

Handling Large Formats

On a Small Budget

What We Do at the CHL

- Anything up to 36x48 is stored in folders and boxes
- Anything above that is encapsulated and stored in flat files
- When we store rolled items, we store them in square “tubes”

What We Do at the CHL

- Anything up to 36x48 is stored in folders and boxes
- Anything above that is encapsulated and stored in flat files
- When we store rolled items, we store them in square “tubes”
- But that gets expensive so we’re going to assume it’s not an option

Basic Principles

- Large format items are best stored
 - Flat (unfolded)
 - Rolled
 - or Hanging (in unusual circumstances)

Problems

- Storing items flat without folders, boxes, encapsulation, or flat files
 - Unwieldy stacks of paper
 - Exposed stacks of paper
 - more susceptible to environmental damage
 - more susceptible to physical damage

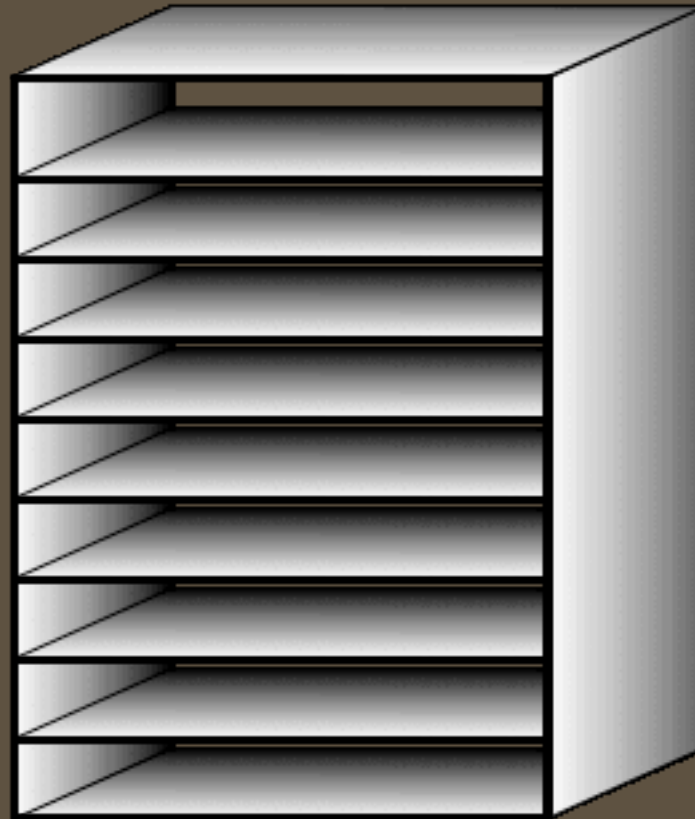
Problems

- Storing rolled items without tubes
 - Unwieldy stacks of rolls
 - Exposed rolls of paper
 - more susceptible to environmental damage
 - more susceptible to physical damage

Options for Consideration

Church History Department

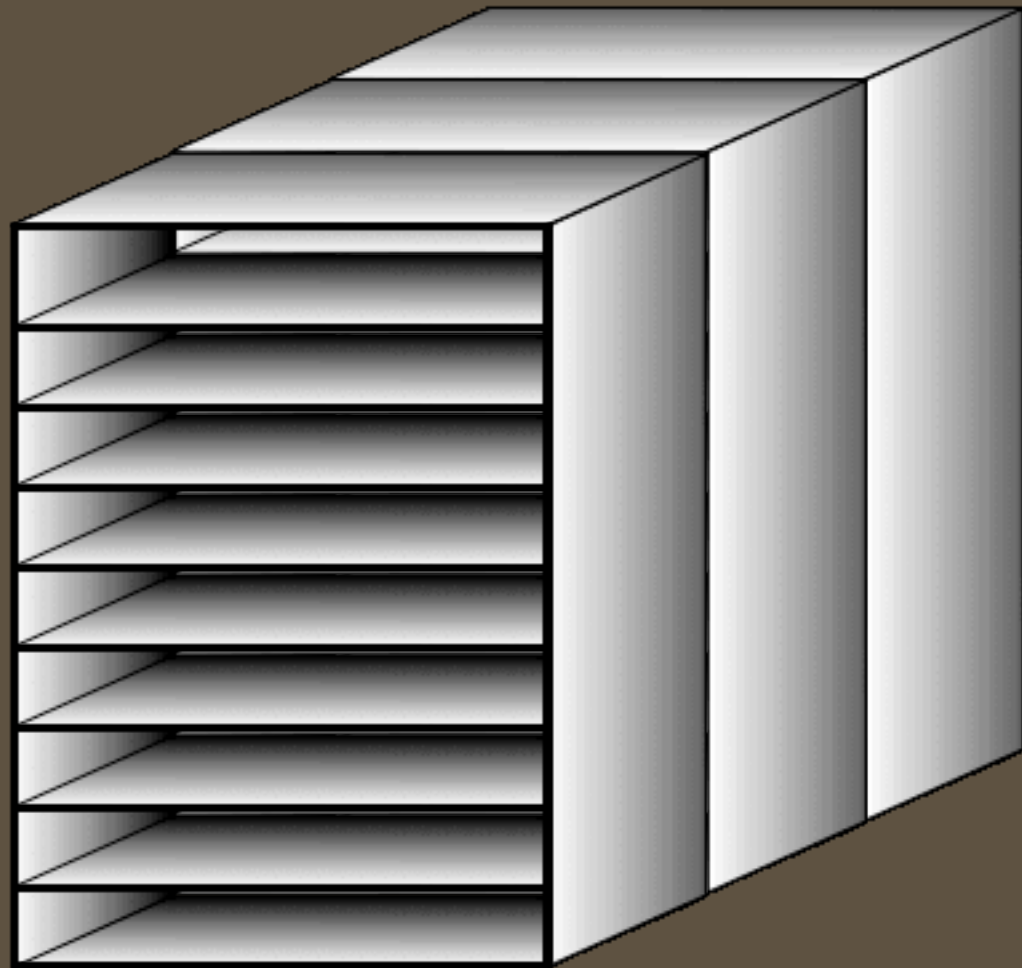
THE CHURCH OF
JESUS CHRIST
OF LATTER-DAY SAINTS



