

CONTENTS

Public libraries in perspective: a candid commentary on a tour of South Asia, by Frank M. Gardner.	145
The Scandia plan: a plan for co-operative acquisition of materials, by Harald L. Tveterås.	153
The British National Book Centre, by A. Allardyce.	157
Designing more efficient indexes, by Claire K. Schultz and John J. O'Connor.	160
The treatment of dissertations in German universities and libraries, by R. Stromeyer.	164
International library loan service of the USSR Lenin State Library, by S. A. Zerčaninova.	170
A unique cataloguing and processing centre (USA), by Willard K. Dennis.	173
New publications.	175
News and information.	182
<i>Unesco meeting on bibliography, documentation and terminology; New library associations; Grants for the improvement of library services; Iron and steel: index card service; Microfilming valuable Scottish documents; Canadian books for overseas libraries; Reprints of scientific journals; Translations of German standards; Indian special libraries conference; Antwerp's bookmobile; Standards for Spanish public libraries; Documentation on archaeology; A national library service for Burma.</i>	
Exchange	189
Publications wanted	190
Free distribution	192

Permission is granted for quotation from the contents of this *Bulletin* provided acknowledgement is made.

Correspondence arising from this *Bulletin* should be addressed to: Division of Libraries, Documentation and Archives, Unesco, Paris.

Any of the national distributors of Unesco publications listed on the back cover will accept subscriptions; rates in currency other than those indicated below will be supplied by the distributor concerned.

When notifying change of address please enclose last wrapper or envelope.

Annual subscription (6 issues a year): \$3.50; 17/6 (stg.); 10 NF

Per copy: \$0.70; 3/6 (stg.); 2 NF

UNITED NATIONS EDUCATIONAL, SCIENTIFIC AND
CULTURAL ORGANIZATION
Place de Fontenoy, Paris-7^e, France

[225]

PUBLIC LIBRARIES
IN PERSPECTIVE*A candid commentary on a tour of South Asia*by FRANK M. GARDNER,
Borough Librarian, Luton

While the impressions are still vivid, and the richness of friendship and warmth of hospitality still fills the memory, I write down the story of a three months' tour of South Asia on behalf of the Reading Materials Project of Unesco, undertaken by myself as a librarian, on behalf of libraries, to help in the solution of the mass production and circulation of books for the growing reading public of Asia.

I saw libraries and met librarians in nine major cities—Karachi, Lahore, Dacca, Rangoon, Calcutta, Madras, Colombo, Delhi and Tehran. It was a pleasure to renew acquaintances with old friends and meet a host of new ones. There were in addition publishers, booksellers, printers, librarians of the British Council and USIS, educationists, and community development officers.

Looking at the map, it is, of course, obvious that what one person could see in a short time is but a fraction of the library scene in South Asia. But seeing, talking and reading, there was plenty to ponder over, and enough to offer at least some conclusions.

NEED FOR LIBRARIES

These countries need libraries. They are at a point of development when books in quantity are necessary for cultural, economic, social, and political development. They are at a point where concerted effort is needed, and past the point where progress is dependent on the work of an educated minority. Judgement and knowledge will be wanted more and more from the mass of the people, and for that the spread of literacy must be accompanied by greater availability of books and other reading material. But it would be true to say that in none of the countries, with the possible exception of India, are public libraries developing as fast as they should, and even in India, it is a matter still of potential rather than fact.

These are sweeping statements, and they might be disputed by pointing to the impressive lists that have been compiled of libraries serving the public, and projects undertaken or contemplated in all these countries—figures which would seem to show that all is well and progress is being made. But few librarians in these countries would, I think, dispute that against the immense needs, not enough is being achieved.

The needs for the area in library development have not gone unreported in recent years. In Pakistan, Mr. Courtney Key, Deputy Librarian at Cambridge, spent two years collecting information and compiling a most lucid and practicable plan for library development. This was in 1956. No part of

2 JUL 1960

the plan for West Pakistan has so far been implemented. In Burma, U Thein Han, Librarian to the University of Rangoon, reported as long ago as 1940: 'Gradually, the library problem has become one of our national problems and we can no longer afford to evade the issue. . . .'

But in 1959, nearly twenty years later, Mr. Morris Gelfand was reporting, 'Burma is making much progress towards achieving a high degree of development as a nation. In every major area of national interest, intelligent and vigorous efforts are being made for improvement, except curiously enough, in the areas of library service. . . .'

In India, the recent report of the Advisory Committee on Libraries (see item 250), about which I shall say more later in this article, says, 'With such universal acceptance of the important role of libraries in national reconstruction, it would appear strange that their establishment and maintenance should have failed to receive the priority due to them'.

And as an example of what is really happening, here is an extract from a report on one of the oldest established public libraries in the area, by a specially appointed commissioner, 'There is no doubt that the Public Library is in an extremely sorry condition. The supply of books and periodicals is appallingly inadequate . . . and comfort and needs of readers appear to have been completely overlooked . . . the appearance presented by books, desks and chairs is one of uniform shabbiness . . . it became clear to me that the aims and purposes of a public library have been lost sight of'.

Such a despairing cry is extreme, but it could be echoed in more or less degree about many of the existing public libraries of South Asia, where the task of keeping up a service under appalling difficulties has eventually proved too much for overworked and underpaid staff.

BARRIERS TO PROGRESS

It is natural to say that the major problem is one of money, or lack of it, that poor countries, with enormous problems on their hands, cannot afford the luxury of public library service. But in all these countries large sums are being spent on education, and if the same fraction was devoted to public library development as is given in other countries, at least initial impetus could be given.

One would even be inclined to say that so far from money not being available for public libraries, too much money is being spent for the results achieved. To take another example of a well-known public library. This library has a stock of 120,000 volumes, and an expenditure of 100,000 rupees a year. Not a great deal of money to maintain such a stock, it must be admitted, but there are only 3,000 members, and annual loans are only about 35,000. The cost per member is over 30 rupees, which is far higher than similar costs in most European libraries, and it is costing 3 rupees for every book loaned. One feels that not only is a large stock not being fully exploited, but a slightly greater expenditure, coupled with a loosening of present restrictions, would give much greater value for money spent. It is true that these figures do not take into account the use of books and periodicals on the premises, but the experience of Delhi and other libraries in the region has shown that, given the opportunity, home reading is first in readers' needs.

The other sources of potential and even actual waste of limited resources are the dilution of library effort through the setting up of libraries as part of community development schemes which, under various names, are part of the social effort, the support of privately owned libraries from public funds, and divergent schemes for school libraries. All these schemes are laudable; they are started by officials or socially minded individuals who see the importance of libraries in the social progress of the people, but they are seldom

directed by trained librarians, and they are even more seldom tied in with existing public library facilities. Even some of the international agencies are entering this field of endeavour without co-ordination or in pursuit of the general aims of a national plan. To quote again the Indian report, 'In almost all the States there are innumerable *ad hoc* libraries, big, small, good, bad, indifferent. . . . The grants are not big enough to reorganize the services of these libraries on modern lines, they are just enough to buy a few books and newspapers yearly, and pay for not so much as a skeleton staff . . . added up these grants to subscription libraries amount to quite a tidy sum'.

For an example of libraries set up by community development schemes, one need go no farther than West Bengal, where the whole of the library development scheme has been sponsored by the Social Education Department of the West Bengal Government. A very fine scheme it is too, under the devoted supervision of Mr. Nikhil Roy, the Social Development Officer. Not only have grants amounting to a million rupees been made to existing libraries, but 18 district libraries and over 300 rural libraries have been set up. As a practical piece of library development, the West Bengal scheme is a model; one can only fault it in that it has no local attachment, no permanent legislative base, and excludes its national centre, the great city of Calcutta, supplied by subscription libraries.

In West Pakistan, the Asia Foundation is inaugurating a pilot scheme for rural libraries, using nearly 1,000 book boxes. Again, a laudable and useful scheme for a time. But eventually, unless it can be backed up by a reserve stock and a trained staff, it will fail. Maybe the scheme will be the necessary stimulus to more permanent provision, but it was sad to discover that the public library in the area was not taking part in the scheme, and in fact knew nothing about it.

This story could be repeated again and again, of devoted work being done outside the pattern of legislation, local control and taxation, that is the standard pattern for progress in Western countries. Such work lacks an over-all plan, has no central authority and may be competitive. But there is no denying that it often brings immediate results. Seeing it happen, any Western librarian is bound to wonder if more rapid progress might be made in this way, and if it might be more suitable to Asian conditions and development plans.

I have pondered this carefully, for a good deal depends on the right answer. It is a problem at least worthy of debate. The most effective organ of government in all these countries is the Central Government, and below it, the State Government. Not much power devolves on small local government units, and they are not usually efficient units. Five-year plans, central grants, community development programmes, both urban and rural, could and do lend themselves to the inclusion of library establishment as a part of major schemes. And one must admit that the idea of local taxation for local purposes, if not backed by a very large proportion of national funds, does not seem to commend itself to local government units in Asia, with some notable exceptions.

There are undoubtedly possibilities in a public library system inaugurated in such a way. It would undoubtedly work—for a time. But would it work permanently? I am inclined to think that it would not. For one thing, the method is too hand-to-mouth. A public library, above all things, needs security—security to develop and be sure that at least its basic budget for books and staff is not threatened either annually or quinquennially. A public library needs local roots, and local connexions. It also needs independence—the whole concept of library use is that purposes are not inquired into, and the reader should not be hindered in those purposes. A public library in a community centre, perhaps. A library as part of a community centre, definitely no.

Perhaps the most useful answer comes when one considers what happens

when the two methods are tried side by side, and fortunately, there is an example to hand. In India, the State of Madras has a Libraries Act, the State of Bombay has not. Although Bombay has a long and honourable history of library provision, it is a fact that today, though Bombay has nearly double the population of Madras, public library expenditure in Madras, on a tax basis, has reached 2 million rupees, while in Bombay it is only one quarter of this. Examining the various other figures given in the recent report of the advisory committee, one is bound to agree with their conclusion that the organization of library service in Madras is more effective than in any other part of India.

One can see the importance of mandatory legislation in another direction—the powers and duty of a national library to collect the literature of a country and compile a national bibliography. In Pakistan, Burma, Iran, the duties of the national libraries are ill-defined and their powers almost nil. They are unable to perform their natural functions because they have no legislative backing. In India, with a National Library functioning admirably at Calcutta, the passing of the Delivery of Books (Public Libraries) Act, of 1954, has created an effective instrument, not only for permanent deposit, but for the compilation and issue of a national bibliography. The passing and working of this Act is something which should be hailed by librarians everywhere as a landmark in Asian librarianship, for not only is it very nearly a model Act, but it has been used for the general benefit of everyone concerned with books—reader, librarian, publisher and bookseller.

The appearance of the National Bibliography of India, of which the first annual volume was recently published, seems to me to be a major bibliographical achievement. The problems of collection, of compilation, of transliteration from 14 languages, were immense, and that they have been triumphantly surmounted is greatly to the credit of Mr. B. S. Kesavan and his devoted staff at Calcutta. Other countries, embarking on the problems of national library organization, would do well to study the experience at Calcutta.

It is one thing, however, to say that development should take place by legislation and taxation, and another to turn it in that direction. There is such a long way to go before these countries even approach the Western conception of a public library service. Even in India, books in public libraries were only 1 per 50 persons, with 1 book read annually per 20 persons. In India, libraries are slowly improving, and National and State Governments are at least conscious of the problem. In other countries there is a standstill, or even a gradual deterioration.

I have already implied that lack of money is not the sole barrier to progress. The major barrier, to my mind, is an attitude of mind on the part of officials concerned with education and social development. They are not convinced of the importance of an efficient public library system, and they do not realize the potential that public libraries have in cultural and educational progress. They are not convinced because they do not realize what a modern public library is, and how it works. They still think of a public library as a storehouse, not as a shop; as a place where books are kept, not as a place where readers go. Even some librarians cling to this idea, that their function is preservation, not encouragement of use, and their service is still to the contents of the library, not to the minds of their readers.

This attitude comes out in all sorts of ways, not only in the locked book-cases of closed-access libraries, in the subscriptions and deposit, in the pride in the size of the contents of the library. It comes out in the attitude to the discarding of old and out-of-date books, in the disregard of the importance of rebinding and keeping books and equipment clean, in the fear of losses.

WHAT PLANS ARE BEING MADE?

If the present pattern is roughly similar in all the countries I visited, and no doubt similar in other countries, from what I have read, what are the immediate steps required? Though the pattern is similar, there are local variations in weave, with occasionally a bright thread woven into the pattern—an awareness of what is required, and a definite plan to achieve it.

Pakistan. In West Pakistan, I visited Karachi and Lahore. Conditions at the National Library at Karachi were frankly inadequate, with the premises in an old school, terribly overcrowded, and literally nowhere for the staff to work. The staff were doing their best to maintain a library service, but no-one could work for long under such conditions without frustration and despondency. Yet Karachi has grown enormously in the last few years, and this library could not only be the National Library, but the hub of a vital library service for Karachi.

In Lahore, the library is well housed, but open access has not yet been introduced, and this fine library, one felt, should be doing more to meet the needs of the less-educated readers.

Funds, one understands, have been allocated under the next five-year plan, and a start will be made on implementing the plan laid down by Mr. Courtney Key some years ago. I hope that priority will be given to creating a public library service for Karachi, as the centre for an integrated public library service for West Pakistan. Here we find a long library tradition and a small but devoted body of librarians, who could, if given the opportunity, render a great service to their country. Above all, a qualified State Librarian with a trained staff and with powers of inspection and control is needed. The danger that hard-won finance will be drained off in inadequate uncontrolled grants is a real one.

In East Pakistan, by a fortunate combination of circumstances, such a start has been made, with a fine new Central Library at Dacca as its centre. A main reading hall has echoes of Swedish libraries, but most of the remainder of the library is, alas, still unfurnished for lack of funds. Until this is complete and more books are available, the library cannot be fully brought into use, but in the meantime, a district library network is being created around the Dacca Library. Grants have been made, librarians are being trained, and a vigorous and representative committee is at work under the Ministry of Education. It is good to see that reorganization of the libraries in the province is included in the functions of the advisory committee, and Mr. Ahmad Husain, the librarian, is designated officer on special duty for the purpose. To a visiting librarian, the only danger seemed to be the rather insecure basis of a development budget on a year-to-year basis, with consequent difficulties in forward planning.

Burma. The National Library in Burma (see item 276) is still sharing accommodation with the National Museum in a building that is hopelessly unsuitable for either, and has literally no space for further expansion of stock or staff. Even the functions of the National Library, when the new building is started, seem to be vague, and one must agree with the conclusion of Mr. Morris Gelfand that the first step must be the appointment of a commission of inquiry to lay down the outline of a public library system for Burma and the progressive steps by which it should be achieved. That there is a demand for public library service is proved by the success of the small library administered by the Burma Translation Society, which is lending 2,000 books a month. But here again is tragedy, for a children's library in the same building has recently had to be closed for lack of funds. There is nothing more

depressing for a librarian to see than a fully equipped and stocked library with its doors locked and its lights dimmed. But the adult library, which is also being kept open under difficulties, was a pleasure to see—tidy, attractive, and heavily used by readers interested in their own national literature. Miss Tin Kyi, the librarian in charge, was doing a job to be proud of.

Ceylon. In Ceylon, there are good libraries in some towns, supported by local funds with some government grants. But there is no national plan or legislation, and no use of the town libraries as centres for rural libraries. But one had the impression that Ceylon is on the verge of action, with a public consciousness of the need for a planned library service, under government direction. A survey by a Unesco expert has been called for, and action may be expected.

Iran. Of all the countries visited, the situation in Iran is the most puzzling. Here is a country with considerable technical progress, a growing middle class, and very high standards of book production. Printing in Iran is, at its best, as good as anything in Europe, and book production far superior to anything elsewhere in South Asia. In binding, especially, craftsmanship is superb. Yet not only is there no public library service, but there are no plans for it. Even in the libraries that do exist, university libraries included, the techniques of modern librarianship are seldom in practice, and the number of trained librarians can be counted on the fingers of one hand. Yet among those who are trained or experienced there is a tremendous enthusiasm, and desire to see progress made. But official apathy and lack of understanding of the functions of a library make for frustration among these few. I met one school librarian who, having trained at her own expense in England, was in charge of a school library with literally no equipment beyond shelving and a desk. In a drawer of this desk she had the complete card catalogue of the library, kept in envelopes because she had been trying for two years to get a card cabinet, without success. Another librarian, trained in the United States, is desperately trying to get the city of Tehran, which has a million and a half inhabitants, broad avenues, modern houses and shops, and luxury hotels, interested in a library for children. She had got as far as having a building allocated, and funds allocated for internal alterations but beyond this the prospects were cloudy.

India. I leave India to the last, for India is by far the largest country in the region, and as far as library development is concerned, not one country but many. Great progress has been made through the constant labour of such men as Dr. Ranganathan, B. S. Kesavan, S. S. Saith, D. R. Kalia, and many others. India has never lacked devotees to the cause. But a great deal remains to be done, and it can only be done if the proposals of the advisory commission are put into effect in the next five-year plan. The full story is there, in a well-written, fully documented report, and there is no need for me to elaborate on it.

Here then is the pattern, one of slow and halting progress, only relieved by the unremitting work done, in face of enormous difficulties, by the librarians who are sustained by a vision. No Western librarian can have a conception of what those difficulties are until he has seen them. Financial control is not so much strict as obstructive. Librarians are sometimes held personally responsible for the loss of books, book-purchasing funds are released at the end of the year, which makes purchasing not only difficult, but positively wasteful. Import of books is made as difficult as possible—I was told of one university library, which, having obtained permission to import needed standard English and American literature, had the whole consignment held up because some

of the books were fiction. Another library had been unable to import any periodicals for two years, not through shortage of foreign currency, but because a half-yearly budget was in operation, and no amount of persuasion could convince the finance officer that periodicals must be subscribed to on an annual basis. Paper work is excessive. One library I saw had to make out 15 copies of every book order, which were passed to and fro until they finally came to rest in various offices. Salaries and status are alike low. Not only are librarians in some countries treated as little more than clerks, but all real responsibility is denied them. As an example, it is noticeable that the State of Madras, operating the most advanced library legislation in the region, has still not appointed a qualified State librarian. This denial of the status of librarians is not only applicable to public librarians, but almost to all librarians, even those in universities.

