# Archive Folder List of Contents

<table>
<thead>
<tr>
<th>Name</th>
<th>Date</th>
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Listed below are all the forms needed for archiving the information captured.

- Write the dates you are archiving the forms on the lines provided below.
- Place a checkmark ☑ below the date to show that the forms were archived on that date.
- Add any new equipment you use on the blank lines.

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## I. Audio Recording Pocket
- Audio recording, clearly labeled with name, date, and place
  - Audio Log
  - Transcripts

## II. Photo Pocket
- Photo files
  - Photo Log or labeled Contact Sheet

## III. Forms Pocket
- Signed permission forms
  - Folklife Interview Form

## IV. Interview Fieldnotes
- Insider / Outsider Worksheet
  - Illustrator’s drawings and maps from fieldsite
  - Lead Interviewer’s notes from fieldsite
  - List of questions prepared in advance

## V. Processing Fieldnotes Notes
- Fieldnotes on three fieldwork questions
  - Writing About an Interview Worksheet
  - Freewriting and journal notes
  - Cultural Interpreter’s essay

## VI. Final Product