Church History Department

THE CHURCH OF
JESUS CHRIST
OF LATTER-DAY SAINTS

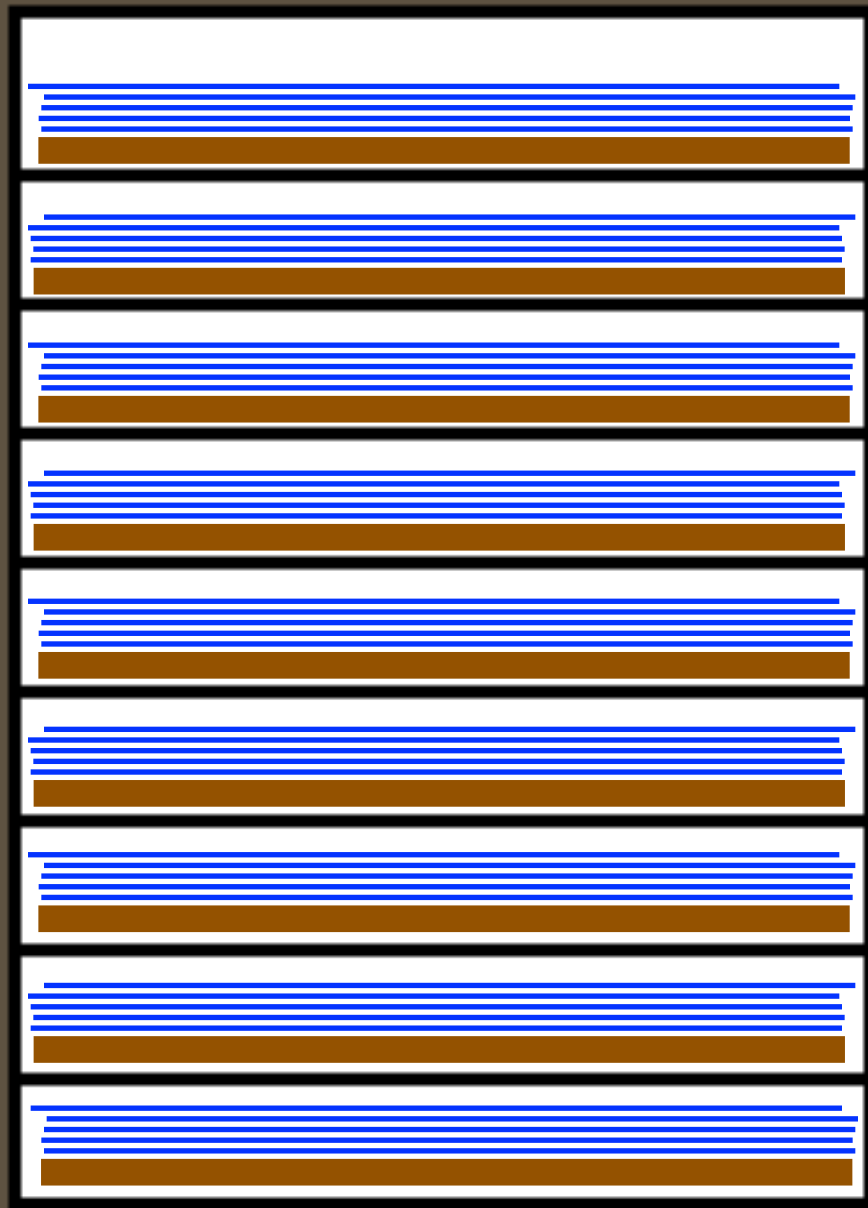
Tuesday, November 15, 11

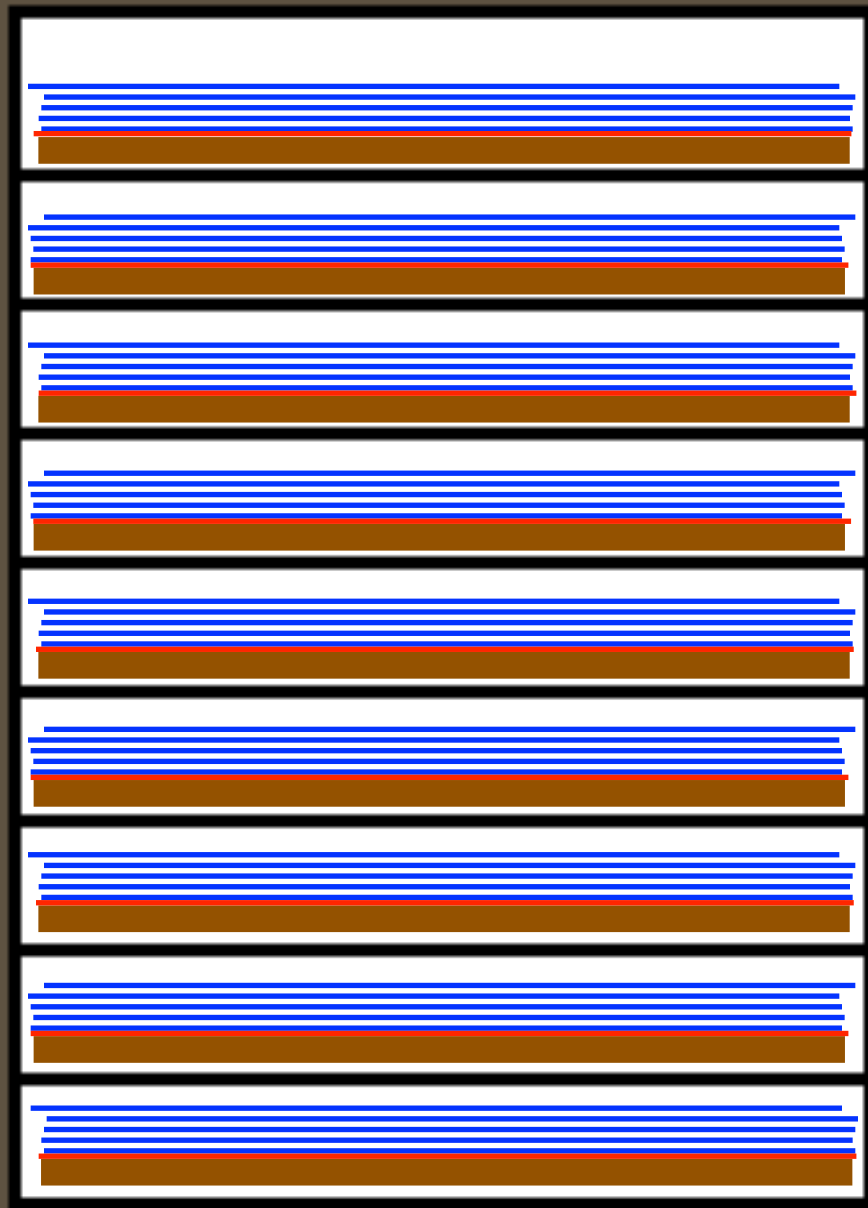


Church History Department

THE CHURCH OF
JESUS CHRIST
OF LATTER-DAY SAINTS

Tuesday, November 15, 11

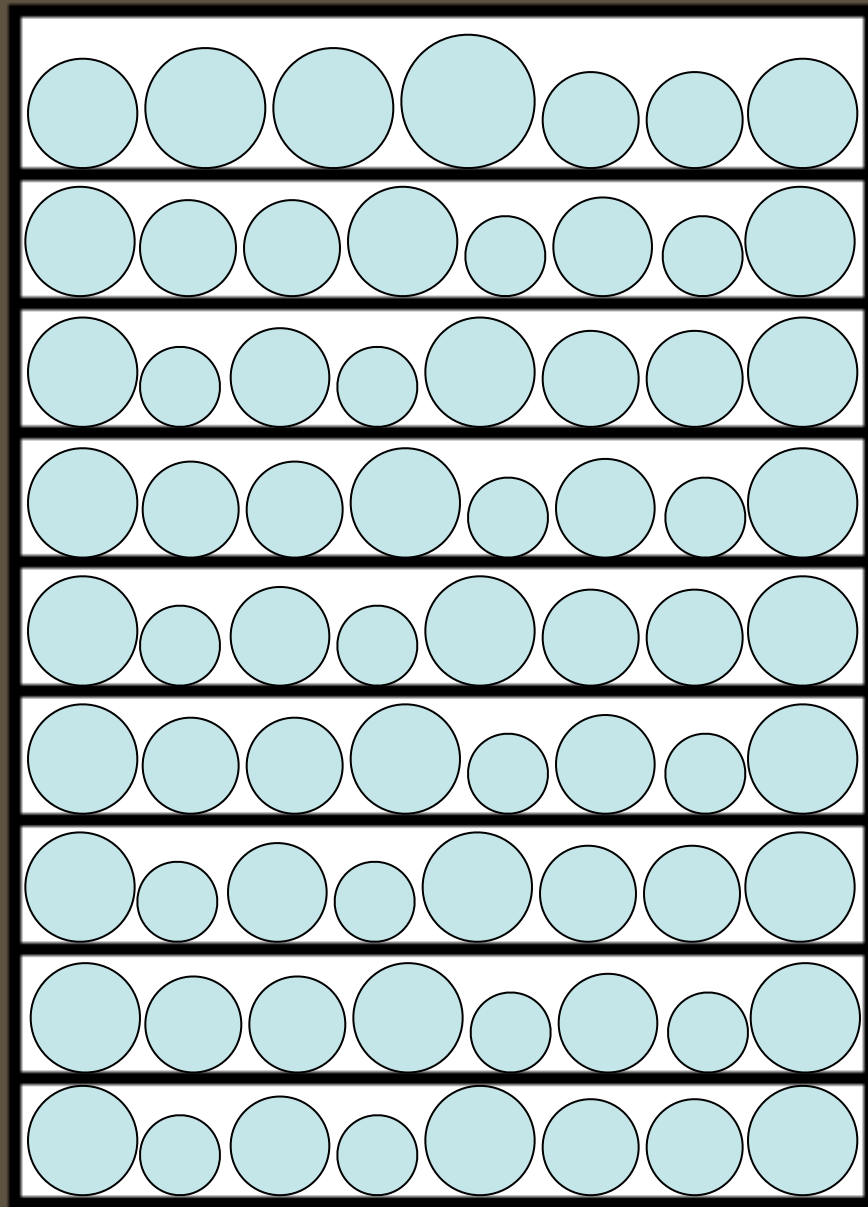






Church History Department

THE CHURCH OF
JESUS CHRIST
OF LATTER-DAY SAINTS



Church History Department

