

PUBLICATIONS RECEIVED

Bulletin of the Business Archives Council of New South Wales.

The newly produced Bulletin of the Business Archives Council of New South Wales is an attractive and competent publication. The contents include a History of David Jones Ltd., an article on Archives in New Zealand, a review article on a history of the Unilever Combine and reviews of other publications. Mr Macmillan's advice to firms on how to prepare inventories of their records is a useful first step.

EDITORIAL NOTE

Mr H.J. Gibbney of the Archives Division, Commonwealth National Library has now been appointed editor of this journal. Any news considered likely to be of interest to professional workers or those interested in the profession should be sent to him. The following items of news are particularly sought; staff changes in institutions, overseas visitors, changes in accommodation or organisation.

BIBLIOGRAPHY

From this issue, we propose to carry on the bibliography which was commenced in the Bulletin for Australian Archivists. Entries at present represent only those holdings of the Public Library of New South Wales which are of interest to the archival profession. When entries for New South Wales are completed, other institutions will be asked to add a record of any material they hold which is not held in New South Wales. In this way, we hope eventually to provide archivists with a working record of all professional literature available in Australia.

Australia.- Public Service Board.- Training Section
Training handbook on records procedure. Canberra, 1951.

Chaffee, A.
How to file business papers and records. 1938.

Cope, E.A., and Curtis, C.R.
Filing systems, their principles and their application to modern office requirements. Lond., 1950.

Great Britain.- Treasury.- Organisation and Methods Division
Registries report of inter-departmental study groups.
Lond., 1945.