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Special Libraries

ADELAIDE R. HASSE, Editor
Council of National Defense
Washington, D. C.

Vol. 12

February, 1921

No. 2

Chicago's Business Library Service

By NATHAN R. LEVIN,

Supervisor of Deposits, Chicago Public Library.

The observant reader of the accounts of business library service which have been printed in the November and December issues, will have noted more or less characteristic divergences, as to method or purpose, from a simple service. Mr. Levin brings an account of a distinctly novel variation in the business house deposits of the Chicago Public Library.

Library service to the industries and business men of Chicago as rendered by the Chicago Public Library can be divided into two classes, the direct, as supplied by the Business House Deposits and the indirect, through the regular reference rooms as the Reference, Civics, Patent and Art Departments. The Civics Department can be considered the "Business Department" of the Chicago Public Library. In this room are housed the magazines on business efficiency and administration, directories of the principal cities of the United States and Europe, railroad and steamship guides and routes, together with a complete set of time tables of all roads centering in Chicago; commercial atlases and gazetteers, a set of Chicago Manufacturers' Catalogs and a very complete collection of house organs of the business firms of the city. The department subscribes for many of the daily statistical services, thus making accessible data not obtainable elsewhere.

A distinct phase of the service rendered by the Civics Department is that of making available pamphlets and newspaper clippings on different topics of interest to the business man. A small and select collection of books for ready use in connection with the documents and pamphlets is also housed here. The entire collection exclusive of the Government documents is classified with an expansion of the Dewey classification, especially devised to cover the specific subjects as worked out in pamphlets and newspaper clippings. All the United States, State and Municipal documents are to be found in this room.

The Art Department supplies the kind of service to the business houses which is implied in its name. Advertising firms are constantly referring to the books and periodicals kept in this room, and the men in charge of the jewelry and lace sections of the large department stores refer to the va-

rious books on the design and history of these particular articles.

The Patent Room renders a service which is invaluable to hundreds of firms in Chicago by making available a complete set of the U. S. Patents, and also having on hand British, French, Australian, Canadian and German Patents. Bound volumes of Chicago newspaper are also housed in this department and are frequently consulted for business purposes.

The general Reference Room provides books which are not specifically provided for in the rooms mentioned above, the large Card Catalog bringing together in one place all the resources of the library whether housed in the stacks or in the different departments.

We call the service as mentioned above indirect, because it is available to the business men and his employees only as they themselves are interested in using the collections at the main building. The direct service rendered through the Business House Deposits makes possible the use of books and other printed matter at the place of employment. In order to do this, the Chicago Public Library has installed collections of books numbering from 300 to 2,000 volumes in the factories and offices of more than fifty large business concerns in the city. These can be drawn for home use and exchanged as desired in the same manner, with like privileges, as in the branch libraries open to the general public. Employees in the various establishments number from 1,000 to 15,000; without the facilities thus offered many thousands of them would be unable to use the library because of the long distances between their homes and the nearest library agency.

The co-operation on the part of the business managers controlling these industrial and commercial establishments has been most cordial. The agreement entered into by the library and each of the business houses

concerned has as a basis the following division of service and expense:

The firm supplies adequate quarters with necessary equipment of shelving and furniture, appoints one of their employees to issue the books for home use by their employees and to aid them in such reference work as their interests in correspondence school courses, evening school courses or any courses of instruction carried on by the firm may demand. The entire resources of the central library are at the disposal of these librarians whenever books not provided in the deposit collection are in demand. The firm supplies the means of transportation necessary for obtaining books from the central library.

The library selects and provides the books, makes exchanges at frequent intervals to keep the collection up to date and attractive, and supplies sets of printed finding lists to enable selection of books supplemental to the local collection. An added service is that of reference research at the main library on questions of business information and kindred topics.

Close connection with the entire resources of the main library is maintained through the telephone reference bureau by means of which the business house librarians may quickly secure expert help in providing material on topics or questions not covered by their own limited house libraries. This service is used heavily and frequently. Many of the business house librarians also make daily or periodical visits to the main library to obtain such material, which is put freely at their command. The whole power of the Chicago Public Library, with all its great variety of literary, bibliographical and statistical collections is thus at the disposal of each of these outlying deposits.

There were at the beginning of the current year fifty-six deposit collections of the character described. The total circulation of books during 1920, excluding hall use,

reached a total of 272,934. During that same period there were 37,164 registered borrowers.

Many of the firms have considerably enlarged the space devoted to their libraries since these were first installed, and have shown great interest in making them attractive as well as convenient for the use of their workers. In addition to the books supplied by the library the firm provides magazines on subjects pertinent to the business of the concern, and often purchases additional copies of business books which are in special demand by their employees. In many of the places trained librarians have been employed, thus enabling the firm to call upon their own library for statistical data and related material, which in previous years necessitated the employment of special experts for specific needs. Recreational reading for the employees is also provided in these libraries. Several firms have summer camps for the use of the employees, and a few hundred volumes of recreational reading are shipped each summer to these camps.

The house organs of these establishments devote space monthly to features of library interest and to lists of books that appeal to those who are endeavoring to equip themselves for more responsible positions, including accounting, salesmanship efficiency methods, etc. Several of these firms issue separate monthly library bulletins for distribution among their employees, each bulletin featuring a distinct phase of the work and calling attention to the special material in the library on that subject.

The above shows what the Chicago Public Library is doing at present for the workers and employers of the city. The future development of the Business Service necessitates the establishment of a "Loop Branch" located in the center of Chicago's financial district. When this is accomplished a well-rounded out service for industrial and commercial Chicago will have been provided.

A Reference Service Bureau

By MRS. GEORGENE L. MILLER,

Librarian, Whitfield, Whitcomb & Co., Portland, Oregon.

Has a business library "pulling power"? Mrs. Miller here describes one that has. It carries a very significant message taken in connection with the monthly symposium "What Business Men Are Reading," inaugurated in "System" for February, 1921.

Some one has defined "business" as synonymous with "service", and it is with this idea as its *raison d'être* that Whitfield, Whitcomb & Company, certified public accountants, of Portland, Oregon, have opened their library to the business men of the city.

The library was established about a year ago, with an equipment of approximately five hundred books and sixty magazines, the

latter indexed analytically. It was designed primarily for the needs of the firm, and for the education of its staff. In the course of her work, the librarian often found items of interest to clients, and a letter was written conveying the information. As the work developed, it proved an easy matter to extend the service not only among clients, both in and out of the city, but also to business friends and acquaintances. Where items on

foreign trade, on the lumber industry, on fisheries or fruit, or port facilities, are sent out to the business men of the community, it is felt that such service aids in the development of the community.

To carry out this idea of service, a letter form was devised as follows:

Reference Library, Service Bureau
of
WHITFIELD, WHITCOMB & CO.
Certified Public Accountants

Portland	Agents:
Seattle	San Francisco
Spokane	Los Angeles
Astoria	Salt Lake
Portland, Oregon,	19..

To

You may be interested to know that:

Magazine articles of recent date which probably are of value to you are:

More details and copies or digests of the magazine material, may be obtained upon request. Our library is open from 9:30 to 4:30, and its service is gratis.

Very truly yours,

Certified Public Accountants

On this form the business man was given a digest of some special article, a review of some new book, or a list of magazine articles of interest to him.

This method aroused much enthusiasm,

and many business men declared that this kind of service filled a long-felt want. Many telephone calls and written requests for information came in, and one or two firms asked for a monthly list of current magazine articles. This service does not aim to interfere with or compete with that of the public library of the city, but really works toward an increase in the use of that library. Of course, our small library could not hold all the books or magazine articles of which it has indexes, guides or digests, and thus the public library reference department is often called upon to complete the work initiated by us. We call the business man's attention to the book or the articles in a way not feasible, perhaps, for a big public library; and leave it to him to seek it wherever it suits his convenience,—at our own library or elsewhere.

It was difficult at first for some business firms to understand how we could give this kind of service free of charge, but a progressive accounting firm has to keep in touch with every business activity, to be informed on all lines of business, and hence must have a great deal of information on file for its own use. The cost of sharing this information with clients and friends is comparatively small—the return in good will is very large, and good will is one of the most valuable assets a professional firm can have. People who at first came to scoff at this library venture as a mere advertising scheme, remained to praise it and welcome it as a valuable addition to the business equipment of the city.

The International Labor Office

In the November number of SPECIAL LIBRARIES we announced the projected publication by the International Labor Office of a Monthly International Labor Review. We are now happy to be able to report authentically on all the publications of this office and the conditions of purchase

A. Regular Periodical Publications

1. **Monthly International Labour Review.** This is to be a scientific popular publication containing articles, statistics and information relating to labor and industry, of interest and value to employers, workers and governments. It will contain contributions by well-known economists, employers and trade union leaders, as well as articles prepared in the International Labor Office. It is intended that the Review shall appear in English and French in January, 1921. In conformity with the Peace Treaty, it may also be published in other languages later.

2. **The Bulletin.** The Bulletin is the weekly official journal of the office, and its purpose is to supply information with regard to the activities of the International Labor Organization. It contains the texts of offi-

cial documents, reports of meetings of the governing body and the various international commissions (on unemployment, emigration, etc.), as well as general information with regard to the progress of the work of the office. It also contains particulars with regard to the action taken by the different nations, members of the organization, to give effect to the decisions of the Annual Conference. The Bulletin has appeared regularly in English and in French since the 8th September, and in German since the 20th October.

3. **Daily Intelligence.** The Daily Intelligence containing brief notes on important current events relating to labor and industry has appeared in roneoed form in French since the 1st September, 1920. The Daily Intelligence is now printed in both French and English. Until January, 1921, it was called Daily Summary.

B. Irregular Periodical Publications

4. **Studies and Reports.** The Studies and Reports appear at frequent intervals, and contain short reports and articles on subjects of immediate importance in the field

of labor and industry. The collection falls into fourteen series:

(a) Industrial relations (the activities of trades unions and employers' associations, and political activity in its relations to questions of labor); (b) economic relations; (c) employment and unemployment; (d) conditions of labor; (e) social insurance; (ebs) disabled men and victims of the war; (f) safety; (g) industrial hygiene; (h) conditions of life of the workers; (i) co-operation; (j) protection of women and children; (k) education; (l) agriculture; (m) questions affecting seamen.

5. **Bibliographical Series.** The Bibliographical Series will include:

(a) General bibliographical lists of publications both official and non-official. These are printed weekly or as often as desirable and possible. Bibliographies and book-notes will appear each month in the International Labor Review.

