the only repetitions were for different camera shots.

Friday, again, I was working with the old books for the research into the pneumonia jacket. I finished early at 3 though, so couldn't get as much done!

## Week beginning 7<sup>th</sup> December 2015 (week 10)

This week is another odd week. I've only been in Monday and Tuesday, due to training and traveling days on Wednesday and Thursday. I've booked Friday off.

On Monday, I helped Louise and Mark with a group of uni students who are training to become teachers! It involved a quick tour of the museum and building, explaining how it is all used in the context of teaching children, mostly ks2 kids. I led the group, back in the class room, in an activity that involves handling objects. I gave them an object, in groups of three, and they had to guess what it was, the material used to make it, and when it was used. I then put the item name on a number line.

The point of the session was for the students to see how museums can be used in the context of educators. How they can be used for aiding children understand certain concepts and the like.

Tuesday Mark sent of the google Doodle Proposal I had written. We will hopefully hear back soon from them with an answer! We had a school group from Aston Fields come in the afternoon too. As I attended Aston Fields, this was quite a nice way to spend an hour. I gave half the group a tour of the museum as Mark did the same. I had the teacher Mr. Beacock, who I had for several lessons in Middle school.

Mark then delivered the workshop 'Design meets Disability', which has never been done before! It involved Horace's prosthetic leg as a key feature.

After the school left I started to work on the newsletter, putting it into a printable format.

## Training Day Beamish December 9<sup>th</sup>-10<sup>th</sup>

This week was a day of training spent at Beamish museum in County Durham. The training event was to look at community engagement events, and why they are important to a museum. We had to look at why it is important to bring people in to the museum, and what the museum might mean to them.

One of the activities for the day was to develop, and explain, a community engagement event. I was grouped with Anton, Chloe, Dan, and Tiernan, and we came up with the idea of helping a group of people with complex learning issues. It would be a 4 session event, over the course of two weeks, perhaps, and would involve a lot of music. The key idea is for the group to plan a ww2-esq tea dance. People from outside the group would be brought in at the dance to flesh it out, and make it feel more like a party! The first session would



be about breaking the ice between the group, and getting to know each other. It would then be about exploring bodily movements through objects, much like what EveryBODY Dance did with the handling collection and the schools for their project with us.

The day, as a whole, was really helpful for me as I came away with a lot of interesting ideas and concepts to try out at the infirmary and GMMM.

### Week beginning 14<sup>th</sup> December 2015 (week 11)

This week has been a productive one. On Monday, I finished up the printable version of the Newsletter that I compiled for the internet send out. With a few adjustments, they were printed and sent out by Louise on the 17<sup>th</sup> (Thursday). The rest of the week has been sent finishing up various tasks, organising a tour and introduction for the trainee day on the 8<sup>th</sup> of January, and planning various proposals for project ideas I have.

On Monday I met my assessor, Stacy Addinson, with Mark and Louise and we talked about the structure of the course, the evidence I need to compile for the qualification, and how to use the portfolio website, OneFile.

Tuesday morning was spent showing potential Education Officers around the gallery, and talking to them about the museums and job role before their interviews with Mark and Louise. They appointed the 3<sup>rd</sup> of the 4 candidates on the same day, so next year we will be a team of 3 at the infirmary!

On Wednesday I met my mentor Emalee Beddoes for a coffee and chat, to see how I have gotten on so far with my jobs and the placement. She was impressed at the extent of the work I've done already, and how well I've settled into the role

The rest of the week has just been writing up proposals and various other housekeeping jobs in preparation for closing the museum over Christmas.

### Week beginning January 5<sup>th</sup> 2016 (week 12)

This week has been short, at only 3 days! I came back to work on the Wednesday, so haven't had much time to do anything substantial. Over Wednesday and Thursday, I prepared a presentation and helped Mark and Louise for the training day we were hosting on Friday 8<sup>th</sup>.



Wednesday and Thursday were both spent writing up the presentation, and sorting out various emails that had come through over the two weeks I was off.

### Training day Worcester 8<sup>th</sup> January

Today was the day that Worcester Medical Museums hosted a day of training, on the subject of 'Digital Engagement and Social Media'. The day



began with a presentation from myself; giving a brief history of The Infirmary and George Marshall Medical Museum, and how the learning museums traineeship fits into both museums.

We then spent an hour talking about our museums, words that come to mind, then looking up words on twitter and Instagram to see what they come up with, relating to the words.

After that, I gave a tour of the building and museum to the group, taking them to the main entrance, grand entrance, boardroom, lower levels, and then the graffiti wall. The tour seemed to go down well with everyone, and I didn't feel too nervous whilst giving it!

The rest of the day was split between Group activities (planning an advertising campaign using social media, and a talk from Mar Dixon (above)). The talks were really very informative, and explained how to successfully use social media to our benefit. Mar talked about the best, effective ways of using various social media platforms, and that each type has a different 'voice'

The day finished with a short look at the chapel before everyone said their goodbyes!

### Week beginning 11<sup>th</sup> January 2016 (week 13)

This week has been a very subdued week, in regards to events and functions. Monday was spent at the Infirmary, with Mark explaining a bit about the spring cleaning that will be taking place the following week. The rest of Monday was spent catching up and with work that was missed out due to the previous week.

