

Reviews

MARY ELIZABETH RUWELL and BRENDA BEASLEY KEPLEY, *Editors*

Microcartography: Applications for Archives and Libraries. Edited by Larry Cruse, with the assistance of Sylvia B. Warren. Western Association of Map Libraries Occasional Paper No. 6. Santa Cruz, CA: Western Association of Map Libraries, 1981, 200 pp. \$20. Paper.

Although textual records and rare books have been microfilmed by archives and libraries for some 40 years, it is only recently that these institutions have begun to microfilm separate series and collections of maps. Characteristics inherent to maps, such as large format, color coding, irregular size, and scale, combined with limitations of photographic equipment and film, formerly hindered the production of suitable microfilm images of maps and related cartographic records. Furthermore, published articles devoted to the subject have been limited and difficult to locate, forcing each map curator interested in establishing a map microfilm program to literally devise his or her own program independently. The appearance of Larry Cruse's *Microcar-*

tography, therefore, is a most welcome addition to the literature: it not only reveals that many of the basic problems in microfilming maps have been solved but it also provides for the first time a useful reference work in a single volume.

Microcartography consists of a collection of 14 papers by cartographers, venders, and curators, 10 of which were prepared for a conference devoted to map microfilming at the University of California, San Diego, 6-7 October 1977; the remaining papers were solicited or collected for this publication. Although the term *Microcartography* is defined by the editor to include all cartographic materials (maps, data sets, remote sensing imagery, and supporting texts) reproduced on all film formats and types, 13 of the papers focus on the photographic reduction of paper maps. Most of these are case studies that generally provide detailed descriptions and evaluations of specific cartographic microfilming programs in operation in 1977 at two commercial map microfilming services, three mapping agencies, and six libraries and ar-

chives. Film formats discussed include 16mm cassettes, 35mm roll and aperture, microfiche, and 105mm. Of special note are separate papers by Gilles Langelier and Charles Taylor describing similar 105mm map microfilm systems at the Public Archives of Canada and the National Archives of the United States.

Complementing these case studies are articles on the efforts of the National Micrographics Association Committee on Map Microfilming to establish a national standard for microfilming cartographic materials and a description of a 70mm microfilm camera. Readers should be cautioned, however, that because of the great time lag between the original presentation of these papers and their publication, some of the technical data and other information is no longer current: 70mm format film, for example, is no longer the standard for microfilming maps in U.S. Government agencies, and neither the U.S. Geological Survey nor the U.S. National Oceanic and Atmospheric Administration use 70mm for topographic maps and nautical charts. Moreover, new color film such as Cibachrome may solve the problem of recording color-coded maps.

Although the individual papers do not always agree on particular film formats or filming techniques, this publication should smooth the way for archivists and curators contemplating a map microfilm program. While it is not the definitive work on map microfilming, it is an important first step and a significant contribution to the literature.

RALPH E. EHRENBURG
Library of Congress

Archives & Manuscripts: Maps and Architectural Drawings. By Ralph E. Ehrenberg. Society of American Archivists Basic Manual Series II. Chicago:

Society of American Archivists, 1982. Illustrations, glossary, list of conservation and storage supplies and suppliers, bibliography. 64 pp. \$5.00 SAA members, \$7.00 non-members. Paper.

Maps and architectural drawings, like other special format materials, have long been considered the domain of the specialist who dealt with them in an esoteric manner and who was privy to some secret wisdom. For both archivists and librarians, maps and architectural drawings have been those large, cumbersome pieces of paper that just don't seem to be able to be fitted into the normal scheme of things. Librarians have had Mary Larsgaard's *Map Librarianship: An Introduction* (1978) for a few years, though this was geared for the beginning map librarian rather than for the general librarian who sometimes dealt with maps (not that it couldn't be helpful to anyone dealing with maps, I hasten to add). Now we have Ralph Ehrenberg's *Archives & Manuscripts: Maps and Architectural Drawings*, part of the Society of American Archivists' Basic Manual Series, designed to give "the word" on maps and architectural drawings.

Under the broad heads of accession and appraisal, arrangement, description, conservation, storage, and reference and access, Ralph Ehrenberg clearly elaborates procedures for handling maps (by which he means all cartographic materials including aerial photographs, field notes, and terrain sketches) and architectural drawings (by which he means any design and construction drawings and records) in the archival setting. He carefully defines and describes both classes of materials, presupposing little or no prior exposure to them. The manual is illustrated with examples of the forms used by a variety of institutions to control cartographic and architectural items. Anyone with even rudimentary archival experience

will be able to relate the discussion of the treatment of these different formats to standard archival practice even where the features of aesthetic and artifactual value, scale, form/medium, and color add new dimensions. Conservation and storage of large sheets may be an area new to many and Ehrenberg gives sound and detailed advice. I feel the section on reference and access is too brief, but perhaps such an expansion does properly belong in a more advanced manual. The work concludes with a brief glossary of terms from cartography and architecture, a selected list of conservation and storage supplies and suppliers, and a selected bibliography. This is an unsurpassed beginner's manual, sure to stand the test of time, and belongs in every archival collection for that day when those strange big sheets come in.

