

Publication Notes

Compiled by Ann Pederson

ARAD, A. and M.E. OLSEN. *An Introduction to Archival Automation*. Publication no. 2 Committee on Automation of the International Council of Archives. Bonn. Federal Republic of Germany: Bundesarchiv, 1981. 58pp. paper. Cost not known. Available from M. Jean Pieyns, 65 Rue des Brussons, Liege, Belgium B-4000.

ARCHIVES OFFICE OF N.S.W. *Genealogical Research Kit: Stage 1*. A micropublishing programme designed to place early birth, marriage and death registers, shipping lists, convict lists, electoral rolls and other 'mines of information' in wider circulation. Stage I, to be released soon, comprises 170 reels of 35mm microfilm, 260 microfiche and a published guide for using them. Cost of Stage I will be \$3,937.00 with a 10% discount available to those ordering the whole kit. For further information, write to John Cross, Principal Archivist, AONSW, 2 Globe Street, The Rocks, Sydney, NSW, 2000. *Returns of the Colony, 1822-1857*. \$110.00 the set of 170 Microfiche. Commonly known as 'Blue Books', this record series is now available in microform and should be used in conjunction with the *Guide to the State Archives of New South Wales Information Leaflet No. 29* Sydney: AONSW. ISBN 0-7240-7814-2. Available from the AONSW at the address above.

BAUM, Willa K. and David DUNAWAY, editors. *Oral History: An Interdisciplinary Anthology*. Nashville, TN: American Association for State and Local History, 1984. 450pp. cloth and paper. AASLH members Cloth US\$26.95 and US\$16.15 paper. Non-members US\$29.50 and US\$17.95. Billed as the 'only book published thus far that examines the entire spectrum of living history'. A compilation of articles that represents the best written works on oral history's own history, theories, and different applications. The thirty-seven chapters are written by major practitioners and consumers of oral history. Available from AASLH, 708 Berry Road, Nashville, Tennessee 57204, USA.

BICKFORD, Charlene, *The Coalition to Save Our Documentary Heritage: an Important Lesson in Archival Advocacy*. Occasional Publication no. 3. Washington, D.C: Mid Atlantic Regional Archives Conference, 1984. 43 pages, paper, US\$3.00. A chronicle of the U.S. battle for adequate resources and independence for the National Archives and related federal programs, this work underscores the need for political action by archivists for archives. Available from Bruce Ambacher,

Chairperson Mid-Atlantic Regional Archives Conference. C/- Machine-Readable Archives Branch, National Archives and Records Service, Washington, D.C. 20408, USA.

BOOTH, Pat F. and M.L. SOUTH. *Information Finding and Filing*. Guildford, Surrey, England: ELM Publications, 1982. Indexed. 300pp. 79. A very clearly written book demystifying the task of information storage and retrieval. Content ties very closely to archival needs, though it is not written by or for archivists. Recommended.

CANADIAN MUSEUMS ASSOCIATION. *The Official Directory of Canadian Museums and Related Institutions*. Ottawa; Canadian Museums Association, 1984. 235pp. US\$25.00. Lists 1702 institutions which are indexed by institution name, location, collection focus and key personnel. Available from Canadian Museums Association Booksales Programme C/- Capital Library Wholesale, 1427 Ogilvie Road, Ottawa, Ontario, Canada K1J 8MF. Make cheques payable to 'Capital Library Wholesale'.

CREE, Jan, compiler and editor, *Directory of Special Libraries*, 6th edition, Sydney: Library Association of Australia, Special Libraries Section, 1984. 584pp. Looseleaf pages and binder. Cost, including postage is LAA members \$43; non-members \$57. Available from LAA, 376 Jones Street, ULTIMO. 2007.

CRIMMINS, James C. and Mary KEIL. *Enterprise in the Nonprofit Sector*. Washington, D.C. and New York: Partners for Liveable Places and the Rockefeller Brothers Fund, 1983. 141pp. US\$7.00. A book of innovative and well-explained ideas for fund-raising activities for historical groups.

DANIELS, Maygene F. and Timothy WALCH, editors. *A Modern Archives Reader: Basic Reading on Archival Theory and Practice*. Washington, D.C. 1984. 360pp. Indexed, paper. ISBN 0-911333-12-6. Society of American Archivists (SAA) members US\$10.00 others US\$12.00. Twenty-eight essays representing classics of U.S. archival literature and recent articles articulating concepts and applications of archival principles. Available from SAA headquarters, Suite 504, 600 S. Federal, Chicago, Illinois, 60605, USA.

EVANS, Frank B., Francois HIMLY, and Peter WALNE, compilers; Peter WALNE, editor. *Dictionary of Archival Terminology*. International Council on Archives Handbook no. 3 Munich: K.G. Saur, 1984. 190pp. paper. ISBN 3-598-20275-X. Arranged in English language, alphabetic order, the glossary assembles some 600 definitions of basic archival terms. This first section is then followed by the French equivalent and its definition. The third part of the book provides a list of equivalent terms without definition in Dutch, German, Italian, Russian and Spanish. There

is an alphabetical index to the terms in each of the foreign languages to facilitate access.

EVANS, Gareth. *Information and Freedom in 1984: a Report to the Nation*. Melbourne; Australian Library Promotion Council, 1984. \$3.50 per copy from the publisher.

HEDSTROM, Margaret L. *Archives and Manuscripts: Machine-Readable Records*. Chicago: Society of American Archivists, 1984. Paper. 80pp. SAA members US\$6.00 others US \$8.00. This manual outlines the steps required to locate, appraise, accession, process, and preserve machine-readable records in a systematic way. Available from SAA Headquarters.

