SETTING NATIONAL STANDARDS FOR THE NATIONAL MUSEUM INVENTORY SYSTEM OF TURKEY (MUES)

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WHAT IS MUES?

Müze Ulusal Envanter Sistemi
(National Museum Inventory System)

MUES is designed as an information system enabling the querying, monitoring, and management of artefacts, and all related processes in line with the concept of museology, for authorized users, researchers, scientists and visitors.
MUES
Müze Ulusal Envanter Sistemi
(National Museum Inventory System)
SETTING NATIONAL STANDARDS

Setting national standards to create a common language was a crucial necessity to achieve such a centralized system as museums, universities and departments across the country have been using different terminologies and chronologies in their curricula.

To set national standards "Movable Cultural Property Standardization Committee" under the supervision of the Ministry was formed.

The Committee assembled on many occasion to discuss and decide upon several items that arose during the preparation process and most of the proposals put forward were endorsed by consensus.
SETTING NATIONAL STANDARDS

Cultural Asset ID

Until today, most of the museums had been using common methods to register their artefacts. While some of them would be using a systematic approach, others would just increment the number from the previous page. However, the lack of a systematic approach could entail duplicated records. Consequently, when designing a nationwide inventory system, it was indispensable to follow a systematic approach to generate unique object IDs.

<table>
<thead>
<tr>
<th>No</th>
<th>Type of numerator</th>
<th>Example</th>
<th>Advantages</th>
<th>Disadvantages</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Museum entry date of the object and incremental number</td>
<td>TR.2011.07.23.312</td>
<td>Easy to remember</td>
<td>We don't know the museum entry date of all objects</td>
</tr>
<tr>
<td>2</td>
<td>Museum number and incremental number</td>
<td>TR.0011.312</td>
<td>Easy to remember</td>
<td>Objects can move to other museum so this number would not mean anything.</td>
</tr>
<tr>
<td>3</td>
<td>Acquisition type and incremental number (Excavation, Survey, Donation ...)</td>
<td>TR.28.35743</td>
<td>Easy to remember</td>
<td>It may create a false impression that the number shows the total number certain objects from specific acquisition.</td>
</tr>
<tr>
<td>4</td>
<td>Incremental number</td>
<td>TR.2789256</td>
<td></td>
<td>It may create a false impression that the number shows the total number of objects in the museum.</td>
</tr>
<tr>
<td>5</td>
<td>Numeric and alphanumeric unique number</td>
<td>TR-74460ec6-c375-4657-8a8b-57b9328ff1d9</td>
<td></td>
<td>Not easy to remember</td>
</tr>
<tr>
<td>6</td>
<td>Object details (Museum code, accusation type, entry date, incremental number ...)</td>
<td>TR.0011.28.2011.16</td>
<td>Easy to remember &amp; Displays different information about the object</td>
<td>Some of these details could be change in time and this ID would be impractical.</td>
</tr>
<tr>
<td>No</td>
<td>Eser No.</td>
<td>Eser Isimleri</td>
<td>Müze</td>
<td>Tarihi</td>
</tr>
<tr>
<td>----</td>
<td>----------</td>
<td>---------------</td>
<td>------</td>
<td>--------</td>
</tr>
<tr>
<td>1</td>
<td>TR.M.000.000.398</td>
<td>Hakan Melih AYŞUN</td>
<td>Ankara Müzesi</td>
<td>2017-08-22</td>
</tr>
<tr>
<td>2</td>
<td>TR.M.000.000.401</td>
<td>Levent BOZ</td>
<td>Ankara Müzesi</td>
<td>2017-08-24</td>
</tr>
<tr>
<td>3</td>
<td>TR.M.000.000.400</td>
<td>Hakan Melih</td>
<td>Ankara Müzesi</td>
<td>2017-08-25</td>
</tr>
<tr>
<td>4</td>
<td>TR.M.000.000.404</td>
<td>Levent BOZ</td>
<td>Ankara Müzesi</td>
<td>2017-08-25</td>
</tr>
<tr>
<td>5</td>
<td>TR.M.000.000.402</td>
<td>Hakan Melih AYŞUN</td>
<td>Ankara Müzesi</td>
<td>2017-08-25</td>
</tr>
<tr>
<td>6</td>
<td>TR.M.000.000.403</td>
<td>Hakan Melih</td>
<td>Ankara Müzesi</td>
<td>2017-08-25</td>
</tr>
<tr>
<td>7</td>
<td>TR.M.000.000.404</td>
<td>Levent BOZ</td>
<td>Ankara Müzesi</td>
<td>2017-08-25</td>
</tr>
<tr>
<td>8</td>
<td>TR.M.000.000.401</td>
<td>Nunit ATALAN ÇAYREMEZ</td>
<td>Sakarya Müzesi</td>
<td>2017-08-09</td>
</tr>
</tbody>
</table>
One of the most important phases of this process was standardizing the names of museum spaces, because until today, museums did not have a standard system to name their facilities. Each museum defined its spaces as “Ayşe’s Storage”, “Storage for Clay Tablets”, “Old Exhibition Salon” or “Garden with Sculptures”.

