January 2025

Dear Contributor,
Thank you so much for contributing to the AIC Wiki's Materials Testing Results table where colleagues share results from various tests to determine if they are suitable for use with collection objects. This resource would be nothing without you! Please write to samantha@artsolutionslab.com if you have any edits or comments on how these instructions can be improved. Or the tables for that matter.

These instructions are current for updates made to the tables in 2024. There are two views (TABLE and CARD), but all of the data is in one wiki table. Instructions for using the views can be found on the Materials Testing Results page.

Adding your Protocol to the Protocols page

- Before adding test results, Add your testing protocol here.
- Check out the other Protocol descriptions to use as examples for sharing your own.
- Do you use the same protocol as one already listed with only minor modifications? Add in a heading and list your variations.
- Follow the protocol outlined in a published format to the letter? List that reference and note how long you've been using it.
- Instructions can also be found on the discussion page of the Protocols page.
- Best Practices:
    - Include an anchor before the heading for your protocol, so that links to your protocol on the results tables can take you to the correct place on that page. See below for the code or this page for how to add an anchor (see 1. Internal Links and then scroll down to internal link to an anchor).
    - The code for adding an anchor on the protocols page so that the link in the table will take you to the correct place on the protocols page: Put this on the protocol page above the header: .
    - Put this in the table: [[Oddy_Test_Protocols#NAME|NAME]]

Adding Results to the Table

January 2025

Best Practices for Contributing Results

- Starting in 2024, ALL RESULTS will be uploaded to a single database table on the AIC Wiki. You must go through training and be logged in to the wiki to upload results on the edit page. The results can be viewed with the Table or Card view. Data does not need to be converted to Wiki Code to be uploaded onto the site, but columns must match those on the Wiki table so that the information is pasted into the correct location.

- Please do not publish results from irregular tests, i.e. those with high water loss, sample preparation errors, known contamination, or at least one set of coupons that differ in the type or degree of corrosion between replicates. If the test result is problematic to interpret, it is probably best not to share it in the table.

- Results can be "uploaded" or added to the wiki table in batches. I recommend doing this in batches of 10-25 results at a time so that mistakes can be easily fixed. The data can be edited once it is added to the wiki table from the editing page. However, fixing typos and adapting results to the established naming and terminology conventions ahead of time is preferred. Edits can take several hours to update and are not immediately reflected in the public Table and Card views. Edits are visible immediately on the Test Results Edit page.

Instructions for preparing your results

1. The results must be formatted in columns that match the Wiki table so that information is pasted into the correct location. Here is a link to a useful spreadsheet template that has the columns in the correct order on the “Wiki Upload Template” tab. This google sheet is also available for your use and has instructions for each column as to our preference for how information should be formatted.
    a. The Validation tab has the lists of controlled vocabulary that we would like you to use for consistency.
2. The sort and filter functions are not CASE sensitive. In general, use sentence case or lowercase to match the existing entries. Please do not use all uppercase letters, except for tester acronyms.
3. The columns must be in the following order:
    a. Material Name, Manufacturer, Supplier, Test Result Original, Test Result Public, Copper Result, Silver Result, Lead Result, Date Tested, Tester, Test Used, Comments, Description of Material, Composition of Material, Color, Material Type, Use Type, Intended Use, Is in Use, Control Coupons File, GCMS Results File, Result Image, Result Resume
4. Instructions for each column:

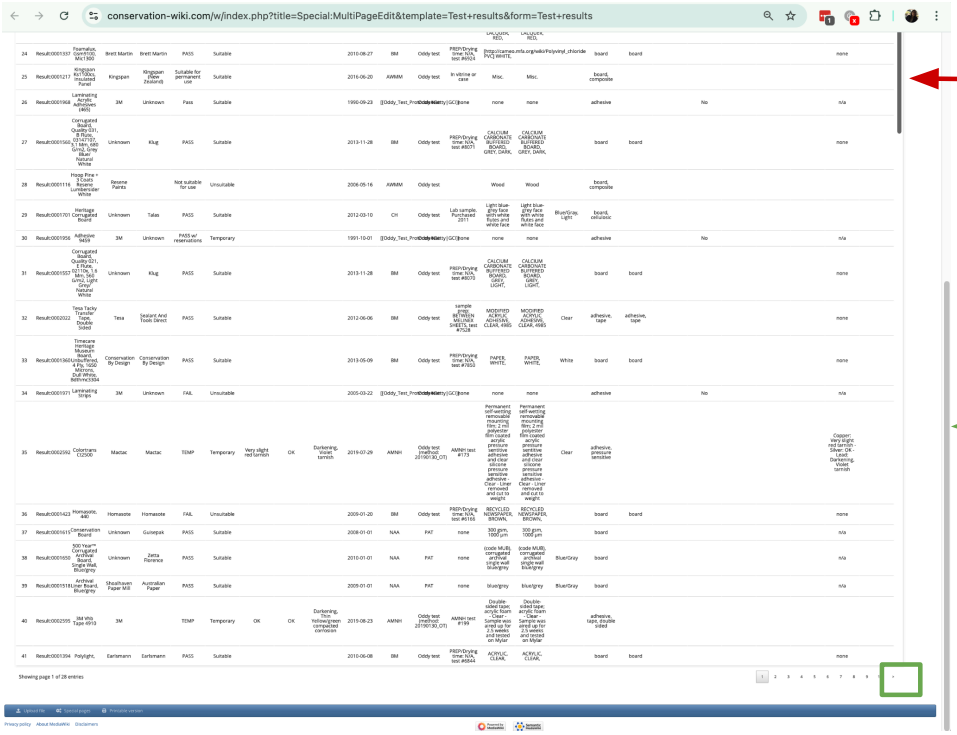
a. **Material Name:** *Provide whatever name is supplied by the manufacturer and/or supplier. Additional or alternate names can be added here and should be as complete as possible.*
b. **Manufacturer:** *Official company name. Omit business organization abbreviations, e.g. LLC, Inc…. unless it helps distinguish between similar company names. Omit commas and periods at the end of abbreviations. Links to the business website will be shared elsewhere, not within the table results.*
c. **Supplier:** *Official company name. Omit business organization abbreviations, e.g. LLC, Inc…. unless it helps distinguish between similar company names. Omit commas and periods at the end of abbreviations. Links to the business website will be shared elsewhere, not within the table results.*
d. **Test Result Original:** *Final rating assigned to the test following the organization's terminology. Any additional information about your final assessment should be placed in the comments column.*
e. **Test Result Public:** *Convert your results to one of the following three terms to ensure consistent sorting:* ***Suitable, Temporary, Unsuitable****. Sort is not case sensitive Any additional information about your final assessment should be placed in the comments column.*
f. **Copper Result, Silver Result, and Lead Result:** *If you document the results from each Oddy test coupon use these cells. Complete them with whatever description you typically use. Otherwise leave them blank.*
Standardized corrosion descriptions are available in Appendix A. And can be selected from the dropdown menus in the spreadsheet templates.
g. **Date Tested:** *Format with four number year, two number month, two number day: YYYY/MM/DD*
h. **Tester:** *Use the abbreviation for the anchor on Protocol page with wiki code for link to protocols page. [[Oddy_Test_Protocols#ABBREVIATION|Text you'd like to see on the table]]*
i. **Test Used:** *List the name of all tests used to evaluate the material. If you track versions of your testing protocols, indicate that here too.*
j. **Comments:** *Any additional information specific to this test run, how it was performed, test number, non-standard material prep, if there was some question about the assessment, etc. should be placed here.*
k. **Description of Material:** *A full description of material and physical properties may be entered here; may include details about how the sample was prepared for testing.*
l. **Composition of Material:** *List known materials that make up the tested material, ideally listing the primary components first.*
m. **Color:** *Describe the primary color first followed by a comma (,) and any descriptors. E.g. Brown, light; Red, dark. Standardized color descriptions are available in Appendix A. And can be selected from the dropdown menus on the spreadsheet templates.*

n. **Material Type:** *Applicable material composition category. Standardized material types are available in Appendix A. And can be selected from the dropdown menus on the spreadsheet templates.*
o. **Use Type:** *Select primary category for how this material is used. Standardized list of use categories are in Appendix A and can be selected from the dropdown menus on the spreadsheet templates.*
p. **Intended Use:** *What is the material's primary intended use. Select from one of these options:* ***Storage; Display; Transport; Conservation Treatment***
q. **Is in Use:** *Has the material been put into use?:* ***Yes, No, Undecided***
r. **Control Coupons File, GCMS Results File, Result Image:** *Upload image or pdf file to the wiki and place a link with the appropriate wiki code here. Example: [[file:MMA oddytestresult2162.jpg]] Please use a naming convention to provide context to the file and enter descriptive text into the comment section for the benefit of other users.*
These three columns and the Result Resume column will be concatenated into one column titled: "Results Image or Description"
s. **Result Resume:** *Any written description of the overall test results can be included here. All file links can be included in this cell, or parsed into the three preceding columns.*