(b) Special annotated bibliographies relating to particular subjects such as minimum wage, the eight hour day, vocational education, employee's participation in industrial management, industrial hygiene, etc., will appear from time to time as occasion demands.

6. **Legislative Series.** This series contains reprints and translations of the texts of laws, decrees, orders and regulations affecting labor, issued in the different countries of the world. The series, which is published in English, French and German, constitutes a continuation in a new form of the series published by the old International Labor Office at Basle.

7. **Reports of the International Labor Conference.** These Reports comprise:

(a) Reports prepared by the International Labor Office for the Annual Conference;

(b) Verbatim Reports of the proceedings of the Conference;

(c) The Official Text of the Draft Conventions and Recommendations adopted by the Conference.

C. **Non-Periodical Publications**

8. **Special Reports.** The results of important special investigations or researches carried out by the International Labor Office and similar studies made outside the office, if deemed of sufficient value, will be published as Special Reports. The International Labor Office has already published a Special Report on "Labor Conditions in Soviet Russia," giving the findings of the study made by the office. The results of the inquiry into production which is still in progress will be published in this series when completed. Other Special Reports will be issued as occasion requires.

9. **Other Publications.** Under this heading are included all publications which do not fall into any of the categories mentioned

above. Such publications comprise, for example, the Constitution and Rules of the International Labor Organization, as well as the series devoted to explaining the functions and activities of the Organization and the International Labor Office.

D. **Conditions of Subscription**

1. **Inclusive Subscription.** It has been decided to establish an inclusive subscription for the publication of the office as a whole. This subscription will cover all publications of whatever kind appearing during the period for which the subscription is valid.

2. **Individual Subscription.** Subscriptions will be received for any one or more of the various series of periodical publications, regular or irregular, mentioned above. Individual subscriptions do not cover non-periodical publications. All publications may be bought separately.

E. **Rate of Subscription**

The office has encountered certain difficulties in fixing the rate of subscription for its publications. It is clearly impossible to fix the price for each country at current rates of exchange with, say, the Swiss franc. Such a system would make the rate of subscription prohibitive in countries in which the currency has greatly depreciated. Furthermore, as the rates of exchange continually fluctuate, the prices would vary from day to day and from year to year. On the other hand the office did not consider it advisable to fix the rates of subscription in the currencies of the different countries at the par rates of exchange existing before the war. The plan adopted is frankly a compromise intended to give the widest circulation of the publications of the International Labor Office, while safeguarding the office from too heavy financial losses. It has taken into account to some extent current rates of exchange, but it has avoided imposing prohibitive prices on any country. The annual rates of subscription have been fixed provisionally in the table given below.

Rates will be quoted for other countries on application.

Attention may be drawn to the fact that these rates have been fixed in such a way as to give considerable advantage to those who pay the inclusive subscription. Not only do these subscribers pay less than the sum of the individual subscriptions, but in addition they receive all the non-periodical publications. The Special Reports of the office will undoubtedly have considerable importance.

Orders and subscriptions of whatever kind should be sent, together with remittance, to the International Labor Office, Geneva, Switzerland, to whose order checks should be drawn.

Currency	Belgium	France	Germany	Great Britain	Italy	Netherlands	Spain	Switzerland	United States
	Frs.	Frs.	Marks	L. s. d.	Lira	Florins	Pescetas	Frs.	Dols.
International Labor Review.....	50	50	75	1/ 4/-	65	15	30	50	5
Bulletin	25	25	38	-/12/-	32.50	7.50	15	15	2.50
Daily Summary	165	165	250	4/ -/-	215	50	100	100	17
Studies and Reports.....	200	200	300	4/16/-	200	60	120	120	20
Bibliographical Series	10	10	15	-/ 5/-	13	3	6	6	1
Legislative Series	35	35	50	-/16/-	45	10	20	20	4
Report of the Annual Conference.....	35	35	50	-/16/-	45	10	20	20	4
Inclusive Subscription.....	500	500	750	12/ -/-	650	150	300	300	50

Slogans

By MARGARET REYNOLDS,

Librarian, First Wisconsin National Bank, Milwaukee.

The Editor's Note appended to the following article printed in Daw's Banking News of November, 1920, is as follows: "Miss Reynolds originated the slogan campaign in Milwaukee. There is a larger idea running through her article, which was written at our request, and that is to do the thing that boosts your home town. She has promised to furnish later on a working plan for a bank library. In commenting on the slogan campaign at its inception, the Milwaukee Journal gave the following facts, which Miss Reynolds has modestly omitted to mention because they place the responsibility in no uncertain language for authorship of the slogan idea.

"The idea was conceived by Miss Margaret Reynolds, librarian of the First Wisconsin National Bank, and formerly librarian of Milwaukee-Downer College. As a part of her duties at the bank, Miss Reynolds dictates a multitude of letters and her enthusiasm for Milwaukee suggested that some salient feature of Milwaukee's many advantages be made a part of each letter. Acting on this idea she compiled a series of slogans, using a different one each day in each letter. The Association of Commerce, upon learning of the scheme, decided to enlarge it, and use it as a means of advertising Milwaukee to the world. As the first step, a booth was established at the Ad Show, now in progress at the Auditorium, to demonstrate to the public how the plan will work. Briefly, as conceived by Miss Reynolds, and enlarged by the Association, the 'Know Milwaukee' campaign plan, as explained in the Journal a few days ago, is this:

"Letters sent out by Milwaukee business men will contain a slogan, to be changed daily, which will point out Milwaukee's exceptional advantages. In this manner Association of Commerce members alone will send more than 22,000,000 messages yearly.

"Teachers will be asked to write the slogan of the day upon the blackboards and otherwise call attention of the students to what the city offers.

"Motion picture theaters will flash the slogan upon the screens.

"Large signs, to be changed daily, will be placed throughout the city.

"Newspapers will be asked to print the slogan for the day in conspicuous places."



lar with the slogans used by various national advertisers. Perhaps one of the earliest ones in use was "Good morning,

If one consults Webster's New International Dictionary, he will find that the commonly accepted use of the word slogan today is not mentioned. It is only within the last few years that the American public has become so familiar with this word. Now you can hardly pick up a paper without finding it used in various ways. We

are more or less familiar with the slogans used by various national advertisers. Perhaps one of the earliest ones in use was "Good morning,

have you used Pear's Soap?" or "Milwaukee is famous, Pabst has made it so." A present day favorite in this day of much talk about the H. C. L. is found on the Gold Dust street car cards: "Kept clean with Gold Dust—still 5 cents."

The banks throughout the country have taken up the slogan idea. One evolved as the result of the 1919 merger in St. Louis is "A truly national bank serves every state in the Union." In Milwaukee we have "The bigger the bank, the better the service," "The Bank of Personal Service" and "the People's Bank of Service".

Soon after the First National and the Wisconsin National Banks merged in July, 1919, it was decided to adopt a different slogan for each week in the year. These were to be significant facts about Milwaukee

or Wisconsin. They were to be typed at the bottom of every letter which left the bank. Among the first slogans were:

"Wisconsin's annual cranberry crop will make four million delicious pies."

"Wisconsin leads the United States in the number of pure-bred Guernsey cattle."

"Wisconsin, a great leader in packing peas, with 40 per cent of the entire output of the country."

"Milwaukee has the largest tanneries for upper side leather and calf skins in the country."

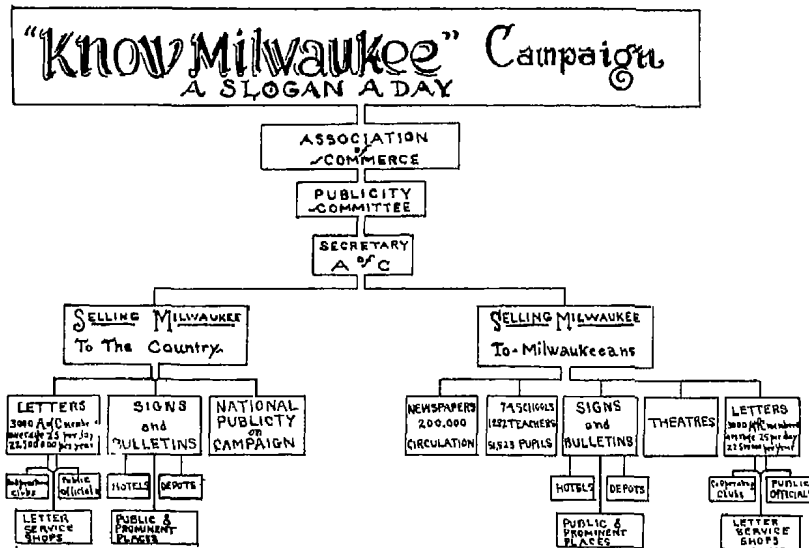
Almost as fast as letters were sent out comments from the various correspondents began to come in about these slogans. Some persons doubted their accuracy, others added slogans of their own and started the movement in their home town. One of the cleverest comments which was received after a shoe slogan had been run said "So shoes are the substitute which is to make Milwaukee famous." In thanking us for the Public Museum lecture slogan an investment banker in Portland, Maine, said he hoped to attend the lecture some Sunday. From Wauwatosa we had a reply with a slogan added, "Wauwatosa—Finest suburb west of Milwaukee."

The idea spread and was commented on editorially throughout the country. In February, 1920, Mr. W. C. Carlson was elected president of the Milwaukee Association of Commerce. In congratulating Mr. Carlson upon his new position, the writer of this article suggested that the Association of Commerce get all business houses in Mil-

waukee to use slogans on all outgoing mail, whereupon the Publicity Committee of the Milwaukee Association of Commerce began to promote a "Slogan-a-Day" Milwaukee advertising campaign. About fifteen years ago when Milwaukee was famous as a convention city, "Milwaukee—A Bright Spot" was used as our slogan. The Association of Commerce adopted the slogan, "Make Milwaukee Mighty." Various firms have used this repeatedly. Each month the Association of Commerce has printed a list of slogans which are to be used during the coming month. The Publicity Committee feel that their efforts have been more than repaid, for comments on the facts mentioned in the slogans have come in from all over the country. It is estimated that letters mailed by Association members only, will reach 28,125,000 persons yearly. If every business man in the city co-operates a still larger number will be received.