Yet there is often, where one would least expect it, a realization of the importance of libraries and librarians. The Seminar on the Distribution of Reading Materials in Madras, composed almost entirely of publishers and booksellers, unanimously passed a resolution that public libraries were essential to the development of the book industry, and a necessity in bringing to the new reading public an appreciation of reading. A publisher and printer in Iran is so convinced of the importance of public libraries as a factor in stimulating book production, that he is organizing at his own expense, two village libraries as a demonstration project.

WHAT IS NEEDED

Starting at the very beginning, there is need for propaganda and demonstration. By propaganda, the attitude of those in authority must be changed. This would be best done by library associations, but such associations are uniformly weak or non-existent. Not one publishes a regular magazine for its members, and indeed, it was difficult always to find what was being done either in other libraries in the country or in neighbouring countries. If librarians are not informed how are others to be informed? No library association at present has paid officers, or permanent office accommodation. Where distances are such a problem in the arrangement of conferences or meetings, permanent office staff and a regular journal would seem to be requirements of prime importance.

Demonstration is another form of propaganda. In all these countries, it is necessary to show what a public library can do, and what the public response is when the technical requirements are met. The Delhi Public Library has been an enormous success and is now circulating nearly three-quarters of a million books a year, but it is only one demonstration project in one of the most thickly populated areas of the world. There is a need, not only for demonstration projects in every country, but for demonstration projects of several kinds—urban projects, village projects, mobile library projects, children's library projects. They are needed for service, for example, for training, and research.

Alongside demonstration projects, there is need for factual survey and practical plans. Such plans should have due regard for financial, book supply and language difficulties, and they should not be so grandiose as to invite pigeon-holing. It took 70 years from the passing of the first Libraries Act before nation-wide coverage was achieved in Britain. Library development for a country cannot be contained in a single five-year plan, starting as is the case in most countries, from nothing.

Next in importance comes training, for any plan, before it can be operated, requires trained librarians. Training can be partly abroad, but eventually the

problem of adequate training in the country itself must be faced. In existing training, too much emphasis has been laid on the subjects taught and not enough on the quality of the teaching. I would like to see special emphasis placed on training abroad for future teachers of librarianship, and a revision of courses to give more room for the modern techniques of public librarianship in assistance to readers and particularly the knowledge of books. Cataloguing and classification at present have far too much importance. In the small public libraries which will be the backbone of the future library system of Asia, the librarian himself will often be, to the reader, the catalogue and the classification, the human intermediary to whom he turns.

A great deal of this necessary development can be brought about by the countries themselves. Compared with the problems that they are facing, and overcoming, the initiation and maintenance of a public library system is comparatively simple and financially possible. But naturally, there is a need for foreign aid, where it can usefully be provided. There are many agencies helping libraries in Asia, apart from Unesco, which has earned the respect of all librarians for its constant interest and practical help.

International aid for public libraries could have immediate and measurable results, so long as it is administered according to a formulated and co-ordinated plan. Too often it is either piecemeal, or does not take sufficient account of existing facilities or difficulties. A gift of books is no use if they are the wrong books, or if staff are not available to exploit them. Equipment is valueless if it cannot be used, or is in advance of needs.

But it would be possible to give examples in quantity of assistance that would give just the needed stimulus to start the ball rolling, some of it quite minimal and requiring service rather than money.

But whatever assistance can be given by international organizations, it is the concern of the countries themselves to lay the foundation for a permanent structure.

The difficulties are many, as I have indicated in this brief review, and no-one should be deceived into thinking that they will be easily overcome, that time will solve the problems, or, worst of all, that the situation is satisfactory. To make one final quotation from the Indian Commission Report: 'It would appear from the statistics published by Unesco in 1956, that India leads the world in the number of public libraries, which is given as 24,086 . . . [but] with the adoption of such a definition [an internationally accepted definition of a public library], the number of public libraries in India cannot be counted in tens, let alone by hundreds or thousands.'

Yet I believe that the difficulties will be overcome, for on the credit side are two items of enormous importance, the enthusiasm and devotion of Asian librarians, and the enormous and immediate response of readers once they are provided with a public library service in the real sense. No librarian who has seen the librarians and libraries of South Asia can possibly come away without responding to the challenge in the air. It is a challenge caused by a sense of the size of the job to be done, and the knowledge that when it is done, it will be fully appreciated by the people, and can make a definite contribution to economic and social progress.

A companion volume
to *Vacations Abroad*

Study Abroad

XI — 1959/60

International Handbook of Fellowships, Scholarships and Educational Exchange
published for those interested in longer periods of study abroad, 90 000 awards;
111 countries.

US\$3; 15/- (stg.); 10.50 NF

A plan for co-operative acquisition of materials

by HARALD L. TVETERÅS, Director,
Royal University Library, Oslo

Theoretically a system of co-operative acquisition of literature, implying a rational distribution of the obligation to purchase, exchange and store materials, presents a convincing solution to a number of the most serious problems which confront special and research libraries today. Librarians are quite ready to agree on this. But as soon as we approach the question of how such systems of co-operative acquisition are to be put into practice, so many problems arise that sceptically minded librarians are tempted to doubt the feasibility of any such plans.

If any results at all are to be obtained from a co-operative scheme, a definite will to collaborate is needed, as well as the ability to subordinate more special considerations to the common interest. This applies to both smaller and larger co-operative circles. It is true within a university, a local unit or a country as a whole. Above all, this is valid when the libraries within a group of countries are to join hands in a system of co-operative acquisition.

The best-known national systems of co-operative acquisition are the so-called 'Farmington plan' in the USA, and the German system of 'Sonder-sammelgebiete'. There is, as far as I know, only one co-operative plan which covers a whole group of countries, viz. the so-called 'Scandia plan', comprising Denmark, Finland, Norway and Sweden. Space does not permit a detailed comparison of this Scandinavian system with the American and German ones. On certain main points the 'Scandia plan' partly coincides with, and partly diverges from both of them. If I were to single out any characteristics, I should mention the following:

1. The 'Scandia plan' is based on voluntary co-operation between special and research libraries in the four countries mentioned above. No authority other than the librarians themselves has any decisive influence on the development of the project. The initiative was taken by the librarians' own inter-Scandinavian federation, the Nordisk Vitenskapelige Bibliotekarforbund, whose board is the highest authority responsible for the plan as long as it is in preparation. The expenses entailed by the numerous planning conferences are defrayed by the Nordic Cultural Commission (Nordisk Kulturkommission), an inter-Scandinavian governmental organization for cultural affairs. This implies that the project enjoys the cultural commission's moral support as well.
2. None of the libraries receives any extra financial support to fulfil its special acquisitional commitments.
3. Each library decides independently, as before, on its purchase and exchange policies.
4. The allocation of special subject fields is made on the basis of a comparative evaluation of the existing collections and fields of interest in the different libraries.

The practical development of the new co-operative project is being promoted through a number of committees set up by the Nordisk Vitenskapelige Bibliotekarforbund. A general committee is working on all the subject fields which are normally represented in the national and university libraries, such as all the humanistic subjects, the natural sciences and medicine. In addition there are several sub-committees: one for the technical sciences, another for the agricultural, veterinary and forestry sciences, and a third for the parliamen-

tary libraries. Committees for the social sciences are waiting for an opportunity to take up work on their subject fields, but financial considerations make it difficult to keep too many committees working simultaneously. As to the principles of co-operation, a combination of a subject-field with a regional or linguistic basis of allocation has been considered.

ALLOCATION ACCORDING TO FIELDS OF INTEREST

In order to give the project a concrete point of departure, a thorough survey was made of the different libraries' holdings of periodicals and serials and of their specialities and collections of particular interest. This work will be continued, subject by subject. In this way it has been possible to register a long series of important specialities within the humanities which are more strongly represented in one particular Scandinavian library than in all the others. In certain Danish libraries, for instance, there exist collections of outstanding importance in hymnology, history of missions, history of the Jews and African aboriginal languages, as well as in Burmese, Japanese, Javanese, Hebrew, Chinese and Mongolian linguistics. Finland, on the other hand, possesses particularly large Slavic, Baltic, Georgian and Hungarian collections. Norway is especially well supplied in the fields of papyrology, Celtic languages and history, Arctic and Antarctic geography, copyright law, maritime law, shipping policy, etc., while the Swedish libraries have a large number of specialities, such as systematic theology, North American church history, Arabic, Armenian and Turkish linguistics, Indology, Iranology, history of Africa and Australia, ethnography, etc. When a special subject field has been assigned to one particular library, that library assumes the obligation of systematically acquiring material, and at the same time of functioning as a bibliographical information centre, on the subject in question. This does not mean that the other libraries are to discontinue their acquisitions in that special field. They are, as before, at liberty to purchase all the material they may require, but they are in a position to base their acquisition policy to a much larger extent than before on the main Scandinavian collection in the field. The idea is that once the general plan of allocation has been established, it is to be maintained irrespective of any fluctuations in the cultivation of the different specialities at the Scandinavian universities. Important donations and special collections, which have not been kept up to date, will not be taken into account in the 'Scandia plan'. A description of these collections will be incorporated into an extensive *Guide to Scandinavian special and research libraries* which has been planned by the Nordisk Vitenskapelige Bibliotekarforbund. The central subject fields, such as English philology, literature, history, etc., are also for the present omitted from the plan, since each country must as far as possible aim at self-sufficiency on account of the extensive research which is carried on in these fields. We intend, nevertheless, gradually to make a survey of these central subjects in order to locate minor specialities which for some reason are cultivated intensively in a particular library. Sweden has thus already assumed the responsibility for literature on Luther, Norway for literature on Samuel Johnson, etc. In this manner there is a possibility of making allocations little by little, even within subject fields which are the object of intensive study in all centres of learning.

It is easy to see that special libraries are confronted with distinctive problems as regards co-operative acquisition on a subject basis, since their whole field of activity is as central and essential to them as English literature, for instance, is to a university library. It is therefore quite necessary for them to be as self-supporting as their financial resources will permit. The special libraries can, nonetheless, co-operate to a certain degree on the basis of subject-field allocations, since some minor specialities need not be cultivated in every

library. This is particularly the case with subject fields which are studied almost exclusively in one country, such as coastal protection (Denmark), seaweed research (Norway), and shale-oil technology (Sweden).

Periodicals and serials offer special opportunities for co-operative acquisition between the larger universal libraries as well as the special libraries. Considering the enormous present-day output of periodical literature in every subject field coming from all over the world, it is evident that no Scandinavian country can attain self-sufficiency. A distribution of responsibilities would undoubtedly lead to an enrichment of the total literary resources for the benefit of all research workers in Scandinavia. The most practical solution with regard to the major subject fields would be to allocate the periodicals on a regional or linguistic basis. We therefore arrive at the second co-operative principle underlying the 'Scandia plan'.

ALLOCATION ON A REGIONAL OR LINGUISTIC BASIS

An allocation according to countries or language areas is applicable in all subject fields—the humanities as well as medicine and technology. According to the 'Scandia plan' each country is to assume special responsibility for exchange and purchase from certain European and extra-European countries (excluding the principal ones). At the same time it will act as a bibliographical information centre as far as these countries are concerned. It would also be a great help if an agreement could be reached on the allocation of the official and semi-official publications which arrive from all over the world in ever-increasing numbers, such as reports and recommendations of all kinds, parliamentary debates, etc. Unesco's new exchange convention will undoubtedly also stimulate interchange among the signatory States, especially with regard to such official publications. This makes it all the more important for Scandinavian countries to agree on a distribution of obligations to receive and collect such material. Preliminary regional allocations have already been included in the 'Scandia plan' as far as general periodicals and the technical and agricultural sciences are concerned. But these regional allocations will not be put into effect until all the major subject fields have been examined and an attempt has been made to co-ordinate the results achieved by the different committees. To illustrate the open-minded and unconventional atmosphere of the discussions I may mention that the agricultural committee has already considered the possibility of transferring older holdings of periodicals and serials from one country to another, in accordance with the plan.

Allocations on a regional or linguistic basis are in no way to interfere with bilateral exchange agreements established by the co-operating libraries.

The procurement, distribution and exploitation of Russian materials have given rise to so many problems that a special meeting about these questions was held in spring 1960, embracing all subject fields, from the humanities to the natural and applied sciences. As far as the cover-to-cover translations of Russian periodicals are concerned, a Scandinavian union catalogue has already been prepared, and this catalogue shows that practically all of them are found in the co-operating countries. Within the 'Scandia plan' Finland will act as the main reservoir for Russian literature in the original but the remaining countries will still be obliged to acquire such a large amount of Russian material that some kind of co-operative arrangement ought to be established between them.

POSSIBILITY OF A FUTURE EUROPEAN SCHEME

If the Scandinavian countries have been able to take the lead in the difficult task of building up a system of co-operative acquisition within a group of

nations this has no doubt been due to a number of favourable circumstances. There has been, on the one hand, a keenly felt need for co-operation since the accessible resources were limited. An intimate cultural interchange has, on the other hand, been going on for quite a long time between the Scandinavian countries, including their libraries. The existence, since 1947, of a Scandinavian Federation of Research Librarians has been of great importance. Thus a favourable co-operative atmosphere has developed, promoting a positive attitude towards the co-operative idea among the librarians themselves.

In co-operative negotiations it is often of great importance to start with those points which everyone can see are both practicable and of common utility, and then proceed to the more complex problems. Otherwise it is all too easy to wander off into a maze of difficulties. Of course there will always be difficulties to face. But I wish to emphasize that the problems of co-operation confronting the libraries of today are not appreciably smaller in the Scandinavian countries than in other groups of nations. If I stress this fact, it is because I believe that systems of co-operative acquisition similar to the 'Scandia plan' can be carried out elsewhere, and no doubt such systems will in time be established. At the Unesco Symposium on National Libraries in Europe held in Vienna in September 1958, Mr. Luther Evans, then Director-General of Unesco, declared in his opening address: 'I was interested to read in one of the symposium working papers about the studies on the co-operative acquisition of materials being made in the Scandinavian countries.¹ Everybody knows that the world is snowed under by an ever-growing avalanche of publications, and even libraries in a rich country like the United States can't buy everything. That's why a few of us launched the so-called "Farmington plan" in that country some fifteen years ago. It therefore seems reasonable to consider extending the idea of co-operative acquisition of extra-European publications to groups of countries, as the Scandinavians are doing, or even perhaps in time to all of Europe.'

Some of the participants no doubt considered Mr. Evans to be too starry-eyed and optimistic in his speech, but against the background of the revolutionary development which has taken place since then in the field of economics and commercial policy, and which to all appearances will continue, even a system of close co-operative acquisition for European libraries may in time be possible. Perhaps we librarians for once should give proof of boldness, and take the necessary steps to achieve this aim.

1. Harald L. Tvetérås, 'Co-operative acquisition of material—what is now being done in Scandinavia', *Unesco Symposium on National Libraries in Europe, Vienna, September 1958*, Group III—Unesco LBA/Symp. 5/8.

NATIONAL LIBRARIES: THEIR PROBLEMS AND PROSPECTS

*Symposium on National Libraries in Europe,
Vienna, 8-27 September 1958*

(UNESCO MANUALS FOR LIBRARIES, NO. 11)

The book contains the papers and reports presented at the meeting. They are grouped in three parts: organization of national libraries and general questions; bibliographical activities of national libraries; national libraries and inter-library co-operation. It is completed by the conclusions and recommendations of the symposium and by an annex giving a list of participants.

125 pages. Illustrated. US\$2; 10/- (stg.); 7 NF

THE BRITISH NATIONAL
BOOK CENTRE

by A. ALLARDYCE, Superintendent

Following Dr. von Busse's article on the organization of national exchange centres in the *Bulletin* (vol. XIII, no. 2-3, Feb.-Mar. 1959) some account of the activities of the British National Book Centre in a limited field may be of interest: limited, because BNBC (as it has come to be known) is mainly an information bureau for the interchange of duplicates and not an exchange centre for current government or learned publications, or a depository.

BNBC is not an independent organization, but a normal department of the National Central Library in London. After the second world war, there was much interest in the acquisition of duplicates, as this was the only source from which many libraries could hope to fill stock gaps resulting (sometimes only too directly) from the war. The American Book Center had been a great success. In the United Kingdom the Inter-Allied Book Centre had accumulated and dispersed to libraries throughout the world some million and a half books and periodicals. Unesco, too, was encouraging the establishment of national book centres for this work. As a result the National Central Library (which had been associated with Unesco in the winding-up of the Inter-Allied Book Centre) set up in 1947, as a new department, a British National Book Centre.

The intention was to expand and intensify the Library's pre-war activity in this field, at that period confined to university and special libraries and during the war suspended altogether.

Dr. von Busse describes encouragingly how 'Libraries can be persuaded to surrender their duplicates to the centre . . . [which] thus acquires within a short time, large quantities of widely varied literature'. This is literally what had happened with the Inter-Allied Book Centre, but it was just what BNBC had to prevent from the first if possible. The condition of the Library building (of which more than two-thirds had been destroyed by bombs) and the improbability of lavish financial support made impractical any thought of a depot where material could be received, sorted and dispatched. In any case BNBC had already inherited from the Inter-Allied Book Centre a substantial stock, which had to be reduced to fit in with the library's rebuilding plans.

There were other considerations too. Between the wars there had grown up in the United Kingdom a tradition of interlending based on central co-ordination of such efforts as individual libraries could make, with the NCL as the national clearing house. Following this pattern the pre-war NCL exchange scheme had depended on making as much use as possible of local resources and reducing to a minimum the burden on the Library. With this background it was natural that BNBC should adopt the same principle, and in fact practically the same method.

The writer has been asked to give a detailed account of the Centre's operations and this is available in an appendix to this article. It is sufficient to say here that for each title the offering library prepares a catalogue card with its name and address on the back, sending the card to the Centre but keeping the material itself for up to four months. The Centre uses the cards to prepare book and periodical lists each month. These are sent to subscribers who must make their requests within a month. The Centre then allocates the material which has been requested. In doing so it does not balance requests and offers. Libraries may have suitable items if no-one else wants them. Where several libraries ask for the same item, account is taken of their previous receipts and

offers, subject interests, willingness to keep available the item concerned for interlending and similar considerations.