Tuesday and Wednesday I was at the George Marshall. This was mostly spent sorting out my new computer log in details I have, and doing some planning for my big project. Thursday was spent at the infirmary with me and Mark having Howes Primary school in for a workshop on War and Medicine. This was also the first workshop that Zoe, the new educational officer, did. Friday was a day off!

### Week beginning 18<sup>th</sup> January 2016 (week 14)

This week has been very engaging and exciting! Monday, Wednesday and Thursday were all spent doing spring cleaning with mark and a work experience student from St. Andrews in Edinburgh.

Thursday I also got to spend some time in the Archives at The Hive. I did some research on the Droitwich Lunatic Asylum, finding its closure date. This is all part of the big community engagement project I have to do as part of my QCF. My presentation will be part of a bigger evening of talks, and I will be talking about lunatic asylums in Worcestershire.

On Friday I had my monthly meeting with Emalee, my mentor. We talked about a range of things, including public speaking and plans for doing manual work at the George Marshall.

### Week beginning 25<sup>th</sup> January 2016 (week15)

This week was a George Marshall week. Monday I was at The Infirmary, and I spent the majority of the day working on my project proposal to send to Mark and Louise.

Tuesday I was at the GM, and I spent a while talking with Louise about my time management and my big project in July. She helped me to sort out a few of the details, and we started putting the items into a time chart so I know when things need to be completed by.

## Training day – Oxford 28<sup>th</sup> January

The training day at Oxford was about Learning Development programs and educational workshops. The day was split between 2 activities, and various presentations and tours around the museum. Chloe, the trainee, did a wonderful job on giving her tour. She was very engaging and had some fun things to say about the museum and its history.

Throughout the day we were talked to about how there are different ways of engaging people, and how different people will respond to different teaching techniques. One such example was that they held an art class once a week, for 4 weeks. Each week there would be someone new (with a gaggle of regular attendees), and they would all react differently to the set teaching method. Eventually, they decided to change their approach, lending themselves to teaching the groups in different styles each week, so as to make use of the newer people. Eventually, the new people became regular attenders too.

## Week beginning 1<sup>st</sup> February 2016 (Week 16)

This week has been a fun and engaging one. On Monday I had a meeting with Frank Crompton about the Droitwich Lunatic Asylum, and various other histories to do with mental health. The meeting was meant to take an hour, but we finished early because Frank said he'd told me all there was to know about Droitwich! I then put photos onto the shared drive, from the comments board. During the day, I'd been transcribing the comments cards from the Debating area in the gallery, and typing them up onto Word. I also started working on a poster for the Love Worcester event coming up.

Tuesday I spent the majority of the day thinking about what questions to put up on the debating area. Having spoken to Mark about it, I decided to start off with *What does love mean to you?* and *What do you feel when you fall in love?* These questions are there for people visiting the gallery to answer. We are ideally looking for scientific answers such as flushed cheeks and increased heart rate, but anything about a yellow sunset in the Bahamas is good too.

Wednesday was a full day because there were loads of little jobs to go through. I was asked to create a social media campaign by Mark for Love Worcester, so had started that. It's difficult to try and find photos and questions to do with love! But I managed to find them, and have just got to flesh it out a bit. I also finally got the opportunity to meet Chris Mapp, the musician in residence at the uni. He plays with another fellow, Andy, during Wednesday lunch hour and we have agreed to play together at some point. He may also be a helpful person to know for my project!

Thursday was spent mostly on my own in the office, sorting leaflets to be sent out to our partners and such. I wrapped 10 packages in brown paper before I could also use envelopes too! It was also spent working on the marketing campaign for Mark.

Friday has been a very enjoyable day! I had a meeting with Mark and Louise in the morning about my project. We spoke a bit about the research I did, and the general planning. They did say, however, that because of the time it's taking place, and where, that students would be unlikely to come to it. Instead, I have decided (and persuaded) to change my project!

I spent a lot of the day splitting up fliers and leaflets to be sent off. This meant putting them in envelopes, putting the stickers on, and stamping them. In all, 1440 leaflets will be sent off!

## Week beginning February 8<sup>th</sup> (week 17)

This week has been another interesting week. For the majority of it, I have been doing some collections work with Louise. Two weeks before, Ken donated a book to us called 'The Practitioner', so I had the pleasure of accessioning it! Before I could write up a cataloguing card for the book, I had to clean it and make sure it was in good condition. The first part of the process was alternating from the front to the back of the book, opening each individual page. This was necessary as it means the books won't break as soon as it opens, as it is over 100 years old.

The second part of the process, in conjunction with the first, was brushing between the pages. This was to remove any dirt and/or pests that might be living in the book. It was also a good chance to assess the general condition of the book, and determine if the book needs re-binding. On this occasion, the book was in good enough condition to not warrant a re-binding.

The rest of the week was spent helping with small jobs to do with the gallery, such as planning out what will be done with the touch screen display. This involves cutting a piece of wood to size, and fixing it to the wall. Other jobs included calling in jobs for things to be fixed in the gallery, such as faulty lights, display cases, and blinds!

## Week beginning February 15<sup>th</sup> (week 18)

The week so far has been a quiet week, with not a lot going on in the office apart from QCF evidence and project planning for my event. On Tuesday, The Infirmary hosted its Love Worcester Event; Matters of the Brain. For most of the day, I helped around in the gallery and at the desk we set up at the front. There was a kind of trail that mark had created to engage with the kids: there were three stations in the gallery, each had an activity to do on it, and they answered questions both before and after the activity to see if anything had changed!

