

Reviews

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Slow Fires: On the Preservation of the Human Record. 60-minute, 1/2" VHS videocassette. Santa Monica, Cal.: American Film Foundation, 1987. 16 mm film, \$750; 3/4" VHS, \$145; 1/2" VHS, \$59.50, plus \$10 shipping.

Terry Sanders of the American Film Foundation, producer of "Slow Fires," has succeeded in creating an informative, imaginative, and artfully directed documentary that outlines the critical nature of the brittle book problem in libraries around the world. The film, funded by the Mellon Foundation, National Endowment for the Humanities, and the Council on Library Resources, clearly focuses on the concerns of the Council on Library Resources' primary constituents—major research libraries. The loss of large segments of our recorded knowledge is not just a threat; it is a reality that daily faces the custodians of the world's great research collections and, in fact, all archivists and librarians. The film makes quite clear that failure to act to resolve this problem in any cultural institution results in the loss of "a piece of the history of the human race."

The film provides a precise but clear treatment of the problem of deteriorating paper and books. It also suggests some technological solutions currently available or under development. The scriptwriters offer only enough basic technical information to introduce the problem to a lay audience and interweave just the right amount of drama to convey a sense of immediacy and crisis.

As a basic educational tool for popular consumption, the film is clever, understandable, and thought provoking. It is narrated by the highly respected Robert MacNeil and such well-known figures as Barbara Tuchman and James Michener who ostensibly lend credence to a topic that might be considered dull to some, and unduly alarmist to others. It was produced for a general audience and has been aired on PBS. It, therefore, must be reviewed in terms of how effective and convincing it is to a very broad range of viewers. One can assume that most viewers of this film have only a passing acquaintance with the topic and may possess (at least initially) a low interest level. The film's creators faced a challenge to make this subject interesting while imparting

enough information, on as low a technical level as possible, to plant the seeds of concern and create in the viewer a sense of immediacy and necessity. Although viewer response to "Slow Fires" will be the ultimate test of its success, it appears to be an effective vehicle to bring this cause to the public.

The creators were somewhat less successful in their treatment of a problem that is universal and certainly not limited to published research collections. Emphasis is clearly on scholarly printed collections. There were several attempts to indicate that archival and manuscript records are as much at risk as published sources. Most references to nonprint sources, however, appeared to be an afterthought, perhaps added to provide balance and broaden the base of support.

There are some who will severely criticize the film on the basis of its shortcomings in this area. As an archivist, I would certainly have preferred a broader treatment of the issue. Primary sources are, after all, unique; their loss is a permanent loss; there are no copies—we get no second chances. These concerns aside, however, the film must stand on its own merits and be reviewed in terms of how well it accomplishes its intended purpose for its intended audience. Speculation on its failure to be all things to all people serves no purpose and could lead to lost opportunities for archivists to make constructive use of the film.

Acknowledging the fact that archives are not the "stars" of the show, the questions to be considered are: Is it possible for archivists to make effective use of this film? Does the film provide a vehicle for educating archivists' constituents? The answer to both questions is yes. The general public does not understand the distinctions between libraries and archives and, although archivists are often loath to allow the confusion to continue, in this case it may work in our favor. Secondly, public education about preservation concerns and the critical

nature of the problem (in any area) works to the advantage of all. Creating an informed public is the first step. Archivists must publicize that there is a crisis (and that it is a legitimate crisis) that will affect everyone within this generation. The details about the specific affected materials can be publicized later. As archivists make their own preservation needs known, their efforts will be directed at an already educated and, one hopes, receptive audience.

As we look at ways to employ the film, we should consider showing it in a controlled situation in conjunction with further discussion of the issues. The film conveys a powerful message, but leaves the viewer with a sense of frustration, for what can an individual do in the face of such a monumental problem? Making the film an introduction (and perhaps the thirty-minute version would be appropriate for this) to a discussion of an action agenda for individuals, organizations, and communities might be an appropriate and effective way to use it.

CHRISTINE W. WARD
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Information Resources for Archivists and Records Administrators: A Report and Recommendations. By Victoria Irons Walch. Albany, N.Y.: National Association of Government Archives and Records Administrators, 1987. Appendices, v, 42 pp. Free. Paper.

For two years leaders of the National Association of Government Archives and Records Administrators (NAGARA) have called for the establishment of an information clearinghouse to further its members' work. The present report places NAGARA in a position on that issue that can be described indelicately as "put up or shut up," for Victoria Irons Walch has provided a full exposition of the forms such a facility could take and has made sound recommendations about which should be favored. NAGARA can now only act.

This report is pleasing to read for several reasons. It is usefully informative in its description of "clearinghouse" sources that already are available to those who work in the broad field of information services (e.g., ERIC, SPEC, the Council of State Governments), and it outlines their drawbacks as fully as their advantages. Then, the author deservedly chides those who too often undertake work in this area "with only a loose definition of the term 'clearinghouse' in mind and only a vague understanding of the functions and services such an operation might encompass," and thereafter informs NAGARA of just what it is truly getting into. Indeed, if I could have changed this report in any way, it would have been to incorporate into the text the extremely useful insights about information resource centers that are presently found only in footnotes 7 and 9. Do not fail to read them.

Finally, there are implications about the nature of NAGARA itself. Walch has useful things to say about the simple but usually overlooked question of the relation of sheer size to informational functions. NARA has periodically been accused of failing to

provide "leadership" in some areas of archival endeavor. But Walch points out, correctly, that "the tremendous differences in staff size and operating budget between NARA and every other archival repository in the United States" have very much to do with NARA's procedures being almost irrelevant for other agencies. The same issue, however, will inevitably arise within NAGARA's structure. Walch notes that half of the 7,400 members of the International Institute of Municipal Clerks, with which NAGARA has recently allied itself, work in towns with populations under 5,000. "The one or two people responsible for making all the records-related decisions" in those cases will have few information needs in common with state archivists who have staffs of more than 50 and budgets over \$2 million. This imbalance is not a potential problem to be dealt with at some point in the future; there is evidence of it in the report itself. NAGARA planners' principal information demands include access to internal administrative and technical documents, statistical analyses of archival operations, and bibliographic control over the literature. It is difficult to believe that municipal clerks share those interests. Yet the report refers to the strong likelihood that at its beginning the "clearinghouse" will have to concentrate "at first on the primary audience of professional archivists," expecting that what will assist them will eventually be of use to others. That is an ominous beginning, and NAGARA leadership should beware of it.

