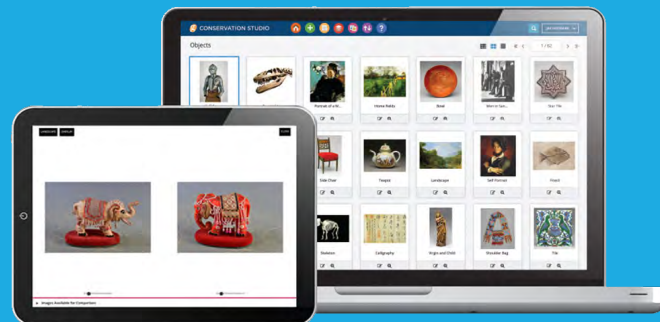


IMPLEMENTING TMS CONSERVATION STUDIO

HOW TO GO DIGITAL WITH CONSERVATION DOCUMENTATION





IMPLEMENTING TMS CONSERVATION STUDIO HOW TO GO DIGITAL WITH CONSERVATION DOCUMENTATION

Designed by and for museum conservators, **TMS Conservation Studio** supports and streamlines your institution's conservation workflows. Encompassing the full range of conservation activities, this easy-to-use application is compatible with tablets and laptops, allowing for accelerated documentation, surveys, and condition reporting.

Part of the **TMS Suite**, TMS Conservation Studio brings functionality to your TMS collections management system to unlock tools that support your conservation needs.

Your conservation information is fully accessible, searchable, and private until you are ready to share it with colleagues.

With Gallery Systems' team of experienced museum and software professionals at your side, you'll have all the training, software configuration, and implementation support you need for success.

Learn how to implement TMS Conservation Studio in this guide.

STEP ONE

REVIEW TECHNOLOGY PREREQUISITES

To install TMS Conservation Studio, you must first ensure that your institution can meet the IT prerequisites. These requirements depend on several factors—including your number of object and media assets, how much server space you require, and other IT-related variables—and whether you plan to manage the software yourself on premise or use Gallery Systems' reliable and cost-effective **Managed Hosting** solution to meet all your technology infrastructure needs.

Reach out to our account team if you have questions about your institution's IT prerequisites.

PROJECT MANAGEMENT

Throughout your implementation, Gallery Systems provides project management services and support. Our experienced team oversees every step of the scheduling, installation, and configuration of TMS Conservation Studio.

NEED HELP?

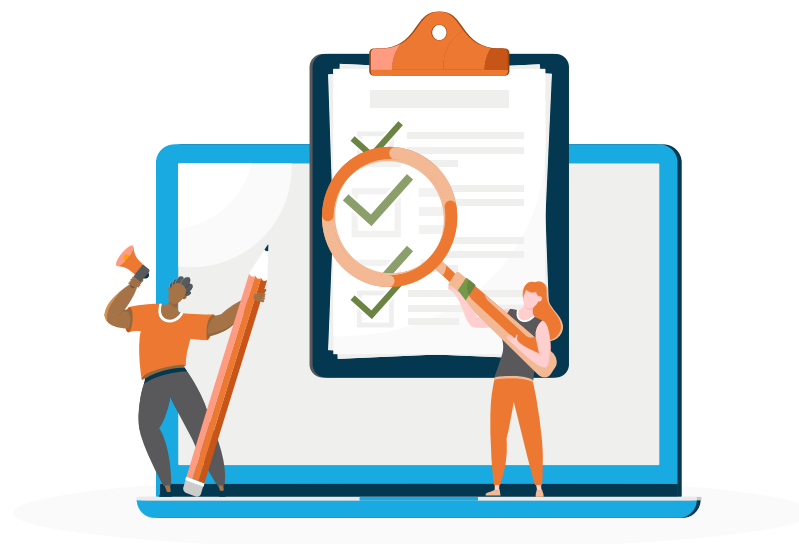
ESSENTIAL

STEP TWO

TMS CONSERVATION STUDIO TEST INSTALLATION, DISCOVERY, AND CONFIGURATION

Prior to installing TMS Conservation Studio for live use, a test installation is required to support staff training and to test workflow-specific configurations. Gallery Systems Managed Hosting implementations include a test installation.

TMS Conservation Studio will be configured to support your own conservation activities. In the discovery phase of your project, Gallery Systems will lead you through these configurations. Since configurations can be altered and updated as your needs evolve, they can be applied and modified at any time.



During these initial sessions with Gallery Systems, you do not need to define all the areas that require configuration.

STEP THREE

TMS CONSERVATION STUDIO USER TRAINING

During this instructor-led training, you will learn how to use TMS Conservation Studio to meet your institution's needs as defined in the discovery phase. The software's functionality, navigation, and configurability will be fully explored, allowing attendees to achieve proficiency with every feature.

During your sessions, you may wish to include scenario-based training for different activity roles. For instance, some users could be trained in system administration while others focus on the end user experience.

REPORT BUILDING AND MUCH MORE

Tailor TMS Conservation Studio to your institution's specific requirements with Gallery Systems' **configuration services**. These services cover a wide range of configurations, including personalized conservation reports, data entry forms, screen views, and other standard modifications to help you get started with TMS Conservation Studio quickly and efficiently.



STEP FOUR

TMS CONSERVATION STUDIO INSTALLATION

Begin the final installation process by scheduling when you will stop data entry in your legacy system, otherwise known as “freezing” your data. This step ensures that your data remains consistent during the final migration to TMS Conservation Studio.

During the final installation, we will help you import custom input screens and views created during the test installation and training phase, and then finish modifying TMS Conservation Studio to meet your needs. After this step, you can make future configurations independently of Gallery Systems.



Congratulations! You are now ready to use TMS Conservation Studio and digitize your conservation workflows.



SAFELY ACCESS YOUR CONSERVATION INFORMATION FROM ANYWHERE

Streamline your TMS Conservation Studio implementation by entrusting your IT services and hardware maintenance to Gallery Systems. Through our [Managed Hosting](#) services, we ensure your database remains secure on our servers, remotely accessible to authorized staff members, and updated to the latest software versions, while saving you money by eliminating your need to purchase additional IT hardware. Log in with a web browser to safely view, modify, and export your TMS Conservation Studio data from anywhere.

NEED HELP?

INTERESTED IN LEARNING MORE?

Implementing TMS Conservation Studio is the starting point in streamlining your institution's conservations workflows and documentation practices.

Reach out to the Gallery Systems team to know more about TMS Conservation Studio and the implementation process. We look forward to discussing your conservation needs with you and your colleagues.

