

Reviews

BRENDA BEASLEY KEPLEY and SARA L. STONE, *Editors*

Archives & Manuscripts: Conservation. By Mary Lynn Ritzenthaler. SAA Basic Manual Series. Chicago: Society of American Archivists, 1983. Illustrations, glossary, bibliography, list of conservation organizations. 144 pp. \$7.00 SAA members. \$9.00 non-members. Paper.

Conservation Survey Manual. By George M. Cunha, Howard P. Lowell, and Robert E. Schnare, Jr. New York: New York Library Association (Section on the Management of Information Resources and Technology), 1982. Illustrations, bibliography, sources of supplies. 64 pp. \$7.95. Paper.

The latest addition to the SAA Basic Manual Series was written as part of the SAA Basic Conservation Program and is a thorough, current, and well-written compilation of information and recommendations concerning all aspects of conservation for archives. Unlike much of the existing body of literature, it is directed at archivists and manuscript curators rather than librarians and more specifically addresses their needs and problems.

Ritzenthaler's introduction sets the tone for the entire manual: "Conservation is a management function, and archivists and manuscript curators, as custodians of historical records of enduring value, have primary responsibility for the preservation of collections under their charge." Throughout the book emphasis is placed on the importance of administrative support for conservation and its place in all functions and activities of the archives.

The first two chapters define conservation as encompassing examination, preservation, and restoration and discuss the philosophies of reversibility of treatment, compatibility of problem and solution, restoration decisions, and documentation of all treatment. Chapters three and four explore the nature of various archival materials, their inherent faults, and causes of their deterioration. Chapter five is a set of recommendations for creating within the institution an environment that will eliminate or minimize many of those endangering conditions; and further recommendations concerning equipment, supplies, and procedures for

storage and handling are given in chapter six.

Chapter seven is one of the most important as it concerns the integration of conservation into all activities involved in archival administration. Conservation is seen as basic to the goal of preservation of collections and should ideally be mandated from the highest level and filter through to every institutional function. The implementation of the conservation program and the self-study prerequisite to establishing needs and priorities for the program are discussed in chapters eight and nine. Such matters as budget limitations, staff capabilities, and the importance of adapting recommendations to the needs of the individual repository are considered.

Descriptions, history of developments, and advisability of several conservation treatments comprise chapter ten. Most of the procedures could be performed in-house by archives staff with some training and experience. The author cautions, however, against the performance of any work that could constitute a risk to an item, either because of limited staff capability or because the procedure is so sophisticated that it should be undertaken only by a skilled professional. Setting up a workshop is the subject of the final chapter, which includes recommendations for equipment, supplies, tools, housekeeping, and security.

There are nine appendixes in the book, each providing a specific, detailed body of information indispensable for conservation work. These include a glossary; a comprehensive and very current bibliography; and lists of regional conservation centers, conservation organizations, funding sources, and supplies and equipment with their suppliers. Appendix B is especially helpful as it contains complete instructions for the performance of several basic conserva-

tion procedures, accompanied by simple, illustrative drawings.

This manual brings together current and comprehensive information about conservation for archives, with recommendations and guidelines for implementing programs, in a well-organized and convenient manner. The table of contents is quite useful, and the illustrations complement the text. The book should be helpful to archivists who have no experience in conservation as well as to those who have had some training, and it will be a valuable reference addition to the professional literature collection in any archives or manuscript repository.

The *Conservation Survey Manual* is a compilation of three previously published articles, each concerning the conducting of in-house conservation surveys that can and should be undertaken by repositories to establish the needs of their buildings and collections. Cunha's article is a short discussion, with recommended questions, of what institutions can do to survey their needs. Lowell's longer paper, originally written as a plan for the Colorado State Library, is a more comprehensive manual that emphasizes the importance of conservation programs, gives recommendations for their implementation, includes a detailed questionnaire for survey use, and concludes with several appendixes of useful information. Schnare, taking the administrative point of view, describes the massive problem of deteriorating book collections and the administrative responsibility for action against it. His recommendations include planning in all library departments, revised weeding programs, and relocation of the most fragile items into a separate collection where they can be given special care.