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Report of the Advisory Committee on Archives. Ottawa, Canada: Social Sciences and Humanities Research Council of Canada, 1985. English/French. 78 pp. Free. Paper. Copies may be obtained by writing to: Communications Branch, SSHRC, 255 Albert Street, Ottawa, Ontario K1P 6G4.

Strategic Approaches of the Public Archives of Canada, 1986–1990. Ottawa, Canada: Public Archives of Canada, 1985. English/French. 19 pp. Paper.

What would you do if you were asked to develop a national archival system based on anticipated federal funding in excess of \$3 million? How would you respond to the news that your staff would be cut by 9 percent over the next five years? Both scenarios require some careful planning, as these two recent reports from Canada illustrate.

The Social Sciences and Humanities Research Council (SSHRC) funded the first report as a follow-up to its major planning study, *Canadian Archives* (1980). The Council asked the Advisory Committee on Archives to develop a plan for Canada's "emerging archival system." The *Report* does just that. While acknowledging the continuing poverty of Canadian archives documented by the first report, it asserts the existence of a growing consensus within the archival community and that "the time for action is upon us." The *Report* lists nineteen specific recommendations, identifies key participants, and estimates the price tag. At the center of this proposal is a co-operative archival network in which the Public Archives of Canada (PAC) provides the major leadership. Guided by an advisory council, with representatives from the provinces and territories, professional associations, and federal agencies, the PAC would administer a program of grants and services, to be funded at the \$3 million level by the federal government. Provincial and territorial governments would be asked to finance similar programs through a system

of regional archival councils. Funding would also be sought from federal sources to provide core administrative support for the professional associations. Other recommendations call for the SSHRC and the Canadian Studies Program of the Secretary of State to establish priority grant programs aimed at archives. Although the *Report* does contain recommendations not specifically tied to funding—the need for continued planning and networking, the necessity of a new Archives Act for the PAC, and the hiring of graduates of archival studies programs—its basic message is predicated on a massive infusion of new money.

The PAC's own five-year plan, *Strategic Approaches, 1986–1990*, speaks of economic retrenchment and "accountable stewardship." Charged with reducing its "person-year complement by 8.8 percent over the next five years," the department had to make some hard decisions on priorities. The eight recommendations listed in the report emphasize basic needs, such as adequate storage, conservation, and a modern legislative mandate; and basic responsibilities to sponsors and clients through records management, automation, selection and acquisition, and public programming. The priorities appear in a ranked order. Last on the list comes assistance to the archival community. While acknowledging its leadership role, the PAC proceeds with caution. It "anticipates that new legislation will clarify its assistance mandate," and that outside activities will have to be selected and carried out with care. Nowhere in the plan is the term "network" used. On the other hand, the PAC commits financial support to the Canadian Council of Archives, the consultative body envisioned in the SSHRC *Report*, which held its inaugural meeting in November 1985.

It may be difficult to think of these two reports as contemporaries but their differences come more from emphasis than substance. Both call for increased leadership

from the Public Archives of Canada, backed up by outside funding and adequate legislation. They also illustrate that planning has infused the Canadian archival system. Both documents build on earlier planning efforts. The PAC adopted its planning process in 1981 and publishes *Strategic Approaches* annually. Proponents of archival planning in the United States would do well to follow the Canadian lead. For instance, the SAA Committee on Goals and Priorities might consider issuing a second report based on the model provided by the SSHRC *Report*. These two Canadian reports offer ample evidence of the value of planning for archives and archivists.

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Managing Special Collections. By A.M. Scham. New York: Neal-Schuman, 1987. Photos, index, xi. 201 pp. \$35.00. Paper. ISBN 0-918212-98-7

Despite the introductory claim that this book is a "guide for the curator to develop and apply some of the basic administrative policies essential to the management of special collections," the reader will find in these slim chapters a text principally directed to custodians of pre-twentieth century rare books. The types of materials that today constitute special collections holdings—non-rare printed items, personal pa-

pers, pictorial materials, photographs, archival records, microforms, memorabilia, as well as rare books and manuscripts—are hardly mentioned after the introduction.

Scham begins with what he judges to be the curator's two most important responsibilities: establishing an acquisitions policy and preparing a budget. Although he rightfully stresses the importance of defining collection parameters, many rare book librarians will have difficulty implementing the rigid priorities he formulates, as illustrated by the actual models he cites. The chapter on budget preparation introduces the reader to the various systems currently favored and details a five-year program priority budget which is intended to control acquisitions according to the priorities established for the collections. While the scheme may be theoretically sound, most curators will find it unrealistic.

In the nineteen and one-half pages on "Classifying, Cataloging and Automation"—of which the first ten are devoted to a history of classification and organization—Scham enters dangerous territory. Curators have probably gotten more headaches over cataloging with computers than any other aspect of special collections management, yet Scham seems unaware of the public service thrust of computer applications with its emphasis on integrating access to multi-format research collections. Although he summarizes some of the changes wrought by bibliographic utilities, on-line catalogs, and the rapid shift to uniform description, there is no mention of bibliographic control of non-printed materials. If Scham had addressed the issues currently faced, he would have had a firm foundation on which to characterize the special collections enterprise.

Chapters 4–8 attempt to cover several functional aspects of work in special collections. The conservation discussion fails to differentiate between the curatorial problems of general, circulating collections and

those of rare and unique items. Public relations is heavily weighted to exhibits, with no reference to Gail Farr Casterline's *Archives & Manuscripts: Exhibits* (Chicago, 1980), the standard in the field. Scham's elaboration on the annual report is sustained by lengthy quotation from the published reports of four major American research libraries, which he rather disparagingly compares and contrasts for style.

Chapter 9 is a directory of professional and academic organizations, national libraries, and American bibliographical networks. There are gaps in coverage (e.g., the Bibliographical Society of the University of Virginia, publisher of *Studies in Bibliography*) and several outdated addresses—always the risk with such compilations. "Reference Works," the final chapter, consists of titles recommended as a core reference collection, none of which are SAA publications, and few of which concern the care and use of modern materials. The section on "Bibliographic Manuals & Essays" should have included *Genre Terms: A Thesaurus* (Chicago, 1983) and *Standard Citation Forms* (Washington, D.C., 1982), which are essential for descriptive cataloging of rare books.

Managing Special Collections ignores several areas of great importance, most notably reference and personnel; indeed, users and staff are seldom glimpsed. Special collections practitioners are advised to rely on guides already available, such as those by Roderick Cave and Kenneth Duckett.

HOLLY HALL

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Library and Archival Disaster-Preparedness and Recovery. 25-minute videocassette (3/4", Beta or VHS formats) plus workbook. Oakton Va.: Biblio Prep Films, 1986. \$98.00.

