Archivists must be aware of this volume’s limitations as a “library” manual and a tool for medical archives, but could nonetheless dip into it for ideas. They must welcome its publication, and it is hoped that they will emulate its logical simplicity in their own manuals, whether for publication or not. They will certainly have to tolerate its “systems” prose — it does work! The production of the manual certainly shows what can be done with a small budget; archivists who spend five dollars for it are assured of a bargain.

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In a preface to the extensive bibliography compiled by Frank Evans and published by the United States National Archives in 1970 under the title, The Administration of Modern Archives: A Select Bibliographic Guide, James B. Rhoads, Archivist of the United States, stated that the guide would “be revised as necessary to keep abreast of the times and the material.” Since bibliographies are always out of date by the time of publication such an intention was admirable. The present bibliography, compiled also by Frank Evans, extends the coverage of published material to December 1973, but has been published by the Society of American Archivists. And therein lies a mystery.

The advance publicity issued by the Society states that the publication is a revision based on the 1970 guide but strangely the publication itself makes no specific reference to this fact other than a casual mention of “an earlier version.” And nowhere in this new guide will the reader find a reference to the 1970 guide which was one of the major bibliographical aids in the English language—not even in the entries under “General Bibliographical Aids.” Does one attribute this omission to excessive modesty?

This 1975 guide follows the organization of the 1970 publication. The main introduction and the introductions to the sections and sub-sections repeat word for word the introductions used in the earlier guide with only an occasional variation. Like the earlier publication, the guide confines itself to archival literature in the English language and the emphasis is on archival theory and practice in the United States. It retains the structure of the earlier guide organizing the references around archival functions (appraisal, arrangement, description, preservation, etc.), by type of archival institution (federal, state, university, church, etc.), and by type of material (records, manuscripts, maps, still pictures, etc.). Writings on machine-readable records have been given a separate section in the 1975 guide, a section on international archival developments has been added, and an author index provided. A decimal numbering system had been adopted for each section and sub-section and the subject index refers to these numbered sections rather than to page numbers. To acknowledge anything less than gratitude to the compiler for this bibliographical tool would be callous. To criticize its contents would exhibit insensibility to its utility. To use it, however, requires patience. Since entries within the sub-sections are not arranged exclusively in an alphabetical order some searching is necessary, and since the pages are double-columned the guide tends to be physically intimidating and cumbersome.

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