



## NOTES ON COMPLETING FIELDWALKING RECORDING DOCUMENTS

### Fieldwalking Field Record Form

This form is designed to be completed in the field during fieldwalking. Most of the details should be completed at the time of the field walk or as soon as possible thereafter.

**REMEMBER:** To fully understand the results of a fieldwalking survey, it is important to note in the field any constraints which may influence the data collection.

Fill out a Fieldwalking Field Record Form for every field walked. Include:

- Details on where the field is, including a grid reference.
- Notes on weather, topography, geology etc.
- What type of fieldwalking survey was carried out
- Who was present
- A sketch map showing important details including field boundaries, area walked, location of first traverse/grid etc.

It is essential that a reasonable map be drawn so that the field can be subsequently identified from this record and that a clear indication is given of the location of the first traverse and stint or grid and the direction in which the field was walked.

Compliment the Fieldwalking Field Record Form with photographs illustrating the nature of the survey and the ground conditions.

### Fieldwalking Analysis Sheet

This form is used to record all relevant finds from the field and is designed for use after the field walk has been completed and all finds washed. Two forms are provided, one with standardised list of finds categories and one blank.

Finds are plotted by traverse and stint. The form provided columns for up to 40 traverses and each page can record three stints. It will usually be the case that the standard form should be used, which provides a general range of categories. Two extra blank rows are included within this form which can be used as necessary to record finds which do not fall within the more general categories or where it is required to distinguish particular types of finds.

In some cases, it may be useful to record additional information about the finds, in which case appropriate notes should be made on the form and a separate catalogue created.

An additional blank form is available if more specialised analysis is required, or where a large quantity of finds from one category are made which can be usefully subdivided. For instance, building material may need to be divided by material type (bricks, roof tiles etc.), or pottery of a particular period may need to be divided by ware/fabric.

### Fieldwalking Layout Sheet

This form is used to plot individual find categories by period. Plotting finds by traverse and stint across the grid will create a simple distribution map. Three forms are provided, one with traverses going left to right, one with traverses going right to left and one blank.

**REMEMBER:** Analysis Sheets and Layout Sheets are simple methods for rapidly assessing material recovered from fieldwalking and for identifying potential sites in studied area. They **DO NOT** provide geographical or topographical context for the discoveries. To do this, data must be plotted on a map, or series of maps.