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