Since preservation and disaster recovery are among the most visually interesting of archival activities, a videotaped presentation of disaster recovery planning should be a valuable learning tool. Richard F. Young, whose thirty years of experience as a bookbinder and conservation specialist qualify him as a knowledgeable expert, has prepared this videotape/workbook as a guide to preparing for and responding to disasters.

The videotape opens with graphic scenes of thunderstorm, fire, and flooding, and examples of library and archival losses that each has caused. What follows is a clear, concise summary of steps to take in planning for quick response to disasters—including preparing a written disaster plan, choosing a recovery team, contacting sources of supplies and recovery services—and a discussion of "do's and don't's" of disaster recovery procedures. From the start, there are warnings not to undertake disaster recovery procedures without professional guidance. This program is intended only for general education and illustration.

The videotape is useful in its visual depiction of various treatment methods, particularly showing how to interleave wet books and manuscripts with freezer paper before freeze-drying them, and what damage is done by wiping or cleaning wet books. Unfortunately, most of the film relies on still pictures, and the single-voice lecture presentation never varies. A few dramatic reenactments are used, but they provide little visual effect and no new voices or sounds to relieve the narrator.

The accompanying manual/workbook provides several useful checklists and a chart for recording container contents when sending materials out for treatment. Its list

of addresses for resource information and emergency services provides a good starting point, but local or regional resources must still be identified by most repositories. For the most part, the remainder of the manual repeats the videotaped lecture, but does not provide more detailed information.

This is one limitation of Young's approach. It is designed as a training program and resource guide, and must be used in conjunction with other, more detailed, disaster prevention manuals. As a training guide, the program is useful, but it could be much better. Young's lecture style does not exploit the visual capabilities of the video format or the inherent visual interest of the subject matter. The contrast between the vivid opening scenes of storm, fire, and flood and the following didactic monologue make this lost opportunity clear. The manual provides adequate summaries of the instructional points in the videotape, which should free the video to dramatize and demonstrate these points. The manual could then be used to summarize the significant points and provide quick reference for the disaster recovery team when a crisis occurs.

Young has made a good training film, but we still need an *exciting* film, making full use of the dramatic visualization which the video format can provide. Preservation and disaster recovery deserve a more vivid presentation.

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Archives, Automation & Access: Proceedings of an Interdisciplinary Conference at the University of Victoria. Edited by Peter A. Baskerville and Chad W. Gaffield. Victoria, British Columbia: University of Victoria, 1985. 152 pp. \$19.50 (Canadian). Paper.

This volume results from a conference sponsored by the University of Victoria in March 1985. Its aim was to consider "the impact of modern technology on the provision of archival services," and these *Proceedings* have that general theme as their focus. Four of the essays reproduced here confront issues of general concern and concentrate on the fundamental theoretical questions which are associated with automation and access. David Bearman then of the Smithsonian Institution, Terry Eastwood of the University of British Columbia, W. Theodore Durr of the University of Baltimore, and the volume's coeditors, Peter A. Baskerville of the University of Victoria and Chad M. Gaffield of the University of Ottawa, agree on much. They recognize the need to define the role of archives in relation to institutions and to modern research, before archivists can consider what kind of access is needed and how automation may assist in providing it. Archivists' ignorance of their constituencies is also unanimously decried by the participants. Eastwood notes the lack of any systematic study of the way in which scholars locate archival materials, a fundamental issue which, if addressed, must shape the massive investments now and soon to be devoted to national information systems.

The commentators are not agreed, however, on the role that users should play in determining archivists' choice of methods of creating access to records. Baskerville and Chaffield argue that modern research has undergone a "paradigm shift" in which "unhurried burrowing" by researchers hunting for the exceptional and the unique has given way to an era of collaborative

interdisciplinary research which relies on quantitative analysis of the routine and the ordinary. They infer from this a pressing need, which Durr notes as well, to explore methods of providing direct ("subject") in addition to indirect (or "provenance-based") access to records. Their argument is not wholly convincing. The shifting trends of scholarship may or may not constitute a "paradigm shift" as Thomas S. Kuhn intended the term; it seems unlikely, however, that "unhurried burrowing" was ever much pursued. It is not clear from Baskerville and Chaffield's and Durr's arguments, furthermore, how subject indexing of records will assist the new social scientist researcher, even should it prove feasible.

On the other hand, Bearman calls for far more rigorous and sophisticated description of record-creating agencies and their functions, and suggests archivists refrain from concern over description of the contents of the records themselves: "The information in the system [should be] about activity for which there is documentary accountability, not about the documentation which happens to reflect that responsibility." Similarly, Eastwood suggests that "we should separate consideration of the description of the context of archives from description of the characteristics of the archives themselves." Both writers suggest that subject indexing using controlled language is appropriate at the series, though not at the file, level.

Three of the essays reproduced here describe specific applications of various automated techniques for archival control. Hugo L. P. Stibbe describes a MARC-based project which uses PRECIS to provide access to materials in the National Map Collection of the Public Archives of Canada; David Mattison details the installation of the word processing system in use at the Provincial Archives of British Columbia; Michel Roberge describes the use of COM fiche and microfilming to create a centralized data base for the regional archives sys-

tem of the Archives Nationales du Québec. Each paper has features of interest for those seeking practical observations, though Stibbe's essay suffers greatly from overabundant detail which is of little use to the initiate, and is certain to confound the beginner. Two essays are devoted to the description of specific projects: Susan Rosenfeld Falb reports in detail a project undertaken by the NARS FBI Appraisal Task Force to draw a scientific sample of FBI records. This paper includes a general historical introduction to archival sampling theory and practice and is quite useful. Katharine Gavrel's paper concerns a survey of scholars undertaken by the Public Archives of Canada to determine use and awareness of machine-readable data files available for research. One paper, by Richard Janke of the Library of the University of Ottawa, is directed entirely to the concerns of librarians contemplating on-line systems, and should not have appeared in this collection.

Neither the contributors nor the readers of this volume have been well served by its editors. The text is riddled with stylistic irregularities and typographical errors; there are incorrect citations, blind references, and murky prose that even a rushed editorial treatment should have caught.

PATRICIA CLOUD
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Guide to the University of Illinois Archives. By Maynard Brichford and William J. Maher. Urbana, Ill., 1986. i, 10 pp. 3 microfiche (1,265 pp.). \$11.00. Available from Library Research Center, 505 E. Armory Ave., Champaign, IL 61820.

