**BIO PHOTOSHOP**

**BLACK AND WHITE NEGATIVE ARCHIVE**

**INVENTORY OF HOLDINGS**

**June 2019**

Over the years, BIO Photoshop personnel maintained a careful record of all the photographic work done for Institute staff. This included shooting, developing and printing. Job number, date, name of client, a brief description of the job and film size were recorded by hand in logbooks. All negatives were placed in envelopes, labeled with job number and stored sequentially in filing cabinets. These are stored in the Photoshop Archive Room, along with the colour side archive, on the Ground Floor of the Strickland Building (ST-G13) under the purview of Kelly Bentham.

These negatives cover the time period from October 1963, when the Photoshop was created soon after BIO opened, to November 2004 when the transition to digital photography was completed. There are almost 9,000 job entries over this 41-year period, each having from one to over 100 individual negatives. This extensive collection of negatives includes copy work as well photos of staff, facilities, major events, equipment and field programs.

All the logbook data have now been entered, in chronological sequence, into an Excel spreadsheet (Negative File June 2019) which is now available for use on the BIO-OA website. This file provides a fascinating glimpse into the evolution of BIO activities during the early years. Anyone wishing to examine this valuable collection of negatives can begin by exploring this Excel spreadsheet which can be searched by key words (e.g. date, name, subject). Then, arrangements can be made with Kelly Bentham to pull the negatives of interest from the filing cabinets. These can be examined on a nearby light table in the Photoshop. Negatives cannot be removed from the Photoshop but can be scanned on site. There are no copyright issues in using these images.

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