REPORT ON VISIT TO AN ARCHIVE OF CHICAGO (200 points)
Delivery: Week 5

Each pair / group must submit a work between 400 and 500 words about your visit to a local archive or repository. (Check the List of Cultural and Literary Institutions.)

When choosing a site, you have to contact a representative of this institution and request an interview and visit. You will have to conduct a preliminary investigation before composing your email request. Contacting librarians and archivists is one of the most important tasks in conducting research with primary sources. Therefore, a large part of your assignment will be fulfilled by performing direct and courteous communication with representatives of the institution.

The remainder of the report will be encompassed by the narrative. In it, you should describe the institution and the details of your visit. (Check the Possible Interview Questions.) Also be sure to examine and discuss the possibilities for future research in this institution.

At the end of the report, you should create a citation to the interview in MLA format. After completion of work, each pair / group needs to create a question for the discussion forum in D2L. Each individual needs to respond, at least twice, to the questions of their peers.

Grading
Correspondence with the institutional representative: 75 points
Narrative: 75 points
Bibliographic Citation: 25 points
Participation in Electronic Discussion: 25 points
Total: 200 points

Delivery Mode
Correspondence: Copy Mary Thill (m-thill@neiu.edu) in all emails. Also include PDF or JPEG copies of all with the final assignment.
Narrative and Bibliographic Citation: Delivery in PDF or Word in the class DropBox. Also put the narrative, board your question in the discussion forums in D2L.

LIST OF CULTURAL INSTITUTIONS AND LITERARY
The institutions in this list represent only a few of the files and institutions that provide that would be appropriate for a research project on literature and cultures of Latin America primary sources. If you and your partner want to visit a special collection that is not on this list, please contact Mary or Paul.

Newberry Library
Description: Chicago’s premier independent research library collections with EXTENSIVE information on the Indigenous Peoples of Latin America.
Location: 60 W. Walton Street, Chicago, IL 60610
Contact: Will Hansen, Director of Reader Services and Curator of American, 312-255-3527, hansenw@newberry.org
National Museum of Mexican Art
Description: The Museum houses more than 7000 seminal pieces from ancient Mexico to the present. Students have an opportunity to tour the vaults.
Location: 1852 W. 19th Street, Chicago, IL
Contact: Cesareo Moreno, Visual Arts Director and Chief Curator, cesareo@nationalmuseumofmexicanart.org (preferred), 312.433.3915

International Latino Cultural Center
Description: This organization sponsors the Chicago Latino Film Festival. There is a collection of DVDs, as well as archived copies of programs festival.
Location: 696 N. LaSalle Drive, Suite 520, Chicago, IL
Contact: Maria Lopez, Programming and Operations Manager, mlopez@latinoculturalcenter.org, 312-431-1330

Contratiempo
Description: Contratiempo started as a monthly English-language magazine by a group of Latino writers living in Chicago and has since grown into a larger literary organization. Their collections include back issues of mishaps, as well as six books published by the organization.
Location: 1900 South Carpenter Street, Chicago, IL
Contact: Moira Pujols, Executive Director mpujols@contratiempo.net

Chicago History Museum
Description: The Chicago History Museum cares for, showcases, and Interprets millions of authentic pieces of Chicago and US history.
Location: 1601 N Clark St, Chicago, IL 60614
Contact: Peter Alter, Archivist, 312-799-2054, Alter@chicagohistory.org

POSSIBLE QUESTIONS FOR THE INTERVIEW
1. What types of primary sources have you on this site?
2. How the materials are selected? Do you have any documentation relating to the selection of materials?
3. How do you take care of the materials?
4. What materials are organized?
5. How have researchers used their collections?
6. How do researchers could discover their collections?
7. How could the researchers access to their collections?
8. What materials relate specifically to Latin American culture?
9. How about the most interesting object in your collection and why?