Historians of American higher education have written extensively on the significance of the land-grant colleges and universities and their transformation into major research institutions. Predominant among these academies is the University of Illinois, founded as a result of the Morrill Act of 1862, and considered today one of the more prestigious state universities in the nation. With the publication of the *Guide to the University of Illinois Archives*, researchers interested in exploring in depth the history of this venerable institution now have a comprehensive and inexpensive reference tool to direct their access to the university's historical documentation.

Since its establishment in 1963, the University of Illinois Archives has served as a model historical records program for numerous academic and institutional archives in the United States. It is noted for its strong collections in the history of agriculture, athletics, engineering, secondary and higher education, librarianship, science and technology, and student collegiate life, as well as for its university records and publications. The archives also contains the records of more than twenty organizations and significant collections of personal papers of Illinois faculty, administrators, alumni, and students.

The *Guide*, compiled by two of the archival profession's more notable theorists and practitioners, Maynard Brichford and William J. Maher, consists of a 10-page introduction, including a useful bibliography on the history of the university, plus three microfiche publications: (1) A 353-page *Classification Guide*, which includes a 2-page list of record groups, 337 pages of succinct administrative histories of uni-

versity offices and departments arranged by provenance, and a 14-page alphabetical index to record groups, subgroups, and offices; (2) a 584-page *Record Series Description* for all processed collections, arranged by office of origin, and providing information on volume, dates, type of material (office records, personal papers, or publication), accession date and date the series was processed, supplementary finding aid code, and subject descriptors assigned to each series; and (3) a 328-page alphabetical *Subject Index to Record Series*.

The significance of this guide lies in its use of automation to produce the microfiche publications. Those familiar with archival automation are aware of Paradigm, an automated data-processing system developed by the staff of the University of Illinois Archives in 1971 to assist with the administrative and bibliographic control of its holdings. Paradigm allows the staff to prepare tables for annual reports and keep current the Record Series Description listing and Subject Index of the *Guide*. The production of computer-output microfiche from the data entered in Paradigm allows researchers inexpensive access to the collections. With the costs of publication increasing steadily, micropublishing must be seriously considered as a viable alternative for archival institutions that wish to disseminate information on holdings. The use of automated systems allows easy manipulation of data to produce a number of products for administrative and reference purposes, including an easily updatable guide to collections.

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Presidential Libraries and Collections. By Fritz Veit. Westport, Conn.: Greenwood Press, Inc., 1987. Appendixes. xvii, 152 pp. \$29.95. Cloth. ISBN 0-313-24996-2

In his brief introduction to this slim volume, Fritz Veit, the Director of Libraries Emeritus of Chicago State University, states that he undertook this book to serve "the historians, the political scientists, journalists, legal scholars, librarians, and other researchers who wish to draw on the rich, and often unique, sources" contained in the presidential collections. Certainly the book contains a wealth of data on the presidential library system and the collections of presidential papers that preceded them. None of the information is new or unique, but it is always useful to have such information between the covers of one publication. For reasons noted below, however, the book will prove more useful to librarians than to either researchers or archivists.

Veit begins the book with a historical overview of presidential papers from Washington to the present, and continues by discussing the costs of presidential libraries. He then discusses the nature of an archival depository before turning to a general survey of the contents of the libraries and specific surveys of the individual libraries. He concludes with more information on presidential papers in private facilities, some appendixes with additional statistics, and the rather simplistic questionnaire that he sent to all presidential libraries.

Thus the book will prove useful to those who wish data on the location of presidential papers or those who want information on the presidential library system. It, however, will be of little use to researchers or archivists who need to understand the changing nature of presidential collections or who want specific information about the content or value of various collections within the libraries.

Veit, for example, divides the history of presidential papers into periods that have little to do with historical changes. Nowhere in this book will the reader learn that the content and volume of presidential records changed radically just before World War II because of the establishment of the Executive Office of the President. Yet, if one could point to a single factor, it was this change that turned the private papers of a president into the public records of the White House.

Other aspects of the book illustrate the problem of gaining information through surveys rather than personal examination or extensive interviews. His advice on interpreting the data in presidential libraries is insultingly simplistic. In describing the collections, he makes no mention of the masses of documents still classified for national security reasons. Although noting efforts to computerize access to the information in the libraries, Veit does not discuss the early attempts to computerize in the White House during the Carter administration, or the effect of computerization in the future.

Although there are many reasons to delve into the collections in presidential libraries, most researchers are asking the same question as recent congressional investigators: What did the President know and when did he know it? Nothing in Veit's book will help the researcher find the documents to answer that question. Thus researchers will continue to rely upon the guides and finding aids produced by the libraries themselves. Archivists with limited budgets for library material should plan to do the same.

ANNA K. NELSON
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Retention of Records: A Guide for Retention and Disposal of Student Records
Washington, D.C.: American Association of Collegiate Registrars and Admissions Officers, 1987. 46 pp. Paper. Available from SAA, \$6 members, \$8 nonmembers.

Founded in 1910, the American Association of Collegiate Registrars and Admissions Officers (AACRAO) works to promote the advancement of higher education through advancing "professionally the work and positions in offices of admissions, financial aid, institutional research, records, registration, and closely related functions among institutions of higher learning." *Retention of Records* is but one of a number of its publications for achieving this goal.

It was first published in 1960, and its 1979 edition was reviewed by SAA member Donald D. Marks at the 1980 SAA Annual Meeting and in *Midwestern Archivist* 8:1 (1983): 27-33. In 1986, three SAA university archivists were invited, for the first time, to review and comment on a working draft being prepared for publication as the 1987 edition. This reviewer was one of those three. The reader may also wish to keep in mind that the records disposition schedules of the University of California do not presently call for transfer to the archives of personally identifiable student records from such offices as Admissions, Financial Aid, or the Registrar's Office.

Dealing with an often difficult and complex set of problems, this guide has obviously been carefully thought out and prepared. Following an introduction, it contains chapters on legal aspects of student records retention and disposal, developing a records retention and disposal program, retention schedule recommendations, security of student records, and a new chapter on methods of storage, with emphasis on micrographics, machine-readable records, and electronic image systems.

Readers familiar with the 1979 edition will remember the two extensive AACRAO surveys of colleges and universities having responsibility for the records of nearly five million students (one conducted before and one after the Buckley Amendment became law). The present edition contains, instead, responses to only five questions in a far less ambitious questionnaire not designed as "a scientific instrument" nor "to survey a representative sample of the AACRAO membership." To the one question mentioning archives, "Have you developed a procedure with your institution's archivist for forwarding student record documents to archives when no longer essential to your operation?" 73 (38.2 percent) answered yes, 110 (57.6 percent) answered no, and 8 (4.2 percent) did not respond.

