

NADFAS TRAINING DAY Supplementary note for attendees WALES

Both ChurchCare Library and the Royal Commission on Ancient & Historic Monuments of Wales are now asking for Records to be delivered on simple digital media to download onto their systems. Aim for this and the printed and the archival CD copy will be simple by-products. Use a memory stick for ChurchCare and RCAHM. [see “**List of Contents of Memory Stick**” sheet].

It is believed as at October 2015 that:

REQUIRED DIGITAL WALES:

1. ***A MEMORY STICK** for CHURCHCARE LIBRARY, London;
2. **A MEMORY STICK** for ROYAL COMMISSION ON ANCIENT & HISTORICAL MONUMENTS OF WALES
3. ****A GOLD CD IN PDF or PDF & Jpeg** FORMAT for V&A ART LIBRARY.

*** Anglican Province Churches (the Church of Wales). Other denominations, please check.**

**** PDF/A preferred, if practicable.**

REQUIRED PRINTED COPIES WALES:

4. CHURCH [Group binds and presents this]
5. LOCAL COUNTY ARCHIVE, usually the COUNTY RECORD OFFICE [Group binds and lodges this]
6. NATIONAL LIBRARY OF WALES [Group binds and lodges this]

Copies **1 and 3** are sent to the Volunteering Dept., NADFAS House

Transitional arrangements for work in progress 2015 (can deliver in old forms).