

be grateful for the notes concerning non-respondents. The *Directory* is a fine publication, and the versatile information package offers the possibility of even more ambitious projects in the future. The National Historical Publications and Records Commission is to be congratulated on an excellent achievement.

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Descriptive Inventory of the Archives of the State of Illinois. VICTORIA IRONS and PATRICIA C. BRENNAN under the direction of JOHN DALY. Springfield, Illinois State Archives, Office of the Secretary of State, 1978- . 1 v. \$20.00. (Includes its index volume).

In Canada, published general inventories have been almost exclusively devoted to the description of manuscript holdings. This has been largely because of the daunting bulk of public records which have, quite properly, piled at the archival door and because they inevitably tend to continue their operational life in diverse ways—not least of which is transfer from agency to agency. The archivist is thus faced with the challenge of grasping hold of the on-going record series and pinning it down on paper in a helpful and instructive format. No finer response to such a challenge has come to light recently than the *Descriptive Inventory* of the State Archives in Illinois, which is most appropriately dedicated to Margaret Cross Norton its director from 1922 to 1957 and an archivist renowned for her advocacy of the functional integrity of records.

The Illinois inventory is an on-going proposition in an attractive and durable three-ring binder to which additions may be made for new and updated entries, though the numbering system's rigidity may cause unnecessary confusion. Archival arrangement by record group is prominently displayed and a very comprehensive (almost complex) introduction sets out the purpose and explains record relationships with the administrative hierarchies of state government. A further virtue is that each series entry is prefaced by a synopsis of its own bureaucratic evolution before it details title, terminal dates, physical extent and retrieval tools. Yet another bonus is the inclusion of citations to published record sources. In a quite separate binding, to allow for swifter revisions, is an index to the inventory's series descriptions, a mechanism which works surprisingly well despite its sidestep from the beaten path of discrete item indexing.

Researchers at the Springfield agency should be delighted with this sensible landmark in public records control and archivists, in varying jurisdictions, would be foolish to pass it by.

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Business Archives: An Introduction. EDIE HEDLIN. Chicago: Society of American Archivists, 1978. 28 p. ill. Members: \$3.00 non-members: \$4.00. (Includes microfiche forms sampler).

Information relating specifically to business archives is perennially in short supply. This makes "Business Archives: an introduction" particularly useful to archivists—especially those who may need help in convincing their company that they perform a valid and useful service.

Originally prepared for and published by the Ohio Historical Society in 1974, the SAA Business Archives Committee felt this useful manual should have wider circulation. This