This slogan idea as used in Milwaukee suggests also the "Do You Know" articles about Kansas City which were originated by the Kansas City Star and appeared in that newspaper from June 8 to July 10, 1919. After that the Chamber of Commerce of Kansas City took space in the leading newspapers of the country and through this "Do You Know" campaign, many people became better informed as to the business activities of Kansas City.

If you want to boost your town and incidentally learn something about it, get some facts together, secure the co-operation of the leading business men and begin a slogan campaign.



Selected List of Books on Civil Engineering

Compiled by ELEANOR H. FRICK and EDITH L. SHEARER.

JANUARY 28TH, 1921.

ENGINEERING IN GENERAL

- Bibliographies**
 Engineering Index, 1881-1920. N. Y. Am Soc Mech. Engrs., 29 W. 39th St.
 Industrial Arts Index, 1913-1920 N. Y. H. W. Wilson Co.
- Contracts and Specifications**
 Johnson, John Butler. Engineering Contracts and specifications. Ed. 3, 1902, Eng. News, \$3.
 Mead, D. W. Contracts, specifications and engineering relations 1916. N. Y. McGraw, \$3.
- Dictionaries**
 Schломann, Alfred. Illustrierte technische Wörterbücher in sechs sprachen, 1906, N. Y. Stechert.
- General Works**
 Handbuch der Ingenieur Wissenschaften. Berlin.
 Carpenter, R. C. Experimental engineering Ed 7, 1911. N. Y. Wiley, 1132 pp. \$6
- Handbooks**
 Fryc, Albert I. Civil Engineers' pocket-book, 1913. N. Y. Van Nostrand, \$5.
 Kent, William. Mechanical Engineers' pocket-book, 1916. N. Y. Wiley, \$5.
 Kidder, Frank E. and Thomas Nolan, Eds. Architects' and builders' pocket-book. Ed 16, 1916. N. Y. Wiley, \$5
 Marks, Lionel S., Ed. Mechanical Engineers' handbook, 1916. N. Y. McGraw, \$5.
 Merriman, Mansfield. American Civil Engineers' handbook. Ed. 4, 1920 N. Y. Wiley, \$6.
 Peelo, Robert. Mining Engineers' handbook, 1918. N. Y. Wiley, \$5.
 Pender, Harold, Ed. American handbook for electrical engineers. 1914. N. Y. Wiley, \$5.
 Trautwine, J. C. Civil Engineers' pocket-book. Ed. 20. 1919. Phil. Trautwine, \$6.
- Law**
 Allen, C. Frank. Business Law for Engineers. 1917. N. Y. McGraw, \$3.
 Wait, John Cassan. Law of contracts. 1901. N. Y. Wiley, \$3.
 Wait, John Cassan. Law of operations preliminary to construction 1900 N. Y. Wiley, \$5.50.
- Valuation**
 American Society of Civil Engineers. Final Report of Special Committee to Formulate Principles and Methods for Valuation of Railroad Property and Other Public Utilities. 1917. N. Y. Am Soc. C. E.
 Floy, Henry. Valuation of public utility properties. 1912. N. Y. McGraw.
 Foster, H. A. Engineering valuation of public utilities and factories, 1912. N. Y. Van Nostrand.
 Grunsky, C. E. Valuation, depreciation and the rate base, 1917. N. Y. Wiley, \$4.

CONSTRUCTION IN GENERAL MANAGEMENT

- Efficiency Engineering**
 Babcock, G. D. Taylor system in Franklin management. 1918 N. Y. Eng Magazine, \$3.
 Drury, H. B. Scientific Management. 1918 N. Y. Longmans, \$2.
 Kimball, D. S. Principles of industrial organization. 1919. N. Y. McGraw.
- Contractor's Plant**
 Dana, Richard T. Handbook of construction plant, its cost and efficiency. 1914. Chic. Clark, \$5

- Construction Work—Contracting**
 Hauer, D. J. Modern management applied to construction. 1918. N. Y. McGraw, \$2.50.
- Costs**
 Gillette, H. P. Handbook of cost data. 1910. N. Y. McGraw, \$5.
 Gillette, H. P., and Richard T. Dana. Handbook of mechanical and electrical cost data. 1918. N. Y. McGraw, \$6
- Drawing. Graphic Charts. Drafting Room**
 Bartlett, F. W., and T. W. Johnson. Engineering, descriptive geometry and drawing. 1919. N. Y. Wiley, \$5.50
 Collins, C. D. Drafting room methods, standards and forms. 1918. N. Y. Van Nostrand, \$2
 French, T. E. Manual of engineering drawing. Ed. 2, 1918. N. Y. McGraw, \$2.50.
 Haskell, A. C. How to make and use graphic charts. 1919. Codex Book Co., \$5.
 Peddie, J. B. Construction of graphical charts. Ed 2, 1919 N. Y. McGraw, \$2.
- Earthwork, Excavation, Cleaning**
 Baker, Sir Benjamin. Actual lateral pressure of earthwork 1881 N. Y. Van Nostrand. (Van Nostrand Science Series.)
 Dan, Albert W. Blasting or rock in mines, quarries, tunnels, etc. Ed. 2, 1909. N. Y. Spon, \$6.
 Gillette, Halbert Powers. Earthwork and its cost, a handbook of earth excavation. Ed. 3, 1920. N. Y. McGraw, \$6.
 Gillette, H. P. Handbook of clearing and grubbing, methods and cost. 1917. N. Y. Clark, \$2.50.
 Gillette, Halbert Powers. Handbook of rock excavation, methods and cost. 1916. N. Y. Clark, \$5.
 McDaniel, Allen Boyer. Excavation machinery, methods and costs. 1919. N. Y. McGraw, \$5.
- Waterproofing**
 Ross, Joseph. Waterproof engineering. 1919. N. Y. Wiley, 442 pp., \$5.

MATERIALS OF ENGINEERING

- Handbooks**
 Johnson, J. B. Materials of construction. Ed. 5, 1918. N. Y. Wiley, \$6.
 Moore, H. F. Textbook of the materials of engineering. Ed. 2, 1920. N. Y. McGraw, \$3.
- Laboratory Manuals**
 Hatt, W. K., and H. H. Scofield. Laboratory manual of testing materials. Ed 2. 1920. N. Y. McGraw, \$2
- Cement and Concrete**
 Blount, B. Cement. 1920. London, Longmans, 18 shillings
 Butler, D. B. Portland cement, its manufacture, testing and use. Ed. 2. 1906 N. Y. Spon, \$5.
 Desch, C. H. Chemistry and testing of cement. 1911 London, Arnold, \$3
 Eckel, Edwin C. Cements, limes and plasters. 1909. N. Y. Wiley, \$6.
 Falk, Myron S. Cements, mortars and concrete. 1904 N. Y. Clark, \$2.50.
 LeChatelier, Henri. Constitution of hydraulic mortars. 1905. N. Y. McGraw, \$2.
 Sabin, L. C. Cement and concrete. Ed. 2. 1907. N. Y. McGraw, \$5.
- Iron and Steel**
 Cambria Steel Co. Cambria steel, a handbook relating to structural steel manufactured by the Cambria Steel Co. Ed. II. 1919. Johnstown, \$1.50.

- Carnegie Steel Company. Shape book containing profiles, tables, and data appertaining to the shapes, plates, bars, rails and track accessories. 1920. Pittsburgh, \$1.
- Cushman, Allerton S., and H. A. Gardner. Corrosion and preservation of iron and steel. 1910. N. Y. McGraw, \$4.
- Elliott, T. J. Elliott's weights of steel for engineers. 1916. Cleveland. Penton Publishing Co. 662 pp., \$20.
- Friend, J. Newton. Corrosion of iron and steel. 1911. N. Y. Longmans, \$1.80.
- Tiemann, H. P. Iron and steel. Ed. 2, 1916. N. Y. McGraw, \$3.
- Wood, M. C. Rustless coatings. 1901. N. Y. Wiley, \$4.
- Stone**
- Richardson, Charles Henry. Building stones and clays. 1917. Syracuse. Syracuse Univ. \$5.50.
- Timber**
- Belts, H. S. Timber, its strength, seasoning and grading. 1919. N. Y. McGraw, \$3.
- Goss, O. P. M. Structural timber handbook on Pacific coast woods. 1916. Seattle West Coast Lumbermen's Assoc. 289 pp., \$1.
- Tiemann, H. D. Kiln drying of lumber. 1917. Phil Lippincott, \$4.
- Snow, Charles Henry, M. Am. Soc. C. E. Wood and other organic structural materials. 1917. N. Y. McGraw, \$5.
- Weiss, Howard P. Preservation of structural timber. Ed. 2, 1916. N. Y. McGraw, \$3.
- Tyrell, H. G. Artistic bridge design. 1912. Chic. Clark, 294 pp., \$3.
- Waddell, J. A. L. Bridge engineering. 1916. N. Y. Wiley, 2 vols. \$10.
- Concrete and Reinforced Concrete Construction**
- Eddy, H. T., and C. A. P. Turner. Concrete steel construction. Ed. 2, 1919. Minneapolis, \$10.
- Emperger, F. Edler von, Ed. Handbuch für Eisenbetonbau. Ed. 2. 1910-15. Berlin, Ernst, 12 vols.
- Gillette, H. P., and C. S. Hill. Concrete construction, methods and cost. 1908. N. Y. Clark, \$5.
- Hool, C. A., and N. C. Johnson. Concrete engineers' handbook. 1918. N. Y. McGraw, \$5.
- Hool, G. A. Reinforced concrete construction. Ed. 2, 1918. N. Y. McGraw, 3 vols. v. 1, \$2.50.
- Mörsch, Emil. Concrete-steel construction. 1909. N. Y. Eng News, \$5.
- Taylor, F. W., and S. E. Thompson. Concrete costs. 1912. N. Y. Wiley, \$5.
- Taylor, F. W. Treatise on concrete, plain and reinforced. Ed. 3, 1916. N. Y. Wiley, \$5.
- Turneaure, F. E., and E. R. Maurer. Principles of reinforced concrete construction. 1919. N. Y. Wiley, \$3.75.
- Masonry Construction**
- Baker, Ira Osborn. Treatise on masonry construction. Ed. 10, 1910. N. Y. Wiley, \$5.
- Timber Construction**
- Dewell, H. D. Timber framing. 1917. San Francisco. Dewey, 275 pp., \$2.
- Foundations, Bridge Piers and Abutments**
- Fowler, Charles Evan, M. Am. Soc. C. E. Practical treatise on engineering and building foundations, including sub-aqueous foundations. Ed. 4, 1920. N. Y. Wiley, vol. 1, \$5.
- Jacoby, Henry S. and Roland F. Davis. Foundations of bridges and buildings. 1914. N. Y. McGraw, \$5.
- Retaining Walls**
- Cahn, William. Practical designing of retaining walls, with appendices on stresses in masonry dams. Ed. 6, 1910. N. Y. Van Nostrand, 50 cents.
- Howe, M. A. Retaining walls for earth. Ed. 5, 1911. N. Y. Wiley, \$1.25.
- Paaswell, George. Retaining walls, their design and construction, 1920. N. Y. McGraw, 275 pp., \$4.
- Building Construction, Buildings**
- Ketchum, M. S. Design of steel mill buildings. Ed. 3, 1913. N. Y. McGraw, \$4.
- Spencer, Albert S. Practical design of steel-framed sheds. 1915. N. Y. Van Nostrand, \$3.50.
- Walker, F. R. Building estimator's reference book. Ed. 3, 1919. Chicago. F. R. Walker, 168 N. Michigan Ave., \$5.
- Model Factory Towns**
- Knowles, Morris. Industrial housing. 1920. N. Y. McGraw, \$5. (From Civ. Eng. standpoint, water supply, etc.)