The authors all have experience in this area and write with authority. Together, the articles provide encouragement for

examining one's institution and act almost as a workbook for actually performing the necessary survey. The questions in the Cunha and Lowell articles cover aspects of the building, collections, and staff that might be so familiar that they would be overlooked without the survey form; and though the supply lists and bibliographies are somewhat repetitive, they are different enough to be mutually helpful.

PATRICIA SCOLLARD PAINTER
Wayne State University

Museum, Archives, and Library Security. Edited by Lawrence J. Fennelly. Boston: Butterworth Publishers, Inc., 1983. Illustrations, bibliography, index. xvi, 891 pp. \$55. Cloth.

Despite its title, this volume does not directly address the security problems of libraries and archives. Indeed, the index contains only five specific references to these topics, and the great bulk of the discussion focuses on the needs and problems of very large public museums. Some of these concerns, such as the transportation of art objects and the management of large guard forces, are well outside the interests of most archivists. Nonetheless, new ideas and information are here in sufficient quantity to make this a useful reference tool for the archivist who needs to go beyond Timothy Walch's brief but excellent manual in the SAA Basic Manual Series and the short list of works dealing directly with archival security.

Perhaps of greatest value to archivists is the institution-wide perspective of most of the thirty chapters. The twenty-three authors include security directors for seven major museums (ranging from the Louvre in Paris to the Harvard University museums and galleries) and a host of other experts in security and related fields. Evaluating security for an

entire institution—rather than for a single unit, such as the archives—is essential in aspects such as disaster planning, administration of security forces, crisis communications, and physical security.

In most instances, security for archival collections will require adequate institutional safeguards as well as careful archival procedures, including supervision of researchers and sufficient control over collections. Although the latter subject is virtually ignored in this volume, the better essays do provide a theoretical and conceptual framework for thinking about security and, thus, will prepare archivists to participate in formulating institution-wide security programs.

The value of careful planning to prevent security problems is a major theme underlying many of the diverse chapters. This is especially evident in relation to discussion of fire and other disasters, for, as one author puts it, "Good planning can prevent an emergency from turning into a disaster and a disaster from turning into a tragedy." The institutional security survey, conducted to inspect and evaluate existing conditions, is a basic planning tool, and several essays contain descriptions of survey methodology. The concept of risk assessment, another important planning tool, also is discussed.

In addition to helping readers to think more effectively about security, this book presents a wealth of technical information. In some cases the information is raw and nearly undigestible, as in the forty-three page discussion of intrusion detection systems, which includes a fourteen-page glossary of terms. More often, however, the information is useful to even the non-expert. Among the items of potential value to archivists are a seventy-page bibliography, a concise statement of guidelines and stan-

dards for physical security, a model fine arts insurance policy, a list of emergency supplies and equipment, a handout instructing Harvard University employees on emergency procedures for libraries, a set of technical standards for detection and alarm systems for the National Park Service, and a readable discussion of fire hazards and the range of available prevention and reaction options.

Modern museum security, as depicted in this book, is a fascinating mixture of high technology, systems analysis and evaluation, good administration and personnel management, and common sense and good luck. Ultrasound, infrared, and microwave technologies—more familiar to us in their medical, military, and home appliance applications—are now available to cope with the rising tide of security problems. At the same time, perennial issues such as internal staff security and the dangers of overhead pipes remain to test our judgment and our patience. This book reminds us that providing secure housing for the historical records which we hold in trust is an essential aspect of our professional mission. It also gives us tools with which to tackle that job.

JOHN A. FLECKNER
Smithsonian Institution

Women Religious History Sources: A Guide to Repositories in the United States. Edited by Evangeline Thomas, C.S.J. New York: R.R. Bowker Co., 1983. Biographical register, index. xxvii, 329 pp. \$65. Cloth.

