

RECORDS INVENTORY - PROJECT - FORM B

2005-2006 - myBALIKpulauan/Photography - "Myself, My Family, My Town" PROJECT - Arts-ED Penang

Records Repository: Arts-ED, Penang

FILE CODE	FILE NAME	ITEM CATEGORY CODE	SUB-CATEGORY NAME	ITEM CODE	ITEM TITLE AND DESCRIPTION	AUTHOR/SOURCE	DATE	HARD COPY	SOFT COPY
AD	Administrative Documents	AD1	Proposal	AD1.1	<i>Memetakan Sejarah Masyarakat Tempatan Latihan untuk Guru dan Penggiat Warisan</i> (Mapping the History of Local Communities Training for teachers and Heritage Workers) (Printed proposal with the objectives, benefits and outcomes noted as sent to Dr. Toh K.W. On 7/10/05)	Arts-ED	1/10/2005	Y	-
		AD2	Official letters	AD2.1	<i>Folder: Release_Letter</i> <i>Third sub-regional Southeast Asian teacher training workshop on using art to teach about World Heritage, Penang, Malaysia, 15-21 January 2006/Letter to school_XXX.doc</i> (Letter to Penang Education Department, JPN regarding the workshop, 3 invitation letters to the schools & teachers)	UNESCO Regional Advisor for Culture in Asia and the Pacific	12/1/2006	-	Y
				AD2.2	<i>Invitation to Press Conference: MyBALIKpulauan-Photography Exhibition by Children</i> (The exhibition displayed the heritage sites of Balik Pulau)	USM ABN-AMRO Arts & Culture Centre	1/3/2006	Y	Y
		AD3	Schedules	AD3.1	<i>myBALIKpulauan' Young People's Heritage Education Workshop Nov/Dec 2005/MyBALIKpulauan Workshop schedule.doc</i> (Summary of topics covered in each task & summary of the project)	Janet Pillai	Nov-Dec 2005	Y	-
				AD3.2	<i>myBALIKpulauan Heritage Education Workshop for young people</i> <i>Task 1: MY SELF (21 - 25 Nov 2005)</i> <i>Task 2: MY FAMILY (28 Nov - 2 Dec 2005)</i> <i>Task 3: MY BALIK PULAU BICYCLE TRAIL (7 & 14 Dec, 19 & 20 Dec)</i> <i>Task 3: MY BALIK PULAU (26 - 30 Dec 05) /</i> <i>Young_People_workshop_schedule.doc</i> (Detailed schedule and facilitators for each session)	Arts-ED	Nov 2005	Y	-

		AD3.3	<i>Program the Launch of myBALIKpulau Children Photography Exhibition/BP EXH-Program.doc</i> (Program outline of the launch on 17 Jan 2006)	Arts-ED	Nov 2005	-	Y
AD4	Participants	AD4.1	<i>Butir-Butir Peserta</i> (Participants' details)	Arts-ED	26/6/2005	Y	-
		AD4.2	<i>Sila Tinggalkan Kontak Anda:</i> (Handwritten list - participant sign ups with name, email and telephone number)	Arts-ED	27/6/2005	Y	-
		AD4.3	<i>Senarai Nama Program Pendidikan Warisan, tajaan UNESCO / Bicycle Trail Grouplist.doc</i> (The name list and contact of the bicycle trail group)	Arts-ED	11/10/2005	-	Y
		AD4.4	<i>myBALIKpulau-Heritage Education Program - Participant Name List / Child_Name List_FINAL.doc</i> (Finalised participant name list)	Arts-ED	13/1/2006	Y	Y
		AD4.5	<i>Folder: Name Tag</i> (A collection of 7 profile pictures with name the of participants)	Arts-ED	13/1/2006	-	Y
		AD4.6	<i>Senarai Nama Pelajar-Pelajar Yang Terlibat Dalam Program Pendidikan Warisan, tajaan UNESCO / Children Contacts.doc</i> (Name list and the contact of the participants from 7 schools)	Arts-ED	1/12/2006	Y	Y
AD5	Project Team	-	-	-	-	-	-
AD6	Financial Records	AD6.1	<i>Seeing from Young Eyes / 'World Heritage Teacher Training' (Oct 10 2005) (1).xls</i> (Budget for 3rd Sub-regional Southeast Asian Teacher Training Workshop on using Art to teach about World Heritage, 15 - 20 Jan 2006 in Penang)	Arts-ED	26/11/2005	-	Y
		AD6.2	<i>myBalikPulau Young People's Workshop / account - myBalikPulau.xls</i> (List of actual expenses incurred and who prepaid the amounts)	Arts-ED	26/1/2006	-	Y
		AD6.3	<i>Capacity Training for Teachers and Heritage Workers / Balik_pulau_claims(1).xls</i> (List of amount received from SERI and table of payout made)	Arts-ED	18/3/2006	-	Y
		AD6.4	<i>myBALIKpulau Young People's Workshop - updated on 13 Jan 2006 / Copy_of_account_myBalikPulau_SERI2(1).xls</i> (Compilation of final accounts)	Arts-ED	6/11/2005	-	Y