Limited experiments have been made in circulating cards instead of lists but the large number of libraries co-operating, both those with wide interests and those with similar specialized interests, would be less well served than by the present method, which has shown itself to be more economical also than the issue of subject lists.

The transfer of duplicates from one library to another is arranged by endorsing the original card (in the case of a book) with the prospective recipient's name and address and returning it to the offering library; the latter dispatches the item and the recipient refunds postage. Printed forms are used in place of cards for periodicals.

The Centre lists wants as well as offers and also keeps them on file for six months for checking against all offers during this period.

Books and periodicals are offered as a free gift. The only costs to libraries receiving donations through the Centre are the subscriptions (£3 10s. a year for book lists, £2 10s. for periodical lists with higher rates for air-mail copies sent to overseas libraries), and the cost of transport which must be refunded.

About 500 libraries co-operate in the work. They include large, medium and small urban and county libraries, university libraries, research libraries belonging to the industrial giants, small firms, research associations, independent testing laboratories, the national industrial corporations and government departments, and such special libraries as the Lambeth Palace Library (of the Archbishop of Canterbury), British Drama League, the National Building Record and the like. They are mostly in the United Kingdom but many of each type are operating in the British overseas territories or the Commonwealth, from Fiji in the east to British Columbia in the west and as far south as New Zealand.

Until recently it had not been possible, for financial reasons, to extend the service to libraries outside the Commonwealth, but as a result of an increase in the National Central Library's grant-in-aid from HM Treasury, the Centre has been able to offer its service to foreign libraries and national exchange centres as from March 1960.¹ A third of the material offered is not taken up by present members and this is now available for foreign exchange. For this purpose, two lists are produced each month containing the residue of the Centre's British lists, one covering scientific and technical literature, mainly periodical, and a classified list covering other subjects and consisting largely of books. Medical literature is being covered with the co-operation of the World Health Organization. As the relevant material continues to be held by British libraries who dispatch it at the Centre's request, there is a time limit of two months, and recipients are required to refund postage.

The number of books and periodical volumes and parts allocated each year is close to 100,000, but this figure does not, of course, consist of units of equal size and value as each piece is simply counted as one, and may be a periodical part or a large and valuable volume.

As the Centre is an integral part of the NCL it has no separate budget. The Library receives a grant-in-aid from HM Treasury and this is applied both to the maintenance of the Centre and to that of other departments. In addition over £2,000 is received from libraries' subscriptions to BNBC lists. The staff consists of the superintendent and five assistants; in addition the Library's packing staff help when necessary and an outside typing bureau produces stencils for the lists.

1. Further information concerning this new service may be obtained from the British National Book Centre, National Central Library, Malet Place, London, W.C.1, United Kingdom.

It will be seen that a large amount of material not readily obtainable otherwise is redirected where it is most needed with the minimum of delay, without duplicating transport costs or incurring these for unwanted material and without the considerable expense which would be entailed for the staff and accommodation needed to handle this volume of books and periodicals centrally.

APPENDIX

Cards. Offers and wants for listing are submitted on special 12.5×7.5 cm. cards supplied free by BNBC, but the withdrawn catalogue cards may be lodged instead if there is space for BNBC's use. 3,000 to 7,000 cards a month are received. Each batch is acknowledged and a firm reservation date given.

List preparation. For books, cards are edited by a professional assistant according to the LA and ALA cataloguing rules (Anglo-American code, English edition). Some bibliographical checking is done but cards are often returned for further information. Final arrangement is alphabetical within broadly classified groups (Dewey divisions with modifications), and in the meantime the 'wants' file is checked. A note is added about any foreign lists of duplicates available for separate circulation.

In the case of *periodicals* (including serials) editing is with reference to Gregory's *Union list of serials* by the same assistant, who amalgamates runs of the same title offered by several libraries. A good deal of checking of volume and part numbers and dates is done here. Arrangement is alphabetical and 'wants' are checked. Again foreign lists of duplicates are noted.

Issue of lists. The files of cards are sent to an outside typing bureau for stencils to be cut from which the Centre's staff with an electric duplicator runs off the lists, including copies on air-mail paper for overseas libraries. They are then dispatched in previously addressed and franked wrappers.

The book list, issued on the 15th of the month, contains a page or two of 'wants' in red and from 1,500 to 4,000 titles offered in black.

The periodical list, issued at the end of the month, contains two pages of 'wants' and 600 to 1,300 titles offered.

Requests. These are submitted on a form provided (or on air-letter by overseas libraries), with a note of special requests and of listed items which would, if received, be kept for interlending through NGL. Later such items are entered in the Library's union catalogue.

Each library's requests are marked on the appropriate cards by noting the library's name (in shortened mnemonic form), together with symbols for 'specially requested' etc. Blue is used for libraries 'in credit' and red for those which have already received more than they have given.

Allocation. For books, cards on which only one library's name appears are scrutinized for suitability by a graduate assistant of wide experience who is responsible for allocation. Where two or more names appear, a decision is made taking account of any special needs, willingness to keep for interlending and with due regard to each library's 'colour' (red or blue, as above). If necessary the assistant refers to a visible index containing a complete record for each library. All cards for one library are assembled and stamped by an addressing machine with the library's name and address and any special dispatch instructions embossed on the address plate. At the same time an advice note and copy are addressed, later to be completed by typing the list and item numbers and (on copy only) the offering libraries. Advice notes

(Continued on page 188)

[228] DESIGNING MORE EFFICIENT INDEXES

by CLAIKE K. SCHULTZ and
JOHN J. O'CONNOR

PART I: RESEARCH ON INDEXING BEING CARRIED ON AT REMINGTON RAND UNIVAC^(a)¹

Several aspects of index efficiency are being examined at Remington Rand UNIVAC by the group which is doing research on information retrieval. It is recognized that certain functions of the human mind, such as recognition, approximation and decision making, are necessary to index preparation. Machines are not capable of these functions at present, but they are capable of applying a particular decision of the human mind to large masses of data. This makes it possible for human beings to develop, for example, an authority list (thesaurus, dictionary) and have the machine standardize the terminology, according to the authority list. The machine is a faithful servant in this respect; it does the job meticulously.

It is an important factor in the efficiency of indexes that they appear on time. In order to achieve greater promptness of publication, a computer can be useful in a number of ways.

1. A computer can save the time necessary for 'look-up' in an authority list. It can check for accuracy of spelling, make cross references, etc., singling out for human inspection and decision those index terms that have not been provided for in the authority list. This makes it possible to use indexers who are less familiar with the subject matter being handled, or less familiar with the functioning of the index system, and still be assured of an internally consistent index. The availability of more indexers speeds up the indexing process.
2. A computer can make any number of arrangements and re-arrangements of data at a much faster rate than human beings. The citation of the document being indexed and the headings to be assigned to it need be typed only once, as, for example, the main author entry. The computer makes the co-author (if any) and subject entries, and arranges the entries in the prescribed order.

Another aspect of indexing efficiency is the capability of the index to answer the questions put to it. It is known that searches in our present indexes are easier and more reliable if relatively many terms have been used as an access point. However, an index with complete duplication of entries under each possible index heading has usually been considered too costly to produce and too bulky to store and handle. And even if complete duplication of entries is provided under individual headings, the user of the index often needs to look through a formidable number of entries to find the material he seeks.

The provision of grouped headings, that is, a form of presorting of the information would be preferable. Research at present being undertaken at Remington Rand UNIVAC indicates that computers can be quite useful for analysing the index terms assigned to a particular set of documents, for example, all the medical documents for one year, and establishing statistically what combinations of terms (what presorts) would be effective in making

1. By Claire K. Schultz, Remington Rand UNIVAC(a) Division of Sperry Rand Corporation, Philadelphia, Pa. During the period January 1958 to March 1959, the experimental work of the authors was supported in part by a United States Office of Naval Research contract.

the information most accessible. This being done, the computer can then be used to arrange the entries according to the system it has devised.

As a practical test for the ideas set forth here two studies are being made. Ten thousand index records from the punched card index system of Merck Sharp and Dohme¹ have been put on magnetic tape, along with the Merck Sharp and Dohme subject authority list. Computer programmes have been written to manipulate the data in such a way as to make numerous statistical studies and to make use of the authority list for standardizing input data. The second study is the programming and indexing of the papers to be presented at the annual meeting of the Federation of American Societies for Experimental Biology in April 1960.² For that project computer techniques are being developed in three areas.

The first problem is the establishment of subject categories for the papers presented at the meeting. These subject categories may serve as session topics, and if so, they must be broad enough to include ten papers, but specific enough so that no more than ten papers will be included. Obviously, this cannot be done perfectly before it is known what are the papers that are to be categorized, but an approximation is being worked out. Each author will be asked to assign his paper to one of the pre-selected categories at the time he submits it.

The computer will be used to arrange the more than two hundred and fifty sessions of the meeting so as to comply to the maximum extent with the wishes of all the members of the Federation. In advance of the meeting the members will choose the subject categories in which they want to hear papers. Their choices will be used in a computer programme to 'optimize' the audience's satisfaction in the final arrangement of the meeting.

The computer will also be used to prepare a detailed index to the papers, the index terms having been chosen by the approximately 3,000 authors of the papers. This varied input will be an extreme test for the machine authority list. All the raw data for making the programme and the index will be received two weeks before the programme and the index go to press.

If this experiment is a success, in subsequent years the computer programmes developed for this experiment can be applied to the data for any additional year. Then (during the two-week period following the dead-line for receipt of papers for the meeting), the meeting will be arranged so as to conform to the greatest possible extent with the wishes of the authors and the audience and a detailed index for the papers will be prepared. All this will be done by the computer from data supplied directly by authors as input for the computer. The same technique and, with some revisions, perhaps even the same machine authority list, will be applicable to programming and indexing the meetings of other scientific societies.

PART II: SCAN COLUMNS AND DOCUMENT GROUPING³

It is a familiar fact that finding particular objects in a collection is much easier if the collection is well organized. Many different methods of arranging a collection for easy searching are already known, for instance subject classification, alphabetical classifications of various kinds, peek-a-boo cards, etc. No doubt, further useful methods of organizing document collections may yet be discovered.

1. Merck Sharp and Dohme Research Laboratories, West Point, Pa.

2. The present article was written before this meeting was held.

3. By John J. O'Connor, Institute for Cooperative Research, University of Pennsylvania. The author's research was initiated at Remington Rand UNIVAC under the joint sponsorship of that organization and the United States Office of Naval Research, in collaboration with Mrs. Claire K. Schultz, whose work is described in the first part of this paper. The line of research described here is now being pursued by the author at the Institute of Cooperative Research, University of Pennsylvania, under the sponsorship of the United States Office of Naval Research.

The research described in this article is directed toward defining general principles of the organization of collections, and finding practical new systems which are the consequences of these principles.

Investigation thus far has been for the most part concerned with collections in which each document is indexed by an unordered list of terms, and each search looks for all documents in which one, two or more particular terms appear, no matter what other terms those documents may also contain. This is the familiar system used with peek-a-boo cards, zator cards, uniterm cards, many punched-card machine systems, and (in a sense) in alphabetical subject indexes.

The research has emphasized two principles: (a) Human beings, even if they have no knowledge of the subject matter of the collection, are very flexible and powerful 'sensing devices'. These human capacities should be tried out in a variety of ways in the design of retrieval systems; (b) Computers can often organize great masses of data in desired ways. This is illustrated in many scientific, commercial and governmental applications. Computers might also be useful for organizing document collections in ways which facilitate searching. The actual searching of a collection organized by a computer might be done by a computer, by another kind of machine, or by a human being. In the latter case, for example, the computer might produce printed books or peek-a-boo cards, which are then searched by a human being without the aid of a machine.

Two particular systems are far enough advanced to be described briefly here, the scan column index and document grouping. Only the second of these might require organization by computer.

*Scan column index.*¹ This index is usually in book form. Each document is represented by a horizontal line on a page, as the accompanying figure shows.

Portion of a scan column index page

Doc. No.	1	2	3	4	5	6	7	8	9
1274	K								V
1275			j					9	B
1276		M							
1277					X			m	
1278			D				H	s	+
1279				t	Q			&	

Part of the line, for each document, is devoted to a document identification, e.g., a serial number or a brief description. Arrangements permitting longer descriptions are possible—see the report just cited. The remainder of each page is divided into columns. Each term in the indexing vocabulary is represented

1. For a detailed description and discussion of possible variations, comparisons with other retrieval systems, possible applications, etc., see a report issued by Remington Rand UNIVAC, 19th and Alleghany Avenue, Philadelphia, Pa., USA. Several of the basic ideas for the scan column index are due to Claire K. Schultz, and to Frances Neeland, formerly of Remington Rand UNIVAC.

by an abbreviation in one of the columns. (Different terms assigned to the same column do not necessarily have any subject relation to each other. Thus no column has a particular subject significance. However, there are some statistical considerations involved in making the best assignment of terms to columns. For details see the report cited.) Each term a document possesses is represented by the appropriate abbreviation placed in the appropriate column in the line for that document.

For example, if the term *titanium* is represented by an X in column 5 and all documents possessing the term *titanium* are desired, one scans column 5 on every page for the presence of an X. If only documents about *titanium* and *hydrogen* are desired, and *hydrogen* is coded by an m in column 8, then whenever an X is found in column 5, column 8 is examined in that line for the presence of an m.

Searching speeds of hundreds of documents per minute, and (with some arrangements) perhaps one thousand to two thousand per minute, appear to be attainable, although not, of course, for indefinite periods of time. The characteristics and the usefulness of the system have yet to be determined by actual application.

It might be useful to synchronize, by a gearing mechanism, a scan column index having a scroll-like format with copies of abstracts or of the full documents on a reel of microfilm. When the scan column index indicated a sufficient degree of pertinence, the microfilm for that document could be consulted. This would permit rapid searching of the original data on the microfilm reel.

*Document grouping.*¹ This consists of taking small groups of documents, rather than individual documents, as the units of storage. A document identification and the document's terms are now replaced by a document group serial number and every term possessed by at least one of the documents in the group. When this is applied to peek-a-boo cards, for example, a punch position on a term card now represents a term found in at least one of a group of documents rather than in a single document.

For example, suppose that we have a collection of ten thousand documents, with an indexing vocabulary of one thousand terms. Suppose also that each peek-a-boo card represents a thousand documents. Then an ordinary peek-a-boo card system would require ten thousand cards, and each search would require handling ten card stacks. But if we assign five documents to each punch position, then two thousand peek-a-boo cards are needed for the system, and each search must handle two card stacks.

A hole punched at a particular position in all search cards indicates a document group which may contain a relevant document. Each such group is then examined directly to find out what relevant documents, if any, it contains.

If documents are represented by cards in a file, each group of cards can be preceded by a guide card containing a scan column guide to the document group. If documents are listed in a book-form bibliography, each group can be accompanied by a scan column guide for quick location of relevant documents in a selected group.² For example, suppose the search terms are *titanium* and *hydrogen*, and that documents numbers 101 through 105 include no document with both those terms, but document 101 has *titanium* and document 104 has *hydrogen*. Then the position for documents 101-105 will be punched on both the *titanium* card and the *hydrogen* card. Thus the document group 101-105 will be selected by the peek-a-boo card search, even though it contains

(Continued on page 191)

1. See 'The possibilities of document grouping' in the volume of papers of the International Conference for a Common Language, etc., held at Western Reserve University, Cleveland, Ohio, September 1959. This volume was published in March 1960. An early discussion of document grouping is to be found in section IV of the author's Remington Rand UNIVAC report *Information retrieval by UNIVAC*, etc., November 1957.

2. For some other possible arrangements, see 'The possibilities of document grouping', II, 2.

THE TREATMENT OF DISSERTATIONS IN GERMAN UNIVERSITIES AND LIBRARIES¹

by R. STROMEYER, Library of
the Free University of Berlin

The work of the university dissertations and exchange branches in German university libraries includes more than the mere buying, indexing, filing and dispatching of theses and 'habilitation' works [1]² (i.e. for admission to a faculty as an academical teacher). They also handle the manifold libraries' and universities' lecture indexes, annual reports, study guides and other official university publications. Unfortunately all publications on research work carried out by the faculties can be obtained only through purchase into the German university libraries.

Most of this work is done by personnel without library training, but with occasional help from a qualified person, under the supervision of a highly trained librarian who often has to deal with an extensive correspondence. 'Exchange branch connected with the acquisitions branch' is often the rule [2].

Only the question of dissertations will be considered here. Some statistical data may explain the situation with regard to dissertation examinations in Germany. In contrast with the increasing number of students in the Federal Republic, including West Berlin and Saarland (147,253 in the Winter term 1957-58) the number of graduations has declined by 18 per cent in comparison with 1952 (in 1956-57, 6,253 promotions) [3]. It may be concluded from this that the level has been raised and a step has thereby been taken to adjust German theses to the higher standard of foreign works.

AVAILABILITY OF GERMAN THESES

Since 1941, when obligatory printing was cancelled for war reasons [4], dissertations have been presented only in a few typewritten copies. These are distributed as follows: one to the institute in which the work was written, one to the dean's office (neither of these copies are available for inter-library loan), one to the university library, one to the Deutsche Bücherei in Leipzig (German Democratic Republic), which maintains a central collection of German literature and still publishes the official register of university publications, and one to the Deutsche Bibliothek in Frankfurt-am-Main, which has operated a similar centre for the Federal Republic of Germany since 1951. The Dissertations' Branch of the University (Humboldt) Library in East Berlin, which continues as in the past to collect all university publications, also receives one copy.

This custom is usual in both parts of Germany. But in the Democratic Republic it is not yet compulsory to print dissertations, although individual dissertations are published in literature series (especially in those of the Academy of Science). Germany has been called 'one of the principal sources of printed dissertations' [5] but this is not yet the case. In the Federal Republic (including West Berlin), all the faculties of 12 universities [6] request that dissertations be printed as has been urged by the Verein Deutscher Biblio-

1. Copyright for publication of this article in the German language is reserved.

2. The figures in brackets refer to the remarks at the end of the article.

the care, the Deutsche Forschungsgemeinschaft in Bad Godesberg [6], by the West German Rectors Conference [7] and as a result of requests from foreign countries. However, the carrying into full effect of these resolutions is still delayed by exceptions and transitional regulations so that many type-written dissertations still appear.