CIVIL ENGINEERING

General Works

- Rankine, W. J. M. Manual of civil engineering. Ed. 23, 1907. London. Griffin, \$6.50.
- Structural Engineering, Mechanics of Materials, Theory or Design, Bridges**
- Elastizität und Festigkeit, 1911. Ed. 6. Berlin. Springer.
- Beck, Ernest G. Structural steelwork, relating principally to the construction of steel-framed buildings. 1920. N. Y. Longmans, \$7.50.
- Hird, Harold Hughes, Assoc. M. Inst. C. E. Practical design of plate girder bridges. 1920. London. Griffin.
- Result of practical experience in manufacture and design (omit applied mechanics and strength of materials).
- Burr, W. H. Elasticity and resistance of materials. Ed. 6, 1903. N. Y. Wiley, \$7.50.
- Castigliano, A. Elastic stresses in structures. 1919. Van Nostrand, \$9.
- Church, I. P. Mechanics of engineering. 1908. N. Y. Wiley, \$6.
- Dilworth, E. C. Steel railway bridges, 1916. N. Y. Van Nostrand, \$4.
- Godfrey, Edward. Structural engineering. 1905-13. Pittsburgh, 3 vols. \$5.
- Johnson, J. B. Theory and practice of modern framed structures. Ed. 9. 1911-13. N. Y. Wiley, 3 vols. \$10.
- Ketchum, Milo S., M. Am. Soc. C. E. Design of highway bridges of steel, timber and concrete. Ed. 2, 1920. N. Y. McGraw, 548 pp., \$6.
- Ketchum, M. S. Structural engineers' handbook. Ed. 2, 1913. N. Y. McGraw, \$5.
- Kunz, F. C. Design of steel bridges, 1915. N. Y. McGraw, \$5.
- Marburg, Edgar. Framed structures and girders. 1911. N. Y. McGraw, Pt. 1, \$4.
- Merriman, Mansfield. Mechanics of materials. Ed. 11, 1914. N. Y. Wiley, \$4.
- Merriman, Mansfield, and H. S. Jacoby. Textbook on roofs and bridges. Pts. 1-4. 1905-17. N. Y. Wiley, \$2.50 each.
- Morley, A. Theory of structures, New Ed. 1913. London. Longmans, 14 shillings.
- Morris, Clyde T. Designing and detailing of simple steel structures. Ed. 3. 1914. N. Y. McGraw, \$2.25.
- Rings, Frederick. Reinforced concrete bridges. 1913. N. Y. Van Nostrand, \$5.
- Hosmer, G. L. Geodesy 1919. N. Y. Wiley, \$3.50.
- Johnson, J. B., and L. S. Smith. Theory and practice of surveying. Ed. 17, 1911. N. Y. Wiley, 921 pp. \$3.50.
- Thomas, W. Norman (Lecturer in Civ. Eng., Univ. of Birmingham) Surveying 1920. London, Arnold. 536 pp. \$10.50.

SURVEYING

General Works

- Hosmer, G. L. Geodesy 1919. N. Y. Wiley, \$3.50.
- Johnson, J. B., and L. S. Smith. Theory and practice of surveying. Ed. 17, 1911. N. Y. Wiley, 921 pp. \$3.50.
- Thomas, W. Norman (Lecturer in Civ. Eng., Univ. of Birmingham) Surveying 1920. London, Arnold. 536 pp. \$10.50.

RAILROADS

General Works

- Orrock, J. W. Railroad structures and estimates. Ed. 2, 1918. N. Y. Wiley, \$5.

Location

- Allen, C. F. Field and office tables. Ed. 3, 1920. N. Y. McGraw, \$2.50. Railroad engineering.
- Allen, C. F. Railroad curves and earthwork. Ed. 6, 1920. N. Y. McGraw, \$2.50.
- Lavis, Fred. Railway estimates, design, quantities, costs. 1917. N. Y. McGraw, \$5.
- Perkins, Lee. Railroad taper; the theory and application of a compound transition curve based upon thirty-foot chords. 1915. N. Y. Wiley, 356 pp., \$2.50.
- Raymond, W. G. Elements of railroad engineering. Ed. 3, 1917. N. Y. Wiley, \$4.
- Raymond, W. G. Railroad field manual for civil engineers. 1915. N. Y. Wiley, \$3.
- Searles, W. H. Field engineering. Ed. 18, 1919. N. Y. Wiley, \$3.
- Shunk, W. F. Field engineer. Ed. 21, 1918. N. Y. Van Nostrand, \$2.50.
- Wellington Arthur Mellen. Economic theory of the location of railroads. Ed. 6, 1920. N. Y. Wiley, \$5.

Construction and Maintenance

- Camp, Walter Mason. Notes on track, construction and maintenance. Ed. 2, 1901. Auburn Park, Chicago, The Author.
- Crandall, Charles Lee. Railroad construction. 1913. N. Y. McGraw, 321 pp., \$3.
- Crandall, B. V. Track labor cost data. 1920. Chicago, The Author, 14 E. Jackson Boulevard, \$2.50.
- Treatman, E. E. R. Railway track and track work. Ed. 3, 1908. N. Y. Eng. News, \$3.50.
- Webb, Walter Loring. Railroad construction. Ed. 6, 1917. N. Y. Wiley, \$4.

Tunnels and Tunneling Subways

- Gilbert, G. H. Lucius I Wightman and W. L. Saunders. Subways and tunnels of New York, methods and costs. 1912. N. Y. Wiley, \$4.
- Lauchli, Eugene. Tunneling. 1915. N. Y. McGraw, 238 pp., \$3.
- Prelmi, Charles. Tunneling. Ed. 6, 1912. N. Y. Van Nostrand, \$3.

Rails

- Sellew, W. H. Steel rails. 1913. N. Y. Van Nostrand, \$12.50.

Yards and Terminals

- Crandall, B. V. Terminal cost data. 1919. Railway Educational Press, \$2.50.
- Droege, John A. Freight terminals. 1912. N. Y. McGraw, \$5.

Locomotives

- American Railway Master Mechanics Assoc. Locomotive dictionary and cyclopedia. Ed. 5. Simmons-Boardman, \$10.

Rolling Stock

- Car builder's dictionary. Ed. 8, 1916. N. Y. Simmons-Boardman, \$4.

Operation

- Haines, H. S. M. Am. Soc. C. E. Efficient railway operation. 1919. N. Y. Macmillan 709 pp., \$4.

Signals and Signaling

- Anderson, J. Electric locking. 1913. N. Y. Simmons-Boardman, \$2.
- McCready, H. Alternating current signaling. Ed. 3, 1919. Swissvale, Pa. Union Switch and Signal Co. \$3.

Accounting

- Adams, H. C. American railroad accounting. 1918. N. Y. Holt, \$3.

Electric Railroads

- Blake, H. W. Electric railway transportation. 1917. N. Y. McGraw, 437 pp., \$5.
- Buck, A. M. Electric railway. 1915. N. Y. McGraw, 380 pp., \$3. (Locomotives, signaling, etc.)

HIGHWAYS**General**

- Baker, I. O. Treatise on roads and pavements. Ed. 3, 1918. N. Y. Wiley, \$4.50.
- Blanchard, A. H. American highway engineers' handbook. 1919. N. Y. Wiley, \$5.

- Byrne, Austin Thomas. Treatise on highway construction. Ed. 5, 1908. N. Y. Wiley, \$5.
- Goodell, J. M. Location, construction and maintenance of roads. 1918. N. Y. Van Nostrand, \$1.50.
- Tilson, George W. Street pavements and paving materials. Ed. 2, 1912. N. Y. Wiley, 651 pp., \$4.

Asphalt

- Richardson, Clifford. Asphalt construction for pavements and highways; a pocketbook for engineers, contractors and inspectors. 1913. N. Y. McGraw, \$2.

Concrete

- Hanson, E. S. Concrete roads and pavements. 1914. Chic. Cement Era, \$1.50.

Dust Preventives

- Hubbard, Prévost. Dust preventives and road binders. 1910. N. Y. Wiley, 416 pp., \$3.

HYDROLOGY—HYDRAULICS**General**

- Mead, D. W. Hydrology. 1919. N. Y. McGraw, \$5.
- Merriman, Mansfield. Treatise on hydraulics. 1912. N. Y. Wiley.

DAMS AND RESERVOIRS**General**

- Bligh, W. G. Dams and weirs. 1915. Chic. Amer. Technical Society, \$1.50.
- Creager, W. P., M. Am. Soc. C. E. Engineering for masonry dams. 1917. N. Y. Wiley, 237 pp., \$2.50.
- Schuyler, J. D. Reservoirs for irrigation, water-power and domestic water supply. Ed. 2, 1908. N. Y. Wiley, \$6.
- Wegmann, E. Design and construction of dams. Ed. 6, 1918. N. Y. Wiley, \$6.

WATERWAYS**Coast Erosion and Protection**

- Carey, A. E., and F. W. Oliver. Tidal lands; a study of shore problems. 1913. London Blackie and Son, \$5.
- Case, Gerald Otley. Coast sand dunes, sand spits and sand wastes. 1914. London, St. Bride's Press.
- Matthews, E. R. Coast erosion and protection. 1913. London. Griffin, \$3.50.