HENSEN, Steven L. *Archives, Personal Papers and Manuscripts: a Cataloguing Manual for Archival Repositories, Historical Societies, and Manuscript Libraries*. Washington, D.C. Library of Congress, 1984. US\$16.00. Available from the Catalogue Distribution Service (CDS), Library of Congress, Washington, D.C. 20541. U.S.A.

INDEX OF MANUSCRIPTS IN THE BRITISH LIBRARY. Cambridge, Chadwyck-Healey, 1984. 6000pp in 11 volumes, royal quarto bound in library buckram, blocked in gold. Price £1,200. The first published listing in one alphabetical sequence of the holdings of the Department of Manuscripts in the British Library. An index of persons and places which contains over 1,000,000 entries and consolidates the indexes to over 30 separate catalogues. To be published in 11 volumes over eighteen months commencing June 1984. ISBN 0-85964-140-6. Available from Chadwyck-Healey Ltd., 20 Newmarket Road, Cambridge, CB5 8DT, United Kingdom.

KESNER, Richard. *Automation for Archivists and Records Managers: Planning and Implementation Strategies*. Chicago: American Library Association (ALA), 1984. Paper. SAA members US \$20.00, others US\$27.50. Available through SAA this book provides general approaches to utilization automation in the archival environment. It describes needs assessment, systems analysis, planning and implementation guidelines.

LANCE, David, editor, *Sound Archives: a Guide to Their Establishment and Development*. Special Publication no. 4. . Milton Keynes, Vic: International Association of Sound Archives, 1984. 218pp. Paper. ISBN 0-946475-01-6. Reviewed in the December 1984 issue of *Archives and Manuscripts*, this work is now available from Dr. Ulf Scharlau, Treasurer AISA, Suddeutscher Rundfunk, Schallarchiv, Neckarstrasse 230, D7000 Stuttgart 1 Germany Federal Republic. The cost is still not known.

NATIONAL INVENTORY OF DOCUMENTARY SOURCES IN THE UNITED KINGDOM. Cambridge, Chadwyck-Healey, 1984. Silver halide positive-reading microfiche at a nominal reduction of 24X in envelopes.

Sold in units, each containing approximately 400 microfiche accompanied by a COM Index cumulating the indexes to all previous units. Price £750 per unit. The contents of archives and manuscript collections in County Record Offices, University Libraries, Public Libraries, Specialist and private repositories are listed, indexed and described in detail. An important new reference work in which unpublished finding aids are reproduced on microfiche and are accompanied by a names and subject index. Available from Chadwyck-Healey Ltd., 20 Newmarket Road, Cambridge, CB5 8DT, United Kingdom.

NATIONAL INVENTORY OF DOCUMENTARY SOURCES IN THE UNITED STATES. Teaneck, NJ, Chadwyck-Healey. Silver halide positive reading microfiche at a nominal reduction of 24X in envelopes. Part 1 Federal Records, £3,950. Part 2 Manuscript Division, Library of Congress, £2,750. Part 3 State Archives, Libraries and Historical Societies, £1,000 per unit. Part 4 Academic Libraries and other repositories, £1,000 per unit. Each unit contains approximately 400 microfiche accompanied by a COM index cumulating all previous indexes. Brings together many thousands of finding aids, registers, indexes, and collection guides in repositories throughout the USA. Available from Chadwyck-Healey Inc. 623 Martense Avenue, Teaneck, NJ 07666, USA.

NINETEENTH CENTURY SHORT TITLE CATALOGUE Series 1: 1801-1815. Avero Publications Ltd., 1984/85. 3,250 pp in five volumes bound in buckram, blocked in gold. Price £875. A union catalogue of all books in English, wherever published, in the Bodleian Library; the British Library; the University Library, Cambridge; the Library, Trinity College, Dublin; the National Library of Scotland and the University Library, Newcastle. Titles are listed by author with a detailed subject index and an index of places of imprint. The Catalogue is the first general listing of books published in the nineteenth century. It is also the first comprehensive subject index of nineteenth century books. ISBN 0-907977-10-3. Available from Chadwyck-Healey Ltd., 20 Newmarket Road, Cambridge CB5 8DT, United Kingdom.

PEACE, Nancy E., editor *Archival Choices: Managing the Historical Record in an Age of Abundance*. Lexington, MA: Lexington Books, 1984. Illustrations, appendices, indexed. 164 pp. US\$23.00. Cloth. A collection of seven essays covering broad strategies and specific techniques for appraising contemporary records. An essay on the history of appraisal theory and practice in the U.S. is followed by three essays on appraisal from the view of collection management and three on the specific contexts of business, library and political archives.

RHODES, James B. *The Role of Archives and Records Management in National Information Systems: a RAMP Study*. Paris: UNESCO, 1983. 56pp. Paper. PG1-83/WS/21. Intended to promote the development and

finding of archival sources on a national basis, this work summarises the major arguments for having an archives and its proper context in a national information system.

RITZENTHALER, Mary Lynn, Gerald J. MUNOFF, and Margery S. LONG. *Archives and Manuscripts: Administration of Photographic Collections*. Chicago: Society of American Archivist, 1984. Indexed. Paper. 176pp. SAA members US\$14.00, others US\$18.00. An outgrowth of two years of workshops on photographs, the manual addresses all aspects of managing photographic materials. Available from SAA.

WEBER, Lisa B., editor. *Documenting America: Assessing the Conditions of Historical Records in the States*. Albany, NY: National Historical Publications and Records Commission and the National Association of State Archivists and Records Administrators, 1984. Analyses the condition of historical records programming at the state level in the U.S. and summarises the findings and recommendations of the state Historical Records Advisory Boards in half of the 50 states. The price is not known but information on the book is available by writing to Bruce W. Dearstyne, Executive Director, NASARA, C/- NY State Archives, Room 10A75 Cultural Education Center, Albany, NY, 12230. U.S.A.