The women's movement of recent decades has produced an increasing number of publications detailing the contributions of women to the development of United States history. Andrea Hinding's *Women's History Sources* (R.R. Bowker, 1979) provides an excellent guide to the archives and manu-

scripts that can be the basis for such publications. A more specialized interest in the contributions of women religious to this history has given rise to such works as Janet Wilson James, *Women in American Religion* (University of Pennsylvania Press, 1980); Rosemary Radford Ruether and Rosemary Skinner Keller, *Women and Religion in America* (Harper and Row, 1981); and *The Nun in the Nineteenth Century* (Arno, 1978). With the appearance of *Women Religious History Sources*, an invaluable source book is now available to the researcher of archival and manuscript repositories of women religious in the United States.

Women Religious History Sources, under the sponsorship of the Leadership Conference of Women Religious (LCWR), was made possible by grants from the National Historical Publications and Records Commission and the National Endowment for the Humanities. Initiated in 1975 at the National Assembly of LCWR in Milwaukee, Wisconsin, the project came under the direction of Sr. Evangeline Thomas, C.S.J., Ph.D., of Salina, Kansas. The survey represents research by professionally trained historians and archivists of the voluminous collections covering more than two centuries of holdings.

In preparation for the production of this guide, six archival training workshops were conducted in 1977-78 by nationally recognized archivists in several cities throughout the country. As a result of these workshops, many religious congregations became aware of the need to formalize their archival programs through the appointment of trained archivists and through appropriate preservation and retrieval methods. Information for the book was solicited by a questionnaire mailed to each congregation, with a telephone follow-up for revision and editing. Personal visits

were made in 1979 to forty repositories by seven field personnel. Repositories eventually selected for inclusion in *Women Religious History Sources* were those of "any congregation/community of vowed women religious who had maintained a continuity over many years in the manuscript and archival collections that document their corporate and individual contributions to Church and American Society."

This resource book is divided into several convenient sections: (1) an introductory section including the history and methodology of the project; a section on how to use the book, for the information of the research scholar; abbreviations for orders of women religious; and a glossary of terms from "abbess" to "zucchetto," for the assistance of users unfamiliar with the distinctions in terminology; (2) the major section of the book, listing 569 entries alphabetically by state and by city within the state (each entry includes the name, official initials, denomination, and address of the religious congregation and archives); a brief history of the congregation and dates and size of archival holdings, location of documents and identification of the language in which they are written, and varied data, including references to other directories; (3) a selected bibliography of historical writings about women religious communities and a table of founding dates for communities in the United States; (4) a biographical register of foundresses and major superiors; and (5) an index with references to entry numbers in the main body of the source book.

Generally, *Women Religious History Sources* fills a long awaited need and does so with scholarship and care. According to the editor, however, "Since this archives project is the first of its kind, there is some unevenness in the entry descriptions," due primarily to in-

sufficient information submitted. In certain instances, faulty editing accounts for omissions and inaccuracies.

An outstanding feature of this guide is that it is interfaith in scope. Though the greater number of the 569 entries represents the collections of Roman Catholic congregations in the United States, the volume also contains data on the repositories of the Episcopal, Orthodox, Lutheran, and Mennonite churches, as well as those of Methodist deaconesses.

One of the many strengths of this volume is the listing of archival holdings indicating the wide variety of ministries in which women religious in the United States have been involved through the centuries. A long-held misconception that such works were confined almost exclusively to education is corrected here by reference to records embracing many other fields, notably those of health care and foreign and domestic missionary work. The survey of repositories of contemplative nuns adds a new dimension to the sources of spirituality, which is of increasing interest in our time.

Researchers of the religious, political, social, cultural, and ethnic history of the United States will find invaluable documents in the archives listed in this source book, many of which have been hitherto unknown or unavailable to scholars.