In general the treatment of dissertations varies considerably and many problems are still outstanding. Some of them that are of interest abroad may be mentioned here. They arise in all libraries in both parts of Germany.

ACQUISITION

In the universities of the Federal Republic reproduction is permissible: in relief-printing or in photo-printing; in both cases about 150 copies must be delivered to the university library. Furthermore it is permissible to deliver at least 56 reprints when the work is published in a periodical. Only a few copies are presented when the dissertation is published in a series or as a book. In the case of reprints and books the dissertations should be marked as such just as the writings for 'habilitation' are marked 'printed with the assistance of the Deutsche Forschungsgemeinschaft'. Works handled by the book-trade should be marked on the reverse of the title page with the symbol D together with the number of the library symbol of the inter-library loan (e.g. D188 for dissertations of the Free University). In 1955 dissertations published in journals [8] or through the book-trade amounted to 384 titles representing 6.1 per cent of the promotions and 'habilitations' in the Federal Republic (excluding technical or other colleges) and 35 per cent of all works reproduced by a printing process in that year [9]. (The figure for the Democratic Republic for all colleges was 84 titles.) Since many of these are deposited in the form of reprints from a journal it should be possible to obtain sufficient copies of the remaining dissertations which appear in a series in the book-trade for exchanges with foreign countries.

The recent increase in the number of books appearing in the Federal Republic and on sale in the book-trade should enable the publisher to meet the following two demands: (a) That the dissertations printed in publishing houses should be marked as such on the reverse of the title page, particularly when the preface points out that it is a dissertation; (b) A greater number of complete copies should be provided for exchange with foreign countries. If necessary this demand should be met by a fund made up of the contribution of 25 per cent of graduation fees, in payment of printing costs to an amount equal to that payable by the graduate for the cost of photo-printing and of contributions from the faculties, the association of friends to the university, the Deutsche Forschungsgemeinschaft and industry.

In practice, we have not yet reached this stage. At present the faculties request only a few copies of dissertations which are on sale in the book-trade. Deposit with the university libraries is still irregular since in many cases the graduate may be allowed a certain leniency. It will be the task of the next meeting of the Conference of Boards of Education to alter these regulations [10]. Their incoherence and the independent solutions adopted by the faculties hamper the work of the dissertation branches of German libraries. A glance at the position in foreign countries shows that the circumstances there are far more favourable, for within their libraries the dissertations and exchange centres are generally given more importance than they are in Germany. A comparison of the annual reports of German libraries with those of the University Library of Basel, for example (for the year 1958), shows that in German libraries acquisitions through exchange alone (without the addition of gifts) are less than acquisitions through the book-trade. In Basel the position is reversed.

University libraries abroad can rely more than German libraries on receiving a large number of university publications. The definition of university publications as printed matter 'published under the authority of colleges or their faculties' [11] is no longer valid in Germany [12] since very few such publications are available for normal exchange (i.e. free of cost), particularly theses. In Denmark, Sweden and Switzerland, on the contrary, dissertations which are also published in series or independently are deposited in 200-300 copies [13]. For example in the different divisions of the *Acta universitatis stockholmiensis* the fourth cover title states 'Studia Latina Holmiensia published by the University of Stockholm . . . The series including theses and other studies by members of the University . . . Universities, libraries, learned societies . . . may obtain the volumes of the series and other publications of the University of Stockholm in exchange for their own publications'. The publishing firm and the price in the book-trade are both given. Thus the exchange of dissertations abroad is growing more important than is at present possible in Germany. The dissertation branches there make a definite offer to their exchange partners. It is this lack of precise information on the supply of exchangeable works which makes arrangements with our exchange partners so difficult. Other disadvantages are created by the exceptions to obligatory printing already mentioned.

DISTRIBUTION

The distribution of printed dissertations in exchange extends to all college libraries in the Federal and Democratic Republics of Germany, as well as to a fair number of libraries abroad, including the United States of America, and independently of whether these libraries send dissertations or not [14]. The situation in this latter respect has little changed since the beginning of the thirties [15]. Besides Belgium, Denmark, France, the Netherlands, Sweden, and Switzerland, which regularly send us dissertations, some countries send them only occasionally: Italy (Rome), Yugoslavia (Belgrade), Israel (Jerusalem, typewritten duplicates). From time to time from the USSR extracts (2 pages) may be received through inter-library loan. Austria and Czechoslovakia retain the few existing typewritten copies in the country (at the University and National Library) with the exception of the Hochschule für Welthandel in Vienna which issues partial printings. Spain (Barcelona) and Mexico sometimes distribute medical dissertations. In England dissertations are deposited in the university library and for the first three to five years it is usually possible to read them only on permission of the author. Sometimes copies are deposited [16].

The position in the United States is described by Tauber [17]. Not many universities there request printed dissertations, but the demand is mainly for extracts which are not very useful. Microfilming is used a great deal, the central office being established at Ann Arbor (Michigan). The microfilms are in the main available through the trade.

SIZE AND FORM OF DISSERTATIONS

The size and form of dissertations present even more difficulties than their acquisition. Dissertations appeared [18] and sometimes still do so today in grotesque forms and this not in Germany alone. First, there is the partial printing, where it is not certain—because clear statements are missing—what omissions have been made. For example it may be a concise summary of a thesis, as is so often the case in branches of science; or plates, tables or other appendixes which are indispensable to the reader may be missing. In these cases, the reader must lose much time in ordering a copy of the complete work through inter-library loan, because it is available only in the university library

or even at the dean's office of the university and therefore a microfilm must be ordered. The same applies to science abstracts received by some university libraries (Erlangen University Library receives medical abstracts without graduation date, name of surveyor or biographical information) and also to abstracts from the humanities faculties [19]. A greater problem arises when besides the partial printing the dissertation appears—often at a later date—in a series or as a separate publication. For example chapters one to three of a dissertation may be printed and a notice given that the full work will be published shortly in a series (see, for example, *Zürcher Beiträge zur deutschen Literatur- und Geistesgeschichte*). In contrast to this practice, in Denmark, Sweden and Switzerland [20] in general it is clearly indicated that such dissertations are 'also published' in a series (Denmark and Sweden enclose an insert giving full details).

If it is known in which series the dissertations appear and from which university the works can be expected in exchange, it is usually possible to avoid buying or exchanging duplicates. It is not practicable to subscribe through the bookseller to a regular supply of series in which dissertations appear, if the library wants to avoid too many duplicates. And what library can afford this? Nor have the bookseller and the publisher sufficient support if the number of subscriptions to such series remains uncertain. A somewhat unsatisfactory possibility, because it would not solve the problem for us, is to send out dissertation lists [21] as is done in Denmark, Finland, Sweden and by the Eidgenössische Technische Hochschule, Zürich.

CATALOGUING AND SHELVING

Failure to indicate the graduation year or the date of the oral examination often leads to mistakes. In former years, the graduation day showed the date on which the dean of the faculty closed the graduation file, e.g., always after legal deposit has been made. That date was possibly a year or even later than the day of the oral examination. The year of graduation and of printing were often the same. Nowadays, some faculties accept that the date of graduation and the date of the oral examination should be considered to be the same. For purposes of cataloguing in libraries it would be useful to know what practice various faculties adopt and whether a missing date has merely been forgotten. French dissertations (*présentées et soutenues*), Dutch (*proefschrift*), Danish, Swedish and Swiss (discussion of thesis) avoid such difficulties because the only date marked—the year of the approval or of discussion of the dissertation—corresponds to the date of imprint. With German dissertations confusion arises because the date of graduation (or the day of the oral examination) is entered later (or rather, always should be entered) by the faculty or by the library. For instance 1955 may appear as the date of graduation, though as printing year 1954 is given on the cover and the statement also appears 'presented by . . . from . . . 1953', i.e., the year in which the candidate presented his work to the faculty. Unfortunately the register of German university publications issued by the Deutsche Bücherei in Leipzig sometimes marks this as 'printing year'.

Similar inaccuracies arise in articles published in periodicals which may appear only after the date of the oral examination. So the cover with the details of the dissertation shows the year of presentation to the faculty, whereas the graduation year often differs from this date and from the year of issue of the journal.

In libraries where dissertations are shelved according to accession numbers or according to the so called 'U Nr.' (that is the number of the dissertation register) such questions of description which are dealt with by untrained personnel are of less importance. These matters are more serious for libraries which shelve dissertations according to universities, faculties, graduation years

(e.g., oral examination date) or even the year of printing (real or supposed?). To wait for catalogue cards issued by the Deutsche Bücherei in Leipzig proves a very unsatisfactory solution as far as newer works are concerned. These are ordered through inter-library loan at an early date because their existence is known through abstracts or other information. Therefore a provisional arrangement must be made pending the arrival of the catalogue cards. The same applies for works arranged according to the 'U Nr.'—the register of university publications is only now recording dissertations presented in 1956 [22]. Cataloguing according to authors or purely systematically (USA) or even with the decimal classification would be hardly worth considering because of the endless separate special themes treated, unless the dissertations are included among the general book stock. Occasionally this applies to foreign dissertations, e.g., from countries whose work is considered particularly valuable and important for the university.

The dissertations are often kept in book boxes or bound between paper files which give little protection from dust, and then placed on book shelves. Some libraries place more than one dissertation loose in folders (Ziehmappen). For this reason volume numbers appearing in the library statistics count five dissertations to the volume.

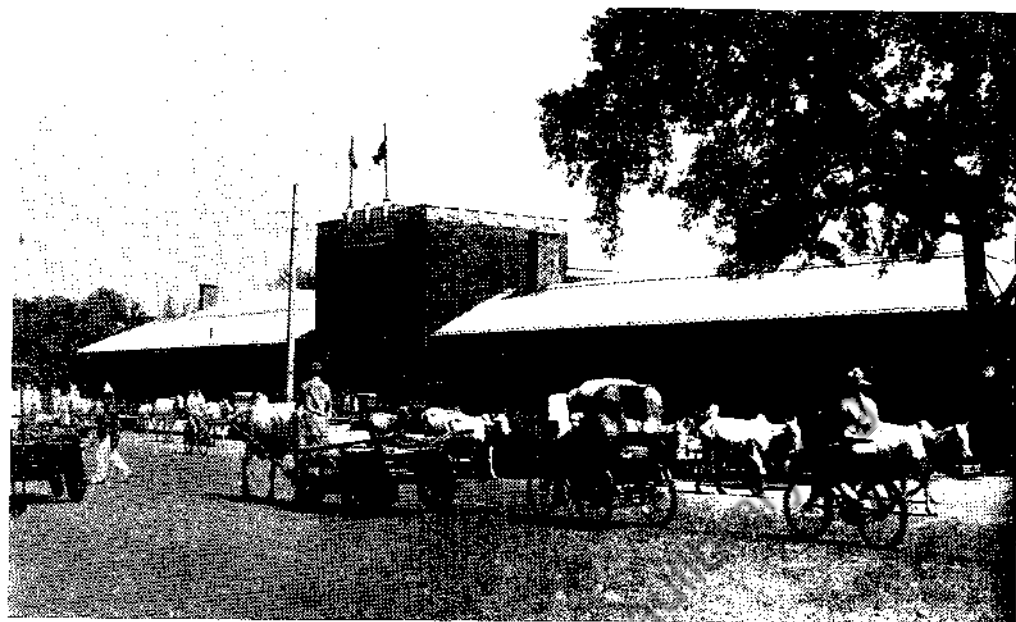
Apart from the question of shelving, it has to be decided whether the dissertations should be entered in a separate catalogue or inserted in the general alphabetical catalogue. Practice differs depending often on existing traditions and particularly on the post-war catalogue conditions, sometimes also on the size of the dissertation stock. For instance, the University Library in East Berlin which is a central depot for this type of publication has withdrawn the dissertation entries from its ordinary catalogue, whereas the library of the Technical University in West Berlin has restored them.

The prevailing catalogue conditions and the degree of familiarity of the reader with the register of university publications will probably influence the number of dissertations ordered. Incoming orders for dissertations among all book orders (local and inter-library loans) represent the following: University Library (Humboldt) East Berlin, 12.1 per cent (1958) [23]; State and University Library, Hamburg, 1.7 per cent (1956-57) [23]; State and University Library, Göttingen, 5.8 per cent (28 September-3 October 1959) [23]; University Library of the Free University, West Berlin, 3.7 per cent (1958-59).

It should be noted that this small percentage of dissertation orders was often concentrated in single faculties. Furthermore works appearing in the book-trade and certain other kinds of dissertations do not come under dissertation orders, because they are listed in the general catalogue and are not separately shelved. In other countries the reader frequency will not be much higher. The importance of dissertations for research must not be measured by the reader frequency alone. This group of publications, which it is difficult to classify as important or less important literature, will always be essential especially in the humanities and in particular in the listing of special literature.

REMARKS

1. Printing and delivery were less regulated than is the case with dissertations. According to ministerial release 16 February 1940, six printed copies had to be deposited. See *Jahrbuch der deutschen Bibliotheken*, 31, 1940, p. 245.
2. G. von Busse. *Handbook on the international exchange of publications*. 2nd edition. Paris, Unesco, 1956, p. 27.
3. According to: *Statistisches Jahrbuch der DDR*, 4, 1958 (1959), p. 130-31; *Statistisches Jahrbuch für die Bundesrepublik Deutschland*, 1959, p. 91; *Jahresverzeichnis der deutschen Hochschulschriften*, 71, 1955 (Leipzig 1958) there were in West and East Germany together 8,576 graduations. There was an almost equivalent decrease in gradua-



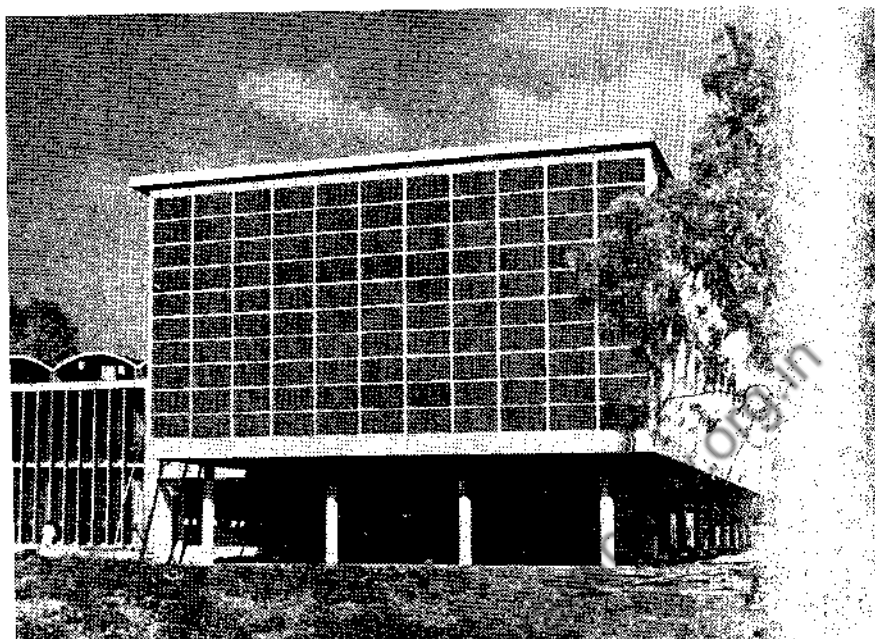
Front view of Delhi Public Library.

[Photo Unesco]

Learning to swim with a book from the Delhi Public Library.

[Photo Unesco]





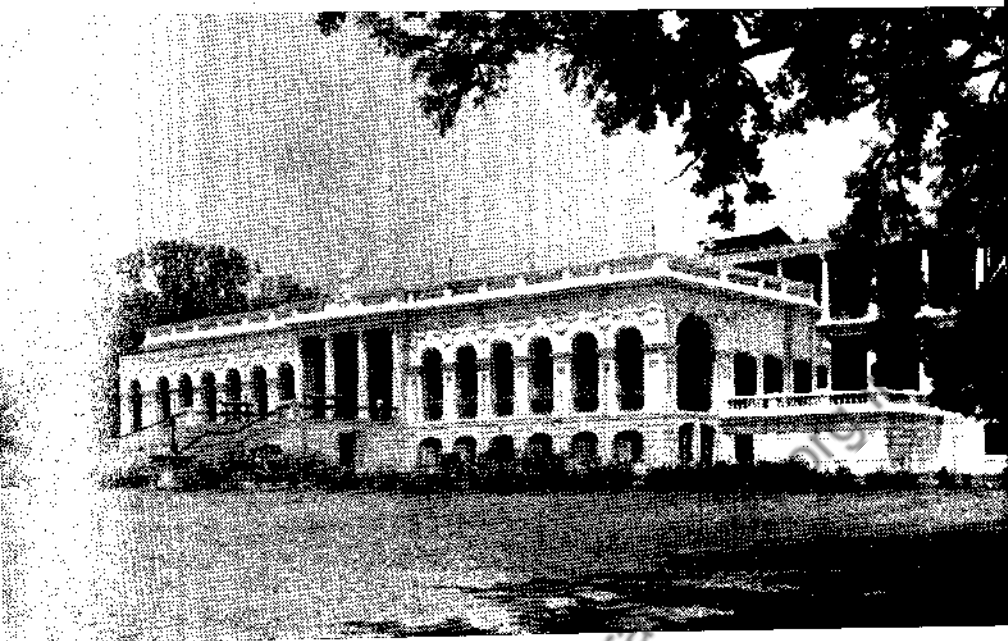
East Pakistan Central Public Library, Dacca. Side view of the building.

[Photo 12]

Dacca University Library. Readers at the circulation desk in the science

[Photo 13]





Main building of the National Library, Calcutta.

[Photo The Library]

The 'Oriental' collection of the National Library, Calcutta.