THE CHURCH OF
JESUS CHRIST
OF LATTER-DAY SAINTS

Tuesday, November 15, 11



Church History Department

THE CHURCH OF
JESUS CHRIST
OF LATTER-DAY SAINTS



Church History Department

THE CHURCH OF
JESUS CHRIST
OF LATTER-DAY SAINTS



Church History Department

THE CHURCH OF
JESUS CHRIST
OF LATTER-DAY SAINTS



Church History Department

THE CHURCH OF
JESUS CHRIST
OF LATTER-DAY SAINTS

Tuesday, November 15, 11



Church History Department

THE CHURCH OF
JESUS CHRIST
OF LATTER-DAY SAINTS

Tuesday, November 15, 11



Church History Department

THE CHURCH OF
JESUS CHRIST
OF LATTER-DAY SAINTS

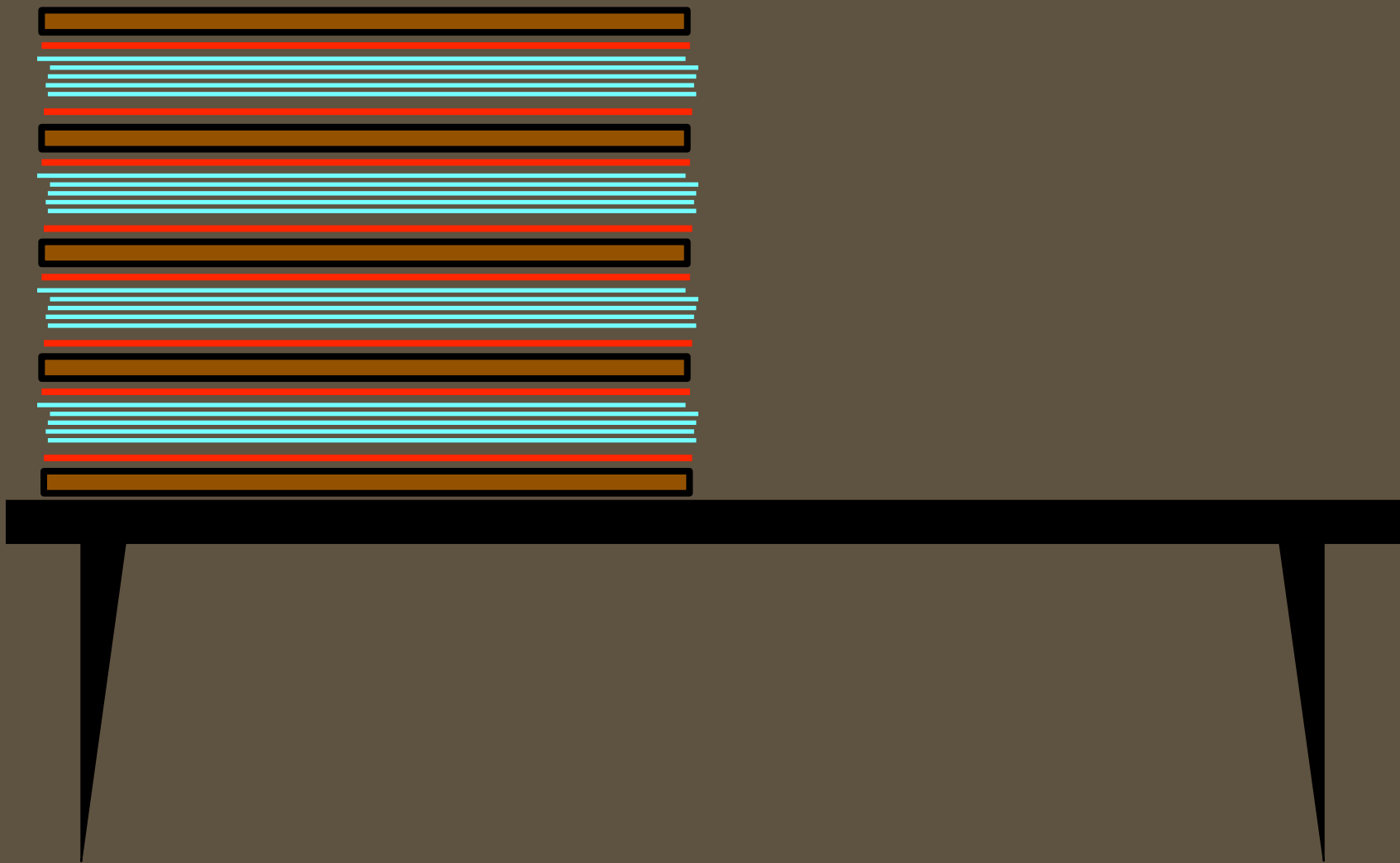
Tuesday, November 15, 11



Church History Department

THE CHURCH OF
JESUS CHRIST
OF LATTER-DAY SAINTS

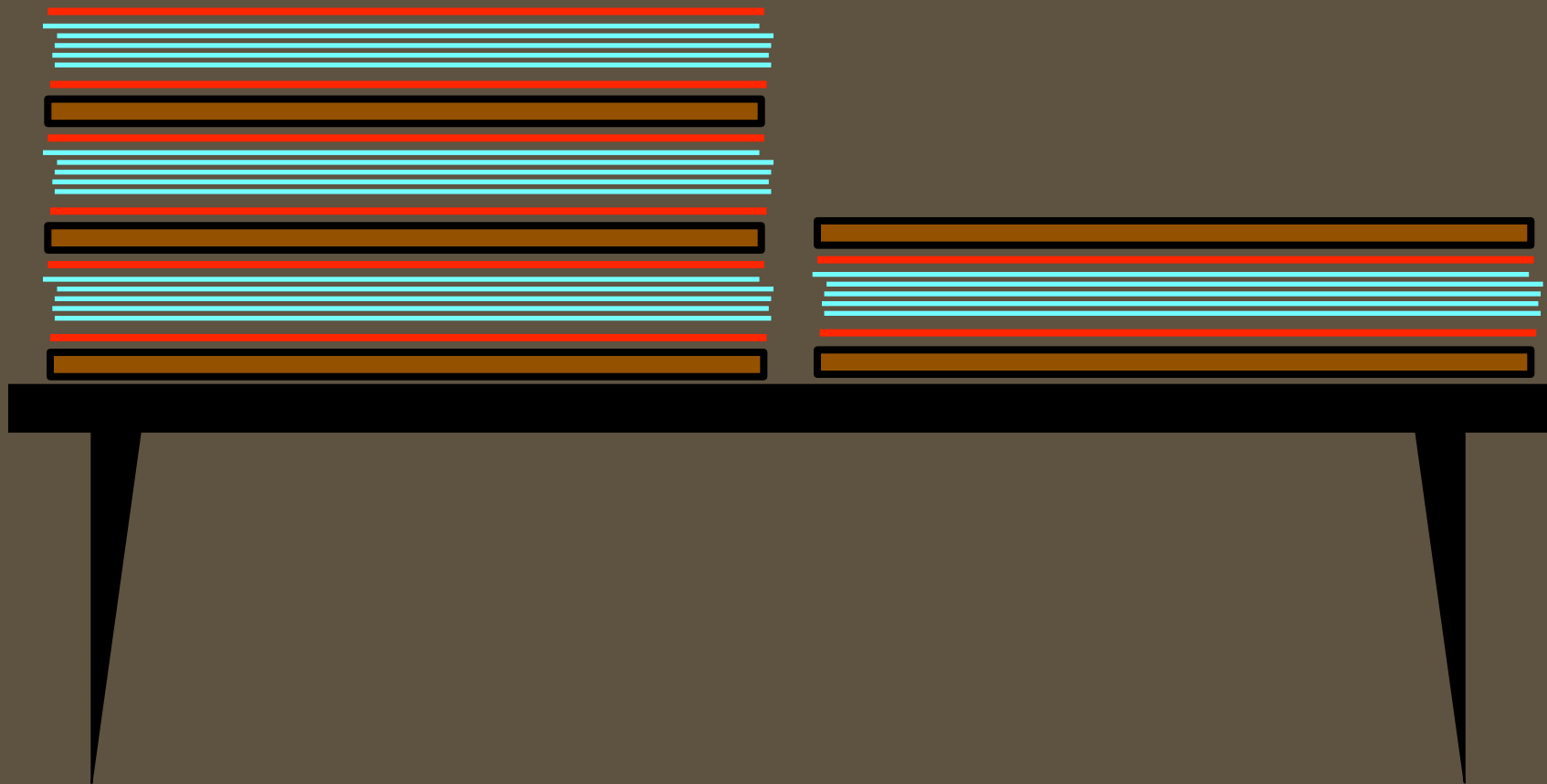
Tuesday, November 15, 11



Church History Department

THE CHURCH OF
JESUS CHRIST
OF LATTER-DAY SAINTS

