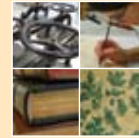# PRESERVATION EDUCATION CURRICULUM

NORTHEAST DOCUMENT CONSERVATION CENTER

CLASS 3 LESSON PLAN

Structure and Deterioration of Paper-based Materials

Suggested Readings for Students

Greenfield, Jane. "The Nature of Books." In *The Care of Fine Books*. New York: Lyons and Burford, 1988.

A basic introduction, with illustrations, to the structure of the book and the history of bookbinding.

Lavedrine, Bertrand. "Chapter 1: The Vulnerability of Photographs." In *A Guide to the Preventive Conservation of Photograph Collections.* Los Angeles: Getty Conservation Institute, 2003, pp. 3–29.

This recent, comprehensive guide to the care of photographic collections provides a thorough presentation of the preservation issues associated with photographic materials. Chapter 1 summarizes the types of deterioration associated with various photographic materials.

National Information Standards Organization (NISO). *Permanence of Paper for Publications and Documents in Libraries and Archives* ANSI/NISO Z39.48-1992 (R1997). Bethesda, Md.: NISO Press, 1997.

The American National Standard for permanent paper. Available in full text at
http://128.8.237.133/standards/resources/Z39-48.pdf

Ritzenthaler, Mary Lynn. "Chapter 3: Nature of Archival Materials" and "Chapter 4: Causes of Deterioration." In *Preserving Archives and Manuscripts*. Chicago: Society of American Archivists, 1993.

A basic overview of the deterioration of materials found in archival collections. Covers the history of papermaking, acidic paper, types of paper, reprographic processes, inks and other media, animal skins, photographic materials, and adhesives. An excellent starting point for students.

Shelley, Marjorie. "Warning Signs: When Works on Paper Require Conservation." In *Conservation Concerns: A Guide for Collectors and Curators, edited by Konstanze* Bachmann. Washington, D.C.: Smithsonian Institution Press, 1992.

A brief summary of the signs that indicate damage from photochemical deterioration, mold or insects, inappropriate environment, and poor storage.