[Photo The Library]



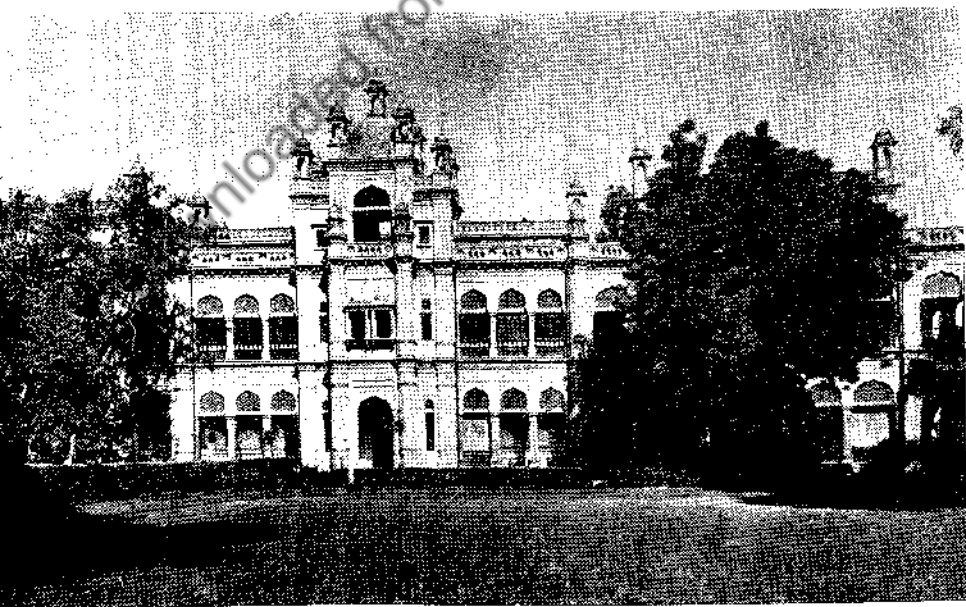


Delhi Public Library. Learning to read.

[Photo Unesco]

Panjab University Library, Lahore, West Pakistan.

[Photo The Library]



- tions in the medical faculties: 45 per cent in 1954, 40 per cent in 1955. In Switzerland a decrease of 38 per cent is to be noted.
4. As in 1920-25. See *Jahrbuch der deutschen Bibliotheken*, 14, 1920, p. 211, and 16, 1925, p. 247.
 5. T. Kleeberg. *Report of the Sub-Committee on the Exchange of University Publications*, 1947, p. 121-23. (IFLA-Publications, no. 12.)
 6. And any individual faculties, see Sticker in: *Mitteilungen des Hochschulverbandes*, 7, 1959, p. 46-50.
 7. *Protokollauszug d. Rektorenkonferenz*, 26-27, 6, 1953.
 8. In 1933, 19.2 per cent of all dissertations according to Bihl in: *Zentralblatt für Bibliothekswesen*, 52, 1935, p. 261.
 9. See statistics in: *Jahresverzeichnis der deutschen Hochschulschriften*, 1955, p. IX. For technical colleges the figures are 13.7 per cent and 68.4 per cent.
 10. See Sticker [6], p. 47.
 11. According to ministerial release of 6 November 1885; see *Zentralblatt für Bibliothekswesen*, 2, 1885, p. 504.
 12. For example: *Wirtschaftswissenschaftliche Abhandlungen. Volks- und betriebswirtschaftliche Schriftenreihe der Wirtschafts- und Sozialwissenschaftlichen Fakultät der Freien Universität Berlin*.
 13. See Holmberg in: *Zentralblatt für Bibliothekswesen*, 56, 1939, p. 251.
 14. Other publications are requested in exchange. Important as the national exchange bureaux are in Europe, works should be sent directly from library to library, to expedite the loans, and to avoid inquiries. See G. von Busse [2], p. 38ff.
 15. See Gratzl in: *Handbuch der Bibliothekswissenschaft*, Bd 2, 1933, p. 174, Rem. 2.
 16. *Index to theses accepted for higher degrees in the universities of Great-Britain and Ireland*, 6, 1955-56 (1958), p. IX/X.
 17. *Technical services in libraries*, 1954, p. 94, 100; Microfilming, p. 400. See *Index to American doctoral dissertations . . . 1955-56* (1957), p. VIII/IX.
 18. See Bihl in: *Zentralblatt für Bibliothekswesen*, 52, 1935, p. 248-64.
 19. "The original draft in typescript and microfilm is to be found in the Stadt- und Universitätsbibliothek, Frankfurt-am-Main.
 20. Exception: *Beiträge zur schweizerischen Mundartforschung*.
 21. In the *Mitteilungen für Dozenten u. Studenten der Freien Universität Berlin* the titles for exchange are marked with an asterisk.
 22. Dissertations published later (1957-58) will be regularly listed in: *Deutsche Nationalbibliographie. Reihe B.* (editions not appearing in the book-trade).
 23. As shown in notes from the libraries. See *Der Wiederaufbau der Staats- und Univ. Bibliothek Hamburg. 10-12. Jahresbericht . . . 1957*, p. 87.

INTERNATIONAL SOCIAL SCIENCE BIBLIOGRAPHIES

(Works published in 1958)

International Bibliography of Economics, vol. VII

592 pages. Bilingual: English-French.

Price: US\$10.50; 53/6(stg.); 36,75 NF

International Bibliography of Political Science, vol. VII

352 pages. Bilingual: English-French

Price: US\$6.00; 30/-(stg.); 21,25 NF

International Bibliography of Social and Cultural Anthropology, vol. IV

400 pages. Bilingual: English-French

Price: US\$6.50; 33/3(stg.); 22,75 NF

INTERNATIONAL LIBRARY LOAN SERVICE OF THE USSR LENIN STATE LIBRARY

by S. A. ZERČANINOVA, Head of the Internal and International Loan Department of the Lenin State Library

Large-scale recourse to international loans began to develop in the USSR from the end of 1955, when the *Regulations governing international inter-library loans* were adopted. Account was taken, in framing the Regulations, of the relevant rules adopted by the twentieth session of the International Federation of Library Associations (IFLA) (Zagreb, October 1954), and hence the exchanges conducted under international loan arrangements pursuant to the Regulations adopted in the USSR relate mainly to scientific publications. The period for the temporary use of the material sent is 30 days, excluding the time required for transit. Requests to foreign countries are confined to material not available in the USSR. The costs of insurance, packing and return consignment are borne by the borrowing library, which is also responsible in the event of the books being lost or damaged.

At the same time, the Regulations have certain distinctive features: (a) International loan arrangements are not centralized in the USSR; (b) In practice, international loans are carried out on a large scale by nine major libraries in the Soviet Union¹ and by the libraries of the Academies of Sciences of all the Union Republics; (c) A number of libraries meet the cost of postage on terms decided by mutual agreement. For example, the dispatch of books to Albania, Bulgaria, Czechoslovakia, Chinese People's Republic, Denmark, Finland, German Democratic Republic, Hungary, Democratic People's Republic of Korea, Poland, Rumania, Sweden and most other countries is carried out on the basis of the international library loan rules operating in the USSR (i.e., the dispatching library pays the cost of postage); in the case of the United Kingdom and France there are special arrangements (half-yearly settlement upon presentation of accounts); while the costs in respect of material requested by the United States Library of Congress are subject to payment in advance.

The USSR has a uniform system for the payment of postage costs on all types of material (other than microfilms) dispatched under international library loan arrangements, and only in the case of air mail consignments is there a special charge. Books are sent by book post under the regulation wrapper up to a weight of 3 kilogrammes.

There is no obstacle in Soviet practice to the use of the IFLA standard form for international loan requests.

Under the Regulations, all Soviet citizens are entitled to request and receive foreign publications not available in Soviet library holdings, for temporary use, through the Lenin State Library (or the other libraries listed above).

ROLE OF THE LENIN STATE LIBRARY

The Lenin State Library has been given important responsibilities in developing international loan arrangements. It began carrying out functions in connexion

1. In Moscow: the Lenin State Library of the USSR, the All-Union State Library of Foreign Literature, the Central Scientific Agricultural Library, the State Central Scientific Medical Library, the Science Library of the Lomonosov Moscow State University and the Usinskij State Library on Public Education. In Leningrad: the Saltikov-Shchedrin State Public Library, the Central Library of the USSR Academy of Sciences and the Gorky Scientific Library of the Zdanov Leningrad State University.

with such loans in 1928, although at that time the work was not yet systematically organized. A fresh move in this sector of its work began with the Soviet Union's decision to take part in the international lending system. By the end of 1955, the Lenin State Library had received loan requests from five countries—Czechoslovakia, Finland, German Democratic Republic, Hungary and Poland—to which a total of 18 books and 2 microfilms had been sent; while the Library, in its turn, started sending requests to the German Democratic Republic and other countries.

The Library's international loan arrangements continued to develop successfully during the ensuing years. In 1956, it already had relations with 65 libraries in 19 countries, in 1957 with 94 libraries in 23 countries, in 1958 with 146 libraries in 28 countries, and in 1959 with 185 libraries in the following countries: Albania, Australia, Austria, Belgium, Bulgaria (with 9 libraries), Chinese People's Republic, Czechoslovakia (20), Denmark, Finland, France, German Democratic Republic (18), Federal Republic of Germany (19), Hungary (6), Italy (5), Japan, Democratic People's Republic of Korea, Lebanon, Mongolian People's Republic, Netherlands, Norway, Poland (28), Rumania (6), Sweden, Switzerland, Trieste, United Kingdom, United States of America and Yugoslavia (12). It should be noted, however, that the libraries in certain countries do not apply to it directly but through their national loan centres (United Kingdom libraries through the National Central Library in London, for example, and French libraries through the Bibliothèque Nationale in Paris), so that in actual fact a considerably larger number of foreign libraries make use of Soviet literature than the above figures indicate.

There has been a corresponding increase in the number of requests received and books sent. Thus we received from foreign libraries: in 1956—1,836 requests (1,871 volumes sent); in 1957—3,149 requests (3,053 volumes sent); in 1958—3,906 requests (3,633 volumes sent); in 1959 (first half-year)—2,386 requests (2,009 volumes sent).

It has to be recognized, however, that international loans between the libraries of different continents are still poorly developed.

The loan requests received by the Lenin State Library are universal in nature, covering all branches of knowledge and ranging from seventeenth-century publications to books and periodicals for the period 1917-59.

When requests from foreign libraries cannot be fulfilled, the requesting library is notified either that there is no copy of the book in the holdings of the Lenin State Library or the other Soviet libraries; or that the request gives insufficient details or contains inaccurate bibliographical data. International library loan arrangements do not cover the dispatch of types of publications which are reserved under the Regulations. The Lenin State Library has sent 271 refusals to foreign libraries on these grounds. One measure adopted by the Library to reduce the number of refusals is the extensive use of microfilming: 358 microfilms were dispatched in 1956, then 681 in 1957 and 706 in 1958. The microfilmed material consists of publications of which there is only a single copy, literature unsuitable for transport, and the like.

The Library registers individual foreign libraries as subscribers on the basis of an initial letter of request. The use of books under international loan arrangements is free.

REQUESTS FOR LOANS FROM ABROAD

Soviet libraries have far less recourse to international loans than foreign libraries, partly owing to the fact that Soviet scientific libraries, both general and specialized, systematically study foreign sources of bibliographical and scientific and technical information and add all the most important foreign publications to their holdings.

The details of requests sent by the Lenin State Library to foreign libraries are as follows:

Details	1956	1957	1958	1959 ¹
Number of requests	275	586	825	458
Number of books received	125	330	571	324
Number of refusals	27	122	113	103

1. First half-year.

The Lenin State Library sends requests for the books it needs to the countries in which the works were published. All requests for material published in the United Kingdom are sent to the National Central Library in London, and similarly there is an understanding that all requests from Soviet libraries are to be channelled to that library through the Lenin State Library. The receipt of material from the United Kingdom for the use of Soviet libraries is likewise centralized through the Lenin State Library. This makes it possible to co-ordinate the Soviet libraries' requests as regards subject matter and bibliographical formulation alike. The fact is, however, that the co-ordination measures do not altogether succeed in their object, as the prohibition (under the Copyright Act) of the microfilming of material sent to the Soviet Union by the British National Central Library leaves us no option, in many cases, but to apply repeatedly for some of the material needed by our readers. This not only causes unproductive organizational work and additional expenses for dispatch, but also results in greater wear and tear on the books.

The fulfilment of our requests for international loans (due probably to having to search for the requested literature in the foreign countries' library holdings) takes from one month to a year. The Lenin State Library, for its part, complies with the international requests received (where they do not entail additional bibliographical work) or sends refusals of them within 10 to 15 days. Where publications are not available in the Library's own collections, a search is made in those of the major scientific libraries, in which case the execution of the request naturally takes a little longer.

Since the international lending system first started, the Lenin State Library has had regular recourse to the libraries of some forty countries in all parts of the world.

STEPS TO BE TAKEN FOR THE IMPROVEMENT OF INTERNATIONAL LOANS

In our opinion, the following measures would be necessary in order to develop international library relations still further: (a) A study should be made of the possibility of suitably amending copyright legislation to permit the microfilming of material received on international loan. As stated above, the ban imposed by certain countries on the microfilming of material sent by them under international loan arrangements results in repeat requests for books already received—a situation which results in considerable waste of time, labour and money, and which has an adverse effect on the preservation of book stock; (b) The possibility should be studied of including all libraries in the international lending system and requiring them to use standardized forms; (c) With a view to improving services to readers, working contacts should be established between the main libraries in the various countries for pooling experience on the operation of international loans; (d) A recommendation should be made that all countries regularly supply the appropriate

(Continued on page 174)

A UNIQUE CATALOGUING AND PROCESSING CENTRE (USA)

by WILLARD K. DENNIS, President, Southwest Missouri
Library Service, Inc.; Librarian, Southwest Regional
Library, Bolivar, Missouri

On 21 June 1957, ten Missouri librarians banded together to form a non-profit co-operative to save their public libraries time and money in cataloguing, processing and other services. The experiment is unique in the United States in that the libraries involved belong to independent political units, and we do not know of its having been tried elsewhere in the world. The experiment has been successful and the experience may be of use to others.

The State of Missouri, in the central United States, like other states is politically subdivided and has county and city governments. The ten libraries that formed the co-operative include five rural county libraries, two city libraries and three rural regional libraries. The oldest library was founded in 1901 and the most recent in 1954. Their collections vary from 9,000 to 89,000 volumes and they serve from 10,000 to 90,000 persons. They are separated from each other by distances of up to 245 miles. In some instances the territories they serve do not border on the territory of any other library served by the co-operative.

In most instances the librarian was the only staff member with professional library training; two libraries had no professionally trained staff member.

The possibility of a co-operative had been discussed by the librarians in the area for some time, but it was not until the Council on Library Resources, Inc., Washington, D.C., became interested and made a small grant that organizational steps were taken. The Council believed that if the practicality of the project could be demonstrated it could be adapted by libraries in other regions to their mutual benefit. Inasmuch as the ten Missouri libraries came under different local governments, and for other legal reasons, the libraries could not themselves enter into a corporate agreement. Therefore, representatives of the ten libraries themselves incorporated under the name of Southwest Missouri Library Service, Inc. As a legal entity the corporation has the power to contract with public libraries, and at the same time the librarians of the subscribing libraries have a voice in establishing and carrying out its policies. Rather than conform to any one library's procedures, all members meet periodically to work out standardization of procedures and to discuss methods of improving the service.

Each library orders books from whatever publisher or other source it chooses. The books are shipped directly to the Service, at Bolivar, Missouri. There the invoices are checked and the ownership stamped on the title-page. All order forms, procedures and materials have been standardized with the exception that a library may have library-card pockets pasted anywhere in its books, or inserted separately.

Each library receives a set of catalogue cards for each title completed and ready for filing in the card catalogue. If desired, pockets carrying printed information, are pasted in each volume with the check-out cards inserted. A serial number is stamped on a serial record card, on the pocket, on each book card and on the title-page of each book. The libraries themselves have only to mark the spine and give the book any other physical treatment desired.

The service has saved the member libraries from duplicating their cataloguing efforts and has provided a labour pool for the technical and physical processing of books on a volume basis. One survey showed that of the 337 titles ordered in one month by the largest library, 237 were catalogued by at

least 1 other member library and 11 titles by 9 libraries. Now, when a book is catalogued for one library, it is catalogued for all members regardless of when the title may be ordered by the others. Not only does this operation provide savings in actual cash outlay for cataloguing and processing of books for each member library, but it has also resulted in a considerable reduction, if not outright elimination, of cataloguing efforts in each library.

There are other savings, too: the release of personnel and equipment for other tasks. Most small to medium-size libraries are understaffed and lack adequate financing. By saving the libraries the time and cost of cataloguing and processing, the Southwest Missouri Library Service has enabled member libraries to expand their service programmes and to give more attention to administrative duties.

During the last fiscal year ending 30 June 1959, the Service processed 55,955 volumes, representing 11,688 titles, for which 36,477 sets of catalogue cards were completed. The average cost of cataloguing and processing was approximately one-third of what it had previously cost each library. The work is performed by one professionally trained cataloguer-administrator and five other staff members. The total budget for the Service for the present fiscal year is \$23,000, the greatest part of which is for salaries. Inasmuch as the greatest factor in running the Service is that of salaries, the cost of operating such a centre will depend to a considerable degree on prevailing pay scales. The cost to each member library is prorated in proportion to its income in relation to the total income of all subscribing libraries. A library contracting for service after the start of the fiscal year is charged 50 cents per volume until the beginning of the next fiscal year.

The Service is self-supporting and owns its own equipment. Since its organization three more libraries have joined. It has demonstrated to the satisfaction of the member libraries that co-operative effort is the answer to cataloguing and processing problems for the small to medium-sized library, especially when costs are rising without a commensurate increase in income. A report on Southwest Missouri's experience has been published by the American Library Association.¹

1. Brigitte L. Kenny, *Cooperative centralized processing, a report of the establishment and first year of operation of the Southwest Missouri Library Service, Inc.* Chicago, American Library Association, 1959.

(Continued from page 172)

IFLA committee, at specified intervals, (say twice a year) with the following information: number of libraries participating in the international lending system; number of publications received and sent by them; nature of the publications; number of readers making use of material under international loan arrangements; period required for executing requests.

As far as we know, most of these proposals put forward by the Lenin State Library are in line with IFLA recommendations.