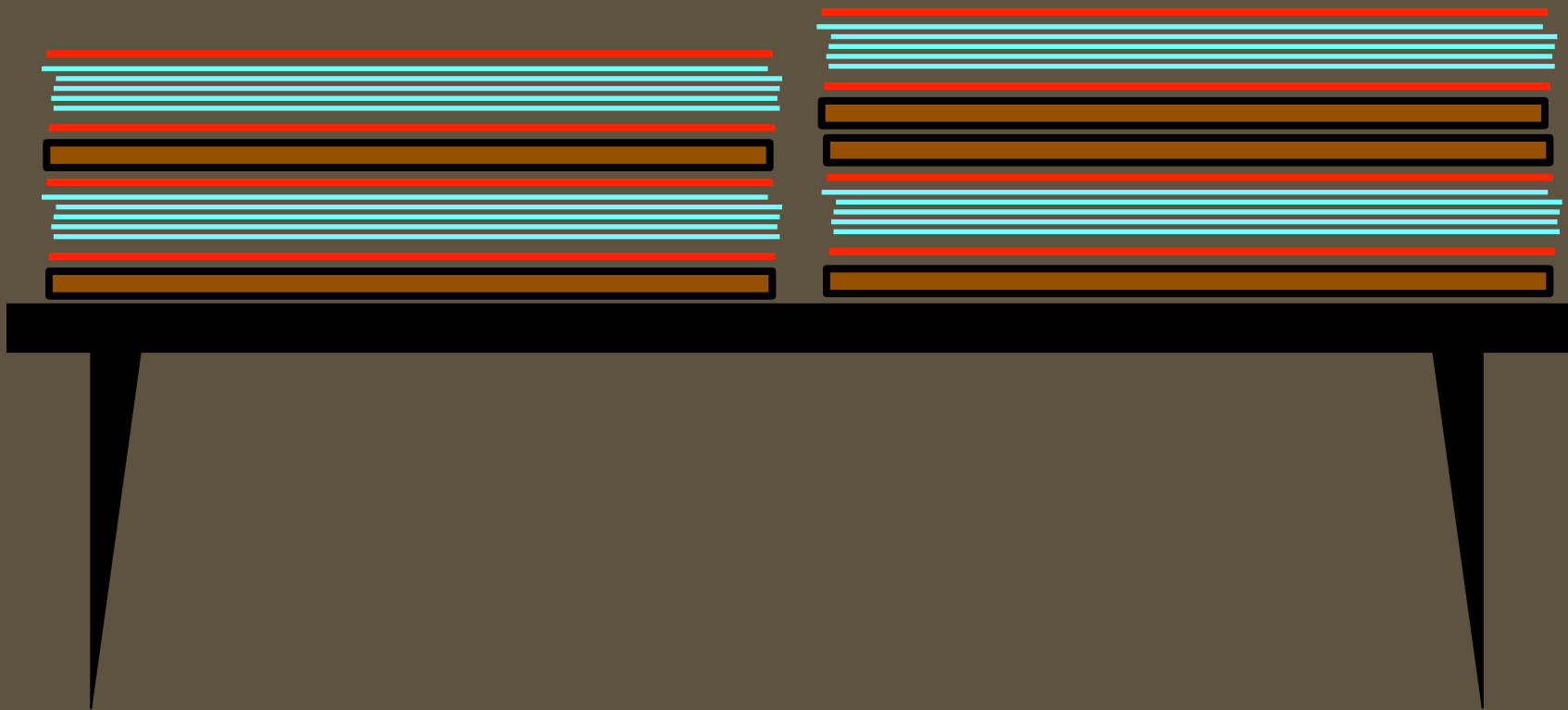
Tuesday, November 15, 11



Church History Department

THE CHURCH OF
JESUS CHRIST
OF LATTER-DAY SAINTS

Tuesday, November 15, 11



Church History Department

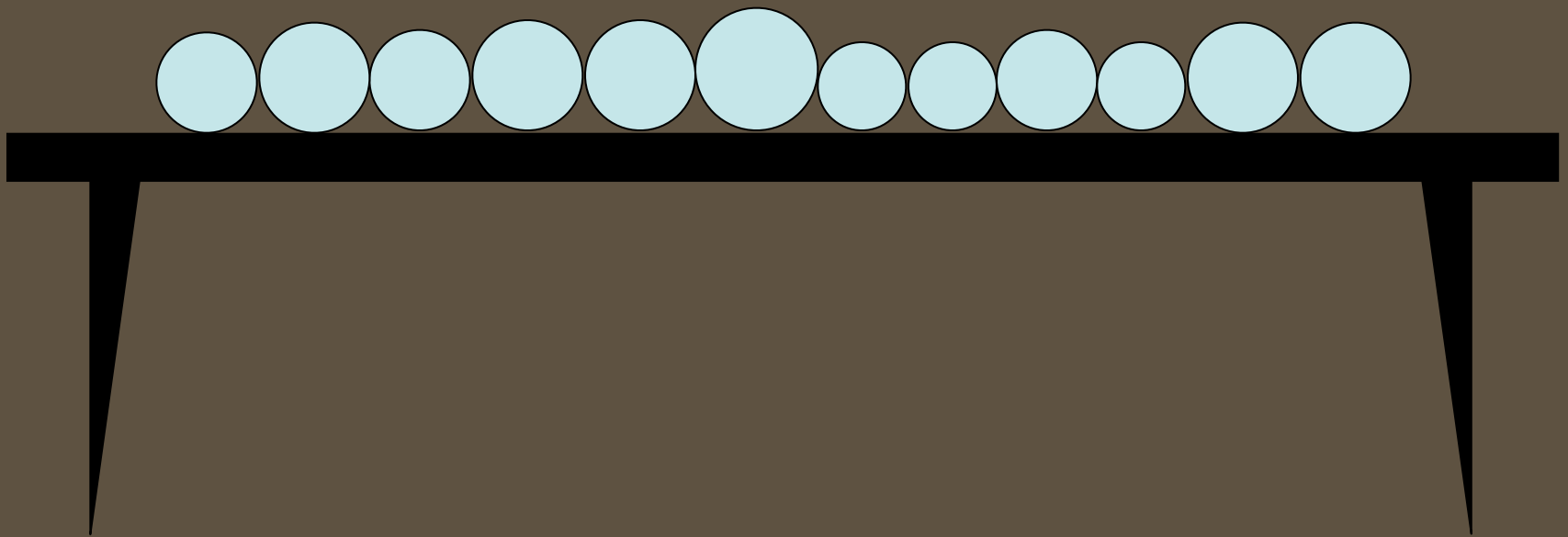
THE CHURCH OF
JESUS CHRIST
OF LATTER-DAY SAINTS

Tuesday, November 15, 11



Church History Department

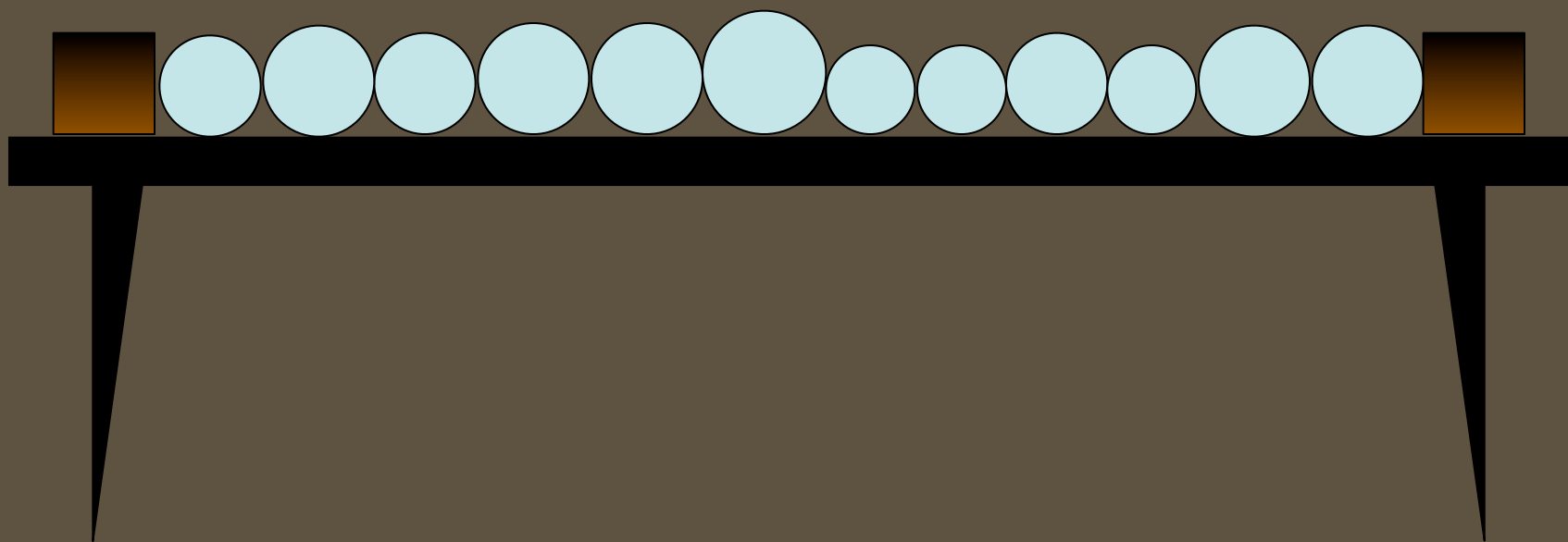
THE CHURCH OF
JESUS CHRIST
OF LATTER-DAY SAINTS