MARY ELLEN GLEASON, S.C.
Sisters of Charity of Saint Elizabeth

The Merrimack Valley Textile Museum: A Guide to the Manuscript Collections. Edited by Helena Wright. Inventories prepared by John B. Hopkins and Dorothy Truman. New York: Garland Publishing, Inc., 1983. 400 pp. \$150. Cloth.

The manuscript collections of the Merrimack Valley Textile Museum contain a wealth of information documenting the growth of the American textile industry.

Helena Wright's guide to the collections is a clear and well organized volume that will be invaluable to economic, social, and technological historians.

Wright and her assistants, John B. Hopkins and Dorothy Truman, are to be congratulated for the consistent pattern of arrangement for various types of information within every collection, making the location of comparable types of records much easier. This is well defined in the introduction to the guide, where a model inventory is reproduced. The authors have included concise company histories with introductory notes in which they define the nature of each collection. Whenever possible they have also included information about related materials in other manuscript collections.

As a museum textile curator, I wish that the authors of books like this would consider additional topics in developing their indexes. When I first received the book, I immediately turned to the index and looked up topics of current interest to me: hand weaving, printers, cylinder printing, calico, cretonne, satinet, patch, hosiery, clothing, costume, upholstery, lace, and net, for example. I was surprised to find no entries because I know that there are relevant materials in the collections of the Merrimack Valley Textile Museum. A pleasant hour spent studying the collection descriptions assured me that there is a wealth of material relevant to my various research interests but that I would not find it through the index or subject guides provided.

The guide is undoubtedly a thoroughly professional production, a book that will be useful to many people, particularly those who live and work a great distance from the museum and who wish to familiarize themselves with the museum's holdings before visiting the library. It will also serve as a useful index to business and manufacturing

history.

The text has been developed in a word processing format, which will permit additions as the collection grows. Let us hope it will also permit expansion of the index in some new subject areas.

JANE C. NYLANDER
Old Sturbridge Village

Information Filing and Finding. By Pat F. Booth and M.L. South. Guilford, Surrey, England: ELM Publications, 1982. Bibliographies, index. xviii, 300 pp. 7.9£

British authors Pat Booth and M.L. South have written a book about information storage and retrieval. They use very simple terminology and examples as well as extremely sophisticated concepts to develop their theme. "Information filing and finding" is simply another way of saying "information storage and retrieval," and automation is just another way of doing something that has been done for a long time. Yet, those of us who work in archives and records management are not always so sanguine about the subject of automation.

Perhaps one of the most important aspects of this book is its authors' efforts to define a set of terms within "the context of *information retrieval*." Thus, "information" becomes "precise, usable facts"; "documents," the physical artifacts that contain such facts; "document listings," reference tools that lead to the documents themselves; a "file" or "index," a searchable arrangement of either documents or document listings, or a combination of the two; "information retrieval," the organizational and processing technique for searching out and finding information; "filing systems," techniques for preserving order and facilitating easy information retrieval; and "classification systems," essential reduction processes that correlate like groups of information

into filing systems. What is interesting about these definitions is how neatly they seem to tie into current archival arguments about arrangement and description, finding aid systems, and automation. For example, the authors note that classification systems should represent subjects, not the information sought about them (which sounds remarkably like some archivists' arguments in favor of description based on provenance rather than content analysis). Elsewhere, the authors state that the inventory or "the representation file can be said to be the key to the collection . . . to give a multiplicity of access points or approaches" in conjunction with the system of arrangement (a statement reminiscent of Richard Berner's arguments for an integrated finding aid system, in which the inventory is the key to the system).