As the week is about loving Worcester, our activities were about love, and our brain during the process of falling in love! We concentrated on the three main chemicals in the first stages of falling in love; adrenalin, dopamine, and serotonin. We had over 100 people come to take part in the event, so that was good! A lot of them were parents bring children, so I had chance to talk to the kids about their favourite part of the museum!

Thursday, I was at the George Marshall with Louise. She asked me to sit in the gallery and talk to visitors for her love Worcester event as she had a volunteer in, Robert, and she was going to help him throughout the day. I was in the gallery from 9 till around quarter past 4, and got to talk to most of the visitors, 21 in total.

The Friday I spent on my own at the Infirmary as mark is on holiday. I cleaned parts of the gallery that needed it, and worked on my QCF evidence. I'm slowly working towards my CH46 module, which is about customer service.

In the afternoon I had a meeting with my mentor at The Cardinals hat in Worcester. We talked about upcoming projects and our previous conversation about public speaking.

## Week beginning February 22<sup>nd</sup> 2016 (week 19)

This week, I've been split across both museums. Monday and Friday at The Infirmary, with Tuesday, Wednesday and Thursday at the George Marshall.

Monday morning was spent at a workshop about Dementia, and how other organisations have tried 'engaging' with people living with it. There were around 9 presentations, each lasting 7 minutes (with 3 minutes for questions), and each one was interesting! Each organisation took its turn to talk about what it has done, the challenges it faced, how it overcame them, and the end result of what they did! It was a brilliant and insightful session. The rest of the day was spent catching up with emails and some tasks for George Marshall.

Tuesday to Thursday were spent at the George Marshall, and each day was much the same. I spent a lot of time thinking over my project. Tuesday I was on my own, so managed to finish a few jobs including cleaning the glass cases!

### Week beginning 29<sup>th</sup> February 2016 (week 20)

This week has been a rather unfortunate week, as I spent the majority of it off due to illness! On the days I was in (Wednesday and Friday), I managed to get a bit of paper work done, and I started planning the Spring Newsletter!

I sent emails out to Mark, Louise, and Zoe, for content. I will be sorting out the newsletter next week.

### Week beginning 7<sup>th</sup> March 2016 (week 21)

I have worked a lot on my project this week, but travelled to Manchester on Thursday so didn't have a lot of time to get the things done that I needed doing!

Monday I had a meeting with Mark and Louise about my big project. Since I had to change it from the evening of talks, I've been struggling to find an activity! Both Louise and Mark gave very useful feedback for the event, and suggested I get in touch with The Hive, to try and incorporate it into the Study Happy events they have going on. From this conversation, I have devised a rough plan of what I'm going to do, over the next week, to get it ready in time for the events to take place! The point of the sessions is for students to come and relax whilst we play music to them and talk to them about mental health. It will be taking place around their exams, so I imagine it will be a welcome distraction!

Tuesday and Wednesday were spent updating certain parts of the project, and emailing people who will hopefully help me out in delivering the music! I've changed it from 4 to 3 sessions, to save on content gathering.

Thursday I was at the George Marshall for the morning, then travelled up to Manchester for a training day at the Imperial War Museum North.

### Training day – Manchester

Thursday and Friday of this week were spent at the Imperial War museum North, in Manchester. We learnt a lot about their volunteer development program they run, which Danielle is head of. Matt, the trainee, also went through this program, and spoke very highly of it!

We spent a lot of time in the main gallery too, and it was quite an emotional experience. The main exhibition hall was split into 6 sections, and talked about different aspects of war. One of which was the home front! It was quite scary to think about!

The day itself was a very interesting day, as we got to meet a lot of volunteers who have had their lives changed by the program that Danielle and Matt spoke about. It helps to improve people's lives for the better by giving them the opportunity to work in a big organisation like the IWM, and learn on the job so they get qualifications after 10 weeks. Just enough to get them going!

### Week beginning 14<sup>th</sup> March 2016 (week 22)

This week has been very steady, with a lot of varied jobs and roles! I have completed the newsletter, and it should be able to be sent out on Monday the 21<sup>st</sup> of March.

The majority of the week was spent making changes and edits to the newsletter. The printable version and the online version are in different formats, so they both take their time to get right.

On Thursday night, me and Louise were at The Hive representing the George Marshall for the Science Night event that was on. It was running in conjunction with British Science Week. There were lots of different stall showing off various interesting and fun things about science, physics and horticulture! The head count was around 130+ people.

### Week beginning 21<sup>st</sup> March 2016 (week 23)

This week has been a productive week, as I have gotten a lot of work on my project done. I have been able to email Chris Mapp about joining me for the second session on jazz music. I have emailed him about bringing his piano playing friend along too, but have not yet heard back. The rooms have been booked for the 5<sup>th</sup> of and 13<sup>th</sup> of April in the Chapel. Both will be taking place after 5pm.

Tuesday was the screening of the EveryBODY Dance film. The studio room in The Hive was packed full! Both museums were there to showcase some of the objects that were used in the film, and to showcase other objects that we have and to talk about what we do. Most people, including the dancers, seemed receptive to our table after the screening, and a lot came to look and guess at the objects.

Thursday was spent at The Hive taking down pictures from the RPS exhibition that has been there since the middle of February. It was a good exercise in appropriate handling of objects, and how to store them properly. In this case, the glass had to face out in the bag, and you couldn't have two pieces of glass facing each other when they were being stacked.