Instructions for adding results to the wiki table

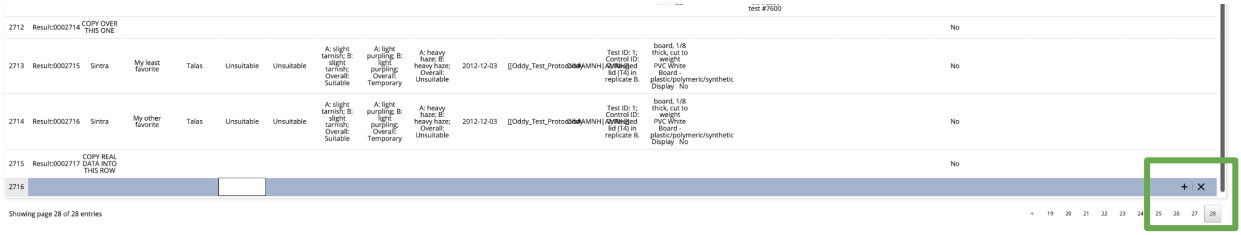
1. If you have a lot to add, do this in chunks of 10-20 results at a time as editing information can be tricky and time-consuming.
2. Make sure you are logged into your AIC-Wiki user account.
3. Starting on the TABLE VIEW (SIMPLE) or CARD VIEW (SEARCH BUILDER) of the results table, Select the EDIT button at the upper left of table
4. Allow the page to load, it may be a little slow. There may be simple instructions at the top of the page that read: “You can add a new row by hitting 'Enter' in the last row. Leave the "page" column blank.” Keep going for more complete instructions.
5. Scroll to the bottom right of the page (it is possible to scroll down in the table separately, move your cursor outside the table to scroll on the page) and select the right caret symbol

'>'. This will take you to the last page of the table.



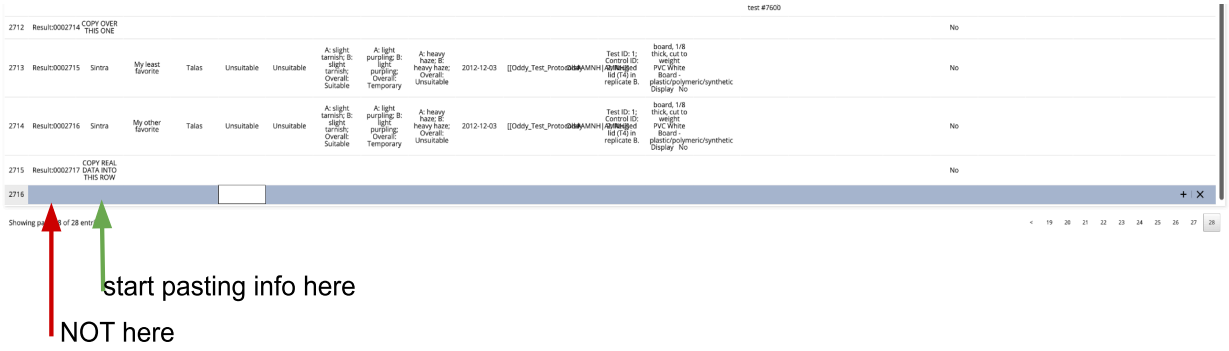
6. Within the table window (smaller window within the browser page), scroll down to the bottom of the table. At the left, you should see the result number (it should be over 2700). You can also scroll to the bottom of the browser page, but you must be at the last table row to add more rows.
7. Click into the last row and hit 'Enter' or ‘Return’ to add a new row. If you are not in the last row, hitting ‘Enter’ will take you to the next row.

8. The new row will show up as an empty row at the bottom of the table. At the far right are a plus sign '+' and an 'X'. The symbols are outlined in green in the image below.



9. Please be sure your results match the columns on the table editing page. **Some of the columns are hidden in the TABLE and CARD views and so do not match up one to one.** You can use this spreadsheet template to record data and format your results so that your columns are correct.
10. From your spreadsheet, copy the desired results and paste them into the newly created row starting under the Material name column. It is important to leave the first column called 'Page' blank or your results will not save. If you can't see the column headers, this is the column that reads 'Result:000###'. The Result number will autofill in the Page column when the page is refreshed. If everything looks right, you can click the '+' at the right to confirm adding the row. Refreshing the page will also complete the process. **Edits can take several hours to show on the public facing page.**
    a. Here is an abbreviated version of the table you will see on the edit page.

