Lithics – Record Entry Guide

If the item cannot be reliably attributed to the Faversham area, DO NOT record it in this catalogue.

Do this as fully as possible, but if a bit of information is unknown, enter N/K (not known) in pencil and if an entry is not relevant, enter N/A (not applicable) e.g. stray finds will only have a Grid Reference so for all of the site data enter N/R (no record). With an HER (Historic Environment Records) entry or published account, however, the description may say the item is from an excavation but not give sitecode, context etc so enter N/K for these.

1. **Source**

   Gives Excavation / Stray finds / Field walking / Other (specify). Circle or write in as appropriate.

2. **Where is the item currently archived**

   Where is the item being stored? E.g. FSARG archive or British Museum. If possible, give address and archive box details. If returned to owner, say so and give name and address if possible.

2. **National grid reference (NGR)**

   To as many points as possible (6 max for each), although some for stray finds may be very limited. State which OS sheet is in use – for our area it will be TR usually but TQ for the western part. Grid references for all FSARG excavations can be found at the beginning of the lithics catalogue folder. HER records always have NGRs, although these are sometimes not very specific.

3. **Depth**

   In centimeters. Give a range of possibilities e.g. 30-60 cm. You will have to look up context depths in the records (context records and reports). For surface finds, enter into the database as 0 and 0.

4. **Site name/ address/ site code/pit or trench/ context**

   This row is really for items from excavations, although it may be possible to give an address for stray finds in gardens. **Site name** is general text e.g. Almshouses. **Address** is road etc. **Site code** is capital letters and date e.g. HSX06. **Pit or trench** are numbers (for FSARG) or letters e.g. A for specific excavations within the overall project area. **Context** is a number for that pit or trench.

5. **Simple name**

   The attached descriptions sheet gives a list of possible types, some more general than others. It is best to do the written description BEFORE you enter the name. At the end of your careful scrutiny of the item, construction of a

description and drawing, the 'type name' e.g. blade, scraper, axe, will almost certainly be obvious.

6. Stone type

Almost always flint in our area, but there are other possibilities e.g. chert, obsidian, even greenstone, so write this in.

7. Written description

Especially to begin with, I suggest that you write a list in rough of the important features and then weave this into a fluent little description. Working in a pair for this is very helpful. The attached descriptions sheet gives guidelines.

8. Dimensions

Maximum length, breadth, and thickness in mm and weight in grams. Use digital calipers.

9. Sketch

Firstly, don't duplicate existing ones. If one has been done for the FSARG Small Finds, cross refer to it in the sketch box. If one has been done for a publication, scan the publication and attach to the Lithics Record sheet.

If you do have to draw, do your best but keep it simple. Try to show the important 'lines' of the object. Cortex is usually shown as a stippled area (tiny dots). Important ones for publication will be drawn properly later, so don't worry too much.

10. Condition

Mention patina and other discoloration.

11. Completeness

Describe breaks carefully, estimate proportion missing.

12. Dates

DO NOT use terms such as Bronze Age in this section (although they are fine in the written description). Also, DO NOT use terms such as 19th century: we must have actual year dates here.

a) **Typological dates** i.e. based on the form of the item.

These will almost certainly be given in texts as, for example, Upper *Palaeolithic* or *Mousterian* or Bronze *Age* or *Mesolithic.* In the Lithics folder are date sheets, based on those used by the HER. Use these to get a date

boundaries – the start date is the earliest and end date is the latest for the appropriate period or culture.

b) Associated Pottery dates

This is an attempt to give some context and is only possible for items for recorded excavations. If the item came from a sealed, stratified deposit, then only those that are Neolithic or later will have associated pottery. If the item is 'residual' (has been shifted around over the years) then the dominant pottery in that context could be anything.

Find the dominant pottery group for FSARG finds by going to the *Potchron* folder for the appropriate project. Look up the appropriate pit and context, and look down the column to find the category which is the **biggest by weight** e.g. post medieval. The category list for pottery contains date boundaries e.g. for post med AD1550 to AD1800. **Enter the first of these as the earliest date and the second as the latest date.**

Watch point: The HSX (Hunt The Saxons) Potchron contains sheets using our earlier pottery dates and the one we use now (at the end). **Use the later ones.**

13. Specialist report

We may well ask Geoff Halliwell to look at some of these. For the time being, however, leave this section blank – we'll enter as we send things off.

14. Data entry

The database is based directly on the paper record, so it is just a matter of transferring the information. Once in digital form, we can manipulate the catalogue in many ways. For example, we can extract and map all Mesolithic finds, or we can examine the relationship between maximum length and width over time. This latter may seem obscure but some people spend lifetimes on this kind of activity, and with a database it only takes a moment to explore.