In conclusion, mention should be made of the extreme punctiliousness with which our requests and those of the other Soviet libraries are executed by libraries in many of the foreign countries, our relations with which are informed by the spirit of friendship and mutual understanding—itself a guarantee of continued successful collaboration. The Lenin State Library and the other Soviet libraries are anxious to develop their relations abroad still further on the basis of international loan arrangements; and in this, we believe, we are at one with the libraries of the other countries.

NEW PUBLICATIONS

BIBLIOGRAPHY AND DOCUMENTATION

- [232] ALBANIA. BIBLIOTEKA KOMBËTARE. *Bibliografia e librit shoip per vitet 1945-1957*. Tiranë, Biblioteka Kombëtare, 1959. 185 p. Index. 30×22 cm.

A classified list of over 2,000 books published in Albania from 1945-1957. The Library has also recently issued *Bibliografia e Republikës Popullore të shqipërisë vepra origjinale dhe përkthime të vitit 1958* (Tiranë, 1959, 43 p. Index. 21×14.5 cm.) containing 333 original publications and translations which appeared in 1958.

- [233] U.S. NATIONAL LIBRARY OF MEDICINE. *Index medicus*. Vol. 1, no. 1. January 1960 (New series). Washington, D.C., The Library. 29.5×23.5 cm. Annual subscription: USA, \$20; foreign, \$25. Available from the Superintendent of Documents, U.S. Government Printing Office, Washington 25, D.C.

This monthly index to the world periodical literature of medicine supersedes both the *Current list of medical literature* of the National Library of Medicine and the *Quarterly cumulative index medicus* which until 1959 was published by the American Medical Association. In its first year the *Index* will cover between 110,000 and 120,000 periodical articles indexed by subject and by author. The annual *Cumulated index medicus* will be published by the American Medical Association.

For the new techniques employed in the preparation of the *Index* see *Bulletin*, vol. XIII, no. 11-12, Nov.-Dec. 1959, item 484.

- [234] INSTITUTE OF ADVANCED LEGAL STUDIES, LONDON. *Index to foreign legal periodicals*. Vol. 1, no. 1, February 1960. London, The Institute, 25 Russell Square. 25.5×17.5 cm. Annual subscription: \$25 or £9. Subscriptions for North America should be sent to: the Treasurer, American Association of Law Libraries, William D. Murphy, Esq., 2900 Prudential Plaza, Chicago 1, Illinois, USA.

Published in co-operation with the American Association of Law Libraries, this is a subject index to the main legal periodicals of the world dealing with international law (public and private), comparative law and the municipal law of all countries other than the United States of America, the British Isles and countries of the British Commonwealth, whose systems of law have a Common Law basis. It will be published in three quarterly parts covering the periodicals received from October to June, the fourth part being an annual volume cumulating the first three and containing additional entries for literature coming to hand from July to September. Subject headings are in dictionary form. It is hoped later to prepare and issue to subscribers a translation of these headings into French, German, Russian and Spanish.

- [235] FRANCE. BIBLIOTHÈQUE NATIONALE. *Inventaire des périodiques étrangers reçus en France par les bibliothèques et les organismes de documentation en 1957-1958*. Paris, La Bibliothèque, 58 rue de Richelieu, 1959. xiv+4534 p. 28×22 cm. 80 NF.

The second edition of this inventory of foreign periodicals received in France covers the holdings of 2,000 libraries and documentation centres (as against

1,800 in the first edition). It lists 25,000 foreign periodicals, 25 per cent more than in the previous volume, arranged alphabetically by title. It includes a list of the symbols used to denote the participating libraries and centres, of which the addresses are also given.

- [236] LUXEMBOURG, BIBLIOTHÈQUE NATIONALE. *Répertoire des périodiques étrangers en cours de publication reçus par les principales bibliothèques du Grand-Duché de Luxembourg*. Luxembourg, La Bibliothèque, 1959. 29 p. 29×20.5 cm. (*Bibliographia Luxemburgensis*, 1).

An alphabetical title list of foreign periodicals received in five Luxembourg libraries. It does not include the collections of the four libraries belonging to the Institut Grand-Ducal which are not open to the public.

- [237] SCHEELE, Martin. *Die Lochkartenverfahren in Forschung und Dokumentation mit besonderer Berücksichtigung der Biologie*. 2. völlig neubearbeitete Auflage. Stuttgart-W, E. Schweizerbart'sche Verlagsbuchhandlung, 1959. viii+256 p. Index. Bibliography. 24×16 cm. Illus. DM 29.

The second edition of this manual on the use of hand and machine-sorted punched cards has been completely revised. The first part deals with general questions, the second contains general rules for the use of punched cards in research and documentation, and the third gives practical examples.

- [238] SHAW, Ralph. *Documentation: 1958; proceedings of the Documentation Seminar 'New methods and techniques for the communication of knowledge' held at McGill University, January 20-21, 1958*. Ottawa, Canadian Library Association, 63 Sparks St., 1959. vi+76 p. \$3.

Includes chapters on: principles of documentation and general scope; evaluation of the traditional and new techniques; scientific management in libraries and documentation centres; and Canadian implications in documentation.

- [239] BELJAEVA, L. N.; ZINOV'eva, M. K.; NIKIFOROV, M. M. *Bibliografija periodičeskikh izdanij Rossii 1901-1916* (Bibliography of Russian periodicals 1901-1916). Leningrad, Gosudarstvennaja publičnaja biblioteka imeni Saltykov-Ščedrin, 1958-1959. Vol. 1, 661 p., 31 roubles; Vol. 2, 715 p., 32 roubles.

Chronologically, the bibliography is a continuation of N. M. Lisovskij's *Russkaja periodičeskaja pečat' 1703-1900 gg.* (Russian periodicals 1703-1900), Petrograd, 1915. It covers all Russian periodicals, except those published illegally, which appeared in Russian in the twentieth century up to the Revolution. Some 10,000 titles are listed in alphabetical order. When completed, the work will comprise three volumes of bibliographical entries and one volume of supplementary indexes. Two volumes have appeared to date. Most of the entries relate to the holdings of the State Public Library. Entries include the following information: title, sub-title, place of publication, years of publication, frequency, editor, publisher, number of pages, a table of issues, indexes of contents, supplements, etc.

- [240] COLLISON, Robert L. *Indexes and indexing*. 2nd ed. London, Ernest Benn, 154 Fleet Street, 1959. 200 p. Index. 21s.

The sub-title of this work, first published in 1953, indicates its scope: 'a guide to the indexing of books and collections of books, periodicals, music, gramophone records, films and other material, with a reference section and suggestions for further reading'. This second edition has been revised and includes new chapters on the indexing of sound effects, business indexing, co-ordinate indexing, indexing at speed, mechanized indexing, and fees for indexing. An

appendix contains the constitution and rules of the Society of Indexers founded in London in 1957. (See *Bulletin*, vol. XI, no. 8-9, item 353).

- [241] LINDER, LeRoy H. *The rise of current complete national bibliography*. New York, Scarecrow Press, Inc., 257 Fourth Avenue, 1959. 290 p. Index. Bibliography. 22×14.5 cm. \$6.50.

The history of current complete national bibliography is traced in this book, originally a doctoral dissertation submitted to the University of Chicago. It contains a detailed study of the content, arrangement and development of such bibliographies in France, Germany, the United Kingdom and the United States of America. In a concluding chapter the findings of the investigation are summarized and suggestions made for further study. Bibliographies referred to are listed in 4 appendices.

- [242] VISMANS, Th. A.; BRINKHOFF, Lucas. *Bibliography of liturgy together with comments*. Nijmegen, Bestelcentrale der V.S.K.B. Publ., Heyendaalse weg 290-300, 1959. 68 p. Index. 24.5×16 cm. \$1; 7s.2d.; 4.94 NF. (*Bibliographia ad usum seminariorum*, vol. 1.)

An annotated bibliography, systematically arranged, of 250 publications on liturgy. This is the first of a series of fifteen bibliographies of literature on subjects taught in theological and philosophical seminaries. Each volume will be published in three separate editions: English, French and German.

- [243] MONTAGUE, Katherine L.; MENESES OROSCO, Marcela. *Índice bibliográfico en administración pública*. Vol. 1, año 1, no. 1. La Paz, Biblioteca de la Escuela de Administración Pública, Universidad Mayor de San Andres en cooperación con la Universidad de Tennessee, Casilla 1289, 1959. 130 p. 26×19 cm.

Systematically lists publications in Spanish received from 1956 to October 1958 in the Library of the Escuela de Administración Pública. Supplements will be published to keep the list up-to-date.

- [244] HUNGARIAN BOOK CLUB. *Books from Hungary*. Vol. 1, no. 1-2, September 1959. Budapest, The Club, Miksa utca 10. 33×24 cm. \$3.60; 26s.

An illustrated quarterly journal giving information about current Hungarian literature, new editions of Hungarian classics and news of Hungarian literary and artistic life. A separate folder listing quarterly all books published in Hungary is inserted in each issue. Separate English, French and German editions.

- [245] UNION OF INTERNATIONAL ASSOCIATIONS. *International congresses 1681 to 1899, full list*. [Les congrès internationaux de 1681 à 1899, liste complète. Bruxelles, The Union, Palais d'Egmont, 1960. 76 p. Index. 20×13.5 cm. 150 BF; 15 NF; \$4; 21s. or equivalent.

A chronological list of nearly 1,500 international congresses held from 1681-1899 giving the title of the congress, place it was held and, when known, the dates.

- [246] CABIADA, Agustín Ruiz. *Bio-bibliografía del Cuerpo Facultativo de Archiveros, Bibliotecarios y Arqueólogos 1858-1958*. Madrid, Servicio de Publicaciones de la Junta Técnica de Archivos, Bibliotecas y Museos, Avda. de Calvo Sotelo 20, 1959. 1,342 p. Index. 690 pesetas.

Contains 17,112 bibliographical descriptions of works published by members of the Spanish Corporation of Archivists, Librarians and Archaeologists. Brief biographies of each of the authors are given.

- [247] KOTOVSKIJ, G. G.; MENAGARIŠVILI, N. V.; TAKSYNBAEVA (IRRAGIMOVA), S. I. comp. *Bibliografija Indii. Dorevoljucionnaja i sovetskaja literatura na russkom jazyke i jazykah narodov SSSR original'naja i perevodnaja* (A bibliography of India. Pre-revolution and Soviet literature in Russian and the other languages spoken in the USSR, whether originally written in these languages or translated from other languages). Moskva, Akademija nauk SSSR, Institut vostokovedenija i Fundamental'naja biblioteka obščestvennyh nauk; Akademija nauk Uzbekskoj SSR, Institut vostokovedenija, 1959. 219 p. Indexes. 11 roubles, 40 kopeks.

This systematic bibliography of works on India, the first to be published in the USSR, covers scientific works, most of the popular science and journalistic works on India, and translations of Indian works of fiction, published in both pre-revolutionary Russia and the USSR from the eighteenth century to 1957. It also mentions some of the works by pre-revolutionary and Soviet Russian authors published in translation in other countries.

- [248] INTERNATIONAL SOCIETY FOR MUSIC EDUCATION. *International listing of teaching aids in music education*. Wolfenbüttel (Germany), Mösele Verlag, 1959. 52 p. 21×15 cm. Obtainable from the Society, Nabdersogender Manderscheider Strasse 25, Cologne-Klettenberg.

An international list of books, periodicals and professional journals published since 1945 and programmes and curricula of study directly concerned with music education. Trilingual (English, French and German).

- [249] CHAUDHURI, Sibadas. *Bibliography of Tibetan studies*. Calcutta, The Asiatic Society, 1 Park Street, 1959. 20 p. 12 rupees.

An alphabetical author index of nearly 300 publications, mainly in European languages, dealing with Tibet and its people.

LIBRARIANSHIP

- [250] INDIA. MINISTRY OF EDUCATION. *Report of Advisory Committee for Libraries*. New Delhi, The Ministry, 1959. 141 p. 24.5×16 cm. 4.50 rupees; 7s.

The Committee was set up mainly to make recommendations concerning future library structure in India. The report contains a comprehensive survey of libraries in the country, dealing with their history, present position, place of public libraries, structure of libraries, auxiliary services and library co-operation, library personnel, training in librarianship, libraries and social education, and library finance and administration. It includes over 170 recommendations concerning a national network of libraries, the best methods of financing libraries, need for library legislation and for co-operation between libraries of all kinds, pay and status of library personnel, etc.

- [251] CAIN, Julien. *Les transformations de la Bibliothèque nationale de 1936 à 1959*. Paris, Bibliothèque nationale, 1959. 74 p. Illus. 21×27 cm.

An abundantly illustrated booklet describing the major interior structural changes carried out in the Bibliothèque Nationale since 1936. These changes have made it possible to double the capacity of the central stackroom, to increase considerably the capacity of the stackrooms belonging to the Departments of Manuscripts, Engravings and Maps and Plans, and to provide eleven work rooms instead of six.

- [252] DENMARK. DANSK BIBLIOGRAFISK KONTOR. *Laerebog i biblioteksteknik*. 4. udgave. København, Dansk Bibliografisk Kontor, 1959. 3 vols. 557 p. 25×16.5 cm.

The fourth edition of this Danish manual on library techniques is in three volumes. The first deals with buildings and equipment and contains numerous plans of libraries in Denmark and in other countries; the second contains chapters on the Danish library system, laws and organization, administration, the library and society, book selection and book collections, binding, book production and statistics, and aims and methods of bibliography; the third is devoted to questions of classification, cataloguing, lending, reference and extension services, children's and school libraries, and hospital and military libraries.

- [253] COATES, E. J. *Subject catalogues: headings and structure*. London, The Library Association, Chaucer House, Malet Place, 1960. 186 p. Index. 22×14.5 cm. 22s. or \$3.30 (16s.6d. or \$2.48 to members), post 6d.

Little progress has been made in the last half-century towards the achievement of a systematic working rationale in subject cataloguing. This work relates the structural features of the alphabetical and classified forms to each other and to the various types of questions put by inquirers. The contributions of Cutter, Kaiser, and Ranganathan to alphabetical subject cataloguing are considered. Subject indexes to classification schemes, and to two main varieties of classified catalogues are examined and Ranganathan's chain procedure is outlined. A further chapter discusses the role of classification and chain procedure in alphabetical subject and dictionary cataloguing. Finally, an attempt is made to lay down the elements of search strategy for dealing with inquiries addressed to subject catalogues.

- [254] VISWANATHAN, C. G. *Cataloguing: theory and practice. A guide to the student of library science*. 2nd ed. Banaras, Hindu University, 1959. 337 p. 16 rupees; 24s.; \$4.

The first part deals with the history of library catalogues, catalogue codes, entries and their functions, descriptive cataloguing, physical forms, varieties of catalogues, organization and administration of the cataloguing department, cost analysis, co-operation and centralization, union catalogues and documentation, etc. The second part is concerned with the practical work of making entries—author, title, subject, series, etc. Short bibliographies are given at the end of each chapter.

- [255] FISKE, Marjorie. *Book selection and censorship. A study of school and public libraries in California*. Berkeley, University of California Press, 1959. 145 p. 24×16 cm. \$3.75.

Findings of a study of the nature and quality of book censorship carried out in California. It analyses the various censorship pressures that have been brought to bear and their influence on local book selection practices. Appendices contain numerous tables, an outline for interviews with school librarians and categories for qualitative analysis.

REFERENCE WORKS

- [256] CHAMBERLIN, Waldo; HOVEY, Thomas, Jr.; SWIFT, Richard N. *A chronology of the United Nations 1941-1958*. New York, Oceana Publications, Inc., 80 Fourth Avenue, 1959. 48 p. Index. 21.5×14.5 cm. Cloth, \$2; Paper, \$1.

Lists all the important dates in the history of the United Nations from its inception under the Atlantic Charter, 14 August 1941, up to the first session of the Economic Commission for Africa, on 29 December 1958.

- [257] *Die UdSSR: Enzyklopädie der sozialistischen Sowjetrepubliken.* Leipzig, Verlag Enzyklopädie, 1959. 1104 p. DM 36.

A comprehensive reference work in German describing the development of the Soviet Union from its earliest history up to the present day. Covers government, peoples, history, trade unions, economics, health, sports, education, press and radio, science, literature, music, theatre and films, etc. The volume includes over 20 multicoloured maps, and is fully illustrated.

- [258] BULAS, Kazimierz; WHITFIELD, Francis J. *The Kościuszko Foundation dictionary. Vol. I, English-Polish.* The Hague, Mouton and Co., 1959. 1037 p. 24×16.5 cm.

The year 1966 will mark the Millennium of Poland's recorded history as a Christian nation, dating back to her acceptance of Christianity in 966. Looking forward to the commemoration of this Millennium, the Kościuszko Foundation has undertaken to publish, sponsor, or inspire the publication of a series of books dealing with Poland, with important aspects of Polish culture, and with Polish-American relations. The dictionary is the first book in the series.

It is hoped to produce volume II, Polish-English, before the end of 1960.

- [259] MARTIN, Walter. *Kleines Fremdwörterbuch des Buch- und Schriftwesens.* Leipzig, VEB, Harrasowitz, Eilenburger Strasse, 1959. 169 p. DM 6.40.

Contains over 2,000 words and expressions relating to books and writing, the graphic arts, etc.

- [260] *American library and book trade annual 1960.* 5th ed. New York, R. R. Bowker Co., 62 West 45th Street, 1959. ix+309 p. Index. 24×16 cm. \$5 net.

Part I contains statistics on libraries and the book trade in the USA and Canada and information on subjects of interest to the library world. New features in this edition include a detailed chart on building costs of public, college and university libraries in 1959, salary information for large academic libraries; comparative international book trade statistics, 1954-58; standards for college libraries and for indexing, etc. Part II gives information on national, state, regional, provincial, foreign and international library associations, joint committees, and an index of activities of the various committees, boards, sections, and specialized associations. A five-year cumulative index to this and the four preceding issues of the book is included.

PUBLISHING IN THE USSR

- [261] GOROKHOFF, Boris I. *Publishing in the USSR.* Bloomington, Ind., Indiana University, 1959. 306 p. Index. 24×16 cm. (*Indiana University publications, Slavic and East European series*, vol. 19.)

