Title: **SPECTRUM PT – translation and localization of SPECTRUM in Brazil and Portugal**

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1. Introduction

This paper presents the Portuguese translation of SPECTRUM and the legal and professional adaptation of the standard managed by Collections Trust for Portugal and Brazil, which envolved a multidisciplinary team from both countries engaged voluntarily. In Brazil the group includes professionals from the São Paulo State Secretary of Culture, the Immigration Museum (Museu da Imigração), the Pinacoteca and the Institute of Contemporary Art (Instituto de Arte Contemporânea), all in São Paulo, and in Portugal, professionals from the Science Museum of the University of Coimbra and from Sistemas do Futuro Lda.

2. The Portuguese experience

Documenting a collection, or manage existing information about the objects that make up one, is a fundamental task that museums need to run with greater efficiency. To make it happen, it is necessary specific tools – standards – to help them managing different kinds of information gathered over time by many different people in specific circumstances. Although these tools exist for many years in UK, until now in Portugal, Brazil and other Portuguese speaking countries we don't have an easy and comprehensive access to them because they are written in other languages. SPECTRUM is one of that kind of tools.

Although it's quite common in Portugal to read scientific, technic and other kinds of documents in different languages, the fact that standards like this, particularly standards about procedures, used every day in museum documentation but written in other languages,

compromises its current use. So we realised the need to have a proper Portuguese translation of SPECTRUM and also its adaptation to our national legal contexts.

SPECTRUM is the acronym for "Standard ProcEdures for CollecTions Recording Used in Museums" (Grant, 1994: v), and according to Alice Grant, its a common understanding of best practices for documentation - and management - of museums established in partnership with the museum community in the UK (Grant, 1994: v). It's a community standard, ie, a standard developed through the contribution of various institutions and professionals within a sector of activity with the goal of meeting the needs experienced in that sector. It was first developed in 1991 in the UK with direct input from over sixty museum professionals with experience in the field and indirectly, through advice and feedback from a larger number of entities from museum community (Grant, 1994: v).

The standard first version was published in 1994 and since then Museum Documentation Association and Collections Trust, the institutions responsible for it have published three more versions. The current version, 4.0, edited by Alex Dawson and Susanna Hillhouse represents, in our opinion, the most relevant and important change in the history of SPECTRUM until now, because it addresses problems, reported by users, with the use of the document and this new format facilitate the translation and adaptation of SPECTRUM in other countries.

Although this new version contains the same information and the same procedures, it's now divided in two parts: the standard and its information requirements. The standard contains all 21 procedures from the previous version, but now presented in workflow diagrams facilitating the standard use in the museum current day, followed by the procedure definition and the minimum standard that must be checked when museums want to implement it. The second part contains all the information requirements that the museum documentation system needs to cope with the information created or used in museums management processes. The information requirements can also (should) be used as a tool to evaluate the collections management system used by the museums. These two parts of SPECTRUM are now presented in separated volumes with obvious advantages when implementing the procedures.

Apart from these changes in the description of the procedures, the new version brought two other changes that contributed significantly to simplify the standard and its application to other contexts outside UK. The changes were: the exclusion of sections Before Start, now replaced by a chapter called Legal and Political Context (DAWSON; Hillhouse, 2011: 7), and the Sources of Help and Advice, formerly described in each procedure and now replaced by a set of resources available in the Collections Trust website.

Procedures and information requirements are the central part of the standard. However, when we mention nowadays SPECTRUM in the international museum community we are not only referring to the normative document, but also to a working methodology for the documentation and management of collections. This methodology is supported by the standard documents (4.0 SPECTRUM; SPECTRUM - Appendix I Information Requirements; SPECTRUM Digital Asset Management and SPECTRUM Schema), all of them aided by a set of tools available at Collections Trust website (SPECTRUM Resources and SPECTRUM DAM Resources) and is developed through the contributions of SPECTRUM Community from all over the world.

SPECTRUM is much more than a set of procedures and information requirements for the documentation of collections. It's also a set of good documentation practices for museums and its professionals. SPECTRUM is currently the standard that sustains, through its eight primary procedures, the accreditation of UK museums in the area of documentation. The

implementation procedures in museums promotes the creation of essential tools such as collections management policies, based on the museum mission, and documentation plans that help museums to cope with this subject appropriately.

Its scope is not limited exclusively to the practice of documentation in museums, but also covers the training of museum professionals (not only those directly related with the documentation sector) and museum management subjects. SPECTRUM standard also serves as a diagnostic tool for collections and their documentation, ensuring credibility to information that museum offers to their audience and contributing to a better collections use. It is not therefore a mere standard but rather a comprehensive program that the main objective is to enhance collections.

As in other countries, the Portuguese museum community has SPECTRUM as a reference tool in the documentation and collection management since its first publication. In 1994, when standardization was not a common theme in Portuguese museums, the existence of SPECTRUM would have been of extreme importance. In fact, Portugal only in 1999 had published the first normative documents in this area.