If the 1979 edition may be remembered as the one with the extensive survey results, perhaps the present one may be regarded as a low key overture to archivists. In addition to their inviting archivists to review a working draft, consider this rather heartening revision under the heading "Appraisal and Categorization of Records." In 1979 there was a two-sentence statement:

A record is deemed to have . . . historical and research value if it contains information which may support analytical or research efforts. Among those considered in this group are enrollment records, demographic data, degrees awarded, and various statistical reports. (pp. 9-10)

In 1987 it reads:

A record is deemed to have . . . historical/research value if the record has enduring value beyond the needs of the registrar's office. The records manager has a professional

responsibility to consider the future historical/research value of student records for historical, genealogical, and other research. In assuming this responsibility, the records manager should work closely with the institution's archivist and become familiar with any state laws requiring the archival preservation (permanent retention) of certain records. It is understood that the "disposition" of a record may mean transfer to the archives for permanent preservation or destruction after a specified retention period. Among those considered in this group are enrollment records, grade records and distributions, demographic data, degrees awarded, and various statistical reports. (p. 7)

While this still may not be all archivists might hope for, the direction is clearly positive. Notice that "grade records and distributions," missing from the 1979 excerpt, are included in 1987. Further, in apparent response to archival comment on an earlier draft of the 1987 edition stating that records managers should merely "consult" their institution's archivist, this was changed to "work closely with" the archivist.

Other smaller changes relating to archives are also encouraging. In the chapter "Developing a Records Retention and Disposal Program," the list of questions under the heading "Identification of Need" is improved with the addition of the question, "What are the relationships to other records produced within the office or institution?" Under the heading "Appraisal and Categorization of Records," the statement that a "sound records retention program requires a realistic appraisal of student records with regard to the duration of their usefulness and their value to the institution" is improved with addition of the words

"and to others." Again, in a discussion of machine-readable records, a statement in the 1987 draft: "Before disposing of machine-readable records that may have long term research value, it is advisable to contact the university archives, the social science data library, or other repositories which may be interested in preserving these records," is changed to "The institution's archivist, who may be interested in preserving them or may recommend an appropriate repository, should be contacted before disposal of machine-readable records with possible long-term research value."

As in 1979, AACRAO recommends again in 1987 that a records policy committee be established to "assure systematic monitoring of the records program" and again lists the institution's archivist as the executive secretary, the vice president for academic affairs as chairperson, and the other records officers, such as registrar and director of financial aid, as members. Although it is not clear what the significance might be of making the archivist executive secretary, I believe it is intended as something positive. While noting that the membership might be modified according to the comprehensiveness of the records program, the 1987 edition also states, "The institution's archivist should always be a member of the committee." Further, I recently heard a management professor remark that the second most powerful person at a meeting is the one who takes the minutes!

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Care and Identification of 19th-Century Photographic Prints. By James M. Reilly. Kodak Publication No. G-2S. Rochester: Eastman Kodak Company, 1986. Illustrations, bibliography, index, loose flow chart, order form for additional flow charts. xii, 116 pp. \$24.95. Paper. ISBN 0-87985-365-4.

Archivists seeking a single manual to illuminate often arcane and technical issues attending the identification, preservation, and display of nineteenth century photographic *prints* may be attracted by this latest entry in an increasingly crowded field of recent publications on the subject. Professor James Reilly has provided an exhaustive survey that is elegantly illustrated and modestly priced. Yet, while claiming in addition that it is the "first and only comprehensive reference book on all aspects" of the subject, Reilly's work contains self-defeating shortcomings that will make it less attractive to many curators and collectors.

Since the survival of nineteenth century negatives is "comparatively rare," the director of the Image Permanence Institute at the Rochester Institute of Technology has focused his attention, with the assistance of Constance McCabe, on positive photographic images on paper supports from 1840 to 1900; students of daguerreotype, ambrotype, and tintype processes, therefore, must consult other reference works. Excluded as well for being "too complex and specialized" for the scope of the book are issues like cataloging schemes, user policies, and security. Archivists clearly need to consult more than one "comprehensive" manual on this broad subject.

Reilly is particularly knowledgeable about albumen prints, by far the most popular and important nineteenth century print material. Yet, strangely enough, he never communicates an enthusiasm or passion for the process that one finds in the lucid and witty handbook by William Crawford. Indeed,

the author drones on throughout his text with a litany of natural and man-made agents of image deterioration involving more than a dozen major processes that may leave conservators nodding in agreement but will also leave many archivists simply nodding off, overwhelmed by this encyclopedic treatise.

Accenting the author's stylistic shortcomings are a diminutive type face and narrow columns that partly negate the beauty and clarity of Eastman Kodak's lavish photoreproductions, and render the text more fatiguing and ponderous than it already is. A final example of the self-defeating elements of this work for archivists is the most useful, comprehensive, and finely-illustrated feature Reilly has introduced: the Identification Guide, complete with a separate flow chart, designed to help readers identify both photographic and photomechanical print processes of the nineteenth century. The great majority of archivists, however, are not likely to have regular access to—much less the time to use—low-power stereomicroscopes, and yet the author admits that "beginners who do not have access to a microscope may be frustrated" in using the guide.

This manual will perhaps best serve as a *vade mecum* for fledgling conservators and those deeply involved in the vintage photographic marketplace. Most curators and collectors will be better served by investing in or consulting more than one manual, giving particular attention to the practicality and readability of each. Space does not permit the mention of more than the following authors of other manuals, most of which are also available in softcover: Jan Arnow, Brian Coe, William Crawford, Mary Lynn Ritzenthaler et al., Robert Weinstein et al., and, curiously, what appears to be Eastman Kodak's companion to Reilly, *Conservation of Photographs*.

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Standing the Test of Time: Quality Assurance for State and Local Government Records Microfilming. By Linda James. Edited by Sue E. Holbert. St. Paul, Minn.: Minnesota Historical Society, 1986. Appendixes, bibliography, samples (on microfiche). viii, 70 pp. \$20.00 AIIM member, \$23.00 nonmember. Paper. Available from AIIM, 1100 Wayne Avenue, Suite 1100, Silver Springs, MD 20910.