J. B. POST

Free Library of Philadelphia

Rare Books and Manuscript Thefts: A Security System for Librarians, Booksellers, and Collectors. By John H. Jenkins. New York: Antiquarian Booksellers' Association of America, 1982. Paper. No charge.

We all know alarming tales of thefts of books and manuscripts. We all read the flood of catalogues from dealers that list constantly increasing prices. These catalogues make us realize that our libraries are filled with books of constantly increasing value. We are all aware that the wealth of our collections should be better protected: many libraries have instituted safety precautions and, one hopes, are better protected than they were a few years ago.

The main purpose of this work is to call our attention to the absolute need to list all known stolen items. Archivists and librarians truly will be remiss if they ignore the contents of this invaluable

publication. For the first time a computerized listing is available and all stolen materials can be listed easily, thereby warning all dealers and purchasers of the thefts. (Our thanks are due *American Book Prices Current* for this favor.) If desired, the institution need not be named in the printout.

Kenneth Rendell published an excellent article in *Manuscripts* describing his reaction to some items that were offered to him. They had been stolen, and the owning institution was ignorant of the theft. Had these items been listed, the thief could have been apprehended.

Each owning institution now faces the bitter decision: how to provide a comprehensive listing of all items. Books, maps, prints, and manuscripts can be marked. For today's huge masses of manuscripts, however, even the marking of them poses a formidable problem: who can afford the time lost in stamping, or writing on, each item? Which institution could possibly microfilm all of its holdings? Most of us have limited help and find it difficult to take on any additional job. If an item is stolen, and if it bears no marking, a specific, detailed description may be needed. And, who among us can afford such a listing? These are essential problems and they must be answered. Without a comprehensive list we cannot say, with truth, just what may have been stolen.

It is up to us—archivists and librarians—to do our share of the work. We must determine better methods of safety and make more complete inventories of all of our holdings. Some form of identification must be placed on every book and manuscript. And, once something is found wanting, immediate notification must be made to BAM-BAM, A.B.A.A. National Headquarters, and Terry Belanger. These locations for notification of a theft are published, with telephone numbers, in this pamphlet.

For a repository that has not yet tightened its security, this publication would be of incomparable value. Elements of security systems are described, as are the types of thieves to watch for, directions of what to do after an item is reported missing, and action to take when a thief is apprehended; the recovery of books and how to avoid purchasing stolen items are also discussed. Archivists and manuscript librarians should familiarize themselves with the paragraphs on the marking of books and manuscripts.

All archivists, manuscript librarians, collectors, dealers, and librarians should make this publication required reading for staff members. It should be kept on hand for ready reference. And, we should use this information.

Anyone who wishes a copy of this pamphlet may request it from the Antiquarian Booksellers' Association of America, Inc., 50 Rockefeller Plaza, New York, NY 10020.

MURPHY D. SMITH
American Philosophical Society

Protecting Your Collection: A Handbook, Survey, & Guide for the Security of Rare Books, Manuscripts, Archives, & Works of Art. By Slade Richard Gandert. Library and Archival Security, Volume 4. Edited by Peter Gellatly. New York: The Haworth Press, Inc., 1982, \$19.95. Cloth.

It is a truism to say that readers should never judge books by their covers—or their titles. Yet it is always useful to keep this old maxim in mind when reviewing recent publications on security in archives, libraries, and museums. Far too many of these books have titles that promise more than the volumes actually deliver. Slade Richard Gandert's *Protecting Your Collection* is an example of such a book. Subtitled "a handbook, survey and guide for the security of rare

books, manuscripts, archives and works of art," the volume fits none of these descriptions.

Gandert's book is, for the most part, a collection of anecdotal stories about museum, archives, and library thefts that were reported in major newspapers and professional publications. The prose is mildly sensational and relies heavily on block quotations. In the chapters devoted to security procedures, Gandert briefly summarizes the recommendations of other, more sophisticated and specialized books on security. Archivists familiar with the recent professional literature on archival security will find nothing new in *Protecting Your Collection*.

The failure of this volume to address the complicated professional issues concerning archival security should not surprise archivists. Gandert is not an archivist and has no understanding of even basic archival procedures. His volume is a reminder that the answers to the problems of archival security will not be found in books written by security experts. Archival security is a basic archival activity and answers to archival security issues must come from within the archival profession.

TIMOTHY WALCH
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The Applicability of UNISIST Guidelines and ISO International Standards to Archives Administration and Records Management: A RAMP Study. Prepared by James B. Rhoads for the General Information Programme and UNISIST. Paris: UNESCO, 1981, vi, 95 pp. Bibliography, appendixes. Paper.