Max Evans, in his recent evaluation of the Midwest States Archives Guide Project, wrote that an individual archives "has its own legitimate reasons to develop its own subject access systems." Authors Booth and South essentially concur: "for the great majority of smaller, more specialised collections . . . whose materials are related to their own very individual environments—in terms of subject content, physical form, and points of access—there remains a need for descriptions to be prepared within the organizations themselves." Even so, on both sides of the Atlantic, there is also a clear call for standardization of description. Authors Booth and South point out that "it is clearly necessary that descriptions are prepared according to an agreed standard," while David Bearman, on this side of the Atlantic, is developing a data dictionary (a standardized terminology for data elements) for archivists.

The authors conclude their discussion with a review of the various kinds of in-

dex languages, which are part of this process of standardizing the terminology of both manual and automated systems. Index languages may be natural, artificial, precoordinate, or postcoordinate; they range from general to special and published to homemade. Any index language has certain desirable features: it must be capable of representing subject documents, and it must be accurate, sufficiently detailed, updatable, and adequately documented to make it easy to use correctly.

The authors note that classification schemes for index languages often depend on common sense, when following existing theory and principles would take less time and would produce index languages with greater long-term validity. There is another message here for archivists as well, for we too have theories and principles which, if carried through to the concept of automation, would create good, workable systems in less time and produce systems with greater long-term validity.

The logical step of having organized and indexed all this information is retrieval. Information retrieval is achieved by searching either the documents themselves or the finding aids—the key to those documents. Regardless of the media or format of the finding aids, each must contain all the information necessary to perform the search and to permit quick access to the desired information. Finding aids should also enable users to search more than one entry at once, and enable more than one user to work at a given time. If finding aids are machine readable (whether microforms or computerized media), their output must be legible, easy to handle and retrieve, reproducible, compatible with other files, of an adequate size for the records that they will describe through time, updatable, physically secure, easy to maintain, of archival

quality, and of reasonable cost. All finding aids should accommodate the optimum search strategy—the shortest route to the information that yields the greatest useful output.

Once in place, all retrieval systems should be evaluated, although no change should ever be made precipitously. The authors point out that indicators of problems with information retrieval systems are low success rates (especially when the information is known to exist), low use rates, extensive search times, and descriptions that do not necessarily indicate the true utility of the document. Evaluations should be based on user satisfaction and on some sort of cost-benefits analysis that answers at least two questions: (1) does the system satisfy its users and their requirements at a reasonable cost? and (2) does it offer any additional benefits at the same or at an acceptably higher cost?

Authors Booth and South are writing for a broad audience. As archivists confronting automation, we have good reason to place ourselves in that audience. Their discussion touches on some of the questions we are currently asking among ourselves as we approach automation and as we evaluate our existing manual information retrieval systems.

JULIA NIEBUHR EULENBERG
Battelle Seattle Research Center

Atlas of the Lewis and Clark Expedition: The Journals of the Lewis and Clark Expedition. Volume I. Edited by Gary E. Moulton. Lincoln, Neb.: University of Nebraska Press, 1983. Maps, index, 188 pp. \$100. Cloth.

Gary Moulton's introduction to this atlas is an excellent historiographical essay on the cartographic records of the Lewis and Clark expedition, which sought a northwest passage to the

Pacific Ocean. In the essay Moulton discusses maps available, maps used, and maps created by Lewis and Clark and provides current place-names for the names used by the explorers. The essay is divided into nine sections corresponding to the arrangement of the maps reproduced. The chronological arrangement of the discussion and the maps provides a sense of the reality of the expedition itself. From "Preliminary maps" to "Postexpeditionary maps," with sections on "Conjectural and Composite Maps of the West" and "Sketches from Indian Information" along with route maps, the comprehensiveness of this essay is complete.

