

Example Context Record Sheet



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The **site code** consists of 3 letters from the name of the settlement followed by a forward slash and the last two digits of the year.

Each test pit is assigned a **number**.

Each 10cm layer dug is a **context** i.e. context 2 should be 10-20cm.

Use this **checklist** to ensure the sheet is fully completed.

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Context Record Sheet

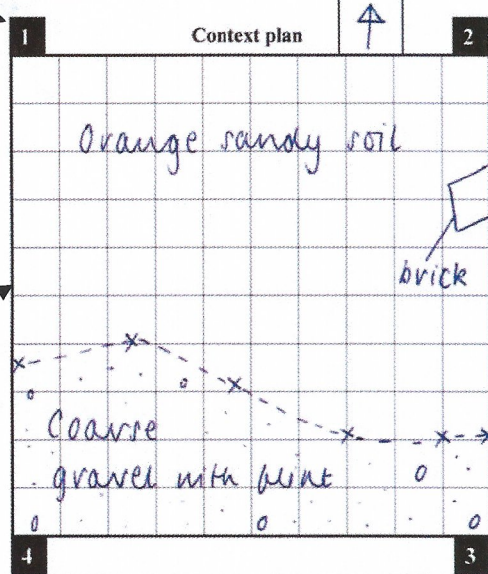
Site code: **ASH/11** Test Pit number: **3** Context number: **2**

Context recorded by: **JOE BLOGGS**

1. What depth is the surface of the top of this context at the four corners of your test pit (numbered in black boxes below)?
1 10cm 2 10cm 3 11cm 4 9cm

2. Make a measured, labelled plan of this context in the gridded square below (1 cm on paper = 10 cm in pit)

3. Draw an arrow here pointing in the direction of North on your plan:



4. Describe what you've drawn on the plan, adding any notes which help explain what you have shown on your plan:
Orange sandy soil in the North two-thirds of the test pit. A brick in the section (22-32cm) between corners 2 & 3. Coarser gravel with flint nodules in the Southern third of the test pit.

Task	Tick when completed
Photograph top of layer before starting to dig it	<input checked="" type="checkbox"/>
Draw plan of top of context before starting to dig it	<input checked="" type="checkbox"/>
Dig context, sieve spoil, keep and record finds (record percentage sieved)	100 %
Clean finds and place in clearly labelled finds tray to dry with labeled bag	<input checked="" type="checkbox"/>
Fill in all of this Context Record Sheet	<input checked="" type="checkbox"/>

5. Complete the boxes below to show what (apart from finds) was in this context (write non-listed inclusions into blank row if necessary):

	Present y/n	Percent- age?	Particle size (tick each box that applies)			
Stone	Y	% 45	Flecks	<input checked="" type="checkbox"/> Small	Med	<input checked="" type="checkbox"/> Large
Sand	Y	% 5	Flecks	<input checked="" type="checkbox"/> Small	Med	<input checked="" type="checkbox"/> Large
Soil	Y	% 75	Flecks	<input checked="" type="checkbox"/> Small	<input checked="" type="checkbox"/> Med	<input checked="" type="checkbox"/> Large
Clay	N	% 0	Flecks	<input type="checkbox"/> Small	<input type="checkbox"/> Med	<input type="checkbox"/> Large
Charcoal	N	% 0	Flecks	<input type="checkbox"/> Small	<input type="checkbox"/> Med	<input type="checkbox"/> Large
		%	Flecks	<input type="checkbox"/> Small	<input type="checkbox"/> Med	<input type="checkbox"/> Large
		%	Flecks	<input type="checkbox"/> Small	<input type="checkbox"/> Med	<input type="checkbox"/> Large

6. What colour was this context?:
**sandy soil = 6
gravel = 5**

7. List the finds from this context. For each find, say what it is (or what it looks like) and what date it is (if you know).

- Rusty square-headed nails (~5cm long) x 3
- Blue & white willow-pattern pottery sherds x 5 (inc. one rim)
- Animal tooth - grazer large = sheep? cow?
- Green glass marble large

Continued on back pages? yes/no

Fill in the left-hand side of the record sheet **BEFORE** you start digging (Steps 5 & 6 of the Step-by-Step Guide)

Fill in the **RIGHT** hand side of the record sheet **AFTER** you finish digging (Step 15 of the Step-by-Step Guide)

Elaborate about your context plan (colours, textures, materials, measurements, features, finds) to ensure it is clear what you have drawn.

Give an **objective description** (colour, size, material, condition) of each of your finds with additional notes on possible use or dates.

Number each corner of the test-pit 1-4 and record the depth of each from the **top** of the test-pit.

Draw as much detail as you can see from the **top** of your context. See Step 6 of the Step-by-Step Guide.

Note the presence/absence, percentage and particle size of your **soil** to note differences with depth.

Use the **colour chart** on p6 (Step 15) in the Step-by-Step Guide.