This study, prepared by James B. Rhoads under contract with the International Council on Archives (ICA), is intended to indicate the degree to which guidelines developed by UNESCO's Universal System for Information in

Science and Technology (UNISIST) and standards promulgated by the International Organization for Standardization (ISO) are applicable to the information-handling functions of archivists and records managers. All of these guidelines and standards were published before the end of 1980. The author also points to areas within the archival community that are in need of such normative documents and sets forth priorities for the further development of the Records and Archives Management Program (RAMP). Since the purpose of RAMP is to promote the improvement of archives administration and records management on both the national and international levels, it is clear that the author addresses himself to a wide audience.

The study contains three main sections. The first section covers guidelines and standards on matters of concern to both archives administration and records management. The second and third sections deal with records management and archives guidelines and standards, respectively.

The scope of investigation is broad. The section on archives and records management treats policy, staffing and education, reprography, publications, standards development and evaluation, and terminology. For records management, there are guidelines and standards for records creation, maintenance and use, and disposal. The guidelines and standards for archives administration include those for appraisal and accessioning, security and preservation, arrangement and description, reference services, and educational and cultural programs. In all, 125 documents are examined.

Of particular importance are the recommendations made at UNESCO's Bari Conference (1979) that give priorities for the development of guidelines and standards. In addition, the author's own evaluation of the

degree of applicability of the UNISIST and ISO publications are of special value. For those who would find the meticulous reporting of each item too involved, there is a table in Appendix One that designates which documents are fully or partially applicable to records programs, as well as those that are irrelevant. This is an excellent reference that can save precious research time.

Underlying the technical tone of this study is the author's concern for continued improvement of records programs and his commitment to embracing interregional and international programs alike. All too often, archivists and records managers fail to consider their operations as part of an international network of information preservation and exchange. This study is most important because it focuses on this issue. Moreover, the author extracts a great deal of information from the scientific and technological fields—areas generally considered to be irrelevant to the archival community. Again, a significant contribution has been made in alerting records administrators to the importance of looking to all fields of information systems in their records maintenance functions.

In light of the significance of this work, it is unfortunate that the main sections are encumbered with repetitions. Although this repetitiousness can be attributed to the technical format of the study, the sheer number of documents involved makes reading difficult and thus detracts from the effectiveness of the presentation. In the aggregate, however, this represents an important contribution and should serve as a valuable reference tool for the archival community.

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Documentacion y documentos. By Vicenta Cortés Alonso. Madrid: Ministerio de Cultura, Dirección general de Bellas Artes, Archivos y Bibliotecas, 1980. 77 pp., ill. ***Archivos de España y América — Materiales para un manual.*** By Vicenta Cortés Alonso. Madrid: Editorial de la Universidad Complutense, 1979, 382 pp.

Vicenta Cortés Alonso is well known to American scholars for her pioneering efforts in making the Archivo General de Indias in Seville, with its rich fondos of Hispano-Americana and Californiana, more accessible. Since her work there and her subsequent transfer to the central Subdirección General de Archivos of the Ministerio de Cultura in Madrid, she has worked energetically for the improvement of Spain's archives, archival education, and international archives in general. She has taught in all of the major programs in Spain, offered workshops for Latin American archivists, and has worked with UNESCO, the International Congress of Archivists, and the FID (i.e. International Federation for Documentation) in furthering archival science under the guise of "documentation." She is no stranger to the United States, but has held positions as a consultant at the University of Texas and at the Library of Congress. During her frequent trips she has been a guest speaker at several U.S. universities—most recently in the University of Maryland's archives education program. Her own rigorous training and considerable experience, and her insights born of such expertise, make whatever she writes worthwhile reading.

Now archivists can consult these two titles for easy access to a coherent set of essays touching all aspects of our profession. The first, although published separately, is really an extended essay containing 45 pages, 124 notes, and a bibliography of classified readings about

concepts and history, sources for further information, principles of organization, and services. Rather than rehash old dichotomies between archival and library science, she attempts to distinguish between information science (*ciencia información*), computer science (*informática*), and documentation (*documentación*). Both libraries and archives can fit into the latter category when intellectual accessibility is dependent upon or at least tied to physical retrieval. The former two areas are far more concerned with information storage and retrieval, using some automation (*mechanización*) as the key process. Documentation may use information and computer science for its own ends, as it does surrogation in restoring to abstracting (*resumen*) and other methods of aggregation in description, arrangement, and retrieval.

