



MUSEUMS, LIBRARIES AND ARCHIVES COUNCIL

Inspiring Learning

IMPROVEMENT TOOLKIT FOR MUSEUMS, LIBRARIES AND ARCHIVES

INSPIRING LEARNING - QUICK CHECKLIST

How to use this checklist

Using this checklist will provide you with a quick overview of:

- Your current strengths
- Areas that need improvement
- Areas not yet tackled

Use this checklist - with the overview of Inspiring Learning and the key outcomes and processes - as an introductory and interactive session for your team, with other colleagues, partners and stakeholders.

You may wish to go through this on your own first and then talk about the results with other people.

Going through the checklist together, you may highlight areas where people's perceptions of strengths and areas for improvement differ.

The quick checklist will also help you to identify the areas where you may wish to concentrate your effort for the more detailed assessment.

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1. PEOPLE <i>Providing more effective learning opportunities</i>	Current strengths	Areas for improvement	Areas we have not tackled yet
<p>As a museum archive or library, do you</p> <p>1.1 Engage and consult with a broad range of people to develop learning opportunities?</p> <p>1.2 Provide opportunities for people to learn?</p> <p>1.3 Broaden the range of learning opportunities to engage with new and diverse users?</p> <p>1.4 Stimulate discovery and research?</p> <p>1.5 Evaluate the outcomes of services, programmes and activities?</p>			
2. PLACES <i>Creating inspiring and accessible learning environments</i>			
<p>As a museum archive or library, do you:</p> <p>2.1 Create environments that are conducive to learning?</p> <p>2.2 Develop your staff to provide support for learners?</p> <p>2.3 Promote the museum, archive or library as a centre for learning, inspiration and enjoyment?</p>			

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3. PARTNERSHIPS <i>Building creative learning partnerships</i>	Current strengths	Areas for improvement	Areas we have not tackled yet
<p>As a museum archive or library, do you:</p> <p>3.1 Identify potential partners and the benefits of working in partnership to support learning?</p> <p>3.2 Work with suitable partners to plan and develop learning opportunities?</p> <p>3.3 Invite contributions from outside the organisation to bring new perspectives and broaden the range and appeal of learning opportunities?</p>			
4. POLICIES, PLANS, PERFORMANCE <i>Placing learning at the heart of the museum, archive or library</i>			
<p>As a museum archive or library, do you:</p> <p>4.1 Identify and seek to influence local, regional or national initiatives relating to learning?</p> <p>4.2 Respond to local, regional and national developments in your plans and priorities?</p> <p>4.3 Demonstrate that your museum archive or library is a learning organisation through your staff development and evaluation processes?</p>			