I had Wednesday and Friday off as holiday, so didn't get anything done those days!

### Week beginning 28<sup>th</sup> March 2016 (week 24)

This week I have been getting on with my project planning. As the first session is only the week after, on Tuesday, there is still a bit to do!

Monday I was at Hartlebury Castle with Louise, representing the George Marshall Medical Museum. We were there as part of a World War One event, and we showcased our Board game that has been in development for quite a while now. It got quite a bit of interest, which is always reassuring!

Tuesday, Wednesday, and Thursday were all spent on and off organising parts of the project in preparation for Tuesdays session on the 5<sup>th</sup>. I had a meeting with Briony Williams, and she recommended a few names to me that I have now emailed! Students services have forwarded all my contact details to other members of the service, in hopes of getting someone to talk to me!

One of the biggest problems I have found is waiting for people to get back to me! It seems to be quite hit and miss a lot of the time whether someone returns my emails or not. But apart from that, the planning has been going on quite nicely. On Tuesday morning, I will perform a risk assessment of the first session.

### Week beginning 4<sup>th</sup> April 2016 (week 25)

This week has been a relatively busy week, with preparations for my trip to Ipswich and my music session event taking precedence over most things. On the Monday, I managed to get the content for the event finalised and agreed on. Mark looked them over and agreed that they were suitable to be given out to the students!

Tuesday was spent going over the material again for the evenings event, and finalising any changes that were needed.

The event itself started at 17:15, and ended at 18:00. Unfortunately, no one came to the event apart from Mark, and he was only there to supervise. I completed an evaluation the following Monday, and will put changes into effect for Wednesday of that week.

Wednesday was spent at the George Marshall, where I got to do some small mundane jobs and just not worry about the event for a small while!

Thursday and Friday, I was in Ipswich for my training day.

### Training Day – Ipswich

The training day at Ipswich was based around partnership development, and we all explored the different advantages and disadvantages of working with like-minded organisations. Anton, the trainee, did a brilliant job of showing us around the museum, and was very knowledgeable in his role there. Like me, he seemed to have a lot to say about his host museum!

The activities we were given to do were very fun and engaging. One such example would be that we were given a number of objects, and in our group, we were asked to come up with an idea for an event that could be done with these objects!

Overall, the things I learnt about at the training day (talking to partners, advantages to being in a museum service) have been very helpful, and I feel that I might be able to put these into practice, given the chance! One thing I came away with was the quote: ‘It’s better to work together and achieve more, with our hands on the table, than to work alone, keeping our hands hidden. Co-operation is key’.

### Week beginning 11<sup>th</sup> April 2016 (week 26)

This week saw the end of my music and mental health music session. As with the previous session, no one came to this one either! On top of that, the speaker from Student

services didn't come to it (She pulled out a few days before hand) and Chris Mapp, the musician I had gotten to help me, had to pull out on the day due to personal matters. Whilst both these happenings were a bit disappointing, I still managed to get through the event, and delivered it to Louise, who was watching over me that day.

This week also saw the start of my timetable. In my appraisal meeting, we agreed that I would try use a timetable to help me plan out my day, and for the tasks I need to do so I'm not wasting time. I have found that I have gotten quite a lot of work done this week, being small tasks here and there. I'm rather happy with the results so far, but it has only been used at the Infirmary so far! Next week I'm at the George Marshall, so I'll see how I get on with it there.

I was asked by mark at the beginning of the week to create checklist for people to do the newsletter, and that was completed on the Friday. I have also been given the task of re-doing the online distribution list for websites, and to creak a guide on how to post things to each site.

### Week beginning 18th April 2016 (week 27?)

This week, I have been at the George Marshall all week! One of the recurring themes this week has been prepping and installing the new interactive display in the gallery! It has taken all 5 days to prep everything, because there have been other jobs to do too. One of which was sorting through some new items for the handling collection, and to place red dots on them with acrylic paint. This is for us to be able to distinguish an object from the handling collection, and an object from the main collection that has gone walk abouts. I have then had to move specific objects into different handling object boxes, with a picture taken and uploaded to a memory stick for Louise. From here, I had to put the photos and a brief description of the objects on to an excel sheet that had all of the other handling objects on. In terms of the interactive, activities with that involved measuring where to put the holes for the monitor screws, and drilling holes for power and system cables!

Other jobs for the week involved me looking through other handling collection boxes to see if any of the objects in them needed red paint blobs on them too! I have finished my evaluation of the events I held a few weeks ago, and they have been sent to mark for him to look over and give me feedback on. I had to buy a new pap boat for our collection too as another member of staff broke one that was in the workshop collection!

### Week beginning 25<sup>th</sup> April 2016 (week 28)

On Holiday

### Training day – Belfast

The training session at Belfast was based around audience research and evaluation. The museum service at Belfast encompasses several museums, but we were based in the Ulster Museum, in southern Belfast. The day started with us introducing ourselves and talking about our museums.

Were then had an introduction from Susan, the trainee in Northern Ireland, to the museums and what they do! Throughout the day, we had several presentations (mostly about how to identify your audience based on survey statistics and evaluating exhibitions), and a few activities too!