Cortés carefully introduces the concept of documentation, explains variance in the international terminology, and shows how the concept has changed in recent years. She attacks the definition of document etymologically (i.e., the Latin *docere*, to teach), and discusses traditional classification of documents by types, such as the intellectual distinction between book and document (rather than merely a physical typology), underlying our distinctions between archives and libraries. Her heuristic theory about documentation rests upon the tripartite classification of all sources as primary, secondary, and tertiary—with the archivist's concern, of course, directed to the first of these. Thus in a rare books library, if the books themselves are primary documents, the distinctions between a library and an archives become blurred; one has a printed archives of a particular physical dimension. It is no accident therefore that archivists in Spain, for example, must "catalog" incunabula as well as describe other forms

of documents. Cortés discusses archival description as a method, not for uniform description, but compatible format for accessibility, each type of description being grounded on the physical characteristics and methods of production of the original documents. Ultimately, she pleads for the integration of documentation, hence archives, in the whole information process; its sphere of activity and expertise, and consequently training needs, can be more clearly delineated by thinking of the archival profession as embracing the science of documentation.

The second title, published earlier, could just as well have included the first; the latter is really a collection of articles published elsewhere from 1974 to 1979. The book form has the advantage of placing the essays systematically into a manual, almost a handbook, divided into seven chapters that cover archival functions, types of archives, archives planning, activities or services, archival description, the professionalization of archivists, and the role of archivists in research. Appended is a statistical summary of the holdings of the Castilian Provincial Archives (Catalonia, Aragon, and Valencia are unfortunately slighted—indeed, they are omitted, which contradicts the scope of a title such as *Archives of Spain*), as well as a select bibliography of guides to these archives. Likewise, one would have liked the National Archives, as well as the provinces of Galicia and Basque territory, to have been included to make the book's implied national scope a reality. Instead one has a scope circumscribed by Cortés's personal experience, i.e., focusing largely on the southern provincial archives and, by extension, on Latin America. Herein, perhaps, is the rationale for the subtitle, "Materials for a manual," since clearly this book does not in itself constitute a national manual or guide for the Archives of Spain.

The readings, so fundamental, are treated from a perspective distinct from the American tradition and its somewhat perverse resemblance to its continental heritage. As pointed out by the author, the Latin American, Spanish, and Italian archival traditions are modeled much more after the Vatican than the Prussian state archives, and the Hispano-Roman tradition is far more continuous, older, and expensive than its Anglo-American counterpart. Cortés's humor is apparent, as in the first chapter on archival functions, wherein she offers the reader a Johnsonian type of definition from a 1974 dictionary, defining archives as "a bureaucratic cemetery where sometimes one goes to look for the impulses, grumblings, and objections of administrators." From then on, she roots her arguments about archives firmly in the human experience: the result is something much more readable than Schellenberg (who is quoted liberally). It is also refreshing to see the five cardinal archival processes discussed under different rubrics and to realize that there are alternatives to Kathryn Brand designs for registers and inventories. Moreover, Cortés provides ample illustrations of descriptions of varied materials, many far more historic than anything kept in or described by American depositories. i.e., bulls, briefs, seals, "*varios*" or miscellanies, chapter notes, visitations, registers, property inventories, correspondence, accounts, consultations, and receipts. Case studies are included of the colonial archives of Columbia and the ecclesiastical archives from Bogota. Perhaps the greatest value of this book, however, lies in the information for researchers who rely on Hispanic documentation for their work; it presents the background for the history of Spanish archives, discusses the rationale of their organization and their approaches to description, and outlines

aspirations for their future. Hence, the chapter on "Archivists and Research" is, I think, the most important. If nothing else, American archivists can read there about the training and competency examinations for Spanish archivists and feel somewhat embarrassed about our own lack of standards and discipline. The Spanish have the standards and discipline, even if they lack the fiscal resources to care for their documents accumulated over centuries. The book makes interesting reading for comparison, and our profession cannot help but be improved by eradication of the American provincialism and almost exclusive reading of professional literature in English. I heartily recommend these works by Vicenta Cortés Alonso to all those willing to look at archives through a different pair of spectacles.

LAWRENCE J. MCCRANK
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Ebla — An Empire Rediscovered. By Paolo Matthiae. Christopher Holme, trans. New York: Doubleday & Company, Inc., 1981. 240 pp. Illustrations, photographs, index, bibliography. \$14.95. *The Archives of Ebla.* By Giovanni Pettinato. Afterword by Mitchell Dahood. New York: Doubleday & Company, Inc., 1981. xvii, 347 pp. Illustrations, indexes, bibliography. \$15.95.

While digging at Tell-Mardikh, Syria, in 1975, an Italian archaeological mission discovered the royal palace archives of the lost empire of Ebla, dating to the third millennium B.C. Approximately 20,000 clay tablets, fragments, and chips have since been recovered from the archives proper and other palace rooms. The collection, by far the largest for such an early date, consists primarily of receipts, ration lists, and other economic texts, but also includes historical, com-

mercial, literary, and lexical texts. Paolo Matthiae, head of the archaeological mission, and Giovanni Pettinato, an epigrapher who made the first translations of the tablets, have each offered accounts of the discovery.