Most of the maps reproduced here are from the collections at Yale University and the Joslyn Art Museum in Omaha, Nebraska. They are reproduced on high-quality paper approved for durability and permanence and are very readable reproductions—something often difficult to accomplish with manuscript maps of 1800s vintage. The index maps created for this atlas are essential tools which make the atlas easier to use. In general, manuscript map sheets made in the field as preliminary maps often have no titles, no bearings, and no (currently) identifiable geographical place-names. This index arranges the manuscript map sheets in an order that allows the reader to trace the path of the explorers. To find maps covering the Snake River, for example, the index directs the readers to maps 72-75 and the reader does not have to search through the entire set of maps looking for the river, which is shown as the Lewis River on the maps themselves. As another unique feature the atlas provides north orientation for those maps that do not display such information. While other maps are to appear in future volumes of the journals, those published here furnish excellent coverage of the expedition. Many of them are published here for the first time.

The varying cartographic techniques utilized on these maps give a sense of the quality and development of cartographic techniques and skills during the years 1796–1814. The skills and techniques exhibited by Clark's maps elicit a greater appreciation for his contribution to this historic expedition. He was trained only by experience, and his expertise in map-making is made even more evident by the publication of this atlas.

The price of the atlas likely will make it accessible only in libraries, but the Lewis and Clark buff may want to make the investment. Aside from the lack of a bibliography to accompany the excellent notes, the only drawback I noticed came by accident. The cover did warp slightly when left inside my car for six hours on a cold day. The owner of the atlas should take care in handling.

JOHN A. DWYER

National Archives and Records Service

BRIEFLY NOTED

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

Twin Cities: A Pictorial History of Saint Paul and Minneapolis, by Lucile M. Kane and Alan Ominsky, has recently been published by the Minnesota Historical Society Press. From more than 50,000 images, the authors have selected more than 700 photographs as well as early maps, paintings, and other illustrations to illuminate the Twin Cities' story. Dating from 1851 to 1983, portraits, street scenes, candid shots of people, panoramas, and aerial shots—many never before published—trace the development of St. Paul and Minneapolis from the fur trade era to the present.

The volume is divided into seven chronological sections, each with an in-

troductory text. The eras begin with the River Towns and proceed through the Railroad Age, the Golden Age, Passage to the Twentieth Century, The Jazz Age, The Great Depression and World War II, and Metropolis. The book ends with an epilogue sketching elements of the visible past found in the Twin Cities today.

The photos, primarily from the vast collections of the Minnesota Historical Society, are arranged thematically, allowing readers to follow such recurring topics as business and commerce, social and cultural life, civic improvements, education, sports, and recreation throughout more than 140 years of the cities' growth.

The large-format volume is available from the Minnesota Historical Society, Order Department, 1500 Mississippi Street, St. Paul, MN 55101. The cost is \$27.50. Mail orders should include payment plus 6% sales tax and \$1.50 for handling.

The State Historical Society of Wisconsin has published *Social Action Collections at the State Historical Society of Wisconsin: A Guide*, by Menzi L. Behrnd-Klodt and Carolyn J. Mattern. The Social Action Collection was begun in 1964 to document the involvement of Wisconsinites in the southern civil rights movement. The scope grew to include civil rights collections of a national scope, as well as the archives of anti-war organizations and radical student groups. The guide has 158 pages and contains entries for 454 processed collections, a list of unprocessed collections, and name and subject indexes. It is available for \$12.00 from the State Historical Society of Wisconsin, Publications Order Dept., 816 State Street, Madison, WI 53706.

The Smithsonian Institution Press has published a revised edition of its *Guide to the Smithsonian Archives*, the third in a series of general guides to its holdings. Progress in the archives' program since publication of the last guide in 1978 can be measured not only by the increase in number of pages (from 298 to over 400), in entries (from 404 to 572), or in cubic feet of processed holdings (from 4,488 to 5,851), but also by the additional depth of many of the revised entries and by the broadened scope of the holdings. Whereas the 1978 guide was weighted heavily toward records of central administrative offices and science bureaus, the present volume reflects the archives' move into more of the Smithsonian's history and art bureaus. The guide includes sections on the administrative records of the Board of Regents, the Office of the Secretary, the United States National Museum, the National Museum of Natural History, the National Museum of History and Technology, the National Museum of American Art, the Smithsonian Astrophysical Observatory, the Cooper-Hewitt Museum, and the National Portrait Gallery. Among other Smithsonian bureaus covered are the Anacostia Neighborhood Museum, the Chesapeake Bay Center for Environmental Studies, the National Air and Space Museum, the National Zoological Park, the Smithsonian Tropical Research Institute, and the Woodrow Wilson International Center for Scholars. Also included are a section on the use of the Smithsonian Archives and three detailed indexes.