The first activity was to walk around an exhibit (Elements) and think about why it was made. What is the purpose of the gallery? What emotions do you want to evoke? We had to put ourselves in the shoes of whoever designed the exhibit and think of why they did it, and what they wanted to achieve with it. Another activity involved us shadowing a museum goer, marking where they went in a gallery, and how long they stopped at certain pictures. This allows museums to see what is popular by analysing patterns in the public's movements! The day was rounded off with questions about the day, and with an evaluation of the day!

### Week beginning 9<sup>th</sup> May 2016 (week 29)

This week has been a very productive week. I was off Monday as I was flying back from Ireland, but on Tuesday, Mark and I had a meeting about my progress so far, and how I can be more productive in the office. In a previous meeting, we discussed using a timetable to help me stay on track with work and tasks and such. Previously, I've been sorting it out on my own, but now Mark has taken over with it. Tuesday and Wednesday were both good, productive days. I managed to get a fair bit sorted out, and we've heard back from Stacey in regards to the OneFile situation (work load suddenly doubling for some modules!). Things are on track now, so everything is fine with that. I have managed to get a fair bit of work done in regards to changes and edits to old pieces of work too.

Friday was a very productive day, as I have been able to prioritise my own work (to an extent). I managed to get all the work that wasn't completed in the week done, and a few various other tasks done too! Next week I am at the GMMM, but Louise isn't in for all of it, so I don't know what I'll be doing. I'm going to use it as an opportunity to get my head down with QCF work.

### Week beginning 23<sup>rd</sup> May 2016 (Week 31)

Today I have been alone in the office for the majority of the day, so have been able to get my head down with a few jobs and tasks. I've taken another step towards finishing my Online Distribution job that Mark set me a while ago.

As bad as it sounds, I have been a bit distracted today because of personal issues outside of work taking my focus away from the job at hand! Whilst I have been able to curb most of this, I still feel myself wander during some tasks.

On Tuesday, I managed to get caught up with some tasks that were left out on the previous day. I have been less distracted too, so have been able to concentrate more.

On Wednesday I got caught up, again, with some jobs I had missed on the previous day, and have also not managed to do 2 other tasks. They are quite big, however, so it's okay! I have received feedback on my QCF evidence so far, and I'm at a pre-emptive 40% completion! This makes me feel quite good, and I don't feel as stressed or anxious now. I've also been working with Mark to do some page turning for the books in the gallery.



Thursday and Friday were both spent updating the online distribution lists, and putting events online. There have been a few hands on jobs too this week, so it's been quite enjoyable to do something physical! Mostly, it's just been putting sticky hooks up, but it's proven quite a challenge to get them to stay up!

### Week beginning 30<sup>th</sup> may (week 32)

This week has been very short. I had Monday and Friday off (Bank holiday and training, respectively), and a half day on Thursday (travel to Liverpool). Whilst at the GMMM, I have able to consolidate the information and techniques I had learnt two weeks previous when I first started using it. It was good to be able to have a go again and see what I could remember (most of it) and how far I could get on my own without asking for help (not very).

On Thursday I managed to get a bit of work done on the Newsletter too, but failed to send it to myself to work on at The Infirmary. The work was for naught in the end!

### Week Beginning 6<sup>th</sup> June (week 33)

This week has been quite quiet, so I've been able to get my head down and do work in the office. Again, I had Monday and Friday off. But on the days I had in the office, I was able to work towards a few of my QCF criteria. Mark has been printing off timetables for me to use as a work load guide. On Tuesday, we had the Friends of the Worcester Royal Hospital come in to have their AGM. I helped to accommodate them and help out with a few things here and there. Eventually, after they left, I got on with some of my QCF modules.

### Week beginning 13<sup>th</sup> of June (week 34)

This week I've spent at the George Marshall, with one day (Tuesday) spent at The Hive for research. On the Monday, Wednesday, Thursday and Friday, I spent time in the Gallery with Louise working on cleaning the cases and objects. Ultimately, we were fitting UV filter film on the case lights to stop the objects getting damaged. This also acted as a good opportunity for me to get more experience in object handling/moving. Tuesday was spent at the Hive, where I was researching the old newspapers for information on the VAD hospitals in Worcestershire.

### Week beginning 20<sup>th</sup> of June (week 35)

This week has been a very interesting and stressful week! Mark was away on holiday, so I was left in charge of the Infirmary for the week. On the previous week, Mark said he'd have a few time tables for me to work from, but as he was extremely busy, he didn't write any up! At first this quite daunting because I didn't know what I had to do for the week, but I looked through my old timetables, and managed to create my own time tables based on those. This was a very good exercise for me as it made me consider the timing of jobs, and how to

prioritise them. I'm still developing this kind of thinking, as my previous job never had that factor. Tuesday was quite a palaver, as I had double booked myself with Zoe and Louise, so got stressed about how I was going to sort it out! It worked out in the end, as I managed to leave the George Marshall in the afternoon and make it to The Infirmary in time to help Anah give the tour for a Mormon church. I feel this was a learning experience too, as I now realise I HAVE to check my diary every day in case I miss something out. I spent a lot of time doing newsletter stuff during the other days of the week, and ended up sending the online newsletter via MailChimp on the Thursday! This proved to be a bad idea, as there were a few mistakes, and I forgot to send Mark and Louise a draft email of it. I got very stressed thinking about it, and had to have a bit of a calm down outside.

With personal things going on in the background this week hasn't been a very good week for me, but I think I'm on top of things now.