		AD7	Meeting Minutes	AD7.1	<i>Recci_trip_to_Balik_Pulau.doc</i> (Photo and write up of architectures found in Balik Pulau during the recce trip)	Arts-ED	29/9/2005	-	Y	
				AD7.2	<i>Mission / 2nd visit_061005.doc</i> (Program schedule of different time, places, contacts and logistics)	Arts-ED	6/10/2005	-	Y	
				AD7.3	<i>2nd Balik Pulau Recci (Revised by Janet 9 Oct 2005) / 2nd_Recci_061005</i> (Things to do by 15 Oct 2005: history and food research sources, possible workstations, auditions, schedule for tentative workshop)	Janet Pillai	9/10/2005	Y	Y	
				AD7.4	<i>Balik Pulau Visit [13 Oct 2005] / 3th_Recci_131005.doc</i> (Things to do: history and food research sources, possible workstations, auditions, schedule for tentative workshop)	Arts-ED	13/10/2005	Y	Y	
		AD8	Reports	AD8.1	<i>Report on myBALIKpulau-Heritage Education Program / myBALIKpulau_REPORT_compressed.doc</i> (Report on myBALIKpulau project: myPOSTCARD, mySELF, myFAMILY, myTOWN)	Choong Chi Ying, Adeline Ong	9/2/2006	Y	Y	
		AD9	Feedback	AD9.1	<i>Feedback & Summary / Feedback WS_1.doc</i> (Childrens' & Facilitators' feedback)	Arts-ED	27/11/2005	-	Y	
				AD9.2	<i>Evaluation.doc</i> (Childrens' feedback from the group evaluation session)	Arts-ED	9/1/2006	-	Y	
		AD10	Others	AD10.1	<i>Check List-Preparation for Young people's workshop - updated 25th Oct 2005</i> (After the 2nd and 3rd recce, the checklist of things to do, people in charge and feedback from the person in charge is listed out)	Chen Yoke Pin	25/10/2005	Y	-	
		S	Source Material for content	S1	Published articles/stories	-	-	-	-	-
				S2	Published script	-	-	-	-	-
S3	Draft Script			-	-	-	-	-	-	
S4	Others			-	-	-	-	-	-	
T	Training Materials	T1	Project Planning Framework	T1.1	<i>myBALIKpulau PHOTO project</i> (Overview of the project)	Janet Pillai	12/11/2005	Y	Y	

T2	Curriculum/ Syllabus/ Lesson Plans	T2.1	<i>Intro to myBALIKpulauan project day one/mySELF day 1.doc</i> (Lesson plan for day 1, including lesson plan for mySELF: introduction to basic photography skill)	Arts-ED	2005	Y	Y		
		T2.2	<i>mySELF day 2.doc</i> (3-hour lesson plan on photo selection, cropping, caption writing and photo essay)	Arts-ED	2005	Y	Y		
		T2.3	<i>mySELF day 3.doc</i> (1 hr 30 min lesson plan on creating methods of presentation)	Arts-ED	2005	Y	Y		
		T2.4	<i>feed back mySELF.doc</i> (30 minutes group feedback & critic session)	Arts-ED	-	-	Y		
		T2.5	<i>myFAMILY.doc</i> (Lesson plan for day 1 and day 2 of the myFAMILY phase, helping participants to narrow down the subjects that they will shoot & methods to present their artwork)	Arts-ED	15/12/2005	Y	Y		
T3	Worksheet	-	-	-	-	-	-		
T4	Training Aids	-	-	-	-	-	-		
T5	Others	-	-	-	-	-	-		
AM	Art Making Materials	AM1	Data Collected by Artists	-	-	-	-		
		AM2	Data collected by Participants	-	-	-	-		
		AM3	Draft of Work-in- progress (script, score, designs etc)	AM3.1	<i>A collection of photos by Norfarah, Peng, Kuan & Wei Shen</i> (Draft work for myFAMILY section)	Norfarah, Peng, Kuan & Wei Shen	Nov-Dec 2005	Y	Y
				AM3.2	<i>Illustration by Siti Maryam bt Shariffuddin, Illustration by Nur Farzana bt Jeffri (2 illustrations)</i> (Printed copy of scanned artwork)	Siti Maryam bt Shariffuddin, Nur Farzana bt Jeffri	Nov - Dec 2005	Y	-
				AM3.3	<i>Folder:Map text</i> (Short write ups of the places in Pekan 1, Pekan 2 and Titi Teras)	Arts-ED	Dec 2005 - Feb 2006	-	Y
AM3.4	<i>Folder:Draft Map</i> (Illustration map in raw and edited images)			Arts-ED	1/1/2006	-	Y		