Dredges and Dredging

- Prelmi, Charles. Dredges and dredging. 1911. N. Y. Van Nostrand, \$3.
- Sargeant, E. W. Centrifugal pumps and suction dredges. Ed. 2, 1918. Phil. Lippincott, \$3.25 (Machinery for docks, etc.).
- Simon, F. Lester. Dredging engineering. 1920. N. Y. McGraw, \$2.50.

Rivers

- Hoyt, John Clayton, and N. C. Grover. River discharge. Ed. 4, 1916. N. Y. Wiley, \$2.
- Thomas, B. F., and D. A. Watt. Improvement of rivers. Ed. 2, 1913. N. Y. Wiley, \$7.50. 2 vols.
- Van Ornum, J. L. Regulation of rivers. 1914. N. Y. McGraw, \$4.

Floods and Flood Control

- Alvord, J. W., and C. E. Buidick. Relief from floods. 1918. N. Y. McGraw, \$2.

Canals

- Goethals, George W., Ed. Panama canal. 1916. N. Y. McGraw, 2 vols., \$7.50.

Harbors

- Cunningham, Brysson. Treatise on the principles and practices of harbor engineering. Ed. 2, 1918. London. Griffin, \$7.50.
- Greene, Carleton. Wharves and piers, their design, construction and equipment. 1917. N. Y. McGraw, \$3.
- MacElwee, Roy S. Ports and terminal facilities. 1918. N. Y. McGraw, \$3.
- Shield, William. Principles and practice of harbor construction. 1910. N. Y. Longmans, \$5.

WATER POWER

- General**
Mead, D. W. Water power engineering. 1915. N. Y. \$5.
- Turbines**
Gelpke, Viktor and A. H. Van Cleve. Hydraulic turbines. 1911. N. Y. McGraw, \$4.

WATER SUPPLY

- General**
Paiker, Philip & Morley. Control of water as applied to irrigation, power and town water supply purposes. 1913. N. Y. Van Nostrand, \$5.
- Water-Works**
Fanning, J. I. Hydraulic and water supply engineering. N. Y. Van Nostrand.
Flinn, A. D., R. S. Weston and C. L. Bogert. Waterworks handbook. 1918. N. Y. McGraw, \$6.
Folwell, A. P. Water-supply engineering. Ed. 3, 1917. N. Y. Wiley, \$3.50.
Mason, W. P. Water supply. Ed. 4, 1916. N. Y. Wiley, \$3.75.
Turneaure, F. E., and H. L. Russell. Public water-supplies. Ed. 2, 1909. N. Y. Wiley, \$5.
of water for water supply. 1918. Wiley, of water for water supply. 1918. N. Y. Van Nostrand, \$5.
White, Lazarus. Catskill water supply of New York City. 1913. N. Y. Wiley, \$6.
- Water Analysis**
American Public Health Assoc., Laboratory Section. Standard methods for the examination of water and sewage. Ed. 4, 1920. Boston, The Association, 169 Massachusetts Ave., \$1.25.
- Water Purification**
Don, John, and John Chisholm. Modern methods of water purification. 1911. London Arnold, \$4.20.
Elms, Joseph W. Water purification. 1917. N. Y. McGraw, \$5.
Hazen, Allen. Filtration of public water supplies. 1900. N. Y.
Stein, M. F. Water purification plants and their operation. Ed. 2, 1920. N. Y. Wiley, \$3.
- Water Rates**
Hazen, A. Meter rates for water works, 1918. N. Y. Wiley, \$2.25.
- Irrigation**
Davis, A. P., and H. M. Wilson. Irrigation engineering. 1919. N. Y. Wiley, \$4.50.
Etchoverry, B. A. Irrigation practice and engineering. 1915. N. Y. McGraw, 3 vols., \$9.50.
Harding, S. T. Operation and maintenance of irrigation systems. 1917. N. Y. McGraw, 271 pp., \$2.50.

Irrigation Laws

- Chandler, A. E. Elements of Western water law. 1918. San Francisco. Technical Publishing Co., \$2.50.

SANITATION

- General**
Folwell, A. P. Municipal engineering. 1916. N. Y. Wiley, 422 pp., \$3.50.
Whipple, G. C. State sanitation; a review of the work of the Massachusetts Board of Health. 1917. Cambridge, Harvard Univ. Press, \$2.50.
- Drainage**
Elliott, C. G. Engineering for land drainage. Ed. 3, 1919. Wiley, \$2.50.
Murphy, D. W. Drainage engineering. 1920. N. Y. McGraw, 178 pp., \$2.50.
- Sewerage**
Folwell, A. P. Sewerage. Ed. 8, 1918. N. Y. Wiley, \$3.
Metcalf, Leonard, and Harrison P. Eddy. American sewerage practice. 1915. N. Y. McGraw, 3 vols., \$15.
Ogden, Henry N. Sewer Construction. 1918. N. Y. Wiley.
- Sewage Disposal**
Fuller, George W. Sewage disposal. 1912. N. Y. McGraw, \$6.
Geihard, W. P. Disposal of household wastes. Ed. 3, 1915. N. Y. Van Nostrand.
Kershaw, G. Bertram. Modern methods of sewage purification. 1911. London, Griffin.
Sewage purification and disposal, 1915. \$3.75. Putnam.
Kinnicutt, L. P., and others. Sewage disposal. Ed. 2, 1919. N. Y. Wiley, \$4.
Rideal, Samuel. Sewage and the bacterial purification of sewage. Ed. 3, 1906. N. Y. Wiley, \$4.
- Refuse Disposal**
Capes, W. P., and J. D. Carpenter. Municipal house-cleaning. 1918. N. Y. Dutton, \$6.
Matthews, E. R. Refuse disposal. 1915. Phil. Lippincott, \$2.
Herring, Rudolph, and S. A. Greeley. Collection and disposal of Municipal wastes. 1921. N. Y. McGraw.
- Public Health**
Parkes, Louis C., and H. R. Kenwood. Hygiene and public health. Ed. 6, 1917. Phil. Blakiston, \$4.
- Fly and Mosquito Suppression**
Le Prince, Joseph A., and A. J. Orenstein. Mosquito control in Panama; the eradication of malaria and yellow fever in Cuba and Panama. 1916. N. Y. Putnam, \$2.50.
- PARK ENGINEERING**
- General**
Lyle, William Thomas. Parks and park engineering. 1916. N. Y. Wiley, \$1.25.

Libraries Aid in Educating China

By T. C. TAI,

Librarian of Tsing Hua College.

Under this title Mr. Tai most attractively presents the present library situation in China in the February number of the Trans-Pacific. China has sent four students to American library schools since 1914, and these young men have now become the leaders of this new movement for the scientific management of libraries. The movement originated, Mr. Tai tells us, in 1914, the third year of the Republic. That it is a thoroughly healthy movement, holding

within itself the seed of success, is shown by the progress it has made in six short years, years of trouble and doubt the world over. In the summer of 1920 the first library summer school of China was held in the Pekin High Normal College. The enrollment numbered 78, 69 men and 9 women.

The Tsing Hua Library took the lead in forming a Pekin Library Association in 1918. Under the auspices of this Associa-

tion a system of inter-library loans has been introduced, and Mr. Tai comments on the spirit of co-operation which now exists among the librarians of the city. Seeing the need of more modern libraries in China, a group of librarians and educators in Peking is now organizing a Chinese Library Association. An organizing committee was

elected in the autumn of 1920 and it is planned to hold the first conference in the summer of 1921. Mr. Tai's article is attractively illustrated with a picture of the students attending the first summer school, interiors of various public libraries, and a corner of the children's reading room of the Free Public Library, West City, Peking.

The Old Colony Book Shelf

"Many times the reading of a book has made the future of a man."—Emerson.

Business in all its phases is assuming larger proportions and efficiently conducted business is facing great possibilities.

Those who have studied business conditions agree that competition is to become exceedingly keen and new ideas and means of multiplying the dollar will be sought. Orthodoxy will receive rude jolts in this new era. The assimilation of new ideas will be necessary to maintain the new pace by those not satisfied with mediocrity—and these ideas are to be found in the business books of today.

The new interest in commerce and industry is responsible for the great amount of business literature now coming from the presses of American publishing houses, and then, too, newly discovered authors have set down business facts in a new and interesting manner.

The mission of the business book of today is that of a clearing house for better business practice. It represents in the great majority of cases the concentrated records of those who have made the text matter a life study; representing an altogether new phase in modern literature and marks the turning point in what has heretofore been considered purely technical reading.

A large number of very practical and valuable books are coming from educational institutions and schools conducting correspondence courses in business, and well as leaders in industrial engineering and scientific management. The range is from General Business Subjects to specialized text, such as, Commerce, Costs, Finance, Book-keeping, Factory Organization and Management, Office Practice, Advertising Salesmanship, Retail Trade and Specialty Lines; Insurance, Exports and Imports; volumes dealing with efficiencies in every conceivable line; inspirational works and a number of special volumes.

Appropos to this influx of business literature is comment we have heard on its true

value to business. "But your average executive is invariably too busy to read all this," it has been said. That the successful man reads business books is proven by the fact that they are constantly quoted by him in both conversation and public utterances.

Modern executives are building business and reference libraries with as much care as any other part of their system for securing maximum results from effort exerted.

The year before us gives promise of surprises in business—some day it will be a battle of business brains in which the most resourceful will reap rich rewards. If this is to be so, it should be worth while to devote a portion of one day each week to the perusal of good works having a direct bearing on intimate interests and problems, making notes of good ideas and applying them, and to purchase in quantities the best—the most adaptable—of the works read for distribution to the progressive members of an organization. It is a fruit-bearing investment.

It is interesting to note, in connection with business books, that the H. W. Wilson Company has just published a volume entitled "2400 Business Books and a Guide to Business Literature." Think of this army of authors, and the great amount of time that has been devoted by them in studying their subjects! It is reasonable to assume that each book represents at least 10 years' study—some represent almost half a century. Just taking ten years as a basis means that a man with this library of 2400 business books has a brain product that would take 24,000 years to develop!—2400 men thinking for him for ten years—24,000 years of study! Bewildering, isn't it?

The Library Service of the Old Colony Club is ready and willing to help in every way to promptly secure any of these 2400 books.—(Reprinted from Old Colony Magazine, February, 1921, p. 39.)

A Company Traveling Library

In the December issue we printed a reduced reproduction of the text of a full page ad of the Du Pont Company's library. The following is a reproduction of a full page display which appeared in the National Safety News of January 24, 1921.