### Week beginning 27<sup>th</sup> June (week 36)

This week has been a short week, as I've only been in the office for three days. Monday I was at the GMMM for workshops with Zoe and one of the volunteers, Louise. They had spent the morning at the Infirmary, so were a bit tired and rowdy when they came to the George Marshall. We gave them a tour around the museum, talking about the apothecary shop and the death masks, with free time around the museum. They were very knowledgeable, but very loud and constantly talked over one another. I put one child on the spot because he was talking when I was explaining about Trevor and the display. I felt a bit bad afterwards, but Zoe assured me it was fine, and you need to do things like that to get them to concentrate and not give you then run around! In the afternoon and morning, I wasn't with Zoe, I managed to get on with some of my press release work!

Tuesday and Wednesday were both spent at The Infirmary, and I've been able to catch up with a bit of work like posters and online distribution of things for Mark! On the Wednesday, I'd arranged a mentor meeting with Emalee because I'd had a bad week previously!

### Week beginning 4<sup>th</sup> July (week 37)

This week has been an interesting one! I was at the GMMM for four days, as I had Friday off as holiday. Monday was spent at The hive in the archives area looking for more information about the VAD hospital in Tardebigge. I found 2 articles all day! The rest of the week was spent preparing for the 'Evening of Talks' event on Thursday!

The event on Thursday went very well! We had quite a good turnout, over 40 people showed up! It was my job, throughout the evening, to announce the speaker, and to introduce and close the evening! It was quite a daunting task, and I was able to read from a script! The talks were very informative too, and it was nice to hear Ute Oswald talk about art and architecture, and how it impacted the recovery of patients! As far as I can tell, everyone who attended enjoyed it! I had a lot of fun 'hosting' the evening!

## Week beginning 11<sup>th</sup> July (week 38)

This week as a full week at the GMMM, as the previous week was meant to be an Infirmary week but I swapped it with the week before! Again, Monday was spent at the Hive doing research into the VAD hospitals of Worcestershire. I got in touch with the owners of Abbey Manor in Evesham asking to come and visit their library! After a few emails, it turns out there isn't a whole lot left from the previous owners, the Ridges, but enough to warrant a visit none the less! I will be going on the 26<sup>th</sup> July. The rest of the week was looking into evaluations of the event, and a few other bits and pieces from the previous week. I produced a gap analysis of my QCF qualification, and will be following this to help speed up my passing the course! There are still a lot of things I need to do in regards to that, but I think I can manage the workload!

## British Museum Conference: What's next? 18<sup>th</sup> July

I was invited to attend a conference at the British Museum on Monday 18<sup>th</sup> July. The purpose of the conference was to gain a bit more insight to what happens when a training course finishes! I went to the conference with an open mind, not really expecting anything! But I came away with renewed enthusiasm, and a deeper sense of confidence in myself and my skills obtained over the year. One of the main themes over the day was that the six speakers, all past trainees on one of the courses at the BM, all felt how I do: bricking it towards the end of the traineeship because I don't know what im going to do. Btu it was nice to see that these people, who were in my exact position, have all gone on to get fantastic jobs in the sector! Eventually, there was time for 'speed mentoring' in the foyer, so I got to talk to a few of the speakers, and a few members of staff at the BM too! IT was a very fun, very worthwhile trip!

## Week beginning 18<sup>th</sup> July (week 39)

This week, has been spent at The Infirmary with Mark. A lot of what I've done has been standard office work, with a focus on social media advertising for upcoming events. As I was away Monday, it will be a short week! I managed to get 6 events put on the Culture24 website, so I'm happy with that. I'm getting into the swing of event updating the different websites with our events now! It's taken a while to get used to some of the different systems, but it's quite fun to do now!

Thursday I spent a few hours over the day updating the events online. I completed putting things on Culture 24 and put 10 events on Worcester News website! Friday was spent catching up with work from the week. I put 10 events onto the Worcestershire Now website, which I was very happy with. I also gave the interactives in the gallery a good cleaning! I feel like this week has been a productive week, despite my rocky start back at the office on Tuesday.

## Week beginning 25<sup>th</sup> July (week 40)

This week has been a George Marshall week! It has been a good, productive week for a number of reasons. The main one being that on Tuesday and Wednesday I was out doing research at the hive for the VAD project. Tuesday was spent around Evesham, where I visited Abbey Manor (previously a VAD hospital in the First World War), The Library, and The Almonry! Jill and John Phipps, the owners of the West Wing part of Abbey Manor, gave me a tour around the grounds, and talked about some of the history of the hospital. The Library had a few documents concerning the sale of the manor, and a small booklet that was a kind of memento for soldiers. The Almonry didn't have anything in the way of Abbey Manor items of documents, but it was nice to get our faces known there, and to have a look around!

The rest of the week was spent in the office, where me and Louise ended up putting some more UV filter stuff in the dentistry case! Lauren, a work experience student from The Netherlands, has joined us for 8 weeks, and will be helping across both museums doing bits and bobs. I have scheduled a meeting with Mark and Louise to discuss the remainder of my time here, and the way the QCF needs to go!

