

Know **History**



DESIGNING A RESEARCH PLAN

National Gathering on Missing Children and Unmarked Burials

Vancouver, British Columbia

January 15, 2023

Why Do You Need a Project Plan?

1



WHAT ARE YOUR GOALS?

2



WHAT INFORMATION IS ALREADY AVAILABLE?

3



WHERE CAN YOU LOOK FOR INFORMATION?

4



HOW WILL YOU MANAGE THE DATA?

WHAT ARE YOUR GOALS?



Key Questions:

- What are you hoping to find out?
- What will you do with the information you uncover?

WHAT ARE YOUR GOALS?



Example: Survivors' Secretariat

Organize and support efforts to uncover, document and share the truth about what happened at the Mohawk Institute during its 136 years of operation.

Support the creation of a community archive by collecting all related records from governments, churches and other institutions that were known to have been involved in the operations of the Mohawk Institute. [They] will also support commemoration policies and related activities.



WHAT ARE YOUR GOALS?



Write your project statement.

Remember to include:

➔ Who is undertaking the work

➔ What information you are collecting and from where

➔ How you intend to use this information in the future

WHAT INFORMATION IS ALREADY AVAILABLE?



Has your community done any work on your project before?

Who can you speak to in your community about your topic?

National Centre for Truth and Reconciliation Archives



National Centre *for*
Truth *and* Reconciliation

UNIVERSITY OF MANITOBA

WHERE CAN YOU LOOK FOR INFORMATION?



Where can you look for records?



COMMUNITY HISTORIES



POLICE FILES



INDIVIDUAL COLLECTIONS



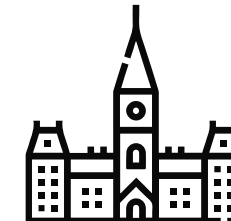
MUSEUMS



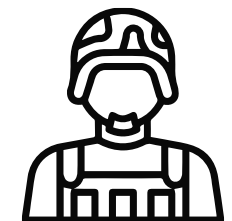
HISTORICAL SOCIETIES



MEDICAL RECORDS



LOCAL GOVERNMENT ARCHIVES



MILITARY RECORDS

Creating a Keyword List

- A keyword list is a set of words or phrases that relevant documents may be filed under in archives.
- Keywords can be general and specific.
- Think of other words/phrases that would have been used.

Library and Archives Canada

Library and Archives Canada (LAC) helps Canadians gain a better understanding of who they are. It serves as the continuing memory of the federal government and its institutions and as the guardian of Canada's distant past and recent history. Discover [who we are and what we do](#).

Collection Search

Search government records, books, newspapers, images and more

[Learn more about Collection Search](#) or [try our other search tools](#).

Anglican Church of Canada

Home > General Synod Archives > Search the Archives

Search Our Collections

Search Photographs Only Search Official Statements Only

General Synod Archives



National Centre for
Truth and Reconciliation
UNIVERSITY OF MANITOBA

NCTR Archives



Item NAR-NCTR-080 - Mohawk Institute Narrative

Creating a Keyword List



Key Word List

- School name
- Staff names
- Name variations
- Associated service institutions
- Churches
- Businesses
- Community organizations
- Federal agencies
- Events

Search Engine Example

Search in: Available online ⓘ:

[Co-Lab contributions](#) ⓘ:

All these words:

This exact phrase:

Any of these words:

None of these words:

HOW WILL YOU MANAGE THE DATA?



Where will you store your data?

Low cost options



Online database programs



Customized solutions



Data tags

Suggested tags that you could use:

- ✓ *Runaway*
- ✓ *Nutrition*
- ✓ *Healthcare*
- ✓ *Burial*
- ✓ *Police*
- ✓ *Protest*
- ✓ *Perpetrator*
- ✓ *School Name*
- ✓ *Student Names*
- ✓ *Staff Names*
- ✓ *Labour*
- ✓ *Parent Complaint*
- ✓ *Invoices*



INDIGENOUS
INNOVATION

Thank You!

Questions?

Know History
Historical Services

Contact Ryan@knowhistory.ca