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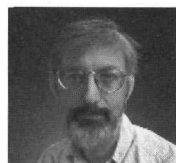
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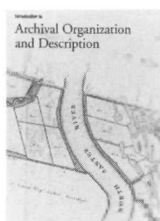


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The *American Archivist* is the semi-annual journal of the Society of American Archivists. It seeks to reflect thinking about theoretical and practical developments in the archival profession, particularly in North America; about the relationships between archivists and the creators and users of archives; and about cultural, social, legal, and technological developments that affect the nature of recorded information and the need to create and maintain it.

The *American Archivist* is a refereed journal. Each submission will be reviewed by experts in the subject matter of the submission and a final decision for publication will be based on this review.

Journal Contents

The *American Archivist* features a variety of types and lengths of articles. Except for book reviews, all inquiries and submissions should be directed to Philip B. Eppard, Editor, the *American Archivist*, University at Albany, State University of New York, School of Information Science & Policy, 135 Western Ave./113 Draper, Albany, NY 12222. Telephone: (518) 442-5115. Fax: (518) 442-5367. E-mail: pbe40@csc.albany.edu.

Research Articles are analytical and critical expositions based on original investigation or on systematic review of literature. A wide variety of subjects are encouraged.

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Perspectives are commentaries, reflective or opinion pieces, addressing issues or practices that concern archivists and their constituents.

International Scene pieces may include elements of any of the above formats in covering archival developments outside the United States.

Professional Resources can be annotated bibliographies, other items designed for practical use within the profession, or essays that review the developments (as opposed to the literature) in specified areas in a way that describes particular initiatives and places them in the context of broader trends.

The **Reviews** department evaluates books and other archival literature as well as the tools and products of archival activity such as finding aids, microfilm editions, audio-visual materials, exhibits, and computer software. On occasion it includes review essays to permit comparative analysis of related publications.

Reviewers are selected by the Reviews editor. Direct inquiries to Barbara Craig, Faculty of Library and Information Science, University of Toronto, 140 St. George Street, Toronto, Ontario, M5S 3G6 Canada. Telephone: (416) 978-7093. Fax: (416) 971-1399. E-mail: craig@fis.utoronto.ca.

The **Forum** contains letters to the editor commenting on recently published articles or other topics of interest to the profession.

Manuscript Submission Requirements

Manuscripts should be typed in English on white paper 8½-by-11 inches in size. Computer-printed documents are preferred to be in near-letter-quality mode. Both text (including lengthy block quotations) and endnotes should be double-spaced following the text, not at the foot of each page. All pages should be numbered. The author's name and address should appear only on the title page, which should be separate from the main text of the manuscript. The preferred maximum length is 8,000 words for research articles and surveys and 3,000 words for case studies and perspectives, but these length requirements can be waived for certain articles in consultation with the editor. All articles should be accompanied by a 100-word abstract and author's biographical statement.

Four copies of the manuscript should be submitted for all types of articles. Illustrations are welcome in all departments. Only photocopies of photographs need be included with the initial submission of an article. Glossy 8-by-10 inch originals will be required when and if the article is accepted for publication.

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It is expected upon acceptance that authors will provide copies of their manuscript on diskette. At this time, it is preferred to receive manuscripts composed in Microsoft Word 97, but the editor can accommodate any other word processing software.

The *American Archivist* will not consider a manuscript that is being reviewed by another journal at the same time, nor will it normally consider an article that has been published previously in a similar form. A separate reprinting policy has been prepared, but normally reprinting will be initiated by the editor.

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Authors will receive two complimentary copies of the journal in which their articles appear; reviewers receive two tear-sheets. Reprints/offprints may be ordered at the time page proofs are sent to the author for review.

Additional Inquiries

Address additional inquiries about the *American Archivist* to: Teresa Brinati, Director of Publications, Society of American Archivists, 527 S. Wells St., 5th Floor, Chicago, IL 60607-3922. Telephone: (312) 922-0140. Fax (312) 347-1452. E-mail: tbrinati@archivists.org.

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JOHN A. FLECKNER
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