Standards for the production of microfilm copies of valuable public records are common to state archives and records management agencies; thirty-eight states currently have standards, and six more intend to adopt standards in the near future. This NHPRC-funded study, which was proposed by Sue Holbert, Minnesota State Archivist, and conducted by Linda James of the Minnesota Historical Society, examines the extent to which accepted microfilm standards, based on those developed by the American National Standards Institute (ANSI) and the Association for Information and Image Management (AIIM), are being applied by state and local governments. As James concludes, the existence of standards in no way indicates compliance. Only sixteen states have penalties for non-compliance and many of these admit that the penalties have never been invoked.

To collect data for this study, a lengthy questionnaire was sent to the chief archival and/or records management agency of each state. The questionnaire focused on technical specifications for microfilming, including: 1) selection of materials for filming, 2) microfilm equipment approval, 3) film quality, and 4) film storage and use. Microfilming of both state and local government records was considered. Procedures for dissemination of standards and enforcement were also explored.

The methodology employed in this study resulted in a number of subjective responses. Administrators were asked, for example, to identify the percentage of com-

pliance with microfilming standards; responses varied from 100 percent to 0 percent. The reader is left with the impression that there is no hard evidence to support these estimates. The report also suggests that a great deal of taxpayer money is being wasted on ill-advised filming. Although this assertion is no doubt correct, it is not supported with definitive evidence. Such evidence would be difficult to obtain since the majority of states clearly do not maintain sufficient control over micrographics operations to report reliable statistics.

A generally negative assessment of the efficacy of current microfilming standards is delivered in this report. An initial goal to identify standards which might serve as models was abandoned. Instead, the author concludes that three elements are necessary to ensure viable standards: (1) specific and enforceable legislation, (2) established procedures for informing all government agencies of accepted standards, and (3) identification and compliance verification of all agencies using micrographics. The author might have suggested that states need to do more to evaluate their programs and to precisely identify weaknesses, particularly in the area of decentralized microfilm projects such as those in local government. A follow-up study concentrating on this point would be welcomed.

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The Robert Kroetsch Papers: First Accession. Edited by J. Tener, S. Mortensen, M. Chevretil, and A. Steele. Canadian Archival Inventory Series, No. 3. Calgary, Alberta: The University of Calgary Press, 1986. xlviii, 372 pp. \$20.75 + postage and handling (Canadian and U.S. dollars). ISBN 0-919813-45-3.

The Rudy Wiebe Papers: First Accession. Edited by J. Tener, S. Mortensen, and M. Chevretil. Canadian Archival Inventory Series, No. 4. Calgary, Alberta: The University of Calgary Press, 1986. xxiv, 328pp. \$21.50 + postage and handling (Canadian and U.S. dollars). ISBN 0-919813-36-4.

The Canadian Archival Inventory Series is an ambitious project undertaken by the University of Calgary with the support of the Social Sciences and Humanities Research Council of Canada. The initial objective of the series is the production of sixteen inventories to Canadian literary archives held in the University of Calgary Library's Special Collections. Inventories to the papers of Robert Kroetsch, Rudy Wiebe, Hugh MacLennan, W. O. Mitchell, Alice Munro, and Joanna M. Glass have appeared to date.

Scholars will relish the inventories to the archives of Robert Kroetsch and Rudy Wiebe; the compilers provide access to virtually every manuscript and letter in the papers of the two contemporary Canadian authors. The sheer detail of the two volumes is in fact overwhelming and will undoubtedly raise the hackles of those archivists who denounce item level cataloging and would not provide access below the folder level even to Shakespeare's manuscripts. But cocompiler and coeditor, Jean Tener, the University Archivist at Calgary, appears to have anticipated such critics. In an "Archival Introduction" included in all volumes in the series, Tener demonstrates that archivists can adhere to traditional archival processing standards—as well as AACRII and Hensen—and still fulfill the

specialized cataloging needs of literary manuscripts.

Archivists have correctly criticized the disruption of natural arrangement and relocation of papers into artificial collections that has been all too common in the world of literary manuscripts. But Tener and her colleagues, unlike the literary surgeons who operated upon so many authors' papers, have not ignored archival principles; they have merely extended them. The Kroetsch and Wiebe inventories are models of archival arrangement, although this might at times be difficult to discern, since the overwhelming bulk of the inventories is devoted to item level descriptions of manuscripts and letters. Still, if repositories like Calgary deem this level of specificity important and have the necessary resources and expertise to achieve it, then they should not be chastized for doing so.

In my own experience with literary manuscript collections, I have usually found item level descriptions of individual manuscripts and significant correspondence worth the required effort. Even so, the detail of these two inventories seems a bit much at times. Is it necessary to itemize, annotate, and index business letters from minor officials at publishing houses and routine correspondence relating to readings and lectures? The compilers have done so even though it helps increase the length of the two inventories dramatically.

I also feel the repetition of author entries for Robert Kroetsch and Rudy Wiebe within manuscript series goes far beyond allowable redundancy, even though Tener characterizes this as an unavoidable problem associated with automation. Since each inventory entry is constructed from "a discrete electronic record," which is linked not only to its own collection but to the entire data base of Canadian authors' papers at the University of Calgary, individual descriptive elements—like an author entry—must be included in each entry. This larger objective of establishing a data base

has "served to place unavoidable constraints on the printed format," i.e., Kroetsch's and Wiebe's names and birth-date appear in every entry within series consisting solely of their own manuscripts.

Although I appreciate the goal of establishing a data base, I can't agree with Tener that such redundancies, which contribute dramatically to the length of already lengthy inventories, are "minor inconveniences when weighed against the immeasurable value of a networked cumulative data base, with its possibilities of cross-collection reference and sort functions." These repetitions, as well as other foibles, might be considered minor in standard in-house finding aids distributed to researchers at a nominal charge, but the titles in the Canadian Archival Inventory Series are published by a prominent academic press and sell for over \$20 each.

Although the volumes in the series are handsomely designed and include "Biocritical Essays" by literary scholars which confer an outside critical perspective not found in standard inventory biographical notes, they function first and foremost as finding aids. Tener, in fact, is at pains to make clear that these are, in fact, finding aids and not scholarly treatises: "...it cannot be reiterated too strongly that these tools are intended to pave the way for, not usurp the place of, fully annotated editions of letters, definitive textual studies and traditional bibliographies." If such is the case, I question the position these "tools" hold on the list of an academic publisher which is known for issuing the very works from which Tener disassociates the Canadian Archival Inventory Series.

Additionally, the two volumes I examined bear the subtitle "First Accession," leading one to wonder how many updates will eventually be issued. The Kroetsch and Wiebe inventories cover these authors' careers only through 1976 and 1975 respectively, so future accessions are certain to appear and, at their current prices, rep-

resent a considerable expenditure for what are essentially in-house finding aids.

