

Women's History Checklist and Guidelines

Whether your site is directly linked to women's history or not – women were there and their lives should be known and interpreted in some way. Use this checklist to evaluate where you stand and guide your plans for future work.

Background information and research

- You know the full names and basic biographical details of the main women who were present at your historic site (wives, daughters, owners, workers)
- You have full biographies of the main women at your site
- You know the basic stories of women who were less connected to the site but still present (servants, slaves, staff)
- You know in general the different roles that women played at your site
- You know the general story of women's lives in your community in the time period of significance for your site
- You know the general story of women's lives in your state and the U.S. in the time period of significance for your site

Interpretation and public programming

- You use these details and stories when interpreting the site to the public (tours, introductory exhibit, website, etc)
- You use these details and stories in special exhibit and program planning
- You use the structures and collection to interpret women's lives at your site
- You actively collect and preserve artifacts and archives that tell the stories of women at your site
- You use the stories to describe women's full experience at the site (not just as cooks or mothers, etc)
- You recognize the women at the site the same way you recognize the men (birthdays, death days, etc)
- You address anti-female stereotypes in yourself, fellow staff and visitors
- You plan special women's history month programming in March
- You integrate women's history into all your public programming in some way