

12-1-1940

## Special Libraries, December 1940

Special Libraries Association

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# Special Libraries

*Official Journal of the Special Libraries Association*

*December 1940*

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★ PARTIAL LIST OF ORGANIZATIONS IN WHICH SPECIAL LIBRARIES ARE OPERATING ★

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OFFICES ART MUSEUMS AUTOMOBILE MANUFACTURERS BAKING COMPANIES BANKS BOTANIC  
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COUNSELORS PUBLIC ROADS BUREAUS PUBLISHERS REAL ESTATE BOARDS REFRIGERATOR  
MANUFACTURERS RELIEF ORGANIZATIONS RESEARCH FOUNDATIONS SAFETY ASSOCIATIONS  
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# Special Libraries

VOLUME 31 . . . . .



. . . . . NUMBER 10

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*Indexed in Industrial Arts Index and Public Affairs Information Service*

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SPECIAL LIBRARIES published monthly September to April, with bi-monthly issues May to August, by The Special Libraries Association. Publication Office, 10 Ferry Street, Concord, N. H. Editorial and Advertising Offices at 31 East Tenth Street, New York, N. Y. Address all correspondence to 31 East Tenth Street, New York, N. Y. Subscription price: \$5.00 a year; foreign \$5.50; single copies, 50 cents. Entered as second-class matter at the Post Office at Concord, N. H., under the act of March 3, 1879

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December, 1940

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# Educational Needs of Art Librarians

By HERMAN H. HENKLE

Director, School of Library Science, Simmons College, Boston

THE existence of many libraries connected with art museums and art schools and of public and university libraries with departments devoted to the fine arts makes knowledge of the educational needs of art librarians especially important. This paper presents a discussion of the matter and is based on questionnaires filled out by art librarians for the SLA Committee on Recruiting and Training.

Thoroughly objective information on educational needs of any vocational group should include a detailed analysis of the jobs performed, in this case jobs performed by the personnel of the art library. Consideration of job requirements is brought into this report directly only through use made in the questionnaire of a study of Linda H. Morley, Eileen E. Lever and others.\* On the other hand the judgments expressed by the cooperating librarians are drawn from

a total experience of many years in varied art libraries, and for this reason present a broad pattern of educational needs which is quite valid. A detailed study of one aspect of

this problem has been made by R. L. Gitler.†

The essential needs of art librarians are discussed here under three headings: subject background, knowledge of foreign languages, and professional studies. An attempt is made to bring out under each topic any essential differences in educational needs due to the type of institution: museum, art school or university, or public library.

## SUBJECT BACKGROUND

Intensive study of the history of art is a primary requirement for the fine arts librarian whether serving in a museum, an art school, or the fine arts department of a public library. This study should precede professional training. A minimum accomplishment should be completion of a college major in the fine

For this study the following librarians contributed for the types of libraries indicated. The institutions given are those with which the librarians were connected at the time the questionnaires were submitted. Responsibility for statements made in this analysis lie, naturally, entirely with the writer.

*Art Museum Libraries:* Etheldred Abbot, The Art Institute, Chicago; Helen J. Baker, Metropolitan Museum of Art, New York; Leonore Greene, Los Angeles Museum, Exposition Park, Los Angeles; Cynthia Griffin, Cincinnati Art Museum, Cincinnati; E. Louise Lucas, Fogg Art Museum, Harvard University; Ethelwyn Manning, Frick Art Reference Library, New York; Ashton Sanborn, Museum of Fine Arts, Boston; Nell G. Sill, Cleveland Museum of Art, Cleveland.

*Art Departments in Public Libraries:* Gladys Caldwell, Los Angeles Public Library; Elizabeth Ohr, Indianapolis Public Library.

*Art School Libraries:* Evelyn Chase, Rhode Island School of Design; Elizabeth Fitton, Department of Fine Arts, Oberlin College; Edith Gustafson, Newark Public School of Fine and Industrial Arts; Gladys R. Haskin, Cleveland School of Art; Eleanor Mitchell, Fine Arts Department, University of Pittsburgh; Deborah Morris, School of Fine Arts, University of Pennsylvania; Sarah St. John, Editor, *The Art Index*, H. W. Wilson Company, New York.

\* Morley, Linda H., Lever, Eileen E., and several others. Problems Involved in Considering Adequate Library School Courses for Special Librarians. *Special Libraries* 29: 141-44, May-June, 1938.

† Gitler, R. L. Study of the Use of Reference Materials and the Reference Functions in Certain Libraries in Fine Arts, with Attention to Implications for Library Training. Thesis (M.S.)—Columbia University, 1939. Typewritten.

arts, or its equivalent in other systematic study.

The field is too extensive for specialization to proceed very far in undergraduate study, but as comprehensive a survey as possible is indicated as being desirable. This will include exercise in art interpretation and a study of the history of the field in general. Beyond this it is desirable that historical studies be pursued further for particular fields, especially painting and if possible sculpture, architecture and the graphic arts. Courses offered in art curricula vary widely, but the following list of topics represents areas in which formal college study is possible, and desirable for the art librarian.

*Art Interpretation.*

*Esthetics.*

*History of Art.*

General.

Special (by period or by country).

*History of Painting.*

General.

Special (by period, by school, or by work and influence of individual artists).

*History of Sculpture.*

General.

Special (Classical, Italian Renaissance, etc.)

*History of Architecture.*

*History of Ornamentation* (especially color and design as applied to architecture and interior decoration, ceramics, metal work, textiles, furniture, etc.).

*Graphic Arts* (History of prints; techniques and interpretation).

*Photography.*

*Iconography.*

The variety of this list supports the statement that specialization cannot proceed very far in undergraduate study. Graduate study is desirable for the librarian who is to work in a research institution. Formal courses should be supplemented by continued study while in service, and further by travel which in-

cludes visits to leading art museums in this country and abroad.

While a detailed knowledge of various art techniques is very desirable, skill in application is not necessary. Where artistic ability has been developed, it will, of course, contribute to the librarian's appreciation of artistic craftsmanship, just as some experience in writing or in playing a musical instrument enriches the participants comprehension of the literary and musical arts.

The art librarian's knowledge of art history should be supplemented by as wide a familiarity with liberal studies as possible. The two most important subjects are history and literature. Ancient and medieval history especially, and classical literature, together with mythology, are particularly relevant to the subject needs of the art librarian. Archaeology, too, may be an important subject for study for library service in a museum which has collections of significance in this field. Beyond these, many other studies may prove useful. The study of botany may add to the appreciation of a Botticelli painting, and some knowledge of chemistry may prove useful in reference service for the expert engaged in the study of pigments or problems of restoration.

KNOWLEDGE OF FOREIGN LANGUAGES

Art has been called an international language. To so great a degree is the literature of art international that knowledge of practically any language may prove useful to the art librarian. Some ability to read French and German is essential in any art library, and the same is true for Italian, Spanish and Latin in larger libraries, especially in museums and art schools. The librarian in the public library art department may find some knowledge of French and German adequate, but in many museum and art school libraries the librarian should be able to read readily French and German and to almost as great degree, Italian. The Scandinavian languages, espe-

cially Swedish, and Dutch may be mentioned as among the other languages of which some knowledge is particularly desirable.

Facility in German and French, or perhaps Italian, at least, should be gained during undergraduate study. The other academic studies which require the student art librarian's time will preclude language study in college beyond this, unless one of the languages has received special attention in secondary school. In any case, all but the most unusual student will need to anticipate continued study of languages during the early years of library service in order to meet the high standards of service.

In the larger art libraries, of course, where a greater number of languages is likely to be needed, responsibility for languages other than German, French, and Italian may be shared by two or more members of the library staff.

#### PROFESSIONAL STUDIES

The question concerning the relative importance of academic and professional studies seems irrelevant in respect to educational needs of art librarians. Both are essential; and the person lacking one or the other when accepting a position in an art library must make up that lack if satisfactory service is to be given. Support for this statement is found in the questionnaires submitted by the cooperating art librarians. While differing in detailed suggestions, the seventeen librarians were in agreement on the general pattern of essentials.

For the most part the subjects considered in the usual library school curriculum are of importance in preparation for art library work. Those considered essential by all the cooperating librarians are principles of book selection, principles of cataloging and classification, subject bibliography, general reference books, and reference methods. Opinion was almost unanimous for general administration, binding prepa-

ration and detailed practice in the application of the Library of Congress classification system. A large majority considered detailed practice in cataloging, trade bibliography and order routines, indexing and abstracting, mending and care of ephemeral materials to be essential parts of the professional curriculum. No marked differences are apparent between types of institutions; museums, art schools, or public libraries.

An analysis of the need for professional studies is given in more detail in the following paragraphs under four headings: (1) book selection and acquisition, (2) cataloging and classification, (3) reference and bibliography, (4) and administration.