Each entry includes a brief administrative history of the office whose records are being described, the number of the collection, volume (in linear meters), a description of the collection's arrangement, and the availability of finding aids. Inquiries about the guide

should be made to the Smithsonian Institution Archives, Washington, DC 20560.

Northern Pacific Views: The Railroad Photography of F. Jay Haynes, 1876-1905, by Edward W. Nolan, has been published by the University of Washington Press. F. Jay Haynes (1853-1921) was known as the official photographer of the Northern Pacific Railway. From 1885 to 1905 he and his employees traveled the length of the railroad, from Minnesota to Montana, taking photographs for the railroad's use. They also took portrait and landscape views that were sold through nationally circulated mail-order catalogs. Haynes's prints and stereopticon cards publicized the railroad and the lands it served as well as his second major interest, Yellowstone National Park.

Northern Pacific Views includes a brief history of the Northern Pacific and a biographical sketch of Haynes, with most of the coverage given to photographs of railroad construction; structures, including depots, trestles, and bridges; motive power, such as locomotives and snow plows; the inaugural run of the North Coast Limited; cities and towns served by the Northern Pacific; and the last spike excursion in 1883.

The publication of this book coincides with the centenary of Northern Pacific's completion of its transcontinental line from St. Paul to Tacoma. The photographs were selected from 9,500 existing negatives from the Haynes Foundation Collection at the Montana Historical Society. The 212-page volume, with 210 duotone photographs, notes, bibliography, and index, is available for \$24.95 from the University of Washington Press, P.O. Box 85569, Seattle, WA 98145.

The Illinois State Archives has published *A Guide to County Records in the Illinois Regional Archives*, by Roy C. Turnbaugh, Jr. The volume is an important outcome of efforts begun in 1974 to develop an Illinois Regional Archival Depository system. Series descriptions are arranged into sixteen record groups, each group corresponding with a county office. An actual series title, such as Surveyor's Record, is followed by a list of counties that hold such records, and the inclusive dates and volume of records are given for each county. The depository location for each is also given. This is an efficiently organized volume. The series description appears just once and the record group number appears on every left-hand page. County and subject indexes provide access to the series descriptions. The guide is available for \$12.50 in cloth or \$5.00 in paper from Illinois State Archives, Information Services, Springfield, IL 62756.

A Guide to the Women's International League for Peace and Freedom, by Doris Mitterling, edited by John A. Brennan, has been published by the University Libraries of the University of Colorado. The papers described date from the first meeting of the Women's International League for Peace and Freedom, in April 1915, through 1978. A brief history of the organization and a chronology precede the inventory of five series listed at the folder level. A name index includes all names mentioned in the guide but not necessarily all names found in the papers. The guide is available for \$5.00 prepaid or \$5.50 postpaid from John A. Brennan, Curator, Western Historical Collections, Norlin Library, Campus Box 184, University of Colorado, Boulder, CO 80309.

Greenwood Press announces the publication of *The Craft of Public History: An Annotated Select Bibliography*,

David F. Trask and Robert W. Pomeroy III, general editors. Prepared under the auspices of the National Council on Public History, the work includes individual chapters, each prepared by one or more experts, which contain annotated descriptions of the most representative works from each area of interest to public historians. The bibliography is primarily a hands-on guide to the field, but theoretical works also are included, as are examples of the various manifestations of public history.

