

RECORDS INVENTORY - PROJECT - FORM B

2009 - myBALIKpulau/Balik Pulau Interpretation Signage and Poster PROJECT - Arts-ED Penang

Records Repository: Arts-ED, Penang

FILE CODE	FILE NAME	SUB-CATEGORY CODE	SUB-CATEGORY NAME	ITEM CODE	ITEM TITLE AND DESCRIPTION	AUTHOR/ SOURCE	DATE	HARD COPY	SOFT COPY
AD	Administrative Documents	AD1	Proposal	-	-	-	-	-	-
		AD2	Official Letters	AD2.1	<i>Letter to library.doc - JEMPUTAN MENJADI PENGANJUR BERSAMA PERPUSTAKAAN AWAM BALIK PULAU UNTUK BENGKEL DAN PERTANDINGAN PENCIPTAAN POSTER BALIK PULAU</i> (Invitation to the Balik Pulau Public Library to be the organiser for the workshop and poster competition)	Chen Yoke Pin	7/5/2009	-	Y
				AD2.2	<i>Letter to school.doc - Pertandingan penciptaan poster Balik Pulau</i> (Letter to School Principals regarding the poster competition, with selected students to join a workshop in June)	Chen Yoke Pin	31/5/2009	Y	Y
		AD3	Schedules	-	-	-	-	-	-
		AD4	Participants	AD4.1	<i>Copy of Pertandingan mencipta poster Balik Pulau.xls</i> (List of participants for the poster competition)	Arts-ED	31/5/2009	-	Y
				AD4.2	<i>Copy of PARTICIPANT LIST-Balik Pulau Interpretation Signage Workshop 09.xls</i> (List of participants for Balik Pulau Interpretation Signage workshop)	Arts-ED	3/6/2009	-	Y
				AD4.3	<i>Bengkel Penciptaan Poster/Papan Tanda Balik Pulau</i> (12 signed pe mission slips for the poster/interpretation signage workshop)	Parents/ Guardians	1/6/2009	Y	-
		AD5	Project Team	-	-	-	-	-	-
		AD6	Financial Records	-	-	-	-	-	-
		AD7	Meeting Minutes	-	-	-	-	-	-
AD8	Reports	-	-	-	-	-	-		

		AD9	Evaluation	AD9.1	<i>feedback - exhibition, feedback - signboard workshop 09.doc</i> (Students' feedbacks on the Interpretation Signage workshop and exhibition)	Arts-ED	24/6/2009	-	Y
		AD10	Others (Permission slip)	AD10.1	<i>Borang Kebenaran Balik Pulau.doc</i> (Permission form for Balik Pulau Interpretation Signage workshop)	Arts-ED	4/6/2009	-	Y
S	Source Material for content	S1	Published articles/stories	-	-	-	-	-	-
		S2	Published script	-	-	-	-	-	-
		S3	Draft Script	-	-	-	-	-	-
		S4	Others	S4.1	<i>Rumah No. 100 Info 2010 ENG</i> (Slides about Shophouse No. 100 in Balik Pulau featuring Chee Family whom have been staying there for 5 generations and the architectural of the shophouse)	Arts-ED	11/1/2010	-	Y
				S4.2	<i>Rumah No. 100 Info 2010 ENG with Chee Swee Lim</i> (Revised slides for Shophouse No. 100 in Balik Pulau)	Arts-ED	4/3/2010	-	Y
		S4.3	<i>Roundabout for Balik Pulau</i> (Slides about Balik Pulau historical backgrounds and the impact of the roundabout to the local community and its evolution throughout the years)	Arts-ED	2/6/2009	-	Y		
		S4.4	<i>Silversmith for Balik Pulau</i> (Slides about Balik Pulau historical backgrounds, the early trades of Balik Pulau and the silversmith in Balik Pulau, Mr Fong Ten Sent)	Arts-ED	2/6/2009	-	Y		
T	Training Materials	T1	Project Planning	-	-	-	-	-	-
		T2	Curriculum/ Syllabus/ Lesson Plans	T2.1	<i>BALIK PULAU INTERPRETATION SIGNAGE-workshop structure.doc</i>	Arts-ED	23/5/2009	Y	Y
				T2.2	<i>Pertandingan Memperkenalkan myBALIKpulau</i> (Outline/structure for the poster competition)	Arts-ED	1/5/2009	Y	Y
		T3	Worksheet	-	-	-	-	-	-
		T4	Training Aids	-	-	-	-	-	-
T5	Others	-	-	-	-	-	-		
AM	Art Making Materials	AM1	Data Collected by Artists	AM1.1	<i>Folder: Proposed signage location</i> (Collection of 31 photos of locations selected)	Arts-ED	2005 - 2008	-	Y