On December 28 the department of industrial relations sent out on their first trip to the seven field points of the company the system of Midwest traveling libraries. There are seven of these libraries and they are designed to circle among the following points: Salt Creek Home Camp, Salt Creek Gas Plant, Teapot Station, Big Muddy, Osage, Elk Basin and Grass Creek.

There are approximately fifty books in each library, selected from the very best standard fiction and the very latest current fiction, a selection of biographies, histories and books on travel, and a selection of books on geology with special reference to the petroleum industry. In a short time it is planned to add a certain number of books on field and petroleum engineering, and at different times additions will be made to these libraries so as to keep them up to date and of the maximum amount of interest to the men in these camps. Incidentally we should add that each library contains two or more books of special interest to the children, and we sincerely hope that the Midwest juniors will take advantage of these books being in the libraries.

The books were sent out in strong, well made cases gotten out by the field construction department. Each library will be in charge of the chief clerk at each camp, and in order to preserve the proper sort of circulating system the books will be let

out only to Midwest employes or their families and under certain simple rules and regulations.

Each library will remain at each camp for a period of two months, when it will be sent on to the next camp and a new one take its place at the old station. Consequently, within a period of fourteen months all camps will have had the entire library system. At the end of that fourteen months new books will be put into the libraries and the department of industrial relations will endeavor at all times to keep the libraries strictly up to date. We sincerely hope that the fullest use will be made of these books by the men in the different camps. We hope also that every employe will co-operate with us by observing the simple rules which have been laid down to govern the issuance of books.

In every volume will be found a printed slip, calling for an expression from the reader as to the kind of books he likes and for suggestions for the improvement of the libraries. We trust that every borrower will take occasion to fill out these slips and send them in to us so that we can have an idea of the kind of reading you like. Suggestions and criticisms will be favorably received at all times.—(From The Midwest Review, Jan., 1921, issued by the Midwest Refinery Co., Casper, Wyo.)

Organisation du Travail Intellectuel

Le conseil de la Société des nations a examiné ce matin la question de l'organisation du travail intellectuel et particulièrement celle du développement de la co-opération internationale dans le domaine intellectuel.

L'Union des associations internationales, organisation qui a groupé un grand nombre de sociétés de tous les pays et qui se propose de centraliser et de faire connaître toutes les manifestations de la vie intellectuelle dans le monde, avait présenté un certain nombre de vœux. Cette société a réuni à Bruxelles divers établissements internationaux, tels que l'Institut international de bibliographie et de documentation, la Bibliothèque collective internationale et les archives documentaires, le musée international, les offices des grandes associations internationales; elle y a ajouté, en septembre dernier, une université internationale où un ensemble de cours et de conférences faits par des savants et des pro-

fesseurs de tous les pays sont organisés chaque année en vue de parachever la formation des élèves par l'étude des aspects internationaux de toutes les grandes questions. Un projet d'université internationale avait été présenté à la Société des nations au début de 1920. D'autre part, un crédit avait été accordé par le conseil de la Société des nations à l'union des associations internationales pour couvrir les frais d'impression du «Code des vœux et résolutions des congrès internationaux», comprenant les décisions prises dans les 3,000 sessions que les groupements internationaux ont tenues au cours des 75 dernières années.

Une résolution, votée par l'assemblée de la Société des nations, tenue à Genève, a approuvé l'aide que le conseil a donné jusqu'à présent à certaines organisations privées; elle l'a invité à suivre avec une bienveillante attention les travaux actuellement en cours pour développer la coopération internationale dans le domaine intellectuel et à

préparer un rapport qui sera présenté à la prochaine session de l'assemblée.

Le conseil a été unanime à déclarer qu'il sympathisait pleinement avec l'idée de faire collaborer étroitement les travailleurs intellectuels du monde entier. Mais, en raison des difficultés d'organisation, qui rendent dans ce domaine tout progrès pratique assez

malaisé, et aussi de difficultés d'ordre matériel, le conseil a été d'avis que la Société pouvait, pour le moment, rendre de plus grands services à cette cause, en aidant les initiatives privées qu'en essayant d'organiser le travail intellectuel.—(Reprinted from "Le Temps," March 2, 1921)

A Suggestion for Making our Scientific Publications More Useful and our Post-Offices a Center of Information

By HERDMAN F. CLELAND

It is evident to all persons who have thought about the matter that our federal and state scientific publications are not as widely used or as well known as their great value to the public warrants. There are two principal reasons for this: first, because it is difficult to promptly obtain them and, second, because comparatively few people know of their existence as the government has found no effective way of advertising them.

Sportsmen and scientists, for example, frequently find that the guides of a region of which an excellent topographic map has been made by the government are not aware of the existence of the map although it would be of great value to them in their work. It is perhaps conservative to say that most automobilists do not even know what topographic maps are, and that, when they do know, they can not obtain them unless their tour is planned long in advance. The writer has never but once seen a topographic map in the home of a farmer, notwithstanding the fact that it would be a source of great pleasure and profit to him. If a publishing house had issued maps of such excellence it would have expended thousands of dollars in advertising them so that, if possible, every home might have a map of its own neighborhood. As a matter of fact the expense of publishing these maps is so great that no private concern could make them for sale at a profit. Nevertheless, after they have been published, no effort is made to let the people whose taxes paid for them learn of them and of their value.

A few examples from the writer's experience—which can be duplicated by many persons—will illustrate the characteristic inaccessibility of our federal and state publications. Many times he has wanted the topographic maps of a region but was unable to obtain them because he could not wait until he received them from Washington. At Zion National Park Utah, this past summer not only were no topographic maps for sale, but none could be consulted. At Uvalde, Texas, there are some interesting volcanic necks which are mapped and described in a United States Geological Survey Folio but

when the writer stopped off to study them he found that no folio was available and, as far as he could learn, no one in the region owned a copy. At Ardmore, Okla., he wished to consult the geological literature of the region and found that the Carnegie Library has neither the publications of its own state nor the excellent United States Geological Survey Professional paper of the region. Many similar instances could be cited.

The biological and botanical publications are equally inaccessible. The archeological publications dealing with the Cliff Dwellings, the prehistoric ruins of New Mexico and Arizona, the Mound Builders of Ohio, and elsewhere might almost as well never have been published as far as their usefulness to the visitor who has not had time to secure them from Washington is concerned.

The only justification for this state of affairs is that one can obtain the government publications in Washington and the state publications at the state capitols by writing for them; but it should always be added "if one has the time to wait for them"

The writer proposes two remedies:

1 That every first, second, and third class post-office shall be provided with a framed, printed list of the federal and state publications which deal with the region in which it is situated as well as of historical and other publications of local interest. It is, perhaps, evident that if it became generally known that every first, second, and third class post-office contained such a list of publications the traveler and resident in search of information would immediately go to the post-office to consult the list

2. The second suggestion is that every postmaster shall have on sale all of the federal and state publications on the exhibited list.

In order to put this suggestion in practical form the writer prepared the following list for his home town:

Publications on Williamstown and Vicinity Maps

The Greylock, Bennington, Berlin, and Wilmington topographic maps published by the United States Geological Survey. Show

the location of roads, streams, houses, and elevations. On exhibition and for sale here.

Local History

"Origins in Williamstown," by Professor A. L. Perry. An account of the early history of the Northern Berkshires. Can be consulted in the Village and College Libraries.

"A History of Williams College," by Professor L. W. Spring. A history of the local college from its foundation to 1916. Can be consulted in the Village and College Libraries.

"Boyhood Reminiscences," by Keyes Danforth. Published in 1895. An interesting account of the houses, people, and customs of the time. Can be consulted in the Village and College Libraries.

Geology

"Taconic Physiography," by T. Nelson Dale, U. S. Geological Survey Bulletin 272. Contains excellent descriptions and explanations of the scenery of the Berkshires. Can be consulted in the Village and College Libraries.

"Geology of the Green Mountains," by Pumpelly, Wolfe and Dale. United States Geological Survey Monograph XXIII. Contains a technical discussion of the geology of the region. Can be consulted in the Village and College Libraries.

"Final Report of the Geology of Massachusetts, 1841," by Edward Hitchcock. Interesting chiefly from a historical point of view. Can be consulted in the College Library.

Zoology

"Birds of New York," by E. H. Eaton. New York State Museum Memoir 12. Illustrates, with 106 colored plates, the birds of New York and New England. Can be consulted in the College Library.

"Useful Birds and their Protection," Edward H. Forbush. Massachusetts Bureau of Agriculture. An illustrated and interesting book on the birds of the state. Contains brief descriptions of the more common birds and accounts of their food and habits. Can be consulted in the Village and College Libraries.

Botany

"Wild Flowers of New York," by H. D. House. New York State Museum Memoir 15. Illustrated with many admirable colored plates. As the New York and New England species are for the most part identical this volume is as valuable for Williamstown as for New York. Can be consulted in the College Library.

"Bog Trotting for Orchids," Grace Greylock Niles. A popular description of the kinds and habits of orchids in this region. Can be consulted in the Village and College Libraries.

Agriculture

Lists of publications of great practical use to the farmer, stockman and poultry-

man are on an adjoining bulletin board. The bulletins on these lists are published by the United States Department of Agriculture, the Massachusetts Agricultural Experiment Station at Amherst; the New York State Agricultural Experiment Station at Ithaca, and the Connecticut Agricultural Experiment Station at Storrs.

Collections and Objects of Local Interest

The sword and other personal property of Ephraim Williams, the founder of Williams College. In the College Library.

Collections of local rocks and other exhibits. In the Geological Museum, Clark Hall.

Mission Monument, Mission Park.

Block House Marker, West Main Street, on the property of the Kappa Alpha House.

The desirability of such a list in every post-office in the land becomes greater as automobile travel becomes more general. (In one state there is, on an average, one automobile for every six persons.) Farmers, who, a few years ago, seldom went further than their nearest town now go many miles in their automobiles. When they reach a town new to them they want to see whatever is of interest. If all automobilists and other travelers knew a list such as the above could be found in the post-office they would first go there for information.

There is another important reason why such lists should be on exhibition in post-offices. It is very desirable that some person or persons in every community should know what has been written about their region. If those government and state publications pertaining to a region were listed and on sale at the post-offices, the postmasters and their assistants would know about them and through them this knowledge, which at present is confined to comparatively few, would be disseminated.