A survey of book, periodical and newspaper publishing in the USSR, including some related topics such as censorship, copyright, and the book trade. Emphasis is given to publications in science and technology, especially those issued by the All-Union Institute of Scientific and Technical Information.

SOUND RECORDINGS

- [262] PICKETT, A. G.; LEMCOE, M. M. *Preservation and storage of sound recordings, a study supported by a grant from the Rockefeller Foundation*. Washington, D.C., Library of Congress, 1959. vii+74 p. \$0.45.

The report, which is the result of two years of laboratory research carried out for the Library of Congress by the Southwest Research Institute of San Antonio, Texas, deals with the deterioration of sound recordings in storage. Research was mainly concerned with the effects of heat, light, fungus, grit, moisture, and other atmospheric and chemical conditions as they related to the preservation of acetate, shellac, and vinyl discs and of acetate and polyester based magnetic tapes. Recommendations are included for the best means of storing phonograph disc and magnetic tapes on library shelves.

[263] OTHER PUBLICATIONS RECEIVED

- ARGENTINA. FONDO NACIONAL DE LAS ARTES. *Bibliografía argentina de artes y letras*. No. 1, enero-marzo 1959. Buenos-Aires, El Fondo, Avda. Pte. Roque Sáenz Peña 501, 8º piso. Quarterly. Limited free distribution.
- BAUDE, Hans. *Classified list of Swedish periodicals in the fields of agriculture, fishery, forestry, veterinary medicine and allied subjects*. Uppsala, Kung., Lantbrukshögskolans Biblioteket, 1959. 34 p. Index. Lists 300 Swedish periodicals dealing with the above subjects.
- ЧЕРЕПАХОВ, М. С.; ФИНЕРИТ, Е. М. *Russkaja periodičeskaja pečat' (1895-Oktjabr' 1917)* (Russian periodicals, 1895-October 1917). Moskva, Gospolitizdat, 1957. 351 p. 6 roubles, 25 kopecks. Lists over 1,000 titles.
- COMITÉ PERMANENT DES EXPOSITIONS DU LIVRE ET DES ARTS GRAPHIQUES FRANÇAIS. *Les cinquante livres de l'année 1958; France*. Paris, Le Comité, Hôtel du Cercle de la Librairie, 117 Boulevard Saint-Germain, 1959. 70 p. Index.
- EDMUNDS, Heinz. *Zugänge zur Philosophie. Ein besprechendes Auswahlverzeichnis für Leser*. Köln, Greven Verlag, Weyerstrasse 19, 1959. 40 p. Index.
- HUNGARY. ORSZÁGOS SZÉCHÉNYI KÖNYVTÁR. *Schiller magyarországon/Schiller in Ungarn*. Budapest, Országos..., Múzeum Körút 14, 1959. 277 p. Index. 21 forints.
- IMEDAŠVILI, G. *Rustavelogičeskaja literatura. 1712-1956 g.* (Literature concerning Rustaveli. 1712-1956). Tbilisi, Akademija Nauk Gruzinskoj SSR. Institut istorii gruzinskoj literatury im. Rustaveli, 1957. 40 p. In the Georgian language.
- INDIA. INDIAN MUSEUM. DEPARTMENT OF ANTHROPOLOGY. *Anthropology in India 1957 and 1958*. Calcutta, The Museum, 27 Chowringhee, 1959. 39 p. Mimeo.
- INTERNATIONAL FILM AND TELEVISION COUNCIL. *World screen*. Vol. 1, no. 1, December 1959. Paris, The Council, 26 avenue de Ségur.
- KNAPP, Patricia B. *College teaching and the college library*. Chicago, American Library Association, 30 East Huron Street, 1959. 120 p. \$3. (ACRL monograph, 23.)
- LIPSKY, George A., et al. *Saudi Arabia its people, its society, its culture*. New Haven, Conn., Human Relations Area Files Press, 1959. 367 p. Index. \$7.
- MAGE, Ruth L. *Guidebook for trustees of North Carolina public libraries*. Chapel Hill, N.C., University of North Carolina, Institute of Government, 1959. 88 p. \$2.
- NEW YORK STATE LIBRARY. *Checklist of books and pamphlets in the social sciences. Supplement April 1955-December 1958*. Albany, N.Y., The Library, 1959. 42 p.
- PLUME LIBRARY, MALDON. *The catalogue of the Plume Library*. Maldon (Essex), The Library, 21 London Road, 1959. xvi+192 p. £2; \$6, post free. Lists over 6,500 books and pamphlets of the seventeenth century and earlier, for the most part on theology.
- STATSBIBLIOTEKET I ÅRHUS. *Friserne. Lang og folk, sprog og litteratur. Katalog II: 25 ars tilvaekst (1934-39)*. Århus, Statsbiblioteket, 1959. 70 p. Index. 3 Danish kroner.
- STEINBERG, David J., et al. *Cambodia, its people, its society, its culture*. New Haven, Conn., Human Relations Area Files Press, 1959. 351 p. \$7.
- U.S. DEPARTMENT OF HEALTH, EDUCATION AND WELFARE. *Statistics of public libraries: 1955-56*. Washington, The Department, 1959. 102 p.
- U.S. LIBRARY OF CONGRESS. *Russian periodicals in the Helsinki University Library, a checklist*. 1959. 120 p.
- WILLIAMS, Edwin E. *A serviceable reservoir: report of a survey of the United States Book Exchange*. Washington, D.C., United States Book Exchange, Inc., 1959. 81 p.

NEWS AND INFORMATION

[264] UNESCO MEETING ON BIBLIOGRAPHY, DOCUMENTATION AND TERMINOLOGY

A joint meeting of the Bureau of the International Advisory Committee on Bibliography¹ and representatives of the International Advisory Committee for Documentation and Terminology in Pure and Applied Science² was held at Unesco House, Paris, from 9 to 11 March 1960. An observer³ was present from the International Federation for Documentation.

At its tenth session held in Paris in 1958, the General Conference of Unesco decided that, in view of the fact that the two committees often have to deal with related questions, they should both be abolished as from 31 December 1960 and their functions taken over by a new committee with wider powers. A preliminary joint meeting to discuss the matter had already been held in May 1959 (See *Bulletin*, vol. XIII, no. 8-9, Aug.-Sept. 1959, item 376). The members of the present meeting reconsidered the recommendations concerning the composition, role and terms of reference of the new committee, taking into account that it would be concerned with documentation, bibliography and terminology in all subject fields of interest to Unesco.

They studied the draft statutes for the new International Advisory Committee on Bibliography, Documentation and Terminology which had been drawn up by the Secretariat and made the following suggestions; that the Committee should be consulted in the preparation of the relevant parts of the programme of

Unesco; that the proposed twelve members of the Committee comprise seven who are professional persons competent in the field of documentation, bibliography, librarianship or terminology and five who are users or producers, including two natural scientists, one social scientist and one member representing philosophy and the humanistic studies; that members serve not more than six years; that the United Nations, its Specialized Agencies and the International Atomic Energy Agency and also the International Federation of Library Associations, the International Federation for Documentation, the International Council on Philosophy and Humanistic Studies, the International Social Science Council, the International Council of Scientific Unions and the International Organization for Standardization should be invited to send observers to meetings of the Committee; that a new article be included in the statutes which would be to the effect that the Director-General of Unesco may if he deems it necessary designate one or more working parties consisting of members of the Committee and other experts as required to consider special problems and to report back to the Committee and to the Director General; that the Bureau meet at least once every year.

Copies of the report of the meeting may be obtained from the Unesco Division of Libraries, Documentation and Archives, place de Fontenay, Paris 7^e, France.

[265] NEW LIBRARY ASSOCIATIONS

The *Bulletin* Office has recently received information concerning the establishment and activities of four new library associa-

tions. Two of these associations were formed on the same day.

1. Mr. Julien Cain, Chairman, Administrateur général de la Bibliothèque Nationale, Paris; Mr. F. C. Francis, Vice-Chairman, Director and Principal Librarian, British Museum, London; Mr. L. Brummel, Secretary-General, Director of the Koninklijke Bibliotheek, The Hague.
2. Mr. A. Scortecci, Director, Istituto Siderurgico Finsider, Genoa; Mr. G. W. Funke, Director, Statens Naturvetenskapliga Forskningsråd, Stockholm; Mr. D. J. Urquhart, Lending Library Unit of the Department of Scientific and Industrial Research, London.
3. Mr. Alexander King, President, International Federation for Documentation (FID), accompanied by Mr. Burton W. Adkinson, Head, Office of Science Information Service, National Science Foundation, Washington, and Mr. Z. Majewski, Documentation Centre, Academy of Sciences, Warsaw, Members of the Bureau of FID.

Trinidad and Tobago. The inaugural meeting of the Library Association of Trinidad and Tobago was attended by over sixty representatives who met in Port of Spain on 16 January. The Association will unite the various types of library in the territory—public libraries, official information services, libraries in government departments and special libraries of all kinds. Membership will also be open to individuals, groups and institutions overseas.

Federation of Malaya. The Library Association, Federation of Malaya, was formed in Kuala Lumpur on 16 January. About forty people from all parts of the Federation attended the inaugural meeting. The objects of the association include: to unite all persons engaged in library work or interested in libraries; to promote better administration of libraries; to encourage the establishment and development of libraries in Malaya; and to encourage professional education and training for librarianship. Mr. W. J. Plumb, librarian of the Kuala Lumpur Division of the University of Malaya, was elected first president of the Association.

Brazil. The Second Brazilian Congress of Library Science and Documentation, held at Salvador, Bahia, from 20 to 26 July 1959, unanimously approved the creation of the Brazilian Federation of Library Associations (Federação Brasileira de Associações de Bibliotecários). The eight state library associations are members of the new Federation which will function as a national organization.

The General Secretariat of the Federation is temporarily housed in São Paulo at the offices of the Associação Paulista de Bibliotecários. The Third Brazilian Congress on Library Science which will be held in 1961 at Curitiba, Parana, will

decide where its headquarters are finally to be.

Mrs. Laura Garcia Moreno Russo, of the Municipal Library Association, is General Secretary of the Federation, and the deliberative council is composed of the presidents of the eight state associations.

Further information may be obtained from Federação Brasileira de Associações de Bibliotecários, Laura Moreno Russo, Secretária Geral, Caixa postal 343, São Paulo, Brazil.

Hong Kong. The Hong Kong Library Association held its first Annual General Meeting in December 1959. The inaugural meeting, which took place in September 1959, had adopted the Articles of the Association, the aims of which are: to unite all persons engaged in library work or interested in libraries in Hong Kong; to encourage the establishment and development of libraries in Hong Kong; to encourage professional education and training for librarianship; and to organize meetings, conferences, co-operation with other library associations and such activities as are appropriate to the attainment of the above objects. The Chairman of the Association is Mrs. Dorothea Scott, Librarian of the University of Hong Kong.

At the end of its first year of existence the Association had a membership of 47 including personal and institutional members. It has held a number of meetings, including public lectures, the first of which was given by L. M. Harrod, Director of the Raffles National Library in Singapore, on 'The development of the public library in Singapore during the last five years'. The Association has applied for membership of the Asian Federation of Library Associations and is at present compiling a directory of libraries in Hong Kong.

[266] GRANTS FOR THE IMPROVEMENT OF LIBRARY SERVICES

The Council on Library Resources, Inc., Washington, has recently made a grant of \$20,000 to the Battelle Memorial Institute of Columbus, Ohio, to develop a mechanical book-marking device to replace the present hand methods. A conservative estimate indicates that with a satisfactory machine books could be marked twice as rapidly as by hand and with increased legibility and complete uniformity. It is hoped to develop a device

similar in size and ease of operation to a small adding machine. The Institute will conduct the project in two phases, the first to demonstrate the feasibility of the system, and the second to construct a complete prototype. The present grant covers the first phase only, which will take about six months. The construction of a prototype is expected to take about four months.

With the aid of another grant from the

Council, John Dicbold & Associates, Inc., New York, have made a study of book circulation systems and practices. Copies of the study entitled *Preliminary study of*

library circulation systems for the Council on Library Resources may be obtained from the Council, 1025 Connecticut Avenue, N.W., Washington 6, D.C., USA.

[267] IRON AND STEEL: INDEX CARD SERVICE

The Iron and Steel Institute, London, has recently started an abstract and book title index card service. The service consists of pre-publication copies of all abstracts (together with titles of new books) due to be published in the *Journal of the Iron and Steel Institute* which contains each month about 750 abstracts of technical papers drawn from about one thousand journals and reports published in many languages. The service began with the abstracts which were due for publication in the January 1960 issue of the *Journal*. Approximately 9,000 abstracts of technical articles and about 500 book titles will be covered each year.

The new service is in the form of 5×3 inch cards (the international library size) sent to subscribers fortnightly, arranged and packed in alphabetical order of authors. Each abstract card

contains: name of author (or authors) at the top; a classification number or numbers according to the Universal Decimal Classification (UDC) system; name and date of the original publication; abstract of the article. Book title cards contain titles of the new books with UDC numbers and with the names of authors displayed at the top of the card.

Subscription rates (excluding packing and postage) are: abstract cards, £90 a year for the first set, £25 a year for each additional set; book title cards, £4 10s. a year for the first set, £1 10s. a year for each additional set. Special rates are offered for member firms of the British Iron and Steel Research Association. Further information may be obtained from the Secretary, The Iron and Steel Institute, 4 Grosvenor Gardens, London, S.W.1, United Kingdom.

[268] MICROFILMING VALUABLE SCOTTISH DOCUMENTS

The Scottish Central Library, Edinburgh, recently purchased equipment to enable it to act as a national centre for the photographic reproduction of scarce works located in Scotland and too valuable to be lent in the original. The equipment consists of the latest model of the Kodak Microfilm Camera, together with the auxiliary apparatus for processing film and for making enlarged prints. The Library is able to furnish, at economical rates, photocopies of material in at least four forms: negative microfilm, positive microfilm, document paper prints, and xerographic prints.

The Scottish Central Library is in a strong position to furnish photocopies of scarce books, in view of the fact that it possesses in the Scottish Union Catalogue a unique instrument for the location of books. Where rarities sought are not recorded in the Catalogue, locations are

often found by means of the special 'Locations wanted' lists which are regularly sent out to some eighty Scottish libraries.

This new service will enable Scottish and other libraries to enrich their collections, and especially collections of local material, by the acquisition of photocopies of books required to fill gaps. Libraries with collections of fragile material, e.g., early newspapers or pamphlets, may also request the Scottish Central Library to record them on microfilm, before they deteriorate further. Already a number of out-of-print works have been microfilmed.

Inquiries for microfilms of scarce Scottish works (or British works generally) will be welcomed from libraries all over the world.

Further details may be obtained from the Scottish Central Library, Lawnmarket, Edinburgh 1, United Kingdom.

[269] CANADIAN BOOKS FOR OVERSEAS LIBRARIES

The Canadian Overseas Book Centre was set up in March 1959, by a voluntary committee in Toronto to forward worth-

while books to selected libraries and institutions overseas where there may be used in the extension of public education.

All books which are sent by the Centre are sent to recipient libraries on the clear understanding that these libraries may apply their own criteria in accepting and using the books.

In September 1959, the Centre forwarded to the Jamaica Library Service in Kingston, Jamaica, 2,500 books

donated by several Canadian libraries and other institutions or individuals. The shipment was distributed by the Jamaica Library Service to its branches and deposit stations in the West Indies.

The address of the Centre is c/o Encyclopaedia Britannica, Toronto, Canada.

[270] REPRINTS OF SCIENTIFIC JOURNALS

The following out-of-print volumes of journals have been reprinted by offset photolithography by Butterworths Scientific Publications Ltd., London:

Brain, vols. I-XV (1878-1892).

Insecta (section of the *Zoological record*), vols. I-XXV.

Journal of the Chemical Society, vols. I-XXIII (1848-70).

Journal of the Textile Institute, vols. I-XV (1910-24).

Metallurgia, vols. I-XV (1929-43).

Transactions of the Faraday Society, vols. I-XXVII (1905-31), plus index; vols. XXXI-XXXV (1935-39).

Zoological record, vols. I-XXV (1865-89).

Complete sets or single volumes are obtainable.

It is also proposed to reprint certain volumes of the following journals: *British journal of urology*; *English historical review*; *Flight*; *Journal of botany*; *Journal of the Royal Anthropological Institute*; *Quarterly journal of experimental physiology*; *Science abstracts*; *Tropical diseases bulletin*; *Wireless engineering*.

Further details concerning prices and other journals to be reprinted may be obtained from Butterworths Scientific Publications Ltd., 88 Kingsway, London, W.C.2, United Kingdom.

[271] TRANSLATIONS OF GERMAN STANDARDS

The Deutscher Normenausschuss has recently established a special department to prepare translations of German standards in English, French and Spanish. Over 800 English translations have already been made.

Copies of the translated documents may

be ordered through the National Standards Association in each country.

Further information concerning standards which have been translated so far may be obtained from the Deutscher Normenausschuss, Uhlandstrasse 175, Berlin, W.15.

[272] INDIAN SPECIAL LIBRARIES CONFERENCE

The Indian Association of Special Libraries and Information Centres (IASLIC) held its Third All-India Conference from 23 to 25 January 1960, in Calcutta. During the inaugural session, the President, Mr. V. P. Sondhi, Chief Geologist and Director of Drilling, National Coal Development Corporation Private Ltd., Ranchi, reported on the association's activities during his two-year tenure of office. During this period there had been a marked increase in membership, a number of publications had been issued, and the Association had continued to provide its members with

useful services in documentation work, microfilming, photostating, translation, language instruction, etc.

During the Conference three symposia were held on: the Development of Libraries in India under the Third Five-year Plan with Particular Reference to Special Libraries; the Rendering of Indic Names for the International Cataloguing Code, and Bibliographic Control in Special Libraries.

The address of the Association is c/o Geological Survey of India Library, 29 Chowringhee Road (Ground Floor), Calcutta 16, India.

[273] ANTWERP'S BOOKMOBILE

Antwerp's first bookmobile, which went into service on 3 February 1959, enables books to be regularly taken to people

living a long way from any of the main public libraries or their branches. This experiment, an innovation in Belgium,

was made possible thanks to Antwerp's well-organized public library service which is well able to support and supply the bookmobile with the books and other material it needs.