Let me note finally that the criticisms I have made are not intended to diminish the archival value of the Kroetsch and Wiebe inventories. As finding aids they are noteworthy and represent an innovative approach to literary manuscript processing from which archivists and manuscript librarians, as well as literary scholars, could benefit. But at their current price, it is very difficult to recommend them to individuals and repositories that are used to acquiring such publications at a nominal charge or in many cases for free. Until the individual components of the Canadian Archival Inventory Series drop in price, or are enhanced to such a level that they are legitimate academic press publications, I fear the series, and the valuable work of Jean Tener and her Calgary colleagues, will go largely unnoticed.

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BRIEFLY NOTED

As her valedictory, Miriam I. Crawford, assisted by Jun Hi Yu, compiled *A Descriptive Guide to the University Archives of Temple University*. The archives, known since its founding in 1946 as the Conwellana-Templana Collection, includes material predating the founding of the university, but its heaviest concentration is for the period from 1926 to 1975. The paperbound guide was published in 1986 by Temple University Libraries, Philadelphia, and includes descriptions of 144 series/collections.

The Naval Historical Center has just published *Naval Documents of the American Revolution*, Volume 9, edited by Wil-

liam James Morgan and covering events in the American and European theatres from 1 June 1777 to 30 September 1777. This volume continues the publication of edited contemporary documents—correspondence, ships' logs, muster rolls, written orders, newspaper accounts, and officers' journals—that describe naval aspects of the revolution. Documents reveal the role played by the Continental Navy, the state navies, American privateers, and the British naval forces. Copies may be ordered for \$44.00 from the Superintendent of Documents, Government Printing Office, Washington, D.C. 20402.

Native American Historical Records: Issues and Recommendations for Development is a report of the Native American Archives Advisory Conference, held 6–9 January 1986, at Harpers Ferry, West Virginia. The purpose of the meeting was “(1) to suggest positive steps leading to greater awareness, within and outside tribal governments, of the needs of tribal archives and (2) to recommend changes in NHPRC policies and procedures in order to stimulate the development of tribal archives and promote professional standards and practices in their operation.” Free copies of the twenty-page report may be obtained from the Office of Museum Programs, A&I 2235, Smithsonian Institution, Washington, D.C. 20560.

The Subcommittee on Records Center Operations of the Association of Records Managers and Administrators (ARMA) has published the third edition of ***Guidelines for Records Center Operations***. The guidelines cover space, equipment, personnel, disaster protection, insurance, services, management and operations, commercial records storage facilities, forms and supplies, and computerization. The fifty-one-page paperbound guidelines may be purchased for \$12.00 (member) or \$17.00

(non-member) from ARMA, 4200 Somerset, Prairie Village, KS 66208.

The Business Archives Council has published two more pamphlets in its Record Aids series: ***Records at Risk: The Fate of Records in Business Take-overs, Disposals and Failures*** (Records Aids No. 6) by Michael Moss, Archivist of the University of Glasgow, and ***The Care of Business Records*** (Records Aids No. 7) by Tony Bish, Head of Conservation at the Wellcome Institute for the History of Medicine. The Record Aids series is aimed at “records managers, business archivists, managers contemplating the setting up of records management functions within their organizations and archivists in publicly funded record offices who have responsibility for business records of historical interest.” Copies may be ordered for £1.20 from the Council, 185 Tower Bridge Road, London SE1 2UF, England.

In 1983 the Historical Office of the United States Senate published a ***Guide to Research Collections of Former United States Senators, 1789–1982*** and in 1985, a ***Supplement***. The ***Guide*** includes information on the location of manuscripts, oral history interview transcripts, photographs, portraits, and memorabilia in over 350 accessible libraries, archives, and historical societies, with a state-by-state listing of all former senators' dates of service, life span, and a list of repositories and the senators' collections in their custody. Recently, the ***Guide***, edited by Kathryn Allamong Jacob, has been republished by Gale Research Company, Book Tower, Detroit, MI 48226 in a cloth edition for \$125.00.

In 1980 Nabisco Brands archivist David Stivers uncovered 1,600 pieces of original advertising art for cream of wheat. That material has formed the basis for ***Nabisco Brands Collection of Cream of Wheat Ad-***

vertising Art, chronicling the "Golden Age of Illustration" when illustrators such as J. C. Leyendecker, N. C. Wyeth, James Montgomery Flagg, Jessie Willcox Smith, Edward Brewer, and Maude Tousey Fangel depicted the innocence of childhood and the pleasures of family life. The heavily color illustrated cloth edition is available from Collectors' Showcase, P. O. Box 6929, San Diego, CA 92106 for \$29.95.

R. H. Griffin has compiled a revised edition of *Bank of New Zealand Archives: A Description of Activities and Methods*. The brief compilation includes information on the history of the bank, founded in 1861; descriptions of registers, series, accessions, indexes, location, storage, iconographic collections, and conservation facilities; and appendixes of various forms for use by researchers. The paperbound compilation is available without charge from BNZ Archives, P. O. Box 2392, Wellington, New Zealand.

Two more extensive finding aids have been published by the Public Archives of Canada: *Catalog of Census Returns on Microfilm, 1666-1891* and *Guide to CBC Sources at the Public Archives, 1936-1986*. In 1963 the Public Archives of Canada published a checklist of its census returns on microfilm, and since that time it has regularly published revisions and updates. This new catalog represents the most complete listing currently available. In recognition of the fiftieth anniversary of the founding of the Canadian Broadcasting Corporation, the Public Archives of Canada published a guide, covering both radio and television for the English Services Division and the French Services Division. Both volumes are paperbound and published in English and French. The *Catalog* can be purchased for \$21.60 from the Canadian Government Publishing Centre, Supply and Services Canada, Ottawa, Can-

ada K1A 059. Price information for the *Guide* not available.

File Management Handbook for Managers and Librarians, by Suzanne M. Burwasser, focuses on what to do with files within one department and the techniques that can be used with departmental files which will make a centralized coordination procedure successful. The handbook covers three main areas: (1) an overview of general concepts, such as document life cycle, records inventory, retention schedules, and long-term storage, (2) descriptions of various filing systems and files maintenance, and (3) suggestions for effective departmental file maintenance. Pacific Information, Inc., 11684 Ventura Blvd., Studio City, CA 91604 has published the paperbound handbook and is selling it for \$24.50.