##### 1. *Book Selection and Acquisition*

Study of book selection should emphasize general principles, supplemented by some detailed study of the special needs of art libraries. Here, the objectives of the various types of art libraries play an important part in determining bases for selection; and attention should be given to differences. For example, the university departmental art library and the museum library serving regularly organized classes of art students have book selection problems essentially similar to those of any college library. Some museum libraries, on the other hand, serve only the members of the museum staff.

For acquisition, a working knowledge of trade bibliography is essential. The American, English, French and German trade comprise the principal groups, but some knowledge of others is desirable, especially Italian and Spanish. It is essential that the art librarian be familiar with sources of non-book materials, particularly prints of various kinds, including color reproductions, lantern slides, and photographs. Art librarians are not in agreement as to the importance of order routines as a part of the curriculum, but it is desirable to have the subject given some consideration. Where this is included,



study of routines should be related specifically to art library needs.

### 2. *Cataloging and Classification*

As stated above, all the cooperating librarians expressed the opinion that study of the principles of cataloging and classification is essential. This should include methods of evaluating cataloging procedures and classification systems, especially as made use of in organizing non-book materials. Familiarity with special classification systems and subject headings in the fine arts should be a primary objective.

Laboratory exercises in classification should include practice in both the D.C. and L.C. systems, with emphasis on the fine arts schedules. Exercise in expansion of existing schedules and in formulating new ones is considered by some to be desirable, although more so for museums and art schools than for public libraries. Detailed practice in cataloging is very desirable, particularly in respect to problems of cataloging slides, prints, photographs, films, etc.

### 3. *Reference and Bibliography*

Study of reference sources is of prime importance. General reference books should be studied, and intensive study should be made of the whole literature of the fine arts. Subject bibliography is to be emphasized. In this connection the art librarian, in common with other library specialists, needs to study techniques for surveying the literature of the field.

Reference methods are essential, both

general procedures and their special application to reference service in the fine arts. Art librarians are almost unanimous in emphasis of need for knowledge about organizations and individuals who are authorities in the field, and for methods of locating sources of information. University librarians particularly, report a need for familiarity with the methodology of research.

Related subjects, indexing and abstracting, were reported by most of the cooperating librarians as important in this field.

### 4. *Administration*

General principles of organization and administration are essential for the art librarian, accompanied in the professional curriculum by detailed consideration of their application to the art library. Some study of finance, personnel and other such problems included in the usual first year course in library administration are desirable, with special attention here, again, to application in special art library situations.

Of major importance are the problems involved in the organization and care of materials. Instruction is needed in methods of organizing special files for slides, photographs, etc., and vertical file materials in general, with the application of cataloging principles to this purpose.

Finally, attention is called to the importance of relating the professional studies to the background of knowledge of the fine arts, and to the problems of the fine arts library as an integrated whole.



*Perhaps the greatest challenge that confronts America today is to prove that democracy can generate and maintain the energy and efficiency which are necessary in meeting the requirements of total preparedness. We continue to believe that in the long pull efficiency is the result of released individual initiative, imagination and leadership, and that organizations can be democratically operated without being cumbersome and inefficient. — JOHN W. STUDEBAKER, U. S. Commissioner of Education.*

# A Useful Research Library\*

By WALTER S. PAINE

Manager, Engineering and Inspection Department, Aetna Life Affiliated Companies, Hartford

**E**FFICIENT research is a diligent, thorough investigation or studious inquiry into the field you are investigating or the subject you are attempting to solve. This investigation may be a diligent inquiry into the specific field of knowledge you have as an objective, through written material already at hand, or a search for new material and factual data requiring hours and maybe years of protracted quest for the solution of the problem.

In our engineering work we believe that this two-fold quest for knowledge often goes hand in hand. While the chemical, electrical or mechanical engineer may be seeking a solution to his problems in the field of applied science, the research librarian may also be in search of data on accomplished facts which have already become recorded history.

Dean William Kent of the Smith College of Applied Science at Syracuse University, used to say: "You can never remember all the facts an engineer will need to practice successfully his profession, but you must know where to obtain the facts at short notice when you need them."

The research librarian can be of great help in collating necessary data to assist the engineer in solving the many problems that daily reach the Home Office for solution. The user should give the librarian a clear outline of the information he desires. In turn the librarian should get a clear concept of the user's objective before she brings him volumes of data, much of which may be useless.

The average engineer pictures the successful research librarian, from the viewpoint of efficiency, on a par with a chief telephone operator, who has the arteries of the world at her finger tips, and thus expects her to be able to obtain at a moment's notice, information on the subject under discussion or with which the engineer must make immediate contact. A useful research librarian must be intelligent, diligent, far-seeing, patient and possessed of a nose for ferreting out the trail until the needed data is located. The librarian must view her task from an analytical angle in order to eliminate worthless information and save the time of the users by giving them only the meat of the knowledge that will provide the answer to the inquiring assured, underwriter, field engineer, or even the general public.

## THE BASIC FUNCTIONS

The successful research librarian is always on the alert to answer three fundamental questions:

1. What are our needs?
2. Where can we get the needed data?
3. How will the data be used?

### *1. What Are Our Needs?*

In answering the first question, "What are our needs?", we realize that every specific problem must be dealt with as a unit. In our own organization, in the various fields of insurance, such as marine, casualty, fire, group life, group disability, etc., the research librarian must gradually sense the needs of the staff with whom she must cooperate. In our line of business we know that the finer points and needs

\* This address was given at the Annual Meeting of the Connecticut Chapter of Special Libraries Association.

of insurance and its necessary service bureaus must be gradually absorbed and not learned.

Foresight in compiling data on new subjects which the librarian feels will eventually be needed does much to lubricate the machinery of any organization and expedite the work of the engineer or whoever will finally utilize such information.

The user of the library could do much to increase the efficiency of his department by indicating from time to time what he and his associates believe will be their needs in the future and thus aid in charting the field.

A good example of this forecast follows. When our Companies started to write Workmen's Compensation Insurance there was need of a classification of industries to form the foundation for the grouping of manufacturing exposures on a rate-making basis. Therefore, it was necessary that we have specific data compiled on every kind of industry in this country. This procedure required a knowledge of all raw materials, processes, mechanical exposures and the accident experience entering into the making of a given product. This was no easy task and the fact that we had a librarian who was keen on obtaining, collating and thoroughly analyzing such data saved our organization hours of time and expedited our work. She sensed what we wanted and knew where to get it.

### 2. *Field of Data*

In answering the second question, "Where can we get the needed data?", there is only one logical reply. Any efficient librarian will have at her disposal a reference to the essential knowledge reservoirs of the country, covering the subjects or fields for which she has the greatest demands.

By way of example, if her library serves a research engineering department, she will have at hand an easy reference to the data obtainable from the National Bureau of Standards, the American Standards Association, the National Safety Council, the

American Society of Mechanical Engineers, the Engineering Council and similar organizations. A ready source of knowledge is the real key to the success of a research librarian.

### 3. *Utility of Information*

The third question, "How will the data be used?", is very important. This feature of a library program calls for efficient coordination between the librarian and the user. If the data is in such form that the user must wade through pages of material, the information is far less valuable than it would be if it were epitomized and the wheat separated from the chaff. Speaking of our own staff, may I state that our research library, in its present degree of efficiency, is invaluable to us and the engineers and departments are making use of this technical data by seeing that it has a wide and judicious distribution. To have what you want when you want it is one of the first demands of our present civilization.

A good illustration of how a library can "get the jump" on new and useful data is contained in a feature which is now passing through our departments. A steel foundry, through actual experimentation, has found that, by introducing a small percentage of lead into its molten steel, certain very desirable new properties were obtained. In a limited way this new process has recently been written up in technical publications and there is no doubt but that other steel foundries will, in a very short time, be experimenting with this new formula. Due to the high temperature of the steel, this new process would introduce a serious lead poisoning hazard into steel foundries where such a hazard has heretofore never existed. From the viewpoint of conservation of life and health, you can readily see how important it is that this industry for its own interests should be forewarned of this new exposure. In order that our engineers may be fully apprised of this new industrial disease exposure,

the librarian has carefully compiled such data and prepared it in such form as to be readily usable by our field representatives. In order to have a successful research library, you must not only have the material, but have a mobile method of getting the data readily into the user's hands.

#### A LIVE FUND OF KNOWLEDGE

We know that the useful library should contain the maximum of useful knowledge in the minimum of space. No active research library should be the memorial burying ground for useless subjects. With this thought in mind, the weeding process is one of the essential features of a library. This discarding of material calls for skill, knowledge of the user's wants and wishes, and knowledge of the exact value of the data being considered. A glamor for filled library shelves and crammed filing cabinets

is no indication of the value of that data. Sometimes it simply represents the debris which must be hurdled before one finds any desirable material.

In considering the circulation of information we know that frozen assets in a library are about as useless as they are in a bank vault. Keeping knowledge on the run and getting people to use it is one of the real problems of the librarian. Our library is useful not only because it fills a need in our Home Office, but because it continually feeds our field representatives with the latest information. In other words, research data, to be appetizing, must be fresh and stimulating, rather than stale.