The systematization of museum spaces was difficult because each museum had its own specificities; while most of them are set in historical buildings, some museums are located in newly built structures. But each museum did its best to classify their spaces and now, all the museums and their buildings, storages, halls, salons, showcases and cabinets have standardized codes in MUES.
SETTING NATIONAL STANDARDS

Museum Spaces
SETTING NATIONAL STANDARDS

Museum Spaces

Storage 1

Storage 2

Storage 3

Storage 4

Archeology

Ethnography

Coins

Tablets
SETTING NATIONAL STANDARDS

Museum Spaces

Test Museum Storage 1

- Coins
- Archaeology
- Ethnography

Rack 8
Rack 9
Open 4
Rack 10
Open 5
Safe 1
Cabinet 7
Cabinet 8
Cabinet 9
Cabinet 10
Cabinet 11
Open 6
Open 12
Cab. 13
Cab. 14
Cab. 15
Rack 16
Open 3
Rack 7
Rack 11
Rack 4
Rack 5
Rack 6
Open 7
Rack 2
Open 1
Cab. 6
Cab. 5
Cab. 4
Cab. 3
Cab. 2
Cab. 1
Open 2
Rack 1
**SETTING NATIONAL STANDARDS**

*Museum Spaces*

<table>
<thead>
<tr>
<th>Konum</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Müze Müdürlüğü (Museum Directorate)</td>
<td>Test Müzesi Müdürlüğü (00.00.00) (Test Museum Directorate)</td>
</tr>
<tr>
<td>Bağlı Birim (Related Institution)</td>
<td>Arkeoloji Müzesi (00.00.00) (Test Museum)</td>
</tr>
<tr>
<td>Bina (Building)</td>
<td>Bina 1 (Building 1)</td>
</tr>
<tr>
<td>Alan (Space)</td>
<td>Teşhir Salonu 1 (Exhibition Salon 1)</td>
</tr>
<tr>
<td>Konum (Location)</td>
<td>Vitrin 1 (Showcase 1)</td>
</tr>
</tbody>
</table>
SETTING NATIONAL STANDARDS

Museum Spaces
It is a common problem in chronology studies, especially for the BC periods, to have different approaches regarding historical events. Since museums, universities and departments often use different chronologies and terminologies, it was challenging to find consensus on the subject. This led the Project Management Team to set a standard to settle this issue.
SETTING NATIONAL STANDARDS

Object Types and Subtypes

The Project Management Team requested museums to send their registered object types. Many objects were assorted by their material, manufacturing style, era, ornamentation style, but also by physical attributes.

Thus, The Committee ended up with a very long list consisting of 8,500 object types!

Since one of the main reasons for creating a streamlined inventory system was to achieve consistent query results, the Committee had to eliminate and compile the repetitive and similar object types.
**SETTING NATIONAL STANDARDS**

**Object Types and Subtypes**

<table>
<thead>
<tr>
<th>No</th>
<th>Object Type</th>
<th>Subtype</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Adak Heykelcigi</td>
<td>(Votive Figurine)</td>
</tr>
<tr>
<td>2</td>
<td>Hal (Carpet)</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Agramdizor</td>
<td>(Agrandisseur/Enlarger)</td>
</tr>
<tr>
<td>4</td>
<td>Ferman (tdict)</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Agirgak (Spindle Whorl)</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Ahidname (Treaty)</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Akropodium</td>
<td>(Acropodium)</td>
</tr>
<tr>
<td>8</td>
<td>Alabastron</td>
<td>(Alabastron)</td>
</tr>
<tr>
<td>9</td>
<td>Mezar Tas (Grave Stone)</td>
<td></td>
</tr>
</tbody>
</table>

**Communication**
- Postal Bag
- Phone

**Hunting**
- Fishing Net
- Hunter Knife
DISSEMINATION PROCESS

Handbook

The "MUES Dissemination Handbook" was prepared as a guide about the works to be done by the museums before the data entry and was distributed to all museums. This handbook includes detailed information on the tasks and operations to be performed by the Museum Directorates; especially on how to create the spatial descriptions (museum spaces and their definitions), how to scan the existing inventory books and how the object photographs should be.
In each museum, two staff members were designated "System Unit Managers" and officially appointed to ensure the sustainability of the work carried out by the Museum Directorates for the project, to be monitored by the Project Management Team. Beyond just being the contact points, the System Unit Managers are key elements in facilitating the exchange of up-to-date information on the project between their institutions and the Project Management Team.
For about a year, all the System Unit Managers were trained under a program called "MUES Dissemination Studies." The second method was the hands-on supervision of the works carried out in the museums by the MUES Project Management Team. In this exercise, 90% of the museum's supervision works were deemed as completed; and by the end of 2017, the audit works in all the museums should be fully completed.
CONCLUSION (1/2)

It is clear that MUES Standards, which are expected to be the basis of national standards from a museological perspective, will also contribute to the security of basic tasks such as acquiring new objects, preventing forgery and the illicit trafficking of cultural heritage. In addition to this, the chronology, subtypes of objects, the artists and their workshops, the inscriptions and their translations, the manufacturing materials and detailed information on the condition of the objects will be easily accessible in MUES.
CONCLUSION (2/2)

It is expected that the standardized language developed for the Inventory Module within the scope of the MUES Project will provide significant contributions to sustainable professional museum services, scientific researches, and the visitor experience in the field of museology in the Republic of Turkey. Furthermore, this project will ensure that all the objects registered in the national inventory are handled more effectively and more professionally in accordance with the scientific criteria.

*MUES is a national project is being carried out by the Ministry of Culture and Tourism and funded by the Ministry of Development, Republic of Turkey.*
Thank you very much for your kind attention.

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