Their books, which first appeared in Italian, are dissimilar and disputative and are part of a heated academic debate. They disagree by centuries on the date of the archives (pre-2500 B.C. versus 2250 B.C.); they disagree about what the archives reveals about Eblaite life; and they even disagree on whether the archive tablets were stored obverse or reverse to the wall. Their most significant disagreement, however, is whether or not there is a linguistic and religious tradition linking Ebla with the Hebrews of the Old Testament. Pettinato believes so, and his early translations evoked sensational press coverage of tablets with references to Biblical personal and place names. Pettinato's translations are hotly disputed by many scholars and, in the Middle Eastern context, are politically sensitive. In 1978 Pettinato was removed (or resigned) as epigrapher to the expedition and translation of the texts was put into the hands of an international committee chaired by a scholar unsympathetic to his work. Concern over restriction of access to the archives has arisen since then.

Pettinato's book focuses entirely on the discovery and nature of the tablets, a defense of his translation, and what the texts tell us about Eblaite life. He offers numerous transliterations, translations, charts, and drawings. An extensive afterword by Mitchell Dahood, under whom Pettinato studied at the Rome Pontifical Biblical Institute, argues further the case for strong linguistic ties between Eblaite and Hebrew. Pettinato mutes some of his more dramatic earlier claims and does not even cite the tablet that had purportedly mentioned Sodom and Gomorrah.

Matthiae addresses these issues from his perspective, using more archaeological evidence with the paleographic. Partly for this reason, his is the better description of the tablets as an archival system. Matthiae, no doubt happy to deflect attention from the controversial archives, also discusses excavations at earlier and later levels.

Despite their differences, both authors present a common picture of a surprisingly sophisticated records system. There were an archives proper for permanently valuable records, administrative operations within the palace with their own records for current business, a variety of specialized storage furnishings, tablets specialized by shape and size according to type of text, instructional material for training scribes, and a well developed filing system. The findings are consistent with less ancient Mesopotamian archives and are most notable for their antiquity and for their site on the periphery of the Mesopotamian civilization.

Neither book is light reading; the authors range over Eblaite and Amorite prenominal suffixes or discuss glyptics in the Mature Old Syrian Period. These are not tales of discovery and intrigue in the grand style, and few who are not Assyriologists will follow the linguistic arguments. Fortunately, excellent chapter and sub-chapter headings in both books assist the selective reader and make sections on archival practice accessible. Considerable related literature on Ebla is available, the most useful for popular reading being Chaim Bermant and Michael Weitzman, *Ebla: A Revelation in Archeology*.

DAVID A. HORROCKS
Gerald R. Ford Library

Bibliographies in American History, 1942-1978. Compiled by Henry P. Beers. Woodbridge, Conn. Research Publications, Inc., 1982. 2 Volumes, Index. Cloth.

Once again, Henry Putney Beers has compiled an extremely useful reference work. This one is a supplement to his *Bibliographies in American History* (1942). The supplement comprises 11,784 citations to pertinent publications dated 1943 to 1978, as well as a few earlier ones omitted from the 1942 compilation.

This 765-page, two-volume supplement contains a helpful name and subject index which, along with the table of contents, helps users to find the publications relating to their specific interests. The supplement's table of contents is quite similar to the one in the 1942 compilation but it includes some changes. It drops the old chapter headings "Colonial Period, Revolution, and Confederation," "Diplomatic History," and "The United States." "Published Works" and "Archives and Manuscripts" are the two new chapter headings. Thus, archivists and manuscript librarians will find the supplement highly useful.

The table of contents also reflects new research trends and interests. "Ethnicity, Immigration, Minorities" replaces the old chapter heading "Races." New chapter subheadings include "motion pictures," "petroleum," "conservation and environment," and "women."

Although the supplement is highly valuable, it does have some weaknesses. Like its 1942 predecessor, the supplement is unannotated except for some short statements of content after certain entries. Also, some current research trends such as quantitative history receive little coverage. Finally, though all bibliographies are immediately out of date, the supplement, with a 1982 copyright, is even more so because it includes only pre-1979 publications.

Nevertheless, this supplement, like its predecessor, will no doubt take its permanent place on the reference shelves in the various learned institutions throughout the United States and elsewhere.

DALE E. FLOYD

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BRIEFLY NOTED

The following are notices and brief reviews of recent publications. Unsigned notes are by the Reviews editors.

Michael Cook, Archivist of the University of Liverpool and formerly director of the archival institute in Accra, has prepared *Archives and the Computer* (Woburn, Mass.: Butterworths, 1980. 152 pp. Notes, glossary, bibliography, and directory of archival systems. \$34.95), a text on archival automation for archivists without experience in computer applications and for students who plan to enter the profession. Like the seminars conducted by the Committee on Automation, International Council on Archives, the book seems directed principally to archivists in developing nations; nevertheless, the book has general utility for archivists because we have much to learn about the dynamic developments in computer technology and applications.