With a grant from the National Library of Medicine, Mary Ann Hoffman and Roberta A. Ritchie have prepared *Ross A. McFarland Collection in Aerospace Medicine and Human Factors Engineering: 1. Catalog of the Library* and *2. Inventory of the Manuscripts*. The collection includes more than 6,000 printed items and 400 linear feet of manuscripts, unpublished reports, research data, and correspondence covering fifty years of the work of this pioneer researcher. Copies of the two paperbound publications may be purchased at \$15.00 each from the Fordham Health Sciences Library, Wright State University, Dayton, OH 45435.

The Center for History of Chemistry is jointly sponsored by the American Institute of Chemical Engineers, the American Chemical Society, and the University of Pennsylvania. The Center, established in 1982, seeks "to discover and disseminate information about historical resources and to encourage research, scholarship, and

popular writing in the history of chemistry, chemical engineering, and the chemical process industries." In furtherance of these goals, George D. Tselos and Colleen Wickey have compiled *A Guide to Archives and Manuscript Collections in the History of Chemistry and Chemical Technology*. The \$7.50 paperbound guide is available from the Center for History of Chemistry, University of Pennsylvania, 215 South 34th Street, Philadelphia, PA 19104.

Over a decade ago the National Historical Publications and Records Commission published a catalog of all book and microfilm editions it had supported with funds or by federal endorsement. NHPRC has just published its first revision of that catalog, *Historical Documentary Editions* and a companion *Price List*, providing information on the more than 150 microfilm editions and 100 book editions completed or underway. The catalog and price list are available free from NHPRC, National Archives, Washington, D.C. 20408.

The Association for Information and Image Management (AIIM) has just published a report commissioned from Coopers & Lybrand, entitled *Information and Image Management: The Industry & the Technologies* (no date or publication data, 78pp; available through AIIM, 1100 Wayne Ave., Suite 1100, Silver Spring, MD 20910. \$95 to members, \$495 to non members. Additional copies at \$7.50 to both). Essentially a market projection, the study, which relies heavily on AIIM supplied information, concludes that the industry will continue to grow at a dramatic pace, and that its various components (microform and electronic imaging vendors for instance) are complementary, not competitive. The report discusses the current status of micrographics, computer output to microfilm, computer assisted retrieval technology, and the emerging electronic, digital, image management systems. It first describes the un-

derlying technologies, then relates their history and current market, and finally discusses the challenges posed by the technologies for information systems and services. The report includes a six-page glossary. (David Bearman, Archives & Museum Informatics)

Selected Recent Titles

Annual Report, 1984-1985, National Map Collection. Ottawa, Canada: Public Archives of Canada, 1985. pp. 64-72. Paper.

Annual Report of the Archives Department for the Year 1983. No. 6 of 1985. Port Louis, Mauritius, 1985. 23 pp. Paper.

Annual Report of the Archives Department for the Year 1984. No. 11 of 1985. Port Louis, Mauritius, 1985. 32 pp. Paper.

Louis I. Kahn: A Bibliography. By Jack Perry Brown. New York: Garland Publishing, 1987. xi, 97 pp. Cloth.

Conservation Treatment Procedures: A Manual of Step-by-Step Procedures for the Maintenance and Repair of Library Materials. By Carolyn Clark Morrow and Carole Dyle. Littleton, Col.: Libraries Unlimited, 1986. Second edition. viii, 225 pp. Paper.

Guide to the Mike Gravel Papers, 1957-1980. By Barbara M. Tabbert. Elmer E. Rasmuson Library Occasional Paper No. 12. Fairbanks: Alaska and Polar Regions Department, University of Alaska-Fairbanks, 1986. vii, 54 pp. Paper. Container list on microfiche.

The Journals of the Lewis & Clark Expedition: Volume 3: August 25, 1804-April 6, 1805. Edited by Gary E. Moulton. Lincoln: University of Nebraska

- Press, 1987. Illustrations, sources, index. ix, 544 pp. Cloth.
- A Register of Royal and Baronial Domestic Minstrels, 1272-1327.*** By Constance Bullock-Davies. Wolfeboro, N. H.: Boydell Press, 1986. xvi, 227 pp. Cloth.
- Collecting Dead Relatives.*** By Laverne Galeener-Moore. Baltimore: Genealogical Publishing Co., 1987. x, 155 pp. Paper.
- Guide to County Records and Genealogical Resources in Tennessee.*** Compiled by Richard Carlton Fulcher. Baltimore: Genealogical Publishing Co., 1987. 199 pp. Cloth.
- Michigan Genealogy Sources and Resources.*** By Carol McGinnis. Baltimore: Genealogical Publishing Co., 1987. Index. v, 110 pp. Cloth.
- Genealogical Records in Texas.*** By Imogene Kinard Kennedy and J. Leon Kennedy. Baltimore: Genealogical Publishing Co., 1987. Maps, bibliography. vii, 248 pp. Cloth.
- How to Research the History of Your House or Other Building in New Orleans.*** By Wayne M. Everard. New Orleans: Friends of the New Orleans Public Library, 1986. Illustrations. 25 pp. Paper.
- The Publishing and Review of Reference Sources.*** Edited by Bill Katz and Robin Kinder. Also published as the *Reference Librarian*, No. 15. New York: Haworth Press, 1987. 336 pp. Cloth.
- Public Microcomputing: Facilities and Usage in Public Libraries.*** By Steven D. Robertson. Consulting Report Series. Studio City, Cal.: Pacific Information Inc., 1986. Bibliography, index. 102 pp. Paper.
- Guide du Chercheur en Histoire Canadienne.*** By Jean Hamelin, et al. Quebec: Les Presses de L'Université Laval, 1986. Indexes. xxxii, 808 pp. Paper.
- A Guide to the Allen Knight and Capt. Walter F. Lee Photograph Collection.*** Compiled by Chase Weaver. Monterey, Cal.: The Allen Knight Maritime Museum, 1986. Illustrations. iii, 91 pp. Paper.
- Guide to the Archives of the South Dakota Conference of the United States Church of Christ.*** By Harry F. Thompson. Free-man, S.D.: The Center for Western Studies, 1986. ix, 124 pp. Paper.
- New York State Population, 1790 to 1980: A Compilation of Federal Census Data.*** By Barbara Shupe, Janet Steins, and Jyoti Pandit. New York: Neal-Schuman Publishers, 1987. 333 pp. Cloth.
- The Research Collections at McMaster University Library.*** Compiled by Charlotte A. Stewart and Carl Spadoni. Hamilton, Canada: McMaster University Library Press, 1987. Index. viii, 100 pp. Paper.
- Guide to Manuscript Collections in the Sangamon State University Archives.*** By Nancy Hunt. Springfield, Ill.: Sangamon State University, 1986. Index. viii, 83 pp. Paper.