			AM3.5	<i>Folder:BP Children's Work</i> (Copies of the children's photography as well as edited digital artwork)	Arts-ED	Nov - Dec 2005	-	Y	
		AM4	Showcase content	AM4.1	<i>Folder:Final postcards</i> (Raw and edited images of final postcards created by the participants in soft copies and printout of postcards done by the participants in hard copies)	Arts-ED	1/3/2006	Y	Y
				AM4.2	<i>Laminated name cards/tags</i> (Printout of the participants' profile with their names labelled)	Arts-ED	1/3/2006	Y	-
				AM4.3	<i>Printout of family tree & photos</i> (A4 photo printouts of the whole process of the project carried out by the participants)	Arts-ED	1/3/2006	Y	-
		AM5	Directorial or Curatorial Framework	-	-	-	-	-	
		AM6	Production inventories	-	-	-	-	-	
		AM7	Others	-	-	-	-	-	
PM	Promotional Materials	PM1	Program	-	-	-	-	-	
		PM2	Poster	PM2.1	<i>myBALIKpulau Projek Pendidikan Warisan Kanak Kanak-17 - 30 January 2006</i> (Poster for myBALIKpulau Children Cultural Heritage Education Project) (Kept in A3 file placed in Arts-Ed Repository, Penang)	Arts-ED	17/1/2006	Y	Y
				PM2.2	<i>myBALIKpulau Projek Pendidikan Warisan Kanak Kanak Pameran Fotografi Kanak-Kanak; 13-31 Mac 2006, USM ABN-AMRO</i> (Poster for myBALIKpulau Children Cultural Heritage Education Project-Children Photography Exhibition) (A3 size posters; colour; in A3 file placed in Arts-Ed Repository, Penang)	Arts-ED	1/3/2006	Y	Y

PM3	Flier	PM3.1	<i>Program Pendidikan Warisan Nov & Dis 2005-myBALIKpulau</i> (A5 flier) (Recruitment advertisement for Heritage Education Program Nov & Dec 2005)	Arts-ED	1/11/2005	Y	-
PM4	Advertisement	-	-	-	-	-	-
PM5	Invitation	PM5.1	<i>text_BP_invites_BM.doc</i> (Copy of the Malay text used in the invitations)	Arts-ED	8/1/2006	-	Y
		PM5.2	<i>myBALIKpulau Projek Pendidikan Warisan Kanak Kanak - Jemputan</i> (Invitation of myBALIKpulau Children Cultural Heritage Education Project) (Folded A5, Exhibition dated 17 January 2006)	Arts-ED	17/1/2006	Y	-
		PM5.3	<i>Invitation to Balik Pulau Children Photography Exhibition / E-mail list.doc</i> (Email invitation and list of invitees' email addresses)	Arts-ED	Jan 2006	-	Y
		PM5.4	<i>Inviting List for the launching... / Inviting list.doc</i> (Full list of invitees - by post, manually and by email)	Arts-ED	Jan 2006	-	Y
		PM5.5	<i>Folder: Invitation graphic files</i> (raw and edited images of the invitation graphic files)	Arts-ED	Jan 2006		Y
		PM5.6	<i>Invitation - seeing with young eyes</i> (Invitation to dinner in conjunction with the Third Sub-regional Southeast Asian Workshop on World Heritage Education, 20 January 2006)	Arts-ED	Jan 2006	Y	-
		PM5.7	<i>myBALIKpulau Projek Pendidikan Warisan Kanak Kanak - Jemputan</i> (myBALIKpulau Children Cultral Education Project-Invitation) (Printouts of edited invitation graphic file; colour)	Arts-ED	Jan 2006	Y	-
		PM5.8	<i>myBALIKpulau Projek Pendidikan Warisan Kanak Kanak - Jemputan</i> (The A4 size poster printout of myBALIKpulau Children Cultural Education Project-Invitation; colour)	Arts-ED	Jan 2006	Y	-
PM6	Bookmark	-	-	-	-	-	-
PM7	T-shirt	-	-	-	-	-	-