Despite this effort, the Portuguese panorama of standardization in the area continued to be, in our opinion, unsatisfactory. In reality, the professionals were unaware about international standards that allow them to reduce or even eradicate them. We continued in Portugal, to focus the discussion on the tools rather than focusing efforts on concepts and discussion on standards and rules to be adopted in the national context.

In 2008, after a workshop about SPECTRUM internationalization at the CIDOC Annual Conference, we decided to take the Portuguese translation project as a part of our PhD Project at the museum studies department of Porto University. This PhD project allowed us to make, with the support of Sistemas do Futuro Lda and of Coimbra University Science Museum (Portuguese national partner of Collections Trust), the first translation of SPECTRUM and a case study with the documentation system of the museum to test the standard implementation in a Portuguese museum. This first translation was the basis for the SPECTRUM PT project that we are developing with our Brazilian partners in 2014. A project that aims to publish and adapt the standard to our national legal context and also to deliver to museums, documentation professionals, teachers and students a tool for their work.

3. The Brazilian standard localization

The release of a first translation of the SPECTRUM standard for the Portuguese language came to meet one of the goals of the São Paulo State Secretary of Culture and its museums and partners to promote the continuous qualification of the shares of Collections Management through various actions - including the publication of technical reference texts. This particular action is structured in the context discussed here, as a collection entitled "Management Collections Documentation: reference texts" that emerged from the need for standardization to the work of Brazilian cultural collection management, once the publications about this topic in Portuguese language are still rare.

For the feasibility of the localization, it happened a first contact between the Secretary of Culture and the Portuguese team responsible for the first translation from English to Portuguese. Afterwards, the direct partnership with Collections Trust was formalized through a license agreement, making the Pinacoteca and the Immigration Museum - two museums of the Secretariat - the national partners of the British entity.

3.1 Localization methodology

Among the challenges encountered, we point out the need for adequacy of the SPECTRUM Standard to a language of Latin origin and to a professional context whose practices and professional bases are very different from the British context, in particular. In relation to this first challenge, it's possible to say that it all comes down to the difference between the linguistic and semantic structures of the Portuguese and English. English, for example, can express various ideas and concepts through the use of few words, while Portuguese often requires the use of multiple words to express just one idea or concept - which still does not guarantee that translation from one language to another will be completely equivalent. This variation, which at first seems obvious, influences the way how trends of thought on the activity of documenting collections is organized in each context addressed. To put in more objective terms: what is thought and speech as "documentation in museums" in Brazil is not necessarily what it thinks and talks as "documentation in museums" in the UK. There are different ways of conceiving and expressing this activity in museums. Therefore, the localization of SPECTRUM standard demanded constant attention of the team involved in the project for these issues related to the terminological specificities

Another challenge faced in the project was the extension (in terms of quantity) of the material, as in the case of Appendix 1 - Information Requirements. This appendix complements the standard and provides described and exemplified how to use the 41 Information Groups used to describe the procedures proposed in the first part. This large amount of Information Groups, unfold into 477 Units of Information, and beyond the specificity in relation to the vocabulary that involves to the vocabulary used in the standard - whose translation needed to consider the notes indicated in the previous paragraph - also demanded technical knowledge in the area of Information Systems to understand their logic of organization. This demanded a lot of research on external references, to contextualise the translation, as well to adapt the information to the Brazilian reality. Furthermore, it was also necessary to structure nomenclature patterns, descriptions and examples of application of the units to Portuguese language, to make the understanding easier of the content presented to the readers of the Lusophone world.

Another adequacy important and significant were the references to the standards (formal or informal) that based the development of the fourth version of SPECTRUM, as the PAS 197. A lot of what is mentioned in the SPECTRUM standard, at least in relation to the legislative part and normative refers exclusively to the British context. In Brazil, most of the museums are linked to government public sector, which is supported widely by legislative basis that is distinct from the UK legislation. It also demanded efforts from the team in order to consolidate as much as possible, including the laws, rules and other legal instruments that could have some influence on the application of SPECTRUM in the country. This research resulted in a several number of footnotes and extra explanations all incorporated into the document, in order to get the attention of Brazilian reader about what needs to be observed by them, when interested in using the standard.

4 – Prospects for the future para o futuro

The expectation as from the publication of the translation of the SPECTRUM to the Portuguese language is that the countries who holds the licenses of use can develop a glossary of terms for the lusophone universe and apply themselves SPECTRUM's procedures for managing their collections. It is also expected that the national partners, particularly in the case of Brazil, can participate in more methodological discussions for incorporation of the professional experiences of documentation in museums in general discussions of the Collections Trust, in view of the organization's objective is to internationalize increasingly.

It is also expected with the results of this project a contribution to the management of museum collections, providing managers with information for improving the organizational actions. For this, it is noteworthy that the data (organized and accessible) of the walkthrough

of the SPECTRUM standard procedures, will be available in an information system that will enable reports (mappings) of ongoing processes of the procedures.

Finally, the proposal of this paper aims to contribute to the decision making of managers of museum institutions, using the documentation from museums and guidelines of SPECTRUM standard as vectors for best practices in the management of cultural heritage.