Cook's book deals in detail with archival applications for machine-readable records, records management, administration, and the production of finding aids. It omits references to automated research, and the coverage of word processing and text retrieval is minimal. Cook manages to explain the techniques of input, processing, and output with unusual clarity. All archivists should find his analyses of major systems—PROSPEC, NARS A-1, SPINDEX, SELGEM, STAIRS,

PARADIGM, MISTRAL and ARCAIC—especially useful. The glossary and bibliography are adequate for a primer. While the book is designed to provide self-instruction, I doubt that it can replace classroom and on-the-job training.

Readers will be pleased to note that Cook consulted such members of our Society as Frank Burke, Maynard Brichford, Charles Dollar, Harold Naugler, and Hugh Taylor. [MEYER H. FISHBEIN]

Available from the Division of the General Information Programme of UNESCO is a *Directory of Audio-Visual Materials For Use in Records Management and Archives Administration Training*, compiled by Brenda White. Prepared under contract with the International Council on Archives (ICA), the *Directory* is intended to assist information specialists, particularly those involved in education and training, in locating and obtaining audio-visual material for training purposes. It was compiled from a comprehensive examination of printed sources and a worldwide postal questionnaire survey. The entries are arranged in alphabetical order by country and include the following elements: title, publisher/producer, distributor, form, country of origin, language, year of production, running time, color or black and white, supplementary materials (such as handouts), price, availability, restrictions on use, and summary of contents. Copies are available from Division of the General Information Programme, UNESCO, 7 Place de Fontenoy, 75700 Paris, France.

Recently published by the Texas A&M University Press is *Oil in West Texas and New Mexico: A Pictorial History of the Permian Basin*, by Walter Rundell, Jr. The work contains 271 illustrations and

photographs gathered from numerous archives and museums with collections rich in the history of the Southwest. The work describes the growth of the Permian Basin from a subsistence ranching economy to one of the wealthiest regions in the nation and traces the development of the petroleum industry and the story of its people. Rundell's text provides historical perspective and colorful anecdotes to show the significance and underline the drama of the pictures. *Oil in West Texas and New Mexico* is available for \$24.50 from the Texas A&M University Press, Drawer C, College Station, Texas 77843.

The University of Massachusetts Library announces the publication of *The Horace Mann Bond Papers, 1830 (1926-1972) 1979; A Guide* by Barbara S. Meloni, Rita Norton, and Katherine Emerson. Horace Mann Bond (1904-72) was an educator, sociologist, scholar, and author; he was an administrator at a number of historically black colleges and was the president of Fort Valley (Ga.) State College, 1939-45, and of Lincoln University (Pa.), 1945-57. He did extensive research in the factors affecting intelligence, intellectual achievement, and testing in these areas and was deeply involved in relations with various countries of Africa (partly through the alumni of Lincoln University, who held prominent positions in the newly independent African states). The 102 feet of papers include personal and professional correspondence, administrative and teaching records, research data, writings, and Bond family papers, especially those of Bond's father, James Bond (1863-1929), an early civil rights worker in Kentucky. The arrangement and description of the papers was made possible through a grant from the National Historical Publications and Records Commission. Copies of the *Guide* are available to

scholars and repositories with interests in the areas of Bond's concerns, by request to: Archives and Manuscripts, Library, University of Massachusetts, Amherst, MA 01003.

Published in a recent issue of *The Midwestern Archivist* (Volume VI, number 2, 1982) are the proceedings of the National Conference on Regional Archival Networks, held in Madison, Wisconsin, 14-17 July 1981. The Conference was sponsored by the Midwest Archives Conference, the State Historical Society of Wisconsin, and the University of Wisconsin System Archives Council; it was funded in part by the Research Programs Division of the National Endowment for the Humanities. Published in this issue are the results of a survey of archival networks, as well as edited papers on the following topics: manuscript collecting and archival networks; local public records and archival networks; how network centers can stimulate greater use of archives; federal, state, and urban archival networks; computer-based library networks; and networks in the 1980s. The issue concludes with a selected bibliography on regional archival and library networks. The price for single copies of the issue is \$4.75 plus 50¢ for postage and handling. They may be ordered from the Midwest Archives Conference, Room 19, Library, 1408 W. Gregory Drive, University of Illinois, Urbana, IL 61801.

Two reference works relating to the conservation of rare books have recently been published by the Library of Congress. *Bookbinding and the Conservation of Books: A Dictionary of Descriptive Terminology*, by Matt T. Roberts and Don Etherington, examines the meaning and usage of many terms, expressions, and names pertinent to the field of bookbinding and conservation.