You will agree a library becomes an asset rather than a liability only if it provides the greatest use to the largest number of people of the valuable information it is in a position to disseminate.

## A Special Library Pioneer

By REBECCA B. RANKIN

Librarian, Municipal Reference Library, New York

ONE'S first impression about the biography of John Cotton Dana\* is that too little space has been given to his work as a librarian — only two chapters out of twelve are devoted to his library accomplishments. We of the library profession remember vividly many more of his radical ideas which aroused storms of discussions; he initiated much more than is hinted at in Dr. Kingdon's biography. But such an active mind which loved innovations concocted too many to be recorded in detail. His library confreres are reminded of many and smile on reflection of them.

The library offered John Cotton Dana a splendid instrument in which to use his many talents and to display his wide interests as this "Life" of his so well portrays. Though trained as a lawyer, that profession could not satisfy him. A library with wide community outposts together with

books and publishing gave him a canvas large enough on which to paint in vivid colors his individualistic views — and he never tired of just that.

The Special Libraries Association of which he is the father and of which the Association boasts did not come into being until 1910, late in Mr. Dana's career. Interestingly enough he initiated the ideas of such special library activity as early as 1894 when in Denver he put a mercantile library in the Chamber of Commerce Building. At that time he initiated the term "literature of business." While in Springfield he used more direct methods to interest the business men in the value of their public library to their work, all of which flowered in Newark in the establishment of a full-fledged Business Branch.

The special librarian will find pleasure in Mr. Dana's biography but more particularly will catch the contagion of his vitality as portrayed so well by his biographer.

\*Kingdon, Frank. *John Cotton Dana — a Life*. Newark, The Public Library and Museum, 1940. 175 p.

# Aids to Foreign Public Document Use Since 1937

By JEROME K. WILCOX

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IN the foreign document field, many new aids to their use are to be found. The place of honor should unquestionably go to *A Century of Diplomatic Blue Books, 1814-1914*, edited by Harold Temperley and Lillian M. Penson.<sup>1</sup> This scholarly work provides the key to the use of British blue books pertaining to foreign affairs. It is essentially a list of the British Foreign Office blue books from Castlereagh to Grey, to which have been added the dates on which they were laid before Parliament. The arrangement is by foreign ministers giving a brief résumé of the blue book policy of each, followed by a list of the blue books issued by each.

Another most useful compilation is *A Finding-List of Royal Commission Reports in the British Dominions*,<sup>2</sup> prepared under the direction of Arthur Harrison Cole. This compilation lists the publications of the Royal commissions of Australia, the states of Australia, Canada, the provinces of Canada, Newfoundland, New Zealand, the Union of South Africa, the states of South Africa and Southern Rhodesia. *Public Documents, 1938, the Papers Presented at the 1938 Conference of the American Library Association by the Committee on Public Documents*, contains a number of valuable contributions to a better understanding of foreign documents. Here will be found *Scandinavian Public Documents: Their Acquisition, Organization and Use*, by Evelyn Lund, Alice McGrail and Harold Russell; *Official Publications of the British Colonies*,

by Angus S. Fletcher; *The Public Documents of British Columbia*, by W. Kaye Lamb; *Public Documents of the French Colonies*, by Jose Meyer; and the *Official Gazettes of Foreign Countries*, by James B. Childs.<sup>3</sup> The paper by Childs on official gazettes lists the gazettes of all countries of the world, giving for each its title, frequency of issue, publisher, subscription rate and general description of contents.

As aids to the statistics contained in foreign documents should be mentioned three publications, *Colonial Population*, by Robert R. Kuczynski,<sup>4</sup> *Guide to New Zealand Official Statistics*, by E. P. Neale,<sup>5</sup> and *Foreign Trade Statistics*, compiled by Caroline G. Gries.<sup>6</sup> While Kuczynski's work was published in 1937 and Neale's work in 1938, neither is well known as an aid in the document field. The notes to Tables III, IV and VII, p. 37-97 in Kuczynski's work indicate sources of population statistics. Neale's Guide "refers the reader to the main sources of official statistics in New Zealand, describes how they are collected and compiled, explains the method of calculation adopted in the various index numbers, and indicates the main limitations and pitfalls." *Foreign Trade Statistics* indicates source by countries giving periodicity, month and day year ends in each, and title of each publication.

In the *Proceedings* of the first and second conventions of the Inter-American Bibliographical and Library Association are two papers by James B. Childs. At the first convention Mr. Childs presented a *Bibliography of Official Publications and the*

EDITOR'S NOTE.—A former article by Jerome K. Wilcox on *Aids to Public Document Use Since 1937* appeared in *SPECIAL LIBRARIES* for November 1940, on page 389.

*Administrative Systems in Latin American Countries*, which was later reprinted as a separate.<sup>7</sup> This study is primarily a summarization of the executive departments of the countries of the Pan-American Union other than the United States, giving brief statements as to the administrative structure of each. At the second convention Mr. Childs presented the public documents of Cuba. (*Cuban Government Publications — A Comprehensive Statement*, p. 123-152.) The *Pan-American Book Shelf*, issued monthly since March, 1938, by the Columbus Memorial Library of the Pan-American Union, regularly lists documents of members of the Union, as well as books. Also, in the *Handbook of Latin American Studies: 1938* (ed. by Lewis Hanke and Raul D'Eca. Cambridge, Harvard University Press, 1939) is contained a section on *Government* by J. B. Childs and Lloyd Mechem (p. 189-218). This includes a list of the official gazettes of the provinces of Argentina and Cuba, (p. 212-13), and concludes with "changes in government organization authorized in 1938 by law, decree or departmental order."

H. M. Stationery Office published in 1939, *Indexes and Bibliographical Publications of H. M. Stationery Office* (7 p.) which furnished a brief, concise guide to the official indexes and lists of British documents. An important study has also been made recently by Professor John A. Perkins of the University of Michigan on *Permanent Advisory Committees to the British Government Departments*.<sup>8</sup> The British Library of Information in New York City has also issued several lists of British war documents.<sup>9</sup> Three checklists or guides to the documents of the British Dominions have appeared. The most complete and comprehensive of these is *Publications of the Government of British Columbia, 1871-1937, a Checklist*.<sup>10</sup> (See review, *Library Journal*, April 15, 1940, p. 344.) In the *Ontario Library Review* and *Canadian Periodical Index* is now published a list of *Dominion, British Columbia, Ontario and Quebec Publications Re-*

*ceived by the Inspector of Public Libraries*. This was begun in November, 1933, and appears in each issue thereafter. The earlier issues covered more than the three provinces now included. The 1938 compilation was reprinted as a separate. In *South African Libraries* for April, 1940, appears *The Official Publications of the Union of South Africa (Excluding Publications of the Provincial Administrations)*, by I. Isaacson (p. 155-162).

In 1938 the Royal Historical Society published a *Guide to English Commercial Statistics, 1696-1782*, by G. N. Clark.<sup>11</sup> The Guide consists of three parts. The first is "an historical account of the origin, purpose, nature and value of commercial statistics." In this part are to be found accounts of the Inspector General of Imports and Exports, bills of entry, general registers of shipping, and port books. The second part is composed of the text of some of the more important documents upon which the study is based. The final part is a catalogue of statistical materials arranged in chronological order, stating commodities concerned, from where to where shipped, period covered, date of return, and source of statistics.

SCHEDULED for publication in 1940 is *Mexican Government Publications. A Guide to the More Important Publications of the National Government of Mexico, 1821-1936*, by Annita M. Ker. Although intended primarily as an administrative report, lists of Mexican documents published 1937-38 can be found in the *Memoria del Departamento de Prensa y Publicidad September, 1937-August, 1938 . . .*" (Mexico, D. A. P. P., 1938. 223 p.)

As Part III (p. 219-324) of *Government and the Arts*, by Grace Overmyer (N. Y. Norton, c 1939), is given the "official aid to art in fifty-eight countries," showing in each case government support or sponsorship of the fine arts.

Mention should also be made of the fact that the *International Index to Aeronautical*

*Technical Reports*,<sup>12</sup> issued annually since 1933 and prepared by the Society of British Aircraft Constructors, includes the official government studies and researches in aeronautics for the United States, Great Britain, Belgium, France, Italy, Japan and Russia.

FINALLY should be mentioned Walter Thiele's *Official Map Publications* (Chicago, American Library Association, 1938. 356 p.). Besides maps of the United States, those of Canada, Latin America, Great Britain, Germany, Austria, Hungary, Netherlands and Norway are treated.