Church History Department

THE CHURCH OF
JESUS CHRIST
OF LATTER-DAY SAINTS

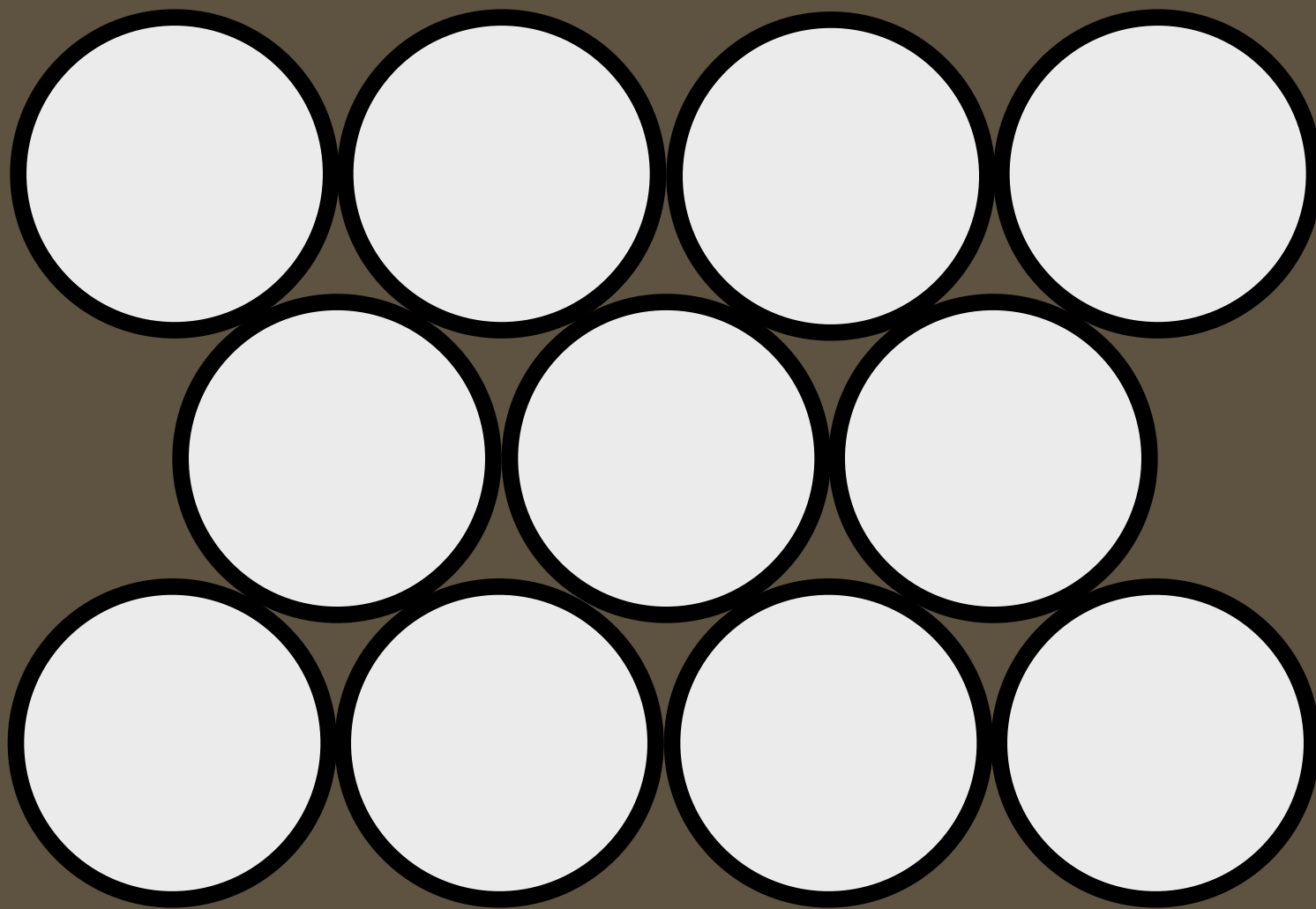
Tuesday, November 15, 11



Church History Department

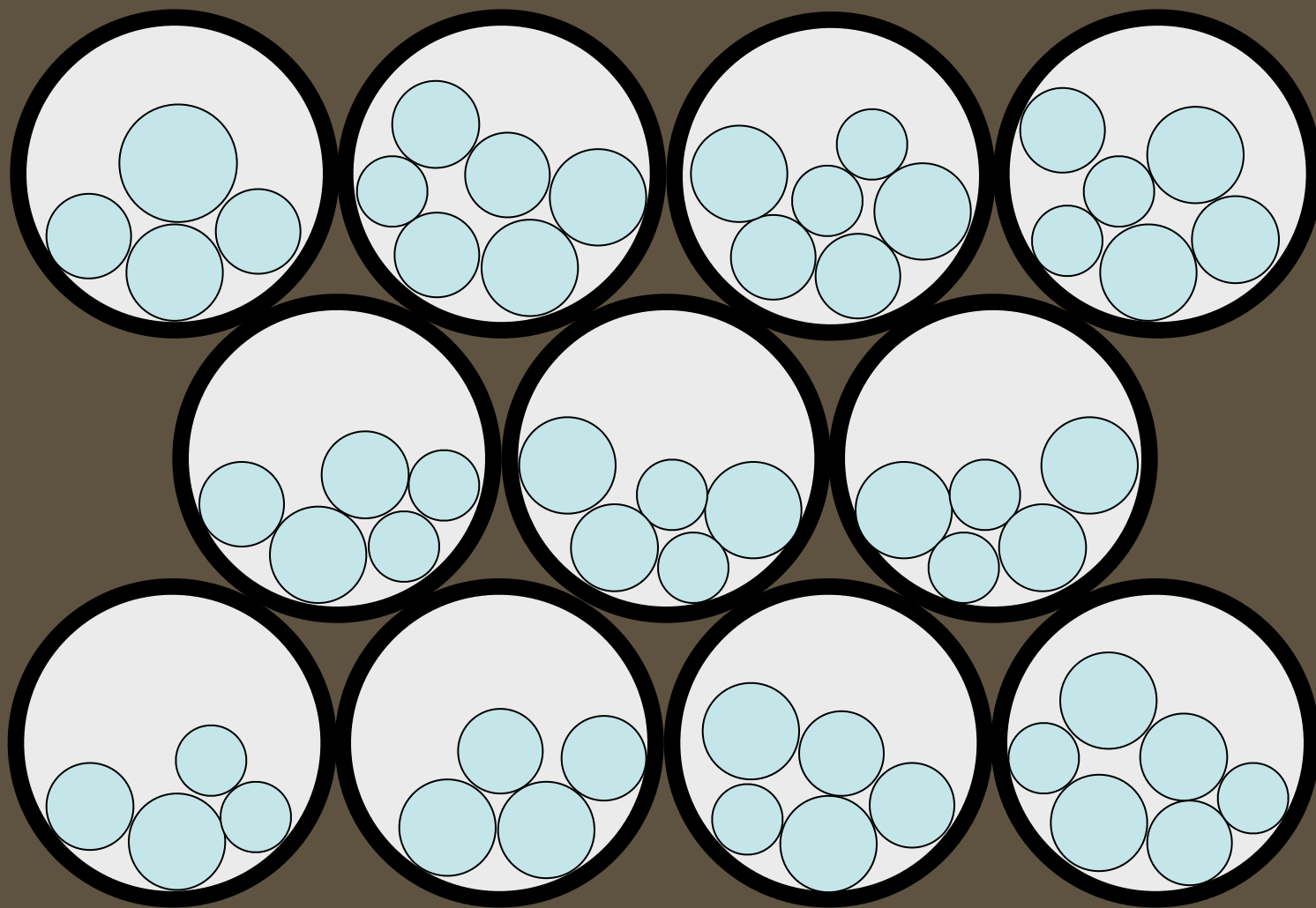
THE CHURCH OF
JESUS CHRIST
OF LATTER-DAY SAINTS