		PM8	Press Release	PM8.1	<i>Invitation: MyBALIKpulau - Heritage Education Project Photographic Exhibition by Balik Pulau Children / Press_Release.doc</i> (Invitation Press Release to Photographic Exhibition by Balik Pulau Children, District and Land office, South West District, Penang on 11 Jan 2006)	Ho Sheau Fung/Penang Heritage Trust	11/1/2006	-	Y
				PM8.2	<i>Invitation to Press Conference MyBALIKpulau-Photography Exhibition by Children / Press_Release_myBALIKpulau.doc</i> (MyBALIKpulau- Photography Exhibition by Children, USM ABN-AMRO Arts & Culture Centre on 10 March 2006)	USM ABN-AMRO Arts & Culture Centre	2/3/2006	-	Y
		PM9	Others	PM9.1	<i>Folder: Exhibition Labels</i> (Photoshop file of exhibition labels)	Arts-ED	Jan - Mar 2006	-	Y
D	Documentation of Process & Products	D1	Video (process/ performance)	-	-	-	-	-	-
		D2	Multimedia (slides, powerpoint, website, blog)	D2.1	<i>myBALIKpulau Program 2006.ppt</i> (Documentation of mySELF, myFAMILY and myTOWN project)	Arts-ED	2006	-	Y
				D2.2	<i>Cultural Mapping using Photography.pdf</i> (Slides about cultural mapping in Balik Pulau using photography)	Arts-ED	2017	-	Y
		D3	Final Script or Catalogue	-	-	-	-	-	Y
		D4	Photos	D4.1	Team building - facilitator/participants	Arts-ED	Nov 2005 - Mar 2006	-	Y
				D4.2	Skill Training:	Arts-ED	Nov 2005 - Mar 2006	-	Y
				D4.3	Fieldwork/ Art-Making Process:	Arts-ED	Nov 2005 - Mar 2006	-	Y
				D4.4	Costumes and Makeup:	-	-	-	-
				D4.5	Music:	-	-	-	-
				D4.6	Set and props:	-	-	-	-
				D4.7	Rehearsal:	-	-	-	-

				D4.8	Showcase:	Arts-ED	Nov 2005 - Mar 2006	-	Y
				D4.9	Final Event/Output: Hardcopy photos (2 printed pages; 9 coloured photos per page)	Arts-ED	2006	Y	Y
				D4.10	Publicity/ Group Photos:	-	-	-	-
				D4.11	Negatives:	-	-	-	-
		D5	Others	D5.1	myBALIKpulau: Cultural Mapping using Photography as a Tool - http://www.dramabox.org/newsletter/vol1_issue2/guest_column.html (Write up on children exploring on cultural mapping using photography as a tool)	Dramabox.org	17/5/2005	-	Y
				D5.2	<i>SS-Photography "mySELF, myFAMILY, myTOWN".mp4</i> (Photography "mySELF, myFAMILY, myTOWN": Images of Final Output)	Arts-ED	July 2017	-	Y
R	Previews/Reviews	R1	Newspaper Articles	R1.1	Fostering Understanding of Monuments and History through the Lens (Write Up on Mr. Toh Kim Woon encourages students and teachers to participate so that they understand the history of Balik Pulau)	Kwong Wah Yit Poh	20/1/2006	Y	Y
				R1.2	Janet Pillai Interview	Kwong Wah Yit Poh	24/1/2006	Y	Y
				R1.3	<i>Turning tiles into art; Learning about heritage via art-The Star Metro, 9 February 2006</i>	Tan Sin Chow and Ong Yee Ting, The Star	9/2/2006	Y	Y
				R1.4	(Family Supplement) Interview with Chen Yoke Pin	Kwong Wah Yit Poh	24/2/2006	Y	-
				R1.5	<i>Mapping of Balik Pulau Town - The Star Metro, 3 March 2006</i>	Emmeline Tan; The Star	3/3/2006	Y	Y
				R1.6	<i>Kids' view of Balik Pulau - The Star Metro, 20 March 2006</i>	Ngu Ik Ying; The Star	20/3/2006	Y	Y
				R1.7	<i>Teens take the lead - the Star Metro, 18 January 2006</i> (Write up on walkabout in conjunction with Third Sub-regional Southeast Asian Training Workshop on Using Art to Teach About World Heritage)	Siow Yuen Ching; The Star	18/1/2006	Y	-

		R2	Magazine Articles	-	-	-	-	-	-
		R3	On-line articles	R3.1	<i>Penang Workshop, 2006 "Seeing With Young Eyes: Workshop on Using Art to Teach about World Heritage" (UNESCO)</i> (http://www.unescobkk.org/index.php?id=3863)	(http://www.unescobkk.org/index.php?id=3863)	11/9/2006	Y	Y
		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	P10.1	<i>Chapter 2, Case Study 3: myBALIKpulai Cultural Mapping and Interpretation using Photography</i> (This case study describes an experimental project in cultural mapping)	Community-based Arts & Culture Education: A Resource Kit	2014	Y	Y
P10.2	<i>Chapter 4, Sample Programme 11: My Self, My Family, My Town</i> (A table of program framework of the workshop with its expected outcomes)	Community-based Arts & Culture Education: A Resource Kit		2014	Y	Y			