The bibliography is divided into eleven chapters, each dealing with a specific aspect of the field. General matters such as the research and writing of public history; training for the field; the management of public history; archival, record, and information management; and genealogy and family history are considered in the first half of the book. The practice of public history in areas such as historical editing, resource management, library science, media, oral history, and policy history are dealt with in later chapters. The work is available from Greenwood Press, 88 Post Road West, P.O. Box 5007, Westport, CT 06881, at a cost of \$49.95.

A Catalogue of Foreign Watermarks Found on Paper Used in America, 1700-1835, by Thomas L. Gravell and George E. Miller, has been published by Garland Publishing, Inc. The authors have identified and photographed 788 watermarks reproduced in this volume. Exact photographic copies were made by the Gravell method, and each watermark photograph contains a millimeter scale so that accurate comparisons can be made. Approximately 120 paper-makers and mills are identified, and the appendix contains the first published copy of the 1816 Excise List of Paper Mills and Pasteboard Manufactories in England. The volume is a companion to

the authors' *Catalogue of American Watermarks, 1690-1835*. The catalogue measures 8½ by 11 inches, contains 305 pages, and costs \$65.

James T. Dennison, librarian at the Westminster Theological Seminary in California, has completed an index to the periodicals of the United Presbyterian Church of North America (1858-1958) and its predecessors, the Associate Presbyterian Church (1754-1858) and the Associate Reformed Presbyterian Church (1782-1858).

The index is a guide by personal names and place-names to congregations, pastors, missionaries, and judicatories of these denominations. Twenty-four periodicals published from 1824 to 1958 are included in the 423-page index; among them is the *United Presbyterian*, which chronicled the history of the church each week for 116 years (1842-1958).

The publication history of each periodical indexed is described in the introduction. The index includes signed articles by author; congregational histories (including organizations, dedications, and anniversaries); pastoral records (including calls, ordinations installations, obituaries, and memorials); judicatory reports (presbyteries, synods, and general assemblies); mission fields and missionaries; select subjects (i.e., psalmody, secret societies, and slavery). The index contains an estimated 65,000 specific citations and is the only known means of access to the magazines of these denominations.

Hard-copy editions in Class A library binding may be ordered for \$40 postpaid. Payment must accompany all orders. Address correspondence to 940 Ball Ave., Escondido, CA 92026.

The University of Illinois Graduate School of Library and Information

Science has published *Genealogy and Libraries*, edited by Diane Foxhill Carothers, as volume 23, number 1 of "Library Trends." Each of the ten articles included is a survey of the state of genealogical research and resources at a particular type of institution. Among the institutions discussed are large public institutions such as the National Archives, the Library of Congress, and state archives; private institutions such as the Newberry Library, the New England Historical Genealogical Society, and the library of the Church of Jesus Christ of Latter Day Saints; and smaller general collections such as that found at the Fort Wayne, Indiana, Public Library. The 159-page book is available for \$6.00 from the University of Illinois, Publications Office, 249 Armory Building, Champaign, IL 61820.

Selected Recent Publications

The American Presidency: A Guide to Information Sources. Edited by Kenneth E. Davison. Vol. 2, "American Studies Information Guide Series," Gale Information Guide Library. Detroit: Gale Research Co., 1983. Annotations, author, title, and subject indexes. xvi, 467 pp. \$48. Cloth.

American Working Class History: A Representative Bibliography. Edited by Maurice F. Neufeld, Daniel J. Leab, and Dorothy Swanson. New York: R.R. Bowker Co., 1983. Index. xi, 352 pp. \$29.95 (plus shipping and handling). Cloth.

A Catalogue of the H.G. Wells Collection. Compiled by Bruce Whiteman. McMaster University Library Research News. Vol. 7, no. 2, Autumn 1983. 67 pp. Paper.

Bibliography of Texas, 1795-1845. By Thomas W. Streeter. Second edition revised and enlarged by Archibald Hanna. Woodbridge, Conn.: Re-

- search Publications, Inc., 1983. Index. 576 pp. Cloth.
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