## Week beginning 1<sup>st</sup> august (week 41)

This week has been spent at The Infirmary. Monday was spent doing various jobs around the office; drafting posts for twitter and Facebook. I had the opportunity to download the data from the people counter again too, which provided less than desirably results. Mark had set out the goal of receiving 8000 visitors this Uni year (August to August), but we have got just under 600 from our target! Wednesday I spent a good portion of the day fixing some of the interactives. The Keyhole surgery and Amputation saw interactives have both broken, so Lauren and I tried to fix them! The Key hole surgery display was the easiest to fix, as I've done it many times before. It just required duct tape and the old clamp thing the others have. The saw was a bit more difficult as I've never opened it before. After reading the manual to see what to do, I can't see why it's not working properly. The display registers that there is something happening, because part of the animation still works, but the rest of it doesn't move. Most peculiar!

Thursday was a half day, as I was travelling to Nottingham in the afternoon for more museum training, this time in Business and Entrepreneurial skills.

## Training day: Nottingham

This month's training day was spent at Nottingham, at the Galleries of Justice. The theme of the training day was Business and Entrepreneurial Skills, so there was a lot of business jargon flying around. Despite not having much of an interest in this facet of museum management and running, I found it interesting none the less. It was interesting to listen about how someone from a 23-year career of bank management, came to the museum sector and turned a dying museum around and turned it into a hit destination! Inspirational, certainly!

One of the activities was to figure out if an event was profitable or not. I'm not the best at maths, so I felt a bit silly for getting it wrong.

All in all, the day was good, and it was a nice way to finish the traineeship until September.

### Week beginning 8<sup>th</sup> August 2016 (week 41)

This week was spent preparing for the event on Saturday! Monday went by very quickly, as it was back to back jobs, printing, photocopying and all sorts! We spent a lot of time cleaning the gallery and doing other jobs throughout the week. I was at the hive on Wednesday, and spent a great deal of time doing more research into VAD hospitals in Worcester and Birmingham! I had to go get supplies from town for the weekend event too. I had Friday off. Saturday went very well! Everything went as planned, and there were no issues. The only thing of note is that we had half the numbers from last year, so Louise was a bit disappointed with that. Fairfield went down very well, so I'm pleased about that. A few people came to listen to us, but quickly moved on. There was a museum case next to us with nothing in it, and Louise had bought a special whiteboard pen that can write on glass and is easy to remove, so people had the opportunity to write about what they felt listening to us. Thankfully, there were no disparaging remarks!

### Week beginning 15<sup>th</sup> August 2016 (week 42)

This week has been an exciting, yet equally stressful week! This is because Mark has handed over the writing of my timetable to me! I feel quite happy about this, because it feels like he trusts me enough to do this properly! Quite a bit of responsibility, to manage my own work. I believe I've been using a timetable for about 2-3 months now, and I've gotten a lot of work done. I feel like I've made a lot of progress since my appraisal meeting with Mark and Louise a few months back, I've gotten more confident in myself and my abilities.

Tuesday I fixed the keyhole surgery display (again) as someone had pulled the part that keeps the forceps from coming out off by pulling it too hard! Since I first did it, I've gotten much quicker at doing it. I gave myself an hour, but it took me only 20 minutes this time around!

Wednesday has been a good and productive day. I've caught up with jobs that couldn't be done on Tuesday, and done a few extra jobs that were given to me in the morning! This included sending out emails to the TICs and libraries in Worcestershire with our Heritage Open Day event!

Thursday I spent doing some more advertising jobs (making posters and facebook events). I've gotten a lot of feedback from Mark about my performance, and how I can improve my work output, so I've been doing the best I can to follow his advice. I feel like I

have made a big improvement over the past few months, and this week has been fun! Even though I'm writing my own timetable, I'm still asking mark for input with jobs and such.

Friday was spent doing a lot of QCF work. I managed to upload 3 pieces of evidence, bumping my overall progress up to 81%! It has been a rather good day, and I feel that I have produced and achieved a lot this week. I have taken my flexi time, and will be leaving at quarter to 3!

### Week beginning 22<sup>nd</sup> August 2016 (week 43)

This week is exceptionally short, as I am only in 2 days; Monday and Tuesday! Monday Louise was not meant to be in, but was because of a leak in the museum the week before! We spent a good few hours doing object handling and marking (for accessioning) and ticked off a few QCF modules.

### Week beginning 29<sup>th</sup> August 2016 (week 44)

This week is another short week for me because it is a bank holiday weekend. Monday was spent off, and I have booked Friday off too, so I am only in for three days. Tuesday, Me and Lauren were in charge as Mark was on holiday. It was another opportunity for me to create my own timetable! I feel that I let myself down a little with the amount of work I had to do. I don't feel like I accomplished as much as I could and it bothers me deeply! I want to be able to go to a job and get on with the work, not sit for 10 minutes trying to think of what I can fill a timetable with!

During the day I fixed the keyhole surgery display (again) because it broke two weeks before. Hopefully I have fixed the problem a bit better than I did the last time I did it. Whilst I sorted that out, I also thought of a way I could fix the amputation display too.

Wednesday I spent doing a variety of jobs! I proposed my idea of fixing the Amputation saw to mark, and he said it was a good idea and to try it. I managed to fix the problem of the arm sticking, and attempted to make the arm more realistic by tightening bolts and such.

Thursday, I did QCF work and completed my expenses from Nottingham. I sent mark an email with all of the un paid expenses that I have left, and Michael emailed to let all the trainees know about change in plans for the celebration event.

Friday I had off as I was in Somerset.