In the field of international documents, five reference aids are to be noted, three pertaining to international congresses, and two to the League of Nations. In 1938 appeared the final edition of *International Congresses and Conferences, 1840-1937. A Union List of their Publications Available in Libraries of the United States and Canada*, edited by Winifred Gregory (N. Y. Wilson, 1938. 229 p.) and *Congresses; Tentative Chronological and Bibliographical Reference List of National and International Meetings of Physicians, Scientists and Experts*, compiled by the Library of the U. S. Surgeon-General's Office. (In its *Index-catalogue*. Series 4, v. 3, 294 p. preceding text; also reprinted separately.) The former is not only a bibliography of these most elusive publications, but also a record of libraries owning copies as well. The latter is an excellent bibliography of 1,739 entries with a subject, word and title index to the list of congresses. A brief supplement has been issued to the Surgeon-General's list (*First Additions to the Reference List of Congresses*. Reprinted from its *Index-catalogue*, Series 4, v. 4, p. 29-51) which increases the total entries from 1,739 to 1,811. The other publication pertaining to international congresses was compiled by the Library of the National Research Council entitled, *International Scientific Congresses Held since 1930, or Announced for 1939 or later*, issued in June, 1939. This is a mimeographed list of 42 pages, which

merely lists the congresses with the date and place at which each was or is to be held, with title, geographical, and chronological indexes.

In 1939 was published the English edition of *Sources of Information. A Handbook of Publications of the League of Nations*, by A. C. de Breycha-Vauthier.<sup>13</sup> This work was originally published in German in 1934, then in Czech in 1936, and an abridged Russian edition as well as a French edition appeared in 1937. This little manual of 118 pages analyzes the League publications up to December 1, 1938, and aims "to indicate to students and research workers where and how they can find material not only on political questions, but also in the field of economics, law, and social problems, or on military, health, and transport questions, as well as on numerous other subjects contained in the publications of the League of Nations." It is in nowise a checklist, but primarily a quick aid in the use of League of Nations documents.

WITH respect to checklists of the League of Nations publications, the fourth supplement to the *Key to League of Nations Documents Placed on Public Sale*, by Marie J. Carroll, was published in 1938 and covers the publications for the period 1934-1936 inclusive (N. Y. Columbia University Press, 1938. 188 p.). This supplement has both a numerical and a subject index to the documents.

In the quasi-public document field, there was published in 1939 *Governmental Research Organizations in the Western States. A Directory of Agencies and an Index to Their Studies as of January 1, 1939*, compiled by Arthur Harris.<sup>14</sup> This combination directory and list of publications is arranged by states and gives name and address of each organization, a brief statement as to its purpose, and this is followed by a list of studies completed and studies which are still in process. To the entire work has been added a detailed and complete subject index.

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## Blueprint for Democracy

Here is a book, *Speak Up for Democracy*,\* which is unique in the publishing world because in just a few weeks it has become the vitalizing force of an American movement for public-spirited Americans. It is not so surprising, however, when we know that the author is Edward L. Bernays, the well-known consultant on public relations.

To counteract the varied attacks upon democracy from many sides, Mr. Bernays assembles here the constructive ideas on what democracy is and then he gives definite directions how these ideas can best be broadcast throughout the country

via community campaigns, forums, special celebrations, press, direct-mail, radio, motion pictures and various other media. It presents a practical plan for action for every American citizen in the conscripted army in this struggle for the survival of democracy.

It is especially interesting to SLAers to find in this book acknowledgments to two of our own members, Marian C. Manley, librarian, Business Branch, Newark Public Library, Newark, N. J., and Agnes Campbell, librarian, Federal Council of the Churches of Christ in America, New York City, both of whom contributed to the factual information used in this book.

\**Speak Up for Democracy*, by Edward L. Bernays. N. Y., Viking Press, 1940. 128 p.



# The Beginnings and Growth of Dental Libraries\*

By GEORGE B. DENTON, Ph.D.

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NOW we have arrived at the era of the institutional library and its gradual supplanting of private libraries. It would probably be impossible to determine what were the influences which tended to bring about this change. Prior to this period, in the early eighties, it is interesting to note that dental bibliography in this country suddenly came to the fore. In 1885, Crowley issued his *Bibliography*, aiming to list all dental books in any language, from the early sixteenth century to 1885. Taft published, in 1886, his *Index of the Periodical Literature* covering journals in English. In 1883, the *Dental Cosmos* issued a complete index for its twenty-four published volumes. Melvin J. Lamb contributed a monthly bibliography to the *Dental Cosmos* from 1889 to 1902. Thirty-five years later, the appearance of the first volumes of A. D. Black's *Index of the Periodical Dental Literature* gave a marked stimulus to the development of dental libraries and especially to their collection of dental journals at that time.

Dr. B. W. Weinberger has given us a classification of dental libraries into five groups. The first is the dental library constituting a part of a medical library. The second is the library of the dental school. The third is the library of the dental society. The fourth is the dental library constituting a part of the public library. The fifth is the private dental library. Today all of these types are in existence.

\* This is Part 2 of an abridgment of the address given by Dr. George B. Denton earlier this year before the Dental Centenary Celebration at Baltimore, Md. Part 1 is in SPECIAL LIBRARIES for November, 1940, on page 403.

Among the institutional dental libraries it is appropriate that the library of the Baltimore College of Dental Surgery, Dental School, University of Maryland, should be mentioned first on this occasion. In some sense, this library probably had its start earlier than any other dental library in the country and its origin is also associated with some of the men who were foremost in the production and collection of dental literature.

There is a tradition that Chapin A. Harris's private library was sold at public auction by his widow in 1865, to alleviate the poverty of his family, and the printed catalogue which I have mentioned, though it is not dated, would bear out this idea. Tradition also has it that this private library ultimately came into possession of the Baltimore School and formed the nucleus of its early collection. Evidence exists to show that from the beginning of the school, some library facilities were furnished students. In an advertisement by the Baltimore College in *The American Journal of Dental Science* for the year 1843-44 occurred this statement:

The College, we may add further, has a general lecture and a museum, which, with one of the finest dental libraries in the world — though not in the College, but to which the students can have free access — furnishes some idea of the facilities and advantages which it gives those who come to its halls for instruction in dental science.

It is quite possible that this was Harris's private library. Another possibility is the library of the Medical and Chirurgical Faculties of the State of Maryland, founded in 1830. The library of the Baltimore Col-

lege is still in possession of a fine antique bookcase, which, from its style, would appear to have been made in the early nineteenth century and in which has been stored a number of books dating back to the period of Chapin A. Harris. The library possesses a complete file of *The American Journal of Dental Science* and the *American Library of Dental Science*, totaling thirty volumes, all bearing Harris's library tab on the inside of the covers and the name "Dr. C. A. Harris" in gilt letters on the outside cover of each volume. Other books from the early nineteenth century in possession of the library have Harris's autograph. There is no evidence, however, that any of the works listed in the catalogue of Harris's library are now in possession of the Baltimore school.

THE library of the Baltimore College of Dental Surgery seems to have been active down to 1895 and then it fell into disuse. When this College and the Dental Department of the University of Maryland were combined in 1923-24, and Dr. J. Ben Robinson became Dean, he at once began reviving and reorganizing the library. New books were bought, and files of old journals were completed. In 1926 a paid trained librarian was employed.

The Maryland State Dental Association in 1925 established the Clarence J. Grieves Library Foundation as a memorial to one of its, and the profession's, most distinguished members. In 1926 the projected memorial library was merged with that of the Baltimore College of Dental Surgery and the name Clarence J. Grieves Library Foundation was adopted as the name of the institution. Dr. Grieves contributed his private library of several hundred volumes. To this nucleus and the books salvaged by Dr. Robinson from the old Baltimore College library was added the library of the Dental Department of the University of Maryland. The latter had been in existence from before 1914 — housed with the medical collections — but amounted to very lit-

tle, and consisted mostly of works which had been brought together by Dr. Ferdinand J. S. Gorgas and Dr. B. Merrill Hopkinson. The collection, from these three sources, I believe, amounted to only 697 books and bound periodicals. Through endowments furnished by the State Dental Society and the University of Maryland, and through funds furnished by the Carnegie Foundation, it has been possible to build up the collections of this library very rapidly. In 1937 there were 5,481 volumes and the library possessed one of the most complete files of dental journals in the country.

Other school libraries that should be mentioned, and the history of which we would recount if there were time, include the library of the Thomas W. Evans Museum and Dental Institute, School of Dentistry, University of Pennsylvania; the library of the University of Pittsburgh School of Dentistry; the library of the University of Michigan School of Dentistry; and that of Northwestern University Dental School.

The type of library in which the dental collection is a component part of the medical library is well represented by the dental division of the New York Academy of Medicine. A. L. Northrup, of New York City, was for many years a collector of dental books and his private library called forth notice in some of the dental journals of the latter eighties because of its excellence. Dr. Northrup was of the opinion that the only way in which to insure the permanence and integrity of such a collection was to place it in a well-established medical library. Consequently, in spite of the criticism of some dentists who thought that it should be associated with a dental institution or society, he presented it to the New York Academy of Medicine. The entire collection at that time numbered 576 books, 69 pamphlets, and many journals.