All this could be accomplished if congress should pass the following laws:

1. A law ordering the exhibition of a list of the publications pertaining to the region in which the post-office is situated, of somewhat the same character as that for Williamstown, Massachusetts.

2. A law ordering the scientific bureaus to send to each first, second and third class post-office all of the government publications of local interest, and directing the postmasters to offer them for sale.

3. A law ordering that state publications be offered for sale by the postmasters if the state legislatures so direct.

It is hoped that all scientists and others interested will write to their congressmen urging the enactment of such a law as that outlined above so that our excellent government and state publications may become better known and so that our post-offices may become centers of greater usefulness.— (Reprinted from "Science," Feb. 25, 1921.)

Special Libraries

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EDITORIALS

SWAMPSCOTT

1921

SWAMPSCOTT

TEAM WORK

The present disorganization of our economic structure is charged up to lack of team work, not deliberate, intentional *ca'canny* on the part of any one industry or group of industries. Team work became inoperative because of lack of co-ordination in credit direction, in avenues of consumption and avenues of production.

Economic functioning has failed in team work, rather than the operating units.

The Senate Committee on Reconstruction and Production of the Sixty-Sixth Congress was appointed to recommend ways and means for the renewed lubrication of the economic structure, so that team work of functions would be restored. The Committee held prolonged hearings, from July, 1920, to January, 1921, which fill 2,092 pages of testimony. Bankers, engineers, realtors, builders, dealers, civic experts and labor leaders were heard: Mr. Otto Kahn, Mr. Eugene Meyer, Jr., Mr. Herbert Hoover, Mr. John Ehler and many others among them.

Weaving in and out through the entire testimony was this thread of conviction—restore in the people the sense of stability and all the cogs in the whole dislocated structure will go whirring.

That brings us down to an admission of the enormous factor of individual and group psychology.

In our little group also *ca'canny* is unknown, and team work is wanting—not deliberately or intentionally. We are the most harmonious group in the world. But through lack, simply, of co-ordinated get-together, as between ourselves and our clients, and the facile exchange of understanding and promotion created thereby. Elsewhere in this issue we print a story of the intention of the University of Michigan to engage in this team work of the library with industry.

Let every one of us who can possibly manage it, get to the next convention. It will be held in June, at Swampscott, Mass., at the same time and place as the annual convention of the A. L. A.

Let us not merely go, but go filled with a set determination to start this team work functioning in co-operation with every interest, business or industry in which there is a place for a special library.

SWAMPSCOTT

1921

SWAMPSCOTT

COLLECTIVE CO-OPERATION

Collective co-operation is a technical expression in current use in the labor movement, and means a working partnership between employer and employee.

We wish to adopt this term but to apply it to a partnership between SPECIAL LIBRARIES and its readers. We want the constructive, creative assistance of each one of our readers, and we want more readers. We need more readers to help us make SPECIAL LIBRARIES to be increasingly valuable and vital to the cause of Special Librarianship.

Who will be among our pioneer collective co-operators? Your part will be to give SPECIAL LIBRARIES material support if you approve of it, to write and tell us what you do not like about it, or what you want more of that you do like, and more than all, to help us to establish contacts, to help us to discover new avenues of service, and to do our part adequately in those avenues where service is already established.

ASSOCIATION ACTIVITIES

A meeting of the Executive Board of the Special Libraries Association was held on February 5, 1921, in the Municipal Reference Library of New York City. The following members were present, the President of the Association, Mr. Hyde, Misses Carabin, Hemphill, Liebmann and Mr. Redstone. Miss Rebecca B. Rankin, Librarian of the Municipal Reference Library, was present by special invitation. The matter of local organization was brought up and it was voted that the membership clause of the Constitution be so interpreted as to make possible affiliation with a local organization by permitting each member of the local association joining the National to make a deduction of dues in the National not to exceed \$1.00, such sum to be used for the promotion of the work of the local association.

A report was made on the returns of the questionnaire replies to the effect that they furnished not only interesting basic information of the work done by members of the Association, but information which will be of great value in determining Association policy. The results of the questionnaire

will be taken up further with the membership.

The report on the membership drive was satisfactory. Many new members are joining. The spirit of member-getting is spreading to special groups. Notable in this work is that done by Mr. Armistead and Miss Alexander. In connection with the membership drive, the question of the relationship of the A. L. A. and the S. L. A. membership drives was discussed, and the Executive Board went on record as favoring close co-operation wherever feasible, to the end that the best interests of the library profession as a whole might be advanced.

The big subject discussed was the program of the Swampscott meeting in conjunction with the A. L. A. The A. L. A. will meet from June 20 to 27, the S. L. A. from June 20-25. It was decided to have one open session each day, in addition to group meetings. An attractive program is being planned, and there is every inducement that all members should make the effort to be present.

One Hundred Years of American Foreign Trade

Under this heading M. DeRichey Cain reviews the outstanding features of America's foreign trade, 1821-1921, in "Commerce Reports," of March 16, 1921, p. 1482 passim. This year, then, closes the centenary of continuous publication of the annual volume now known as "Commerce and Navigation."

Considering the many collateral government reports on foreign trade, the distinguished names associated with the origin of these reports, as well as with the later issues, the occasion seems a fruitful one for the ambitious historical bibliographer.

SPECIAL LIBRARY FIELD DOINGS

Under the auspices of the Library Division of the State Board of Education of Rhode Island, a series of lectures and conferences was held at the Rhode Island College of Education, Providence, in November and December of 1920.

In November Miss Clara Hunt, of the Brooklyn Public Library, was the chief speaker. Miss Hunt's address was on "Our Children's Reading and America Tomorrow."

The second lecture in the series occurred on December 8. Mr. MacGregor Jenkins, publisher of the Atlantic Monthly, gave an address on "Literature with a large 'L'". During his address, which was interspersed with rare humor, Mr. Jenkins said, "One of my theories about libraries and schools is that their usefulness increases just in proportion to the closeness of contact which they can make with human life and experience. When they can be taken as points of departure for useful and far-reaching endeavors, they justify themselves vastly more than if they are mere repositories for books or mere forcings for young minds."

The year 1920 of the Scovill Manufacturing Co., Waterbury, Conn., closed with the library work of the Company steadily increasing. The librarian, Miss Edith Phail, reports in the Company's Bulletin for January-February, 1921, that the circulation of books, magazines, trade catalogues, transactions, reports, etc. for 1920 was 21,790, an increase of 6302 over 1919. The reference questions answered for 1920 were 3444, an increase of 925 over 1919. Miss Phail, in urging a still greater use of this special library, says: "Many persons have thought that the magazines are sent to each person to be kept three days. If the men want to take them home during that period there is no reason why they should not. The serious business depression of the present moment is not going to last forever. The time to prepare for the next busy season is at hand. Keep up with the latest magazines on the subject of the work in which you are engaged. Read the best books on the same subject. The Library stands ready to aid in the preparation for the busy time to come. Do your reading now and working later."

At the District Meeting of Kentucky Librarians, which was held at Frankfort on Feb. 17, 1921, the following subjects related to special library work were discussed, viz., "Making the Most of Magazine Material," by Mary Hiss, Assistant, Kentucky Library Commission; "Book Reviews versus Advertisements," by Priscilla P. Burd, also of the Kentucky Library Commission, and "Standardizing the College Library," by Mary R.

Loyd, Librarian, Kentucky Wesleyan College, Winchester, Ky.

The following story of the intention of the University of Michigan to place a technical library at the disposal of Michigan Manufacturers, appeared in the Detroit Free Press of January 29, 1921:

"On February 1 a card will be mailed to each Michigan manufacturer, notifying him that the University of Michigan, through its department of engineering research, is ready to furnish technical literature which, if used advisedly, will aid, in whatever branch of manufacturing he is engaged, to solve the problems which confront him.

"This will be the first step the department of engineering research has taken to bring before the manufacturing public the facilities at the University of Michigan. Business conditions have been such that it has seemed inadvisable to push the work of the department. But the proposed library service is one which can be rendered without great initial expense on the part of the university, and with appreciably no expense to the manufacturer.

"It is believed that the use of this service will make it possible for manufacturers to save large sums through the elimination of duplication of experimental and research work. All the manufacturer needs to do, when he wants information upon a technical subject, which his local library may not have, is to order through his library, or write direct to the department of engineering research at the university, and make a request for the technical books or periodicals which he wants and which are available for circulation. These books will be furnished for two weeks, with time extension privileges, and the only charge to the borrower will be the transportation charges. Bibliographies, abstracts, technical digests, translations and photostat prints will be furnished at a nominal charge.

"The photostat service is particularly emphasized, since by this means one can obtain exact copies of papers, tables and charts, which may be contained in books or periodicals, but which, because they only occupy one or two pages in the books or periodicals, render it inadvisable to buy the book or periodical, or even to ship the whole publication for the sake of the examination of the one or two pages.

"In commenting on the aid such technical books and magazines may be to the manufacturers, one of the men instrumental in getting the department of engineering research started, said: 'If the manufacturers of the state only make use of information already published, they can save hundreds

of thousands, yes millions of dollars. But manufacturers are slow to realize this, and in practically all cases they go ahead blindly. Detroit manufacturers are splendid examples of this waste. For the sake of developing intuition in their workmen, they let these men do what amounts to research work, without reference to whether or not similar work has been done. If they wanted to consult technical books or periodicals in their line, they would often find their problem had been worked out in a satisfactory manner, and that it had been written up in technical publications.

"The University of Michigan library is the seventh largest library in the country, and in the technical volumes it stands pre-eminent in all the libraries in the state."

Under date of January 20, 1921, Mr. George T. Settle, Librarian of the Louisville Free Public Library, writes to a Mr. John E. Huhn, Publisher, of Louisville, in *Civic Opinion* (Louisville) of February, 1921, as follows:

"In reply to your letter of January 19, 1921. I have read the article on the Public Library in the January issue of *NAME IT*. It is good, but the suggestions are not new. It is calling reference work done by an up-to-date public library by another name.

"The Louisville Free Public Library has no business branch or business department, and no special fund is set aside for such work. Several years ago I recommended that such a branch be placed in the business section, but funds were not available, and are not available to repeat the recommendation.

"The public library must be conducted for 'all the people,' and all departments of literature and activities must be looked after cities, available by exchange, and bind the real asset to business men, manufacturers and grow proportionately. It has been my important magazines indexed in the cumulated trades and professions of the city. It is our policy to purchase the best available material in books, pamphlets, etc., within our means, and to have it classified and catalogued to make it available for public use. We have 223,962 books and 84,440 pamphlets, together with thousands of separates and clippings, classified, catalogued and filed for ready reference.