It provides a history of the craft of bookbinding, a description of the materials used, and information about many notable binders. The book is enhanced by color plates of endpapers and rare bindings, more than 50 line drawings, and a selected bibliography of conservation literature. *Bookbinding and the Conservation of Books* is available for \$27 hardbound from the Superintendent of Documents, U.S. Government Printing Office, Washington, DC 20402 (Stock No. 030-000-00126-5). A related work from the Library of Congress is *Boxes for the Protection of Rare Books: Their Design and Construction*, compiled and illustrated by Margaret R. Brown, with the assistance of Don Etherington and Linda K. Ogden. This work is for sale for \$18 from the Superintendent of Documents, U.S. Government Printing Office, Washington, DC 20402 (Stock No. 030-000-001-249).

The Classification and Cataloging of Pictures and Slides by Stanford J. Green (Denver: Little Books and Co., 1982. 118 pp. Index. Paper.) presents a cataloguing system for photographic materials. The main sections within the system are:

- 000 Color Slides Pictorial
- 100 Nature
- 200 Nature in the Wild
- 300 Photo Travel
- 400 Pictorial Journalism
- 500 Stereo
- 600 Motion Pictures
- 700 Techniques

This classification scheme may be most helpful for a diverse collection because the categories are large and generalized, then minutely subdivided. The number scheme attempts to create parallel numbers that will act as cross-references, although this is not always consistent. The nature categories seem to dominate the book, but the publica-

tion is being revised to include additional categories of commercial and industrial as well as medical and scientific material.

The Philadelphia Museum of Art has published an *Inventory*. Based on a similar publication completed several years ago by the Detroit Institute of Art, the *Inventory* has an attractive format that concisely describes the administrative records of the Museum. The compilation was supported by a grant award by the National Endowment for the Humanities; several in-house guides were also prepared including those for the Fiske-Kimball papers and the George Grey Barnard papers. A copy of the *Inventory* is available for \$2.00 from the Philadelphia Museum of Art, P.O. Box 7646, Philadelphia, PA 19101 (Attention: Archivist).

The Guide to Albert Schweitzer Collections in the United States, edited by Antje B. Lemke and Haidee W. Flinders, lists more than 50 collections of original materials pertaining to Albert Schweitzer. It includes institutions and private individuals, the information having been compiled from questionnaires. Interestingly, queries in the *New York Times* Book Review section and the Society of American Archivists' *Newsletter* were especially helpful. The publication is available from the Albert Schweitzer Fellowship, 866 United Nations Plaza, New York, NY 10017.

News Photograph Collections: A Survey of Newspaper Practices and Archival Strategies by Judith Felsten is the result of a project originated in 1980 and funded by the National Publications and Records Commission. The study capably surveyed 17 news photograph collections and developed considerations for their handling. Although news photograph collections vary in scope

and arrangement, they have the same kind of negatives, prints, filing supplies, and storage equipment, and they also share the same long-term preservation problems. Preservation, access, and legal considerations are fairly extensively discussed. The author concludes with two sets of recommendations—one for newspaper photo departments and libraries and another for archives and libraries. The report is available through the American Newspaper Publishers Association by writing to: Yvonne Egerston, ANPA Library, P.O. Box 17407, Dulles International Airport, Washington, DC 20041.

The *City of Portland, Oregon Archives Guide* by Liisa Fagerlund includes listings and administrative histories for 35 bureaus and offices of the city government (record groups) and thereunder descriptions with arrangement, volume, and dates for functional divisions (series). An extensive name and subject index follows. The guide, partially funded by the National Historical Publications and Records Commission, uses the SPINDEX computer program developed by the National Archives and Records Service. It is a cousin of the guide to the Philadelphia city records, although not as extensive, and has the added appeal of nicely chosen maps and photographs. For more information on the *Guide*, contact the Portland Archives and Records Center (503) 248-4631.

SELECTED LIST OF RECENT PUBLICATIONS

A Guide to Manuscript Diaries and Journals in the Special Collections Department, Rutgers University. Compiled by Donald A. Sinclair. New Brunswick, N.J.: Rutgers University Press, 1980. 94 pp. Index. \$6. Paper.

A Moral Response to Industrialism: The Lectures of Reverend Cook in Lynn, Massachusetts. By John T. Cumbler. Albany: State University of New York Press, 1982. vii, 160 pp. Notes, selective bibliography, index. \$9.95. Paper. \$30.50. Cloth.

Archives and Manuscripts in the Rockefeller Archive Center. North Tarrytown, New York: Rockefeller Archive Center, 1982. 53 pp. Index. Free. Paper.

Bibliography of Place-Name Literature: United States and Canada. Third Edition. By Richard B. Sealock, Margaret M. Sealock, and Margaret S. Powell. Chicago: American Library Association, 1982. xii, 435 pp. Author and place name index. \$30. Cloth.

Books, Pamphlets and Broad-sides Printed or Published in New Jersey 1801-1819, Not Recorded in Shaw and Shoemaker's American Bibliography. Compiled by George C. Rockefeller. Edited by Donald A. Sinclair. New Brunswick, N.J.: Rutgers University Press, 1980. 38 pp. Index. \$5. Paper.