In 1897 the First District Dental Society of the State of New York became interested in the dental section of the Academy Li-

brary and created a fund bearing Northrup's name, for the purchase of dental books. Very little was accomplished, however, until 1914 when, through the efforts of Dr. Weinberger, arrangements were made for the First District Society to contribute annually to a fund for the purchase of dental books and journals to be placed in the dental division of the Academy of Medicine and for the members of the Society to have the privileges of the library. In 1929 Dr. Weinberger, who had been librarian for the First District Society since 1914, was given the honorary title of Consultant Librarian in Dental Literature by the Academy. Under this unique arrangement between the First District Society and the Academy, the dental section has prospered. The total collection in 1932 was 4,500 books and 6,000 bound volumes of journals.

Representative of the type of library owned by dental societies is that of the Eighth District Dental Society, housed in the Public Library of Buffalo. And you are acquainted with the Library of the American Dental Association in Chicago.

Dental libraries constituting component parts of public libraries are represented by the library of the Ohio State Dental Society, the ownership of which was transferred by the Society to the Columbus Public Library, in 1905.

**T**HE value of a library does not consist merely in the importance of its collections. Much depends upon the facilities which the library furnishes for making books available for use. As late as 1920, as is made plain in Dr. William Gies's report on dental education, little use was being made of school libraries in the teaching of dental students, and the dental profession at that time was generally said not to be a reading profession. Since then conditions have changed, as may be seen in the increasing extent to which both students and practitioners are utilizing dental books and dental libraries.

In order that we may have some idea of

the size of the collection which has been accessible, at various times, to the student and practitioner for use, in the Northwestern University Dental School Library, let me present the absolute figures showing the library development. From 1915, with a total of about 3,000 volumes, the library collection grew to about 11,000 in 1924, and then gradually increasing year by year, has mounted to a total of over 23,000 volumes in 1939. These figures include duplicates and works in auxiliary sciences useful to dental students.

Users of present day libraries are various and the libraries of dental schools are no exceptions. Local and out of town practitioners, manufacturers of dental equipment and supplies, research workers, and students — all are served. The students in the institutions, however, constitute the largest number of constant users, and we may, therefore, best employ them as the measure of the extent to which a library is functioning as a distributor of dental literature. By years, from 1922 through 1939, the number of volumes, per student enrolled in the Northwestern University Dental School, withdrawn for reading room or home use has increased upwards, from 16 books per student per year in 1922 to 86 books per student per year in 1939.

The books in a dental library may be roughly classified into those which have mostly an historical value and those which are of current professional usefulness. Obviously, the older the collection becomes, the larger is that part of the collection which is of interest only to a limited number of readers. This must be borne in mind in evaluating the circulation in terms of turnover, from year to year, through a period of years. We may measure to what extent a library is used by comparing the total number of items in the collection with total circulation. The turnover is represented by percentage of the total collection. In 1928, in the Northwestern University Dental School Library, the turnover was about 86 per cent, and this has increased,

in general, through the years to nearly 160 per cent in 1938 and 1939.

What is true in regard to the use and usefulness of this particular library, is, doubtless, equally true of many other school libraries and dental libraries for dental practitioners.

Thus far, we have been talking about libraries in the past and present. It may be appropriate to say a word with regard to the dental library of the future. As you may all know, a dental library of international character has been contemplated by the Fédération Dentaire Internationale, probably to be located in Brussels. The purpose of such a library would be to supply dental research workers of the world with information with regard to all the literature on any dental problem. Such a library would have to be as complete as possible. Dr. W. H. Logan was working last summer on the question as to how large such a library would have to be. Mrs. Madelene Marshall and I undertook to give a tentative answer to this question. To treat the matter from a practical standpoint, she supplied the information with regard to the size of an actually existing large library, using Northwestern University Dental School Library as an example. Table 2 shows the actual collection of den-

TABLE 2

TOTAL BOUND VOLUMES, DENTAL WORKS, NO DUPLICATES — N.U.D.S. — 1939	
Books.....	2,333
Pamphlets.....	2,219
Transactions.....	858
Journals.....	4,148
Total.....	9,558

tal literature when all non-dental books and all duplicate volumes were excluded.

I undertook the more speculative problem as to how large a library would have to be to accommodate every item of dental literature which had ever been published. The data for arriving at any conclusion are imperfect, and, for the last twenty years, are mostly conjectural. However, after some calculations, based in large part upon

the statistical tables of Dr. Weber in *Black's Index* (1916-1920), I hazarded the following conclusions. With regard to the past publication, the number of volumes of dental books and theses in the world has been about 16,120; the number of volumes of dental periodicals in the world, about 8,400; the number of volumes of transactions of dental organizations and congresses in the world, about 1,436. The grand total was 25,956 volumes, and, allowing for considerable inexactness, I estimated that, at the present moment, a library intended to include one copy of every item of dental literature ever published would have to accommodate between 25,000 and 30,000 volumes. By calculations based upon equally uncertain data, I also estimated that such a library, to keep abreast of the times, would at present have to acquire 500 to 600 volumes per year. Since this estimate, I am inclined to think my figures are too low.

If they are anywhere nearly accurate, it will be seen how far from representing the whole of dental publication any one of our great dental libraries, such as Northwestern University, the Academy of Medicine Library in New York City, the University of Pennsylvania, or the University of Pittsburgh Libraries must be. What a mark the dental librarian still has to shoot at!

A RAPID backward glance over the history of dental libraries, it seems to me, reveals at least one guidepost that should point the way for their successful development, no matter to what type they may belong. When there is some one person whose business it is to see that the interests of the dental collection are looked after and that it is made available to readers, then, and only then, will the dental library prosper, grow, and fulfill its usefulness. A trained librarian will constitute part of the institutional machinery, and if the dental library is under such a special dental librarian, the growth and usefulness of the library will be insured for all time.

# Mobilizing War Economy Material

By ELEANOR S. CAVANAUGH

Librarian, Standard Statistics Co. Inc., New York

**U**NDER National Defense the special librarian faces new problems and materials in the administration of her library. *Heretofore* she has organized her collection around the needs of the business organization that she serves and her whole planning and routines are built up with *this in mind*. Due to the defense program, national business has become suddenly the business of almost every corporation and the librarian must institute new techniques, make places in her collection for new materials, develop new subject headings, and look at old reference material with the new idea of applying it to *business under a large defense program*.

With the development of the armament program she finds that the things of most importance to business men are developments in Washington, war legislation, taxes, national defense program, conscription, labor policies, plant capacity, bottlenecks in industry, labor supply and the financing of the defense program.

## WAR LEGISLATION

To round out her collection and to keep ahead of possible demands, one of the first things that the librarian will need to have is the actual bills covering all of the defense legislation put through by the 76th Congress. This will include all of the various Army and Navy Appropriation Bills, the Vinson-Trammel Act on profit limitation, the Burke-Wadsworth conscription act, the two Revenue Acts of 1940, the Naval Expansion Bill, the laws covering rearmament, conscription and aliens, and other bills which provide the machinery for our national defense program.

Obviously, the first thing to be acquired in lining up a library to handle current inquiries of business men regarding how national defense will affect not only their business but the business of the United States, is to get the daily releases of the National Defense Commission. A good many of these, to be sure, are merely routine announcements of appointments and progress. However, they should be looked over carefully because in some of them will be found important and authoritative statistics on various phases of the defense program. Inasmuch as these releases come in in great quantities each day, we, in this library, have evolved a way of taking care of the appointments by making a two-way index: one, under the name of the person appointed with the post that he fills, and the second, under the name of the department, with the name of the key appointments in that department. This saves us a great deal of time by obviating going through a great batch of releases to find appointments, key men, etc. on the Defense Commission. Rulings and regulations covering national defense are carried regularly in the *United States Law Week*.

## WAR CONTRACTS

It goes without saying that the war contracts placed by the Army and Navy are the most important part of national defense, and the main sources of these have been given you in a recent issue of SPECIAL LIBRARIES. However, it might be of some value to add that all of the trade magazines carry partial lists of the war contracts, and special compilations are being made by various organizations. For instance, *Editor*

and *Publisher* has just instituted a page of defense contracts by state, and the F. W. Dodge Corporation are this month instituting a table of defense construction. This Dodge tabulation will show the valuation of defense construction contracts included in Dodge contract award figures, and also the valuation of the new defense construction contracts let during the month which have not been included in Dodge contract award figures.

Also, various service organizations are showing contracts awarded, each one tabulating them in a slightly different way. For instance, Poor's and Standard both carry regularly contracts awarded under the name of the company and in a separate tabulation, showing total contracts awarded. Standard Statistics Company also has a service for the business man based on these war contracts compiled by geographical areas; that is, state and city. In order to give the business man subscribing to this service a clearer picture of what these contracts mean to his business, also taken into consideration are the changes in population in these geographical areas affected by placing of Army and Navy contracts, consumer income, and anything else of a pertinent nature that will help the business man who has plants or branches in these centers, or who may wish to push sales in a territory enjoying at least temporary stimulation under the defense program — in fact, a regional barometer.