		AM1.2	<i>Folder: Research info raw</i> (Collection of 51 articles compiled from the beginning of myBALIKpulau projects from 2005-2008)	Arts-ED	2005 - 2008	-	Y
		AM1.3	<i>Folder: Site Info</i> (Photos and research / writeups on Balik Pulau)	Arts-ED	2005 - 2008	-	Y
		AM1.4	<i>Folder: Visual for Signage</i> (Illustrations of several sites using photographs as reference)	Arts-ED	2005 - 2008	-	Y
		AM1.5	<i>Folder: Signage draft</i> (Photos of proposed signage location and writeup)	Arts-ED	Dec 2008 - Feb 2009	-	Y
AM2	Data collected by Participants	-	-	-	-	-	-
AM3	Draft of Work-in-progress (script, score, designs etc)	AM3.1	<i>Text for Balik Pulau Site Interpretation Board-drafted 24 May 2009</i> (A short history write-up on Balik Pulau sites:Balik Pulau Roundabout, Shophouse No 100, Silversmith, Laksa)	Arts-ED	24/5/2009	Y	-
		AM3.2	<i>Text for Balik Pulau Signage - drafted 26 May 2009</i> (A revised version of short history write-up on Balik Pulau sites which includes Church of The Holy Name of Jesus, Balik Pulau)	Arts-ED	26/5/2009	Y	-
		AM3.3	<i>Text for Balik Pulau Signage - drafted 22 Jan 2010</i> (A second revised version of short history write-up on Balik Pulau sites)	Arts-ED	22/1/2010	Y	-
		AM3.4	<i>Drafts/drawings by students</i> (Kept in A3 file placed in Arts-ED repository, Penang)	Students	1/6/2009	Y	-
		AM3.5	<i>Folder: Students Draft Signage</i> (Photos of students artwork; including the pencil drawings)	Arts-ED	30/5/2009	-	Y
AM4	Showcase content	AM4.1	<i>6 pieces of artwork by participants from the poster competition</i> (Kept in A3 file placed in Arts-ED repository, Penang)	Students	31/5/2009	Y	-
AM5	Directorial or Curatorial Framework	-	-	-	-	-	-
AM6	Production inventories	-	-	-	-	-	-
AM7	Others	-	-	-	-	-	-

PM	Promotional Materials	PM1	Program	-	-	-	-	-	-
		PM2	Poster	PM2.1	<i>Pertandingan Mencipta Poster / Folder: Recruitment poster (Hard copy A4-sized poster;soft copies of the poster and recruitment form)</i>	-	2009	Y	Y
		PM3	Flier	-	-	-	-	-	-
		PM4	Advertisement	-	-	-	-	-	-
		PM5	Invitation	-	-	-	-	-	-
		PM6	Bookmark	-	-	-	-	-	-
		PM7	T-shirt	-	-	-	-	-	-
		PM8	Press Release	-	-	-	-	-	-
		PM9	Others	-	-	-	-	-	-
D	Documentation of Process & Products	D1	Video (process/ performance)	-	-	-	-	-	-
		D2	Multimedia (slideshow, powerpoint, website, blog)	D2.1	<i>Tukang Perak - En Fong Ten Sent; 19 Jalan Besar Balik Pulau - Kedai Lah Guan Goldsmith (Print out of slides about Mr Fong)</i>	Arts-ED	-	-	Y
				D2.2	<i>SAM-Poster Making Competition BP- Introduction to Cultural Assets.pdf (Details of Balik Pulau Poster Making Competition)</i>	Arts-ED	July 2017	-	Y
		D3	Final Script or Catalogue	-	-	-	-	-	-
		D4	Photos	D4.1	Team building-facilitator/participants	Arts-ED	May - June 09	-	Y
				D4.2	Skill Training:	Arts-ED	May - June 09	-	Y
				D4.3	Fieldwork/ Art-Making Process:	Arts-ED	May - June 09	-	Y
				D4.4	Costumes and Makeup:	-	-	-	-
				D4.5	Music:	-	-	-	-
				D4.6	Set and props:	-	-	-	-
D4.7	Rehearsal:			-	-	-	-		
D4.8	Showcase:	Arts-ED	May - June 09	-	Y				
D4.9	Final Event/Output:	-	-	-	-				

				D4.10	Publicity/ Group Photos:	Arts-ED	May - June 09	-	Y
				D4.11	Negatives:	-	-	-	-
		D5	Others	D5.1	<i>SS-Interpretation Signage.mp4</i> (Interpretation Signage: Images of final output)	Arts-ED	July 2017	-	Y
				D5.2	<i>SAM-Cultural Asset of Balik Pulau- House No.100.pdf</i> (Slides about Shophouse No. 100 in Balik Pulau featuring Chee Family whom have been staying there for 5 generations and the architectural of the shophouse)	Arts-ED	July 2017	-	Y
R	Previews/Reviews	R1	Newspaper articles	-	-	-	-	-	-
		R2	Magazine articles	-	-	-	-	-	-
		R3	On-line articles	-	-	-	-	-	-
		R4	Others	-	-	-	-	-	-
P	Published Products	P1	CD	-	-	-	-	-	-
		P2	Script	-	-	-	-	-	-
		P3	Website	-	-	-	-	-	-
		P4	Newspaper	-	-	-	-	-	-
		P5	Conference Proceedings	-	-	-	-	-	-
		P6	Journal	-	-	-	-	-	-
		P7	Maps	-	-	-	-	-	-
		P8	Calendar	-	-	-	-	-	-
		P9	Postcard	-	-	-	-	-	-
		P10	Others	-	-	-	-	-	-