Cowgirls: Women of the American West. An oral history by Teresa Jordan. Garden City, N.Y.: Anchor Press, 1982. xxxi, 301 pp. Index. \$19.95. Cloth.

Ethnic Recordings in America: A Neglected Heritage. American Folklife Center. Washington, D.C.: Library of Congress, 1982. Illustrations, index. xiii, 269 pp. \$13. Cloth. (GPO Stock No. 030-001-00098-2)

Family Time & Industrial Time: The Relationship Between Family and Work in a New England Industrial Community. By Tamara K. Hareven. Cambridge: Cambridge University Press, 1982. xviii, 474 pp. Appendixes, notes, references, index. \$17.95. Paper. \$49.50. Cloth.

- Federal Land Series: A Calendar of Archival Materials on the Land Patents Issued by the United States Government, with Subject, Tract, and Name Indexes.* Volume 4, Part 1: Grants in the Virginia Military District of Ohio. By Clifford Neal Smith. Chicago: American Library Association, 1982. xx, 396 pp. Name index. \$35. Cloth.
- Guide to County and Municipal Records on Microfilm in The Pennsylvania State Archives.* Compiled and edited by Nancy L. P. Fortna and Frank M. Suran. Harrisburg: Pennsylvania Historical and Museum Commission, 1982. 50 pp. \$4.95 plus \$1.00 handling. Paper.
- Guide to Reference Books.* Ninth edition, second supplement. Edited by Eugene P. Sheehy. Chicago: American Library Association, 1982. viii, 244 pp. Index. \$15. Paper.
- Inventaire des bâtiments construits entre 1919 et 1959 dans le vieux Montréal et les quartiers Saint-Georges et Saint-André/ Inventory of Buildings Constructed Between 1919 and 1959 in Old Montreal and Saint-Georges and Saint-André Wards.* Research by Robert Lemire. Monique Trépanier, manuscript coordinator and photographer. National Historic Parks and Sites Branch, Parks Canada, Environment Canada, 1981. 2 volumes, 329 pp. Paper.
- Journals of the House of Representatives of Massachusetts 1775.* Volume LI, Part I. Boston: Massachusetts Historical Society, 1982. xvi, 301 pp. Index. Cloth.
- New Jersey in the American Revolution: A Bibliography of Historical Fiction from 1784.* By Oral S. Coad. Edited by Donald A. Sinclair. 2nd edition. New Brunswick, N.J.: Rutgers University Press, 1980. 57 pages. Index. \$5. Paper.
- Saxe & Bill: The Commins-Faulkner Archives, From the Brosaky Collection.* By Louis Daniel Brodsky and Thomas M. Verich. Exhibition Catalogue. University, Mississippi: The John Davis Williams Library, University of Mississippi, 1982. 20 pp. \$4. Paper.
- "The Austin Clarke Collection." Compiled by Charlotte Stewart. *Library Research News*, Vol. 6, no. 1, Spring 1982. Hamilton, Ontario: Mills Memorial Library, McMaster University. 69 pp. Paper.
- The Colonial Records of the State of Georgia: Original Papers, Correspondence to the Trustees, James Oglethorpe, and Others. 1732-1735.* Volume 20. Edited by Kenneth Coleman and Milton Ready. Athens, Ga.: The University of Georgia Press, 1982. x, 520 pp. Notes, index. \$25. Cloth.
- The Embattled Confederacy.* Volume III of *The Images of War, 1861-1865*. Edited by William C. Davis. Garden City, N.Y.: Doubleday & Company, Inc., 1982. 464 pp. Illustrations, index. \$39.95. Cloth.
- The First Colonists: Documents on the Planting of the First English Settlements in North America, 1584-1590.* Edited with an introduction by David B. Quinn and Alison M. Quinn. Raleigh, N.C.: North Carolina Department of Cultural Resources, Division of Archives and History, 1982. xxv, 199 pp. Index. \$5.00 plus \$1.00 postage. Paper.
- The Papers of Daniel Webster. Correspondence, Volume 5, 1840-1843.* Edited by Harold D. Moser. Hanover, N.H.: University Press of New England, 1982. xxix, 588 pp. Index, notes. Cloth.
- The Past in Focus: Photography & British Columbia, 1858-1914.* Edited by Joan M. Schwartz. *BC Studies*, 52

(Winter 1981-82). Vancouver, B.C.: The University of British Columbia. 175 pp. Glossary of terms. Special issue available for \$6.00 from *BC Studies*, The University of British Columbia, 2021 West Mall, Vancouver,

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Who's Who in Library and Information Services. Joel M. Lee, Editor in Chief. Chicago: American Library Association, 1982. xiv, 560 pp. \$150. Cloth.



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