#### PLANT CAPACITY

The subject of plant capacity is receiving a great deal of attention and we understand that a survey is being made by the Defense Commission itself to determine the capacity of not only the large plants but the smaller plants in the United States. Also various trade associations are surveying their own industries. For instance, the Underwear Institute has made a survey of machine installations, inasmuch as the knitting industry will play a large part in the clothing of our armies. The same insti-

tute, besides this survey of productive equipment, has made one on mills, and the amount which could be produced in the plants, and also on the production of various types of underwear used by the government for the Army. The National Industrial Conference Board has also made an analysis of the plant production of the United States in the light of supplying the defense program with materials.

#### RAW MATERIALS

Raw materials and strategic materials are, of course, decidedly important and trade magazines covering these industries supply much data on production, prices, and in most instances, stocks on hand. *Domestic Commerce*, published by the United States Department of Commerce, each week carries a special article on some critical material. These are particularly useful. A recent issue of *Domestic Commerce* carried a very worth-while article on *Extraordinary Uses for Ordinary Products*. A particularly good outline of raw materials was issued under date of November 15th by the Foreign Policy Association. This is an inventory of raw materials used in the defense program and, aside from containing much valuable data, is very well documented with sources which will lead the librarian to other information on these same raw materials.

#### PRICE CONTROL

The question of price control in wartime looms large in the business world and a great deal of material has come forth on this. Some particularly useful studies are *Wartime Price Control and Retail Trade*, published by the National Retail Dry Goods Association, and also *Wartime Control of Prices*, a study by the Brookings Institution. This Brookings study is an investigation undertaken at the request of the U. S. War Department and gives a résumé of price control during the last World War and discusses fiscal and banking problems as well as the machinery of war price control.

Editorial Research Reports has also made a short study entitled *Price Control in Wartime* which compares control during the last World War with the proposed plans for price control under our present defense program. Various magazines are carrying series of worth-while articles on this, of which *Dun and Bradstreet* is a good example.

#### DOING BUSINESS

The business man finds that doing business with the government is a much more involved process than just doing business with another organization. To help the business man over the hurdles and intricacies of doing business with the United States Government, Commerce Clearing House has published *The War Law Service*, a loose-leaf service devoted to answering the business man's questions on contracts, working requirements, submitting bids, regulations, profit limitations and like subjects. An inexpensive and useful handbook on this subject has also just been published by the Bureau of National Affairs in Washington. It is called *Doing Business Under the Defense Program*. This codifies the various laws dealing with government purchases and with the rules between the sellers and men in the Army and Navy service.

The Irving Trust Company, New York, is distributing a summary and text of the Emergency Plant Facilities Contract permitting the construction of emergency plants under ownership of private manufacturers, and providing a basis for financing their construction. The principal provisions of the contract are outlined in concise form, making the booklet an excellent reference tool.

#### PROBLEM OF CONSCRIPTION

All business firms are faced with the problem of conscription and military service of their employees. The National Industrial Conference Board of New York and Editorial Research Reports of Washington, to mention but two, have both gotten out studies on these important phases of rearm-

ament. The National Industrial Conference Board publication is entitled *Military Service of Employees* and gives the text of various company plans.

#### FINANCING THE DEFENSE PROGRAM

The question of financing the national defense program is the subject of much editorial comment. Naturally, the librarian will make provision for this information in her files. Our defense program is, of course, financed by taxation and borrowing and the main sources for data are the Treasury Department and the Reconstruction Finance Corporation. A great amount of comment on paying for the war appears daily in current magazines. The librarian will save as much of the latter as she feels is authoritative or throws new light on the problem.

#### HOUSING

Housing under the defense program is certainly one of its most important phases and the Twentieth Century Fund has just issued *Housing for Defense*. This outlines the role of housing in relation to American defense. The survey was begun early in 1940 as a private survey on the housing situation, but due to the change in the world situation immediately after it was started, and to the initiating of the defense program which would involve large scale shifts in population, the report was changed to an emergency report on housing in relation to national defense. Also, the forthcoming issue of the *Architectural Forum* has sent out advance notice that the November copy will be devoted to *Building for Defense*.

#### FOREIGN RELATIONS

At this time all libraries representing business will be particularly interested in our foreign relations and with this in mind, it might be well to mention a recent publication of the World Peace Foundation of Boston entitled *Documents of American Foreign Relations*. Volume 2 just published cov-

*(Continued on page 443)*

# Browsing Among the Newer Books

IN THESE troubled days when Americans still wish to travel outside their own country, but are prevented from going beyond this hemisphere, the West Indies naturally offer one of the few remaining vacation spots available. Because of national defense, economic interests, and the focus of attention on the neighbors with whom we must cooperate to protect democracy, the West Indies are attracting greater interest than for many years. Of the group of Islands, Puerto Rico commands particular attention.

*Puerto Rico*\* is an illuminating book which contains a fund of valuable information about the Island's history, culture, industry, education, government, climate, hotels and transportation, as well as extensive tours of the principal points of interest. Each point on the various tours is described in an informative manner so that the reader can decide for himself whether he would care to see it. One of the book's most attractive features is its photographs which, though taken with an eye to drawing the tourist, are none the less descriptive.

Of interest to the librarian is a good bibliography for Puerto Rico, a short chronology of the Island's history and a wealth of who's who among its past and present builders, heroes and villains, information rather difficult to find under one cover for ready reference.

The W.P.A. has already established a reputation for accurate, useful and entertaining work in the field of expanded guide books. The book, *Puerto Rico*, offers further proof of this Project's ability to provide at one and the same time an informative

and detailed guide to the new traveler, pleasant reading for the person who has already visited the Island, and needed information for anyone who approaches the librarian with a "can you tell me . . ." about Puerto Rico. B. P.

THE chief virtues of *An Atlas of World Review*\* are its timeliness and its handy form. It is a convenient desk atlas of 160 line maps which cover a wide range of subjects and places. It is more than a political atlas of current events, for it provides economic, linguistic, racial, and some historical background for the headlines of today.

Each group of maps is accompanied by a short explanatory note. The maps have been simplified as much as possible and are for the most part clear and easy to use, although some of the world and hemisphere maps suffer from the condensation necessary to keep them down to the small size of the atlas. There is a combined index for the maps and text.

Special librarians using the book for informational purposes will perhaps wish for more indication of dates and sources of figures, but otherwise this would seem to be an ideal atlas to have at your elbow when reading the newspaper. It is a quick reference tool and should be most useful for readers who cannot easily consult more complicated maps in large or specialized collections. The author is a member of the Department of Geography of the University of Michigan. J. M.

*Library Workers*,† one of a series of Picture Fact Books recently published by Harper, will be of interest to special librarians as

\* *An Atlas of World Review*, by Clifford H. MacFadden. New York, Thomas Y. Crowell Co. [c1930].

† *Library Workers*, by Alice V. Keliber, Editor of Picture Facts Associates. N. Y., Harper, 1940. 56 p.

\* *Puerto Rico*, by the Puerto Rico Reconstruction Administration in cooperation with the Writers, Project of the Works Projects Administration. N. Y., University Society Inc., 1940. 402 p.



well as those in public library work. Picture Fact Books are designed to meet vocational interests of junior high school students and to be used as supplementary texts in the social science curriculum. The pictures form an integral part of the text and hold the reader's attention.

Last spring Special Libraries Association cooperated with a staff worker from Picture Fact Books in furnishing data for the pages on special libraries and special library work. Among the different types of special libraries mentioned is that of the Council of Foreign Relations, of which Ruth Savord, a past President of SLA, is librarian.

Special Libraries Association is listed as the place to write for information about training and library work in special fields. Most special librarians will agree with the following quotation from *Library Workers*: "The special library field has grown considerably in recent years. How rapidly it continues to develop will depend largely upon the librarians who enter the field — their enthusiasm, imagination, and usefulness. Sometimes an industry or other organization needs to be shown the value of such service and a librarian can thus build an important place for himself."

A TALL youth walked down the corridor of an office building in one of our larger cities, glancing inquiringly at the numbers on the doors. At last he paused before one that bore the inscription:

#### NAVY RECRUITING OFFICE

The opening lines of the timely book, *The Fleet Today*,\* give a reliable clue to the swift narrative style in which it is written. Through the person of the recruit the reader is enlisted in the navy as apprentice seaman at \$21.00 a month and sent to a naval training station. From there he is

\* *The Fleet Today*, by Kendall Banning. Illustrated with Official U. S. Navy Photographs. N. Y., Funk & Wagnalls, 1940. 346 p.

graduated to service aboard a 45,000-ton battleship. But the reader is less circumscribed than the real seaman for, vicariously, at least, he sees service in every branch of the navy, from the "Pig Boats," as the submarines are called, to the dive bombers that operate from the big aircraft carriers.

The book has the approval of the Chief of Naval Operations. Mr. Banning has done an exceptionally fine job of presenting a detailed, informative picture of the U. S. Navy, statistics and all, in a manner that is always interesting and which at times is breath-takingly exciting or hilariously amusing.