"Our Reference Department is a clearing-house of information. We are in a position to give information in all departments of literature and upon all subjects available in print, or to direct the public where to find it. If we are not able to supply the information from our collection, we get it from the shelves on our shelves the latest city directories and telephone books of the principal cities, as far as our funds will permit to make the Louisville Library a shippers directory, within our means. We Library of Congress or from other library collections, or direct the inquirer to indi-

viduals who we think might be in a position to supply it.

"We have an alphabetically arranged public catalogue where every book and pamphlet in the library has two or more cards locating it on the shelf and directing the seeker to the information. In many cases scores of cards are made for one volume to bring out all of the material that does not show fully in the title.

"We receive important manufacturing and trade magazines and journals, and manufacturing and business annuals, and the latest edition of merchants, manufacturers and allow. The magazine and newspaper indexes, we subscribe for, make available all the articles from current magazines and journals and bound back volumes, enabling us to furnish up-to-date information. This service is available to all by a visit to the library or through the use of the telephone.

"We consider the purchase of books and pamphlets by elimination. There is so much needed and desirable material beyond our income that we must do this to select the best and latest on the subjects. The list of books, etc., for business and professional men is too long to name even some of the more important in our Reference Department, for expert information service, to say nothing of the books in other departments for home circulation. Copies of the printed lists, 'Five Hundred Business Books' and 'One Thousand Technical Books' are available.

"The use of our reference collection of books on business and technical books has increased, and our shelves of books on these subjects for home use are usually depleted. It is simply a question of 'lack of funds' to still further add to the resources of this department in the library.

"Every business man knows that an increase in business requires an increase in capital. The Louisville Library has grown so rapidly without a corresponding increase in funds for maintenance, and the purchasing power of a dollar has decreased so that we have found it necessary to reduce the staff to buy books, but we are continuing our high standard of service.

"An invitation is extended to all business men, manufacturers and men of all trades and professions to visit us, and to use us. This will help us to make the Public Library a real asset to all who 'Live in Live Louisville.'

"Your letter will be read to the Library Board at its next meeting."

Miss Ethel J. Heath, Librarian, Sheppard Library, Massachusetts College of Pharmacy, Boston, Mass., writes interestingly of "Women in Every Branch of Pharmaceutical Work" in the *American Druggist* for February, 1921.

The fourth annual session of the Library Summer School of the Colorado Agricultural

College, Fort Collins, Colo., will be held June 6 to July 22. Among the subjects of interest to special librarians in this course are: Documents, four lectures by Miss Charlotte A. Baker, Librarian, Colorado Agricultural College; Filing, Indexing and Business Procedure, five lectures by Miss Irene Warren, Director Chicago School of Filing; and Business Filing and Indexing, six lectures by Miss Warren.

The Kentucky Manufacturers' Association, in its Weekly Bulletin No. 36, February 10, 1921, comments on the excellent service being provided by Miss Fannie C. Rawson, Secretary of the Kentucky Library Commission, in the matter of a state-wide loan service to worker-students. Loans are made to individual borrowers upon receipt of signature to an agreement card. Carriage is paid by the borrower. The collection covers all those subjects which are of special interest to men in industrial plants.

Under the caption "Cotton Books in Public Libraries," the Textile Mercury of London, of January 22, 1921, prints a long article which we summarize as follows: Perhaps there is no industry in the world which is written about so widely as that devoted to the manufacture of cotton goods. Reference is made to the fact that the thirty-mile area of Manchester, England, contains the greatest organized cotton factory system in the world, full of commercial and human interest. It ought therefore to be the most outstanding center for publications on cotton manufacture. "We could not tell," the writer says, "whether it is or not, without a closer inquiry, for, as we know, America is a land of publicity, and may run us a tight race on literary productions alluding to the trade in all its commercial, indus-

trial and personal ramifications." The writer then refers to a method adopted by the public library of Blackburn, where he was shown a handy list of books in the lending and reference departments on the cotton industry. Roughly this list contains the names of some 200 works, dealing with the raw material, various sections of spinning and manufacture, designing, weaving, steaming, calculations, history, etc. The Blackburn librarian having presented the writer with a pamphlet copy of this list, leaves him still in doubt "whether we (he) could get from them any details about those dramatic incidents of depression, strikes and riots that blackened the town and district in 1877 and 1878. The social and labor side of the industry does not hold a too prominent place in books, and in too many cases has either not been 'written up' at all, or the local narrations have been lost to posterity. We know that much of it, but not too much, is buried in the files of old newspapers. Is it not possible to spend a little of the annual interest which will be due from the cotton control funds in bringing all this to light and serving it up in readable volumes for the knowledge of coming generations, and, in fact, for the world? If we were as keen investigators of social and economic history as we ought to be, there would be less hesitation in respect to the need we have suggested. We are interested to know if other public libraries publish a special list of cotton books, or if any particular methods are adopted to bring such volumes (technical, commercial, economic and human) before the youths and men of the borough. The Lancashire cotton industry has an interesting history and it should be possible for all to become easily acquainted with it."

THE DATA FILE

The English text of the Torriente Law No. 1, governing the lifting of the Cuban moratorium, is printed in full in Federal Trade Information Service of February 11.

The Geological Survey Press Bulletin of February (No. 466) carries the Portland cement figures for 1920.

A very attractive booklet is "Since 1873," being a résumé of the origin and history of the investment service of Associated Mortgage Investors, Granite Building, Rochester, N. Y. A brief bibliography on the business of creating farm mortgage investments closes the text.

Tiles, issued by the Associated Tile Manufacturers, Beaver Falls, Pa., as Publication No. K-200, was prepared for the use of archi-

ects, engineers and educators. In 25 quarto pages the characteristics, sizes, shapes and colors of tiles are described and illustrated, as well as methods of production.

Chemical Bulletin, v. 4, No. 6, February 5, 1921, the weekly newspaper of the Chemical National Bank, New York City, contains an analysis and comparison of clearing house rules by F. K. Houston, Vice-President of the bank, and an article on The Platinum Metals by Raleigh Gilchrist, associate chemist, the U. S. Bureau of Standards. Mr. Gilchrist closes his article with an important table showing the quantity in troy ounces, of platinum metals (platinum, iridium and palladium) consumed in each of the following industries in 1918 and 1919, respectively, viz., chemical, electrical, dental, jewelry and miscellaneous.

Timken Magazine, house publication of the Timken-Detroit Axle Co., Detroit, Mich., enters upon the ninth year with its current issue, which marks a new epoch in the life of the Magazine. First issued in 1912 in the interests of Timken-Detroit Axles and Timken Roller Bearings, this joint interest was maintained until the close of the year 1920. Beginning with the current, January-February, number, the publication will be devoted solely to the interests of the Timken-Detroit Axle Co.

In his testimony before the Senate Select Committee on Reconstruction and Production, 66th Congress, volume 1, p. 123 et seq., Daniel Willard, President of the Baltimore and Ohio R. R. Co., describes the origin and function of the Association of Railway Executives, the American Railroad Association and the Car Service Commission respectively, and their relation to each other. Special librarians who keep association history records may wish to note. If you haven't the hearings, the Editor of Special Libraries will be glad to have copies of the above mentioned material made and sent you. Service free.

The address, "The Equilibrium in Industry," as retiring President of the American Statistical Association of George E. Roberts, Vice-President of the National City Bank of New York, delivered at Atlantic City December 29, 1920, and now reprinted, should be read by all business librarians. Mr. Roberts characterizes the value of statistical information (p. 11), trade statistics (p. 14), and gives a good deal of consideration generally to industrial information and its use.

Federated British Industries, Intelligence Department, in 1920 issued a 53 p. report on Cotton in British West Africa by N. M. Penzer. It contains a bibliography of cotton from 1887 to 1920 embracing 241 titles.

Petroleum refineries in the United States January 1, 1921, is a census compiled by the Bureau of Mines from the most accurate information obtainable. Four hundred and fifty-nine companies are listed by states, the location, daily capacity and types of plant and its status are given for each company. 20 pages, quarto.

The report is issued of a committee of the American Chemical Society appointed to prepare suitable lists of chemical texts for libraries consists of selected lists of books covering different phases of chemistry, with brief comment as to the scope of the books recommended. The subjects and compilers of the different lists are as follows. Elementary or Introductory Chemistry and Household Chemistry, by L. C. Newell; General and Physical Chemistry, Inorganic and Analytical Chemistry, and Organic and Biological Chemistry, by A. M. Patterson; and Industrial Inorganic, Indus-

trial Organic Chemistry and Techno-Chemical Analysis, by W. Segerblom. The report is printed in Journal of Industrial and Engrng. Chemistry, v 12 (1920), pp. 701-5; 806-12.

That excellently printed bulletin "Typothetae Bulletin," yields most useful information for the Data File. In the January number are two valuable contributions on Printers' Cost, viz., Report of the American Printers' Cost Commission and Better Pricing of the Printer's Products by George N. Voorhees. The report of the Cost Commission was issued in a four-page pamphlet at the last convention of the United Typothetae, but was omitted from the convention proceedings, hence its appearance in the January Bulletin makes it, for the first time, generally available.

Either a practical or theoretical interest in co-operative enterprises is widespread. J. J. Bourquin, mining engineer in the U. S. Bureau of Mines, describes co-operative mining at the Keely Mine, Duggar, Ind., in the February issue of Reports of Investigations of the Bureau of Mines.

"Illustrated History of the W. K. Henderson Iron Works and Supply Co., Shreveport, Ala.," is the title of a large publication issued by that concern. It is a special pictured story of the rise and progress of the business which was established in 1892 by the late William K. Henderson, father of the present president. There are 62 pages.

Cost of coal and coal consumption have a universal interest and a place in every Data File. Edwin Wortham, E.E., supervising engineer, Richmond, Va., has issued a small folder on this subject with the title "And What About Your Kilowatt Hour?"

"The Employee Betterment Book," a spacious volume issued by Albert Pick & Co., Chicago, is just what it professes to be, viz., a practical treatise on industrial lunch-rooms, clubs, rest rooms, and other industrial welfare projects. A majority of its 72 pages are richly illustrated with reproductions of photographs of a large number of establishments equipped by this firm. Complete descriptions accompany the pictures and diagrams showing seating arrangements make the book of value to any one interested in starting a cafeteria, lunch room, etc.