Tuesday, November 15, 11



Church History Department

THE CHURCH OF
JESUS CHRIST
OF LATTER-DAY SAINTS



Church History Department

THE CHURCH OF
JESUS CHRIST
OF LATTER-DAY SAINTS

The Hanging Option



Picking Up Large Flat Items

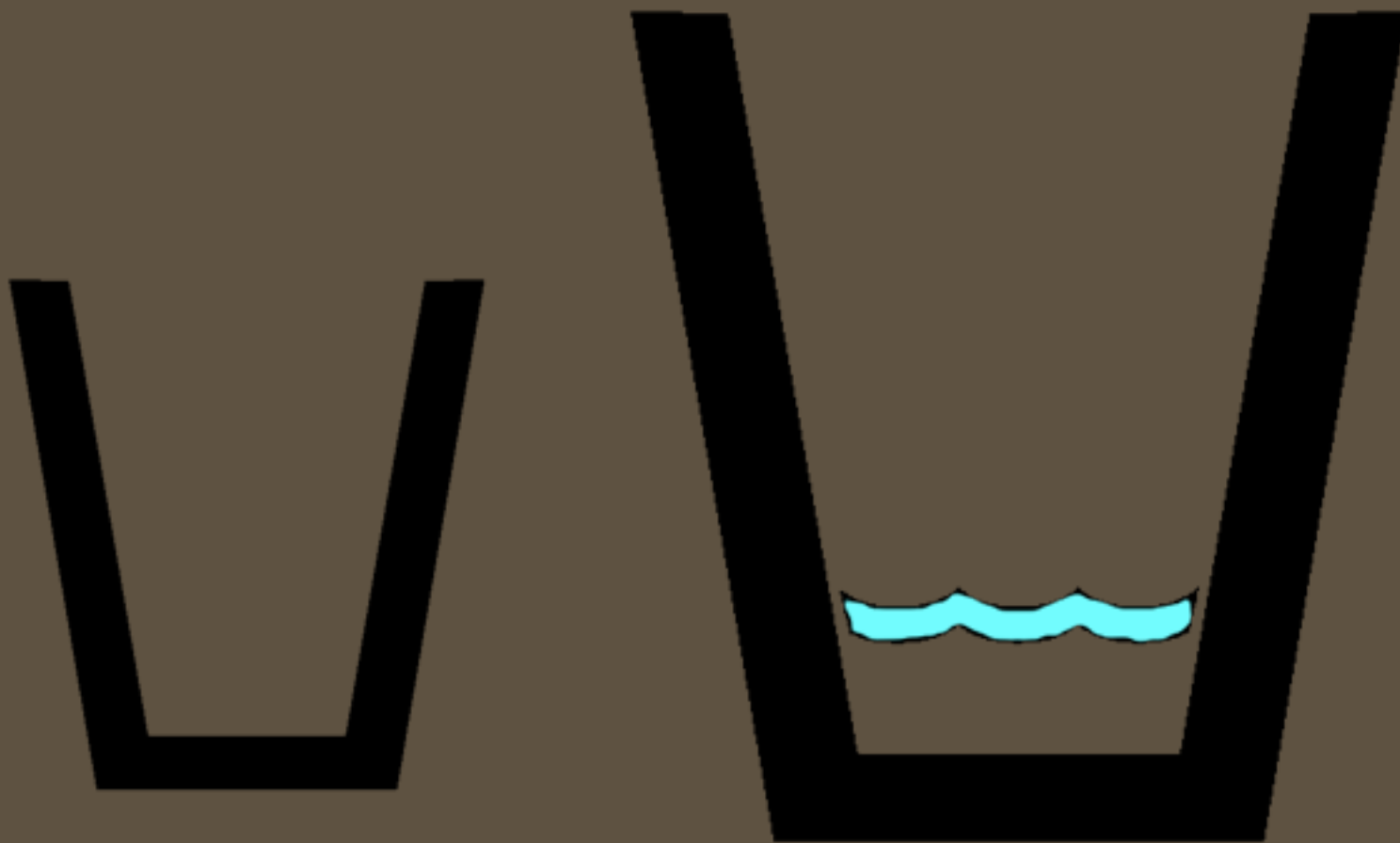
Opening Up Rolled Items

Church History Department

THE CHURCH OF
JESUS CHRIST
OF LATTER-DAY SAINTS

Tuesday, November 15, 11

