

# Folklore Fieldwork Data Sheet

This form is designed to help you organize your folklore materials and information as you collect them. It also asks for the data needed to make your collection accessible for later deposition in an archives. It is a multipurpose form—it can be used to keep track of an item of folklore, a research event, or a collection. Fill out information as completely as is possible and appropriate for your use. Items marked with an asterisk (\*) are essential; others may be important, but are optional.

---

## COLLECTOR AND PROJECT

This sheet describes:

ITEM \_\_\_\_\_

RESEARCH EVENT \_\_\_\_\_

COLLECTION \_\_\_\_\_

Ref. # _____	Page _____ of _____
Corresponds to:	Tape # _____
Video # _____	Photo # _____
Diskette # _____	Other _____

\*Collector \_\_\_\_\_ Date \_\_\_\_\_

\*Project Title (if any) \_\_\_\_\_

Project Description \_\_\_\_\_

\_\_\_\_\_

\*Project Sponsor \_\_\_\_\_

Additional Researchers Participating \_\_\_\_\_

\_\_\_\_\_

---

## FIELDWORK DATA

\*Interviewee(s)/Subject(s) (list everyone participating; use full given names with nicknames in parentheses.)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\*Date Collected \_\_\_\_\_

\*Place Collected \_\_\_\_\_

\*Situation/Context

\_\_\_\_\_ Interview at ( \_\_\_\_\_ home \_\_\_\_\_ institution \_\_\_\_\_ other) \_\_\_\_\_

\_\_\_\_\_ Performance \_\_\_\_\_

\_\_\_\_\_ Other event \_\_\_\_\_

\*Media – Indicate the number of items for each media type

\_\_\_\_\_ audiocassette \_\_\_\_\_ photographs \_\_\_\_\_ diskettes: size \_\_\_\_\_

\_\_\_\_\_ videocassette: format \_\_\_\_\_ \_\_\_\_\_ 35 mm slides \_\_\_\_\_ MAC, DOS, other \_\_\_\_\_

\_\_\_\_\_ field notes \_\_\_\_\_ \_\_\_\_\_ negatives \_\_\_\_\_ Software and version no. \_\_\_\_\_

\_\_\_\_\_ other (describe) \_\_\_\_\_ \_\_\_\_\_ contact sheets \_\_\_\_\_

Languages, if not English \_\_\_\_\_

**FIELDWORK DATA** *(continued)*

Ref. # _____ Page _____ of _____
----------------------------------

Summary Description of Contents \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Classification Type (genre or other) \_\_\_\_\_

Category	Specific or Local Terms
_____	_____
_____	_____
_____	_____
_____	_____

Are release forms from interviewees/subjects attached? \_\_\_\_\_  
Are there any restrictions on the use of this material? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Are Gift Agreements for donated materials attached? \_\_\_\_\_