H. L. H.

MR. W. C. PHILLIPS, the author of *Adventuring for Democracy*,\* is a social philosopher, a social scientist and a social engineer. Ever since he graduated from Harvard he has pursued the idea of the good society. He is the son of a clergyman and is married to the daughter of an educator. With his wife he has struggled for his concept of democracy for over two decades, many times being down to his last cent. Mr. Phillips' Social Unit Plan, here unfolded in detail, has called forth this comment from John Dewey: "I know of no idea or plan of greater promise for a right development of our social-economic conditions here in America than the Social Unit Plan."

The author was aided in his experiment in Cincinnati by Miss Mary Hicks, a former librarian, who joined his staff. He expects the Social Unit Plan to be effective in National Defense since the greatest enemy of our institutions is loss of faith in the democratic way of living. Those who are interested in preserving democracy should acquaint themselves with this plan whether or not they agree with Mr. Phillips in entirety.

\* *Adventuring for Democracy*, by Wilbur C. Phillips, with an introduction by Wesley C. Mitchell. N. Y., Social Unit Press, 1940. 380 p.



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## Chapter News

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### Illinois Chapter

Recently several members of the SLA from the Illinois area participated in the program of the Illinois Library Association's 44th Annual Conference which was held in Chicago. Harriet M. Skogh, Illinois State Library, acted as chairman of the Reference and Loan Section; Etheldred Abbot, Ryerson and Burnham Libraries, and Carl B. Roden, Chicago Public Library, took part in a Symposium on "What we have and have not; possibilities in library cooperation"; Selma Lindem, Presbyterian Hospital, talked before the Small Libraries Section; Nell Steele, Illinois Institute of Technology, was chairman of the College and University Section, and Helene H. Rogers, Assistant State Librarian, spoke at a General Session.

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## Publications

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### Latin American Index

A long-felt need for an index to books and pamphlets of Latin America has been taken care of by the publication of *Index to Latin American Books, 1938*, edited by Dr. Raul d'Eça and published by the Inter-American Book Exchange, Washington, D. C.

This index brings together all the information available regarding the printed output, except for periodicals, of the twenty Latin American countries and Puerto Rico. The chief source of information was the National libraries of the various countries. Later it was checked in the Library of Congress and the Columbus Memorial Library of the Pan American Union. The volume contains 10,000 titles, and is a highly useful library tool.

### Library Survey

Recently an interesting survey of 44 libraries within their own membership was conducted by the National Office Management Association. The replies to the questionnaire were listed under many subjects, among them type and size, space, number of books, responsibility, costs and library personnel. This report on company libraries brings out some interesting information, but the number of libraries covered is small to give a thorough cross section of company libraries.

### Foreign Directory

Recently the Goodyear Company of Brazil prepared a Portuguese-English and English-Portuguese *Glossary of the Tire and Rubber Industry*. A few copies of this are still available and will be sent, one to a library, while the supply lasts. Send requests to W. N. Seaver, Librarian, Massachusetts Institute of Technology, Cambridge, Mass.

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## To Work or Not to Work

The booklet, *Should Married Women Work?*, by Ruth Shallcross, recently issued by the Public Affairs Committee, Inc., is a condensation of a study on this subject which was made by the National Federation of Business and Professional Women's Clubs, Inc. The survey showed that most women worked because of economic need rather than to carry on a career. In spite of the findings of this survey, the opposition to the employment of married women seems to be increasing. This is a timely presentation of a current economic problem.

## Occupational Trends

A series of leaflets on occupational trends and employment opportunities is being published by Occupational Index, Inc., New York University. Each leaflet gives the opinions of personnel officers, placement directors, officers of trade, professional and labor organizations and directors of training institutions. So far the series covers aircraft manufacture, Diesel engines, beauty culture, printing and air conditioning and refrigeration.

## How to Rearm

Just now when the problems of the rearmament program are being discussed on all sides, it is fortunate to discover a brief digest of the many economic arguments pro and con of this subject. It is just this that you will find in *Economic Policy for Rearmament*, by Albert Gailord Hart. It is one of the series of pamphlets issued by the University of Chicago Press and is based on discussions of this question of policy by a number of economists and students of administration this past summer.

## War Economics

The National Industrial Conference Board, New York, is publishing a series of pamphlets called *Studies in the Economics of National Defense*.

## Books for Tired Eyes

The American Library Association has recently issued the third edition of *Books for Tired Eyes*, compiled by Charlotte Matson and Dorothy Wurzburg of the Minneapolis Public Library. All the books listed are printed in type at least of 12 point and are well spaced and clearly printed. This list represents a variety of readable books, carefully chosen, with sections of fiction and nonfiction for both adults and children.

## War Aids

Soon the War Department will issue pamphlets advising American communities on such subjects as air raid warnings, shelters, first aid and defense against air attack. While these publications are to be distributed to local authorities on request, all special libraries should request copies for filing purposes.

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## News Briefs

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### Toledo Aids the Businessman

In *Toledo Business* for November, there is a most interesting account of the new Business Service Department which has been added recently to the Toledo Public Library. The Business Service Librarian, Fred E. Buescher, enumerates the many valuable services, directories and business publications which are available to answer the questions of businessmen.

### Honor Roll

It is a pleasure to report to you that the judges for the Wilson Publicity Honor Roll have included Phoenix Mutual Life Insurance Library among those cited for outstanding publicity during 1939, considering their leaflets descriptive of the Library and its service for the field force of the Company especially effective.

### Libraries in Miniature

Several of the Chapter Bulletins have added as a special feature this year a brief write-up of a special library within its own membership. We are listing several for your attention:

*PM's Library* by Richard Giovine in the *New York Chapter News* for October, 1940.

*Library of the National Oil Products Co.* in the *New Jersey Chapter Bulletin* for October, 1940.

### Importations

The library of Edinboro State Teachers' College in northeastern Pennsylvania has added to its collection a group of foreign publications and plates collected in France and Italy, which were shipped from France one week before it crumbled. Many of the volumes are portfolios of rare plates covering archaeology, architecture, costume design, techniques and media, design, decorations, crafts and history.

### In Lighter Vein

A refreshing story comes to us from California. Recently two strangers stayed through half of an SLA Meeting before they realized they were in the wrong room! This proves the meeting must have been interesting!

### Prize Winner Plus

If you long to join the growing throng of aviators, a recent news item from Middletown, Conn., tells you just how their librarian, Mrs. Bernice O. Frissell, turned the trick. It seems easy, for all she did was to complete an advertising slogan and — won a \$1,400 plane, with lessons thrown in! But this librarian surely knows how to use her facts for profit, for she has won over eighty prizes, among them radios, vacuum cleaners and cash.

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## Supplement to Mallett's

### Index to Artists

18,000 New Names

\$8.50

MALETT'S INDEX, now an accepted tool in all art and reference libraries, was published in 1935 and contained 27,000 names of artists from earliest times to date. This *Supplement* includes 18,000 additional names and addresses of painters, sculptors, illustrators, engravers, etchers, caricaturists and cartoonists. Most of the names in this *Supplement* are of artists of our own time but over a thousand are from earlier centuries whom five years of further research have brought to light.

*Name of artist — His field of work*

*Nationality — Date of birth and (?) death*

*Place of birth — Present address*

*Key to biographical material when such is available*

This volume also contains records of the death of 580 artists whose names appeared in the 1935 *Index* and a new feature, a list of 200 Early American Silversmiths.

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## Publicity

### Fore

Announcement has been made of a project requested by the executive office of the President of the United States, which will be undertaken by the American Chemical Society and directed by E. M. Billings of the Eastman Kodak Company. The project is a census of all chemists and chemical engineers in the U. S. and specialized war services they are prepared to perform.

### Erratum

We are sorry, but an error was made in the officers of the Biological Sciences Group in the list of *SLA Group Officers for 1940-41* on page 409 of *SPECIAL LIBRARIES* for November. The *Vice-Chairman* of this group is Mrs. Katherine Tobias Murphy, Department of Health, State of Connecticut, Hartford, Conn.

*(Continued from page 442)*

ers the period from July 1939 to June 1940. It contains U. S. Government papers, various phases of foreign relations, neutrality, defense trade, and international organizations. This volume is well documented and a particular feature is the index which covers not only Volume 2 but Volume 1. Some statistical information is also carried.

In a particularly fortunate position are the business libraries that were well enough organized in 1917 to have the various war-time data released during the last World War — particularly the studies of prices by the War Industries Board, the releases of the Priorities Committee and the regulations and journal of the War Trade Board. These form a valuable background for what may be done in this present emergency as compared with what was done under similar situations during the last war.

So it can be seen from the foregoing that the librarian as usual must be ahead of the game by finding new sources of information and keeping up on all the new activities occasioned by the national defense program, and merging these new data with existing reference material to help business men meet new conditions and solve new problems thrust upon them by an active defense program.