### Week beginning 5<sup>th</sup> September 2016 (week 45)

This week has been spent at the GMMM, and louise was on holiday, so I spent it mostly on my own! Monday to Wednesday was spent catching up on tasks from previous weeks like sorting out my QCF and doing parts of the newsletter in preparation for this week. Thursday was spent at the hive, and I managed to get quite a bit done during the day! Friday

was spent doing visitor surveys and such too, so it was quite a relaxing day. Lauren was in the office too, and we both got a fair bit done.

### Week beginning 12<sup>th</sup> September 2016 (week 46)

This week is another short week, as I have Thursday off, and half of Friday off too! Monday was a productive day, where I got to write my own timetable again, and I get all of it done! I got some of the times wrong, but I managed to bring everything within time! I didn't pay attention when I was writing it, so there are a few gaps, and things that shouldn't have been there. I will make sure that when I write my next one, I will pay attention more! I had the opportunity to fix the door stop for the office too, and everyone was impressed with the solution I came up with to fix it!

On Tuesday, I spent more time in the office and got a few jobs done from the previous day, and a few others too; mostly newsletter and photo file things too. I was meant to have a mentor meeting with Emalee, but she was ill so had to cancel. I've yet to hear if she is available for another meeting, so will wait to hear what she says. The rest of the day was a bit higgledy piggledy as there was a talk about a local artefact at MAG, and we went to that. I then had to help Lauren put some posters up in the gallery. Overall, the day was not as productive as I'd have liked, but it was generally a good day!

Wednesday was a productive day. The digital newsletter has been sent out to both lists of people (Manually added people and ones from the website and such). I also got the first draft done on the physical newsletters! It has been a productive day. I had the opportunity to give an impromptu tour around the gallery for an Australian gentleman who is going to start working at the University. I've also got a few extra tasks for Friday

Friday was a good day, but it was a very short day! I was in the office until half 12, as I booked it as a half day. I got quite a bit done in the 3 and a half hours I had there, and I feel like I accomplished a lot. I also got very good news in regards to my QCF. My assessor, Beverly, has marked a goodly amount of my QCF evidence, and has boosted my marked percentage up to 88%! She also moved around evidence, and boosted my overall progress to 98% I am exceedingly happy with this! It has been a very good week, and I am happy with my outcomes.

### Week beginning 19<sup>th</sup> September 2016 (week 47)

This week has been a productive and happy week! I received confirmation that I have completed the QCF portion of my placement at the Infirmary and GMMM! I had a phone meeting with my assessor, Beverly, to go over two pieces of evidence that needed uploading, and she signed them off then and there! Very happy indeed.

Tuesday and Wednesday were spent at The Hive researching the newspapers again. Over the two days, I managed to find three articles relating to VAD hospitals and their activities for soldiers in Kidderminster. Thursday I had off sick.

Friday I was at The Infirmary with LP, and we organised several shelves in the store. I then attempted to do a mail merging function on Word and Excel, and made a right hash of it. I ended up writing 50 addresses out on envelopes instead! My thumb hurt by the end of it.

### Week beginning 26<sup>th</sup> September 2016 (week 48)

This is my penultimate week, and it has been a fun and full one! Monday I was at the Worcester Museum and Art Gallery with Kerry Whitehouse. We spent the day talking about documentation and other related subjects, and I had the opportunity to do some practical work, such as accessioning pieces of plaster art work from an artist named Forsyth. I had the opportunity to look in the artwork store, and the weapons store. It was an enlightening visit, as I got to see how a large museum makes the most out of small spaces for storage and such. It brought home the realities of working in the heritage and museum sectors: Not a lot of money OR space!

Tuesday was spent at the Worcester Cathedral Library, and I spent the time with David Morrison looking through and handling some of the old books and manuscripts in the collection. I had the opportunity to hold one of the remaining Tindall bibles from King Henry VIII's reign. At the end of the day I was left to clean some 300 year-old books! Very exciting!

Wednesday and Thursday I spent at The Infirmary where I caught up with work and jobs left for me by Mark in preparation for my leaving next week.

Friday, I was in London for the final training session at the BM. It was about recruitment and how to find jobs in the heritage sector. In this, we looked at job specifications, and asked mock questions and answered mock questions too. One trainee brought in cake and personalised mugs for everyone too, and we had a fair-well meal until our next meeting in October some time.

### Week beginning 3<sup>rd</sup> October 2016 (week49)

This is my final week at the museums! I feel somewhat bittersweet about this. I'm happy and very proud of myself for finishing the course, and I'm excited to see where this will lead me! I'm happy that I have been given this opportunity to learn new skills and to work towards a new career. I am unhappy about this because I am leaving one of the best experiences of my life! I have learnt so much over the past 12 months, and met so many wonderful people. I'm also a little apprehensive of leaving the relative safety of the job in



search of a new job! I only have my savings to keep me afloat at the moment, so I have to work hard towards what I want to do!

I've seen the end coming since the start, yet I don't feel like I've personally prepared enough for it! At the same time, I feel that I have done a lot for this moment, in that I have spent the past 12 months learning skills that I can be proud of, *transferable* skills that I can take with me to any job!

Both Monday and Tuesday were spent tying up various aspects of my job, and cleaning my desk out. I've been doing small bits and bobs, and I've made amendments to certain documents before I leave that needed changing.

As the year comes to a close, and I give Mark and my keys and the iPad, I can safely say that there is nothing I would have change. I look back, and see how much I have done and how far I have come from when I first started, I can go to my next opportunity happy that I have done my best!