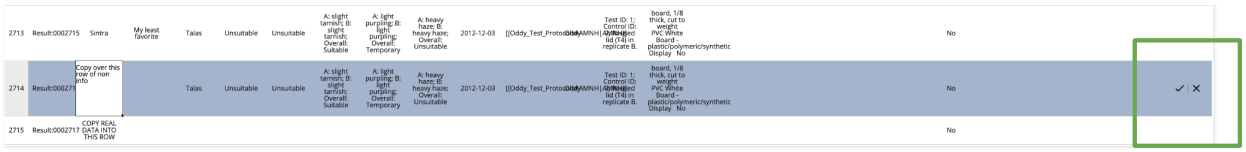
	page	Material name	Supplier	And on…
2672	Result:0001554	Excel Free Foam, etc.	and on...	and on…
2673	Result:0000542	Unisono 215	and on...	and on…
2674	LEAVE BLANK!!	**Paste your results here**		



Editing Results

1. Make sure you are logged into your AIC-Wiki user account.

2. Starting on the TABLE VIEW (SIMPLE) or CARD VIEW (SEARCH BUILDER) of the results table, Select the EDIT button at the upper left of table
3. Click into the cell that you want to edit and make the necessary changes.
4. Hit Tab, Enter/Return, or click into another cell.
5. Scroll to the right of the table. You will see a check mark '✓' and an 'X', outlined in green in the image below.



    a. Select the check mark if you are happy with your edits.
    b. Select the X to undo unwanted changes.
6. You can refresh the page to ensure that edits were saved. Changes are visible immediately on this edit page.
7. **Changes may take several hours to be visible on the public page.**

Quick Links

Test Results Edit page - you must be logged into make edits.
Simple or Table View
Card or Search Builder View
Oddy Test Protocols page
Materials Testing Results main page
Other instructions

APPENDIX A

Controlled vocabulary lists for the appropriate columns.

Test Result	Material types
Suitable	composite
Temporary	metal
Unsuitable	mineral
	plant-based (non-wood)
	protein-based

	synthetic/polymer
	wood/wood-based
	wax/oil/grease
	other

Test Result Description - Copper	Test Result Description - Silver	Test Result Description - Lead
Similar to control	Similar to control	Similar to control
Very slight red tarnish	Light white haze	Very slight darkening
Slight red tarnish	Heavy white haze	Slight darkening
Moderate red tarnish	Light orange haze	Moderate darkening
Extreme red tarnish	Heavy orange haze	Extreme darkening
Light haze	Very slight yellow tarnish	Blue tarnish
Rainbow tarnish	Slight yellow tarnish	Rainbow tarnish
Formation of up to 20 black spots	Very slight purple tarnish	Thin yellow/green compacted corrosion
Severe black tarnish	Slight purple tarnish	Thick yellow/green compacted corrosion
Heavy haze	Moderate purple tarnish	Thin orange compacted corrosion
	Extreme purple tarnish	Thick orange compacted corrosion
	Rainbow tarnish	Thin blue compacted corrosion
	Black tarnish	Thick blue compacted corrosion
		Thin white compacted corrosion
		Thick white compacted corrosion
		Diffuse fluffy white crystals
		Concentrated fluffy white crystals

Use Type	Color Hue, Shade
adhesive (film tape)	Beige
adhesive (solvent carrier)	Black
adhesive (water-based)	Blue
adhesive (two-part/reactive)- includes water-curing	Blue, light
adhesive (heat activated)	Blue, dark
adhesive or caulk (one-part moisture cure)	Blue/green
board (solid)	Brown
board (corrugated)	Brown/Grey

board (composite e.g. foamboard)	Green
coating (clear)	Green, light
coating (lubricant grease, oil, wax)	Green, dark
coating (pigmented paint & primer)	Grey
coating (protective; anti-UV, -abrasion, -tarnish)	Grey, light
coating (heat activated; powder coating)	Grey, dark
fabric (batting/padding)	Orange
fabric (display cloth)	Orange, light
fabric (book cloth)	Orange, dark
fastener (rivet, screw, etc.)	Pink
fiber or thread	Pink, light
filler (inorganic; fumed silica, salts)	Pink, dark
flooring (carpet)	Purple
flooring (board)	Purple, light
flooring (tile)	Red
foam (sheet, block, plank)	Red, dark
foam (building insulation)	Red/brown
foam sealant	Uncolored, clear or transparent
gasket	White
glove	White, Off-white or cream
graphics (e.g. ink)	White, natural or unbleached
paste/putty (non-paint filler or binder)	Yellow
sheet/membrane (flexible)	Yellow, light
sheet (stiff; cardstock)	Yellow, dark
sheet (protective; with silica gel, zeolites)	Yellow/Orange