## Books of 1939

### American History and Fine Arts

HAROLD F. NUTZHORN

*The New York Historical Society, New York City*

EARLY AMERICAN LAND COMPANIES; THEIR INFLUENCE ON CORPORATE DEVELOPMENT, by Shaw Livermore. (Publications of Foundation for Research in Legal History, Columbia Univ. School of Law.) Commonwealth Fund, N. Y. 1939. 357 p. \$3.50.

While primarily from the legal standpoint, nevertheless the study is an excellent one on the forerunners of the modern business corporation in America.

THE OHIO COMPANY OF VIRGINIA AND THE WESTWARD MOVEMENT, 1748-1792, by Kenneth P. Bailey. The Arthur H. Clark Co., Glendale, Cal. 1939. 374 p. \$6.00.

An elucidating chapter in, and contribution to, the history of the colonial frontier.

THE RISE OF AMERICAN NAVAL POWER, 1776-1918, by Harold and Margaret Sprout. Princeton Univ. Press, Princeton, N. J. 1939. 405 p. \$3.75.

This, the first of three books to be published on the subject, depicts the history of the United States Navy from 1776 to 1918, picturing the years of growth of the navy, up to the time of the World War when European nations finally recognized its superiority.

CASEBOOK IN AMERICAN BUSINESS HISTORY, by Norman Scott Brien Gras and Henrietta Melia Larson. Crofts, N. Y. 1939. 773 p. \$5.00.

A casebook comprising 43 cases in the history of business administration taken from American experience.

AMERICA IN MIDPASSAGE, by Charles A. and Mary R. Beard. Macmillan, N. Y. 1939. 977 p. \$3.50.

The third volume of the authors' *Rise of American Civilization*; it is a comprehensive and interpretative survey of the political, economic, social and cultural history of the United States from 1928 to 1938.

THE DUTCH COUNTRY; FOLKS AND TREASURES IN THE RED HILLS OF PENNSYLVANIA, by Cornelius Weygandt. Appleton-Century, N. Y. 1939. 372 p. \$4.00.

Anecdotes and descriptions of the habits and customs, arts and crafts, daily life and characteristics of the Pennsylvania Dutch.

THE RISE OF THE NEW YORK PORT, 1815-1860, by Robert Greenhalgh Albion and Jennie Barnes Pope. Scribner, N. Y. 1939. 499 p. \$3.75.

A history of New York port during the significant years from 1815 to 1860 when New York definitely

EDITOR'S NOTE — This is one of a series of evaluative book lists compiled by members of the Museum Group.

## Books on Defense for Special Libraries

### CHAMBERS'S TECHNICAL DICTIONARY

*Edited by C. F. Tweney and L. E. C. Hughes*

Defines over 50,000 technical terms in every branch of science and industry. Compiled by experts in each field, this is an essential reference for every kind of special library. \$5.00

### THE INDUSTRIALIZATION OF JAPAN AND MANCHUKUO 1930-1940

*Edited by E. B. Schumpeter*

An important, up-to-the-minute analysis of Japan's economy, the industrial developments that have made possible a change in her strategic position, and the effect of these changes on American policies. \$7.50

### THE BATTLESIELD OF THE REPUBLIC

*By Major Malcolm Wheeler-Nicholson*

An expert reveals the need for drastic changes in our military system, and presents a plan for an immediate and thorough reorganization of our army on a more efficient basis. \$1.50

### DEFENSE FOR AMERICA

*Edited by William Allen White*

Brief articles by fourteen prominent Americans, revealing the fallacy of isolationism. \$1.00

### AMERICAS TO THE SOUTH

*By John T. Whitaker*

A concise analysis of the South American countries today, how far Fascist penetration has succeeded, and what the United States can do about it. \$2.50

### WHAT'S DEMOCRACY TO YOU?

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A handbook for every citizen, presenting the meaning of democracy in vivid and concrete terms. \$1.75

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*SALTS OF THE SOUND*; a story of steamboating on Long Island Sound from 1815 to the present, by Roger Williams McAdam. Stephen Daye Press, Brattleboro, Vt. 1939. 274 p. \$3.75.

A chapter in American marine history, the story of the stalwart captains who have contributed greatly to the importance and glory of the Sound route.

*GEORGE CROGHAN'S JOURNAL OF HIS TRIP TO DETROIT IN 1767*, by Howard H. Peckham. Univ. of Michigan Press, Ann Arbor, Mich. 1939. 68 p. \$1.25.

Source material for a study of the history of the old Northwest and the old Northwest Indians.

*JEDIDIAH MORSE, A CHAMPION OF NEW ENGLAND ORTHODOXY*, by James King Morse. (Columbia studies in American culture, no. 2.) Columbia Univ. Press, 1939. 188 p. \$2.50.

*The mind and career of Jedidiah Morse* is presented in this study which mirrors a confused period in American church history.

*COVERED WAGON DAYS*; a journey across the plains in the sixties, and pioneer days in the Northwest; from the private journals of Albert Jerome Dickson, edited by Arthur Jerome Dickson. A. H. Clark, Glendale, Cal. 1939. 287 p. \$6.00.

*THE DISPOSITION OF LOYALIST ESTATES IN THE SOUTHERN DISTRICT OF THE STATE OF NEW YORK*, by Harry B. Yoshpe. Columbia Univ. Press, N. Y. 226 p. \$2.75.

An interesting phase of the redistribution of wealth during and after the American Revolution is brought out in this study of loyalist estates.

*PIGWACKET*; pt. 1, Old Indian days in the valley of the Saco, by George Hill Evans. Conway, N. H. Historical Soc. 1939. 150 p. \$1.50.

An account of ancient times in the Pigwacket valley.

*LINCOLN AND THE CIVIL WAR, IN THE DIARIES AND LETTERS OF JOHN HAY*, edited by Tyler Dennett. Dodd, Mead, N. Y. 1939. 360 p. \$4.00.

The letters and personal journal notes of John Hay who was private secretary to Abraham Lincoln during the Civil War; these throw light on the President, on the Civil War, and on early Reconstruction politics. *THE AWAKENING OF AMERICA*, by Victor Francis Calverton. John Day, N. Y. 486 p. \$3.75.

The author attempts to interpret the lives of the American people in terms of their diverse interests and to trace the evolution of these in political and social form. This brings the study up to about 1750. *WOMEN AND THE REVOLUTION*, by Ethel Edith Mannin. Dutron, N. Y. 1939. 314 p. \$3.00.

Portraits of women of all nationalities, from the 18th century to the present who have been outstanding in their struggle for progress through social revolution. *THE HUDSON*, by Carl Lamson Carmer. Farrar & Rinehart, N. Y. 1939. 446 p. \$2.50.

The history and folklore of the Hudson and a description of the people who have lived and worked along the River from early colonial days to the present. **JOHN HANSON OF MULBERRY GROVE**, by J. Bruce Kremer. A. & C. Boni, N. Y. 1939. 188 p. \$2.50.

The life of an early Maryland patriot and statesman, one-time president of the Continental Congress. **THE ROMANCE OF AMERICAN TRANSPORTATION**, by Franklin Mering Reck. Crowell, N. Y. 1939. 253 p. \$2.50.

An account of how America has traveled, from the early days of the Republic down to the present.

#### Genealogy

**HEADS OF FAMILIES AT THE SECOND CENSUS OF THE UNITED STATES TAKEN IN THE YEAR 1800, VERMONT**. Vt. Historical Soc., Montpelier. 1939. 23 p. \$5.00.

The first printing of this Vermont census ever to appear. The names of heads of families are given, together with the number of dependents, arranged by town and county. The whole is indexed.

#### Fine Arts

**HISTORIC QUILTS**, by Florence Peto. American Historical Co., Inc., N. Y. 229 p. \$3.50.

Descriptive stories about historic quilts in which are included folklore and historical background. **MARKS OF EARLY AMERICAN SILVERSMITHS**, by Ernest M. Currier. Southworth-Anthoensen Press. 1939. 197 p. \$16.50.

With notes on silver, spoon types and list of New York City silversmiths, 1815-1841, a study of silver-smithing and hallmarks in the United States.

**RICHARD UPJOHN, ARCHITECT AND CHURCHMAN**, by Everard M. Upjohn. Columbia Univ. Press, N. Y. 1939. 260 p. \$4.00.

The life and work of Richard Upjohn, outstanding American architect of the mid-19th century, is presented in this study by Everard Upjohn.

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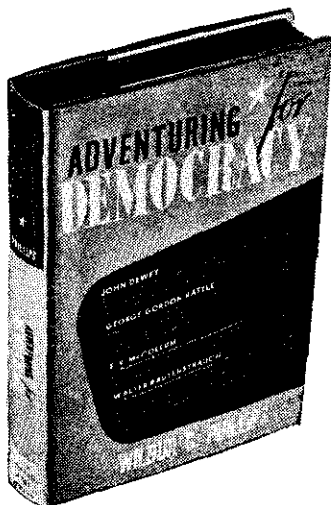
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