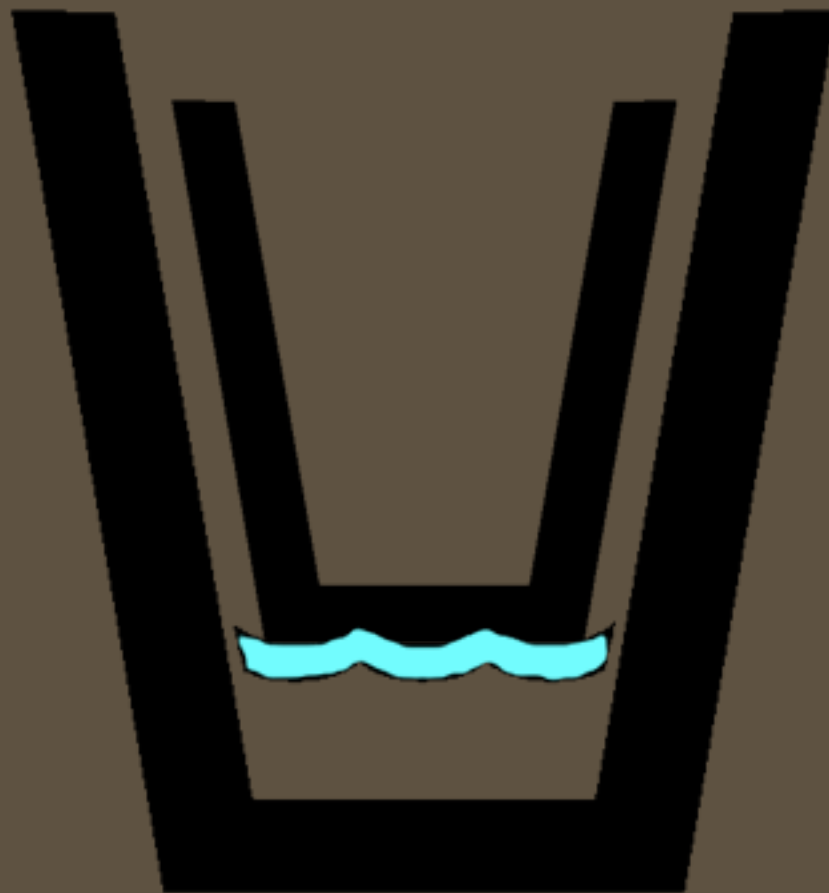
Flattening Rolled Items



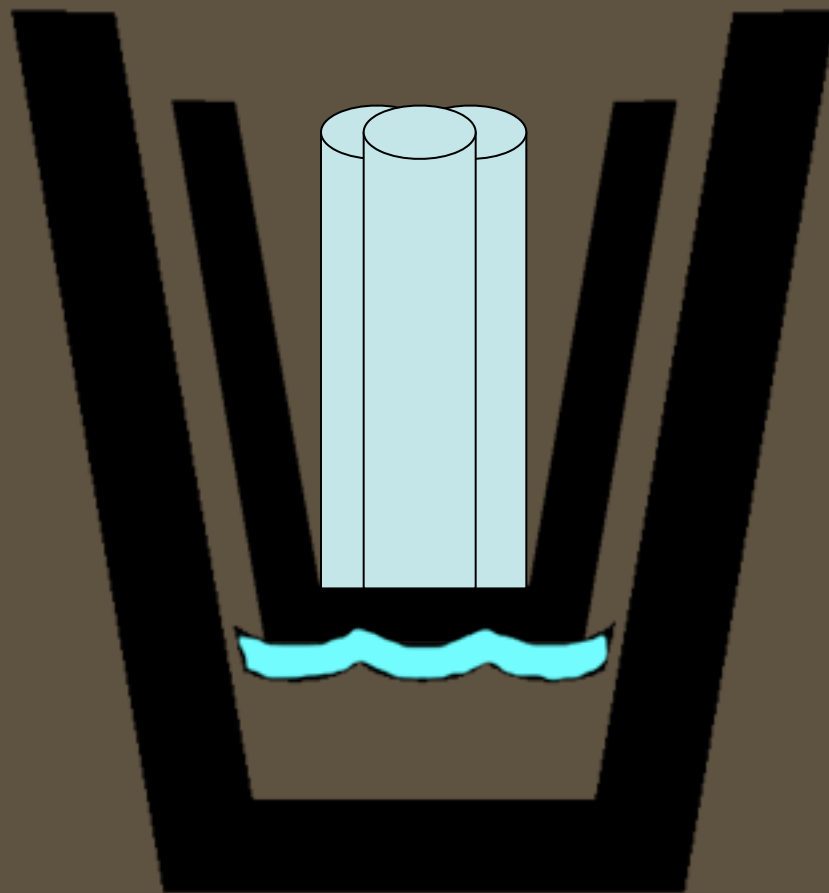
Church History Department

THE CHURCH OF
JESUS CHRIST
OF LATTER-DAY SAINTS

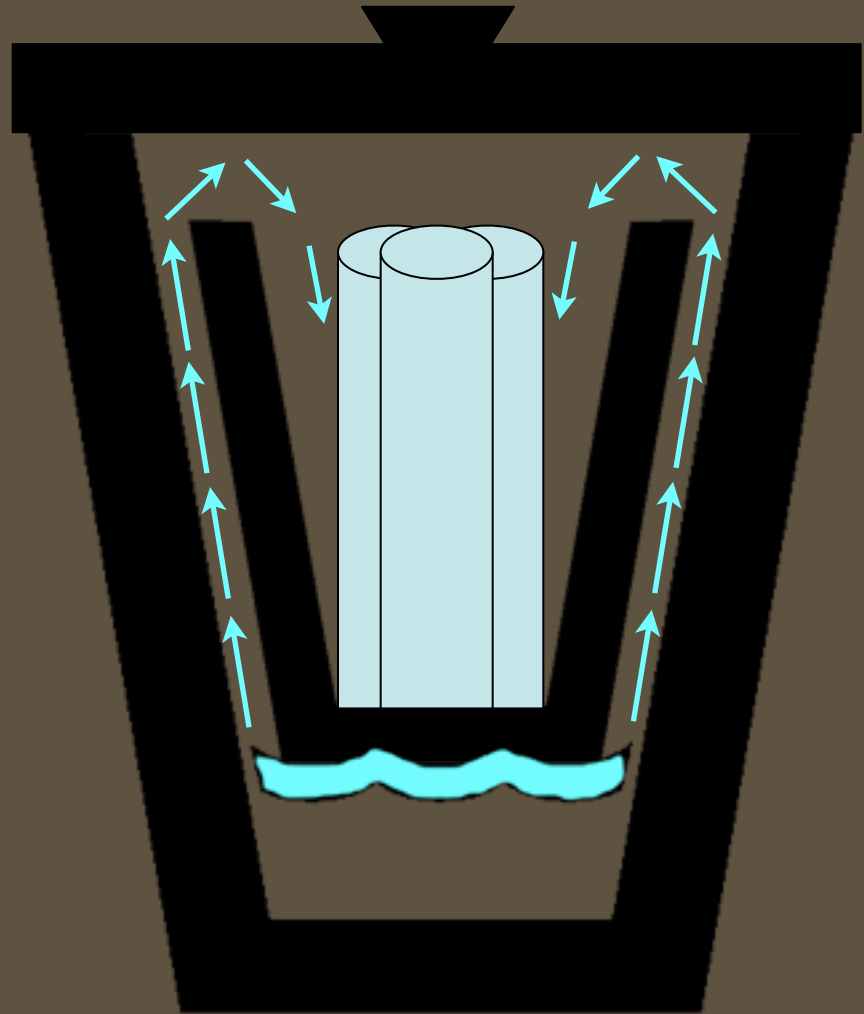
Flattening Rolled Items



Flattening Rolled Items



Flattening Rolled Items



Church History Department

THE CHURCH OF
JESUS CHRIST
OF LATTER-DAY SAINTS

Tuesday, November 15, 11