The bookmobile is 9.52 metres long and 2.50 metres wide and holds about 2,400 volumes, most of which are Dutch novels or novels translated into that lan-

guage (about 1,300 volumes). About 400 books of a scientific nature and some 700 books for young people are also included. The books are systematically classified on the open-access shelves and the methods for borrowing are the same as those used in other departments of the Antwerp public library service.

[274] STANDARDS FOR SPANISH PUBLIC LIBRARIES

In June 1959, the Dirección General de Archivos y Bibliotecas approved certain standards for the establishment of municipal public libraries in Spain. Such libraries are to be set up only in towns where there are no adequate libraries already existing and which have more than 1,000 inhabitants. The surface area of the general reading-room is to be in proportion with the number of inhabitants: i.e. for a town of less than 10,000

population, it will be 50 square metres; between 10,001 and 20,000 population—60 square metres; over 20,001—80 square metres. Rules are laid down concerning the shape of the reading-rooms, colour of the walls, lighting, shelving, furniture, etc.

The standards were published in the *Boletín de la Dirección General de Archivos y Bibliotecas*, núm. 51, julio-septiembre 1959, p. 41-42.

[275] DOCUMENTATION ON ARCHAEOLOGY

A brochure¹ recently published by the Centre National de la Recherche scientifique (13, quai Anatole France, Paris-7^e) gives the result of the work accomplished since 1955 by a team of archaeologists in the field of mechanical documentation.² The original aim of the undertaking was to show that the burdensome task of compilation imposed on scholars on account of the multiplicity and dispersion of archaeological data could be lightened by collating the data on punched cards in huge catalogues available to specialists for consultation. For there are certain simple multicopying processes which make it possible to obtain all manner of instantaneous combinations within collections of thousands of documents on the basis of any number of descriptive criteria. The principle and functioning of such systems of direct reading without a machine (the peek-a-boo system and, in France, Selecto cards) are illustrated by

photos and sketches in the brochure.

The fields tackled are of three kinds: actual objects (weapons, tools, pottery), figurative representations (e.g., painted scenes on Greek vases) and texts. In the case of texts, the mechanical indexes made by the Centre show in a particularly striking way how quickly a researcher can obtain a bibliography on the most special subjects, thanks to the perfection of the documentary analysis.

The Centre is now engaged in elaborating these methods of descriptive analysis in more and more fields. Once the 'abstracting codes' have been outlined with the help of the scholars, the latter then compile the facts while the Centre composes the corresponding indexes on punched cards. It intends to reproduce each index by an automatic process and put it on sale in the same way and at about the same price as any other publication.

[276] A NATIONAL LIBRARY SERVICE FOR BURMA

From July 1958 to June 1959, Mr. Morris A. Gelfand, Professor and Librarian of Queens College, Flushing, New York (USA) served as Fulbright Lecturer and Consultant in Library Science at the University of Rangoon, Burma.

During this period, Mr. Gelfand introduced the first formal lectures in librarianship ever to be offered at the University of Rangoon. The courses were attended by junior members of the University teaching staff, who, in addition to their

1. Obtainable from the Centre d'analyse documentaire pour l'archéologie, Palais du Louvre, Paris-1^{re}, France.

2. The general interest of this experiment was pointed out as early as 1956 by Mr. Julien Cain, Administrateur général of the Bibliothèque Nationale, in the *Bulletin* (vol. X, no. 11-12, nov.-déc. 1956, p. 265-6).

teaching duties were often required to operate their department libraries, and by library employees from libraries outside the University who had been admitted at their own request. At the end of the academic year 32 students were awarded certificates for having satisfactorily passed the examinations which were based on the series of lectures.

Mr. Gelfand also served as consultant to the Union of Burma Defence Services Historical Research Institute, an organization whose principal mission is to write the military history of Burma, and to the National Defence College, a newly organized institution whose function is to provide advanced studies in military and related arts to senior military officers and important civil officers. He designed new library quarters for the Defence Service Historical Research Institute and provided some training for staff members through his university lectures. At the request of the Asia Foundation a design for new library quarters was prepared and suggestions made for the library collections of the Burmese Foreign Office. With the approval of the Rector of the University, Mr. Gelfand conducted a survey of the library resources, services and facilities of the University of Rangoon and made recommendations for a reorganization and development plan covering a period of several years. In addition, he gave helpful advice to the newly formed Burma Library Association, which approved its Constitution in November 1958 (see *Bulletin*, vol. XIII, no. 11-12, 1959, item 529).

Shortly before he left Burma, Mr. Gelfand accepted an invitation from Unesco to serve as a library consultant in connexion with the proposed new building for the National Library of Burma, which will form an important part of a National Cultural Centre to be erected on a 10-acre site in Rangoon. In view of the fact that the building programme must be conditioned by the functions the library is to perform, Mr. Gelfand drew up a list of these functions most of which are basic to all national libraries. They included the following activities:

1. To acquire, preserve, and make available, all library and related materials concerning Burma whether they are produced locally or abroad.
2. To acquire, preserve, and make available, library materials in all fields of knowledge, for the benefit of scholars, research workers, advanced students and government personnel. Such materials would include: (a) a large

collection of reference books in Burmese, English, and the principal European languages; encyclopaedias, dictionaries, yearbooks, directories, maps, charts, periodical indexes and abstracts; trade, national and subject bibliographies, etc.; (b) a complete collection of the principal, if not all, United Nations publications; (c) selected books on all subjects presumed to be of value and interest to Burmans, and published all over the world; and (d) related materials.

It is emphasized that the bibliographical collection will be an essential adjunct to the catalogue of the National Library. In the catalogue there will be listed only the books owned by the Library. In the bibliographies there will be listed all books published, wherever they are published, and hundreds of thousands of books which can be found in other national libraries and are often available through inter-library loans.

3. To serve as a permanent depository for all publications issued in Burma. (This is one of the most common functions of national libraries).
4. To compile and publish the National Bibliography (list of all publications produced in Burma). For current listings copyright deposits would be utilized as indicated in (3) but the compilation of a retrospective list of Burmese publications going back to the first printed books in Burma would also be highly desirable.
5. To compile and maintain a National Union Catalogue of all books owned by the nation's libraries (except possibly light fiction). This catalogue would serve as an invaluable guide to scholars and researchers, and as the indispensable basis for a national inter-library lending system directed and operated by the National Library.
6. To serve as an inter-library loan centre on a national and international scale.
7. To serve as a national and international book exchange centre. The National Library can be very helpful to Burmese libraries by acting as the medium through which they can exchange books with each other.
8. To provide bibliographical services for the libraries of Burma. These services usually include: central cataloguing of books in the National Library and the provision of printed catalogue cards, at cost, to other libraries; classification and cata-

- loguing advisory services, active leadership in co-operative cataloguing projects, etc.
9. To publish special bibliographies of important collections.
 10. To provide library services to Parliament and to Government departments.
 11. To serve as a centre for co-operative activities among the nation's libraries.
 12. To serve as a central buying agency for foreign books. The small libraries of Burma especially, would profit by buying foreign books through the National Library. In time, after the National Library is well established and adequately staffed, it might be found advisable to centralize all foreign book buying for Burmese libraries in the Acquisitions Department of the National Library.
 13. To serve as an information centre for the nation.

The plan emphasizes that to perform these functions it will be necessary to provide adequate staff, suitable physical facilities and greater funds for library materials, equipment, furniture and supplies. The library building should be designed to serve its purpose for at least 25 years and provisions should be incorporated in its design to ensure the possibility of enlarging it.

(Continued from page 159)

are dispatched to receiving libraries, cards to offering libraries which in due course send their gifts and are refunded postage.

For *periodicals*, the allocation cannot be complete merely by eliminating names on a card and then using it to redirect the appropriate item. In many cases the file card will be one written out by the Centre from various offers. In these cases the original cards have to be attached so that the provenance of each part of the listed item may be seen. Then periodical items often have to be split where several libraries want different runs to fill gaps in their own files. Indeed for a long run wanted by many libraries it is necessary to lay out the details on a large sheet of paper and plan the allocation graphically. From this, which resembles a jigsaw puzzle when complete, the cards mentioned below are written up. Of course, the other considerations of subject affinity and library's credit status etc. have to be borne in mind too, as well as the desirability of keeping long runs intact.

These complications make it necessary to compile during each allocation a separate record for every receiving library. This consists of a 6×4 inch card on which are entered, as the file cards are scrutinized and decisions made on them, the item numbers and volumes and parts awarded, together with a note of the offering library. These cards are kept in a rack in front of the assistant who is able to add to their contents at will as each item is dealt with.

The contents of these cards are typed on advice notes and office copies, as for books but, so that sending libraries marked on the 6×4 inch card shall have a note of what to send, a requisition form for each is interposed between the advice note and the office copy. An electric typewriter and carbon-coated paper are used for this so that as many as nine or ten sheets may be typed at once. The batch coming from one library is then marked in red on one of the requisition forms and so on for the others. These and the advice notes are dispatched and transfer of material takes place as for books.

Postage refunds. As postal orders, cheques and international postal reply coupons cost more than their face value and many introduce additional administrative cost, most co-operating libraries even overseas keep a pool of British postage stamps which, although not legal currency, are convenient for this purpose. Some libraries prefer to receive cheques and postal orders for accounting reasons.

CORRECTION

We regret that the name of Mr. John P. Herling, co-author of the article 'Alternatives to the scientific periodical: a report and bibliography' was misspelt in the March-April issue of the *Bulletin* (vol. XIV, no. 2, 1960, item 89).

EXCHANGE

The exchange offers listed below supplement material published in the Handbook on the international exchange of publications, 2nd edition. Libraries with publications available for exchange which are not already mentioned in the Handbook are requested to send details to the Unesco Division of Libraries, Documentation and Archives. As space permits, the information will be published in this section of the Bulletin.

ALGERIA

- [277] CENTRE PIERRE ET MARIE CURIE,
avenue Battandier, Alger

Offers for exchange the *Bulletin algérien de carcinologie*, issued by the Société de Carcinologie d'Alger, publication of which has recently been resumed after being discontinued for two years.

BOLIVIA

- [278] ESCUELA DE ADMINISTRACIÓN
PÚBLICA, Universidad Mayor de
San Andrés, Cajón postal 1289,
La Paz

Issues mimeographed lists of the duplicate publications it offers in exchange for publications on public administration. Libraries interested in receiving the lists should write to the above address.

BRAZIL

- [279] UNIVERSIDADE CATÓLICA DE
PERNAMBUCO, Faculdade de
Filosofia, BIBLIOTECA, Rua de
Príncipe 526, Recife, Pernambuco

Offers *Symposium, revista trimestral da Universidade Católica de Pernambuco* (año 1, no. 1, 1959, 81 pages, onwards) in exchange for publications on sociology, economics, politics, philosophy, literature, etc.

CANADA

- [280] GEOGRAPHICAL BRANCH,
Department of Mines and
Technical Surveys, 601 Booth
Street, Ottawa

Offers the following publications in exchange for geographical publications: *Bibliographical series on Canadian geography*. *Geographical bulletin* (Periodical). *Geographical papers*. *Memoirs*.

COLOMBIA

- [281] BIBLIOTECA DE LA FACULTAD
NACIONAL DE MINAS,
Universidad Nacional, Medellín

Offers for exchange the Faculty's *Anales* (irregular) and the *Revista dyna*, organ of the students. It also issues mimeographed lists of the duplicate publications it offers for exchange. Libraries interested in receiving the lists should write to the above address.

CYPRUS

- [282] GREEK ALUMNI ASSOCIATIONS OF
CYPRUS, Nicosia

Offer any books published in Cyprus in exchange for books about Cyprus in any language. They also offer free a limited number of copies of their publication *Autē einai ē Kupros*, 1947, 27 p.

FRANCE

- [283] BIBLIOTHÈQUE DE LA FACULTÉ DE
MÉDECINE DE MONTPELLIER,
2 rue de l'École de Médecine,
Montpellier

Issues mimeographed lists of the duplicate publications (mostly issues of medical periodicals) it offers for exchange. Libraries interested in receiving the lists should write to the above address.

HUNGARY

- [284] SZEGEDI EGYETEMI KÖNYVTÁR
(Szeged University Library),
Dugonics tér 13, Szeged

Offers its *Acta bibliothecaria* for exchange. Volume II, no. 2-4, 1959, contains seven articles on current university library problems written in English, French, German or Russian by well-known librarians.

INDIA

- [285] RAMAKRISHNA MISSION INSTITUTE
OF CULTURE, Gol Park, Calcutta 29
Offers its monthly *Bulletin* in exchange for publications on international understanding, cultural activities, etc.

ITALY

- [286] PONTE NUOVO EDITRICE,
via U. Bassi 14, Bologna

Offers the *Quaderni dell'Istituto di Glottologia dell'Università di Bologna* in exchange for periodical publications on linguistics, literature, history, religious history, and philosophy.

MAURITIUS

- [287] MAURITIUS SUGAR INDUSTRY RESEARCH INSTITUTE, Réduit
Issues mimeographed lists of the periodical numbers on agriculture, particularly on the sugar industry, it offers for exchange. Libraries interested in receiving the lists should write to the above address.

NETHERLANDS

- [288] NEDERLANDS INSTITUUT VOOR ZUIVELONDERZOEK (Netherlands Institute for Dairy Research), 2 Kernhemseweg, Ede

Offers for exchange:

- Journal of agriculture and food chemistry*, vols. 1-6 (1953-1958).
Journal of bacteriology, vols. 55-76 (1948-1958).

POLAND

- [289] INSTYTUT BIOLOGII DOŚWIADCZALNEJ IM. M. NENCKIEGO, Polska Akademia Nauk, Biblioteka (Nencki Institute of Experimental Biology, Polish Academy of Sciences, Library), ul. Pasteura 3, Warszawa 22

Offers for exchange:

- Acta biologiae experimentalis*, annual, in English.
Polskie archiwum hydrobiologii (Polish archives of hydrobiology), annual, in Polish with English and Russian summaries.

PORTUGAL

- [290] AGROS, REVISTA DOS ESTUDANTES DO INSTITUTO SUPERIOR DE AGRONOMIA, Lisboa

This bi-monthly review is offered in exchange for periodicals on agriculture, especially the following:

- American fruit grower*, Cleveland.
Bulletin international du froid, Paris.
California citrograph.
Forest science, Washington.
Fruits et primeurs de l'Afrique du Nord, Casablanca.
Journal forestier suisse, Zurich.
Journal of horticultural science.
La revue vinicole, Paris.
Rivista della ortoflorofrutticoltura, Florence.
Rivista di viticoltura e di enologia.
Vignes et vins, Paris, etc.

REPUBLIC OF SENEGAL

- [291] BIBLIOTHÈQUE DE L'UNIVERSITÉ DE DAKAR (MÉDECINE), Dakar
Issues mimeographed lists of the duplicate publications it offers in exchange for medical publications. Libraries interested in receiving the lists should write to the above address.

UNION OF SOVIET SOCIALIST REPUBLICS

- [292] RESPUBLIKANSKAJA BIBLIOTEKA IM. KARLA MARKSA GRUZINSKOJ SSR (Karl Marx Library of the Georgian SSR), Tbilisi

Offers for exchange a number of books in Russian and Georgian on Georgian history, literature, etc.

VENEZUELA

- [293] BIBLIOTECA DE LA DIVISIÓN DE MALARIOLOGÍA, Apartado 4673, Maracay, Aragua
Issues mimeographed lists of the duplicate publications it offers in exchange for medical publications. Libraries interested in receiving the lists should write to the above address.

PUBLICATIONS WANTED

COLOMBIA

- [294] BIBLIOTECA ACCIÓN CATÓLICA ARQUIDIOCESANA, Avda. La Playa no. 45-100, Medellín
Requests publications on general culture and especially the social sciences.

INDIA

- [295] DANDIRHAT SADHARAN PATHAGAR, P.O. and Vill. Dandirhat, Dist. 24 Parganas
Requests fiction and educational and cultural publications.

- [296] P.V.N.N. HALL AND LIBRARY, P.O. Haldibari, Dt. (Cooch-Behar), West Bengal

This library was destroyed by fire on 24 February 1960. Requests fiction, educational and cultural publications to replace its collections.

- [297] UNION JAGARAN SANGHA, Maitana, Midnapore, West Bengal
Requests fiction and educational and cultural publications.

- [298] GNANAPPU AMMAL MEMORIAL

LIBRARY, Mela Chauthiady,
Kottaram P.O., Kanyakumari
Dist.

Requests fiction and educational and cultural publications, preferably in Tamil or English.

[299] JAWAHAR LIBRARY, Parakkai
(Kanya Kumari Dist.)

Requests fiction and educational and cultural publications.

[300] SHIKSHAGAR,
51 Nabin Chakraborty Lane,
Chatra, Serampore, Hooghly,
West Bengal

Requests fiction and educational and cultural publications.

INDONESIA

PUSAT PERPUSTAKAAN INSTITUT
TEKNOLOGI (Institute of Techno-
logy Central Library), 10 Djalan
Ganeca, Bandung

Owing to currency restrictions the Library has difficulty in obtaining foreign textbooks and reference works. Requests publications on technology, natural sciences, mathematics, chemistry and biology.

PAKISTAN

[302] RAIS LIBRARY, Tando Adam,
West Pakistan

Requests fiction and educational and cultural publications (to avoid the tax only parcels under 8 lb. in weight should be sent).

PORTUGUESE INDIA

[303] BIBLIOTECA MUNICIPAL TOMÁS
RIBEIRO, Cidade de Goa

Requests publications on pure and applied sciences by standard authors in English, French, Portuguese or Spanish, published since 1950, of secondary education or university level.

(Continued from page 163)

no relevant document. Such a group can be called an irrelevant group for the search.

Some groups will be selected which contain no relevant documents. How many irrelevant groups will be selected in a search? In the ten-thousand-document example above, suppose the documents are assigned to groups approximately in accession order, a search question is composed of three terms, each search term is possessed by 2 per cent of the collection, and no term (or terms) of the three search terms greatly increases the probability of any other term of the three occurring. Then about two irrelevant groups will be selected. To take another example, for the ten-thousand-document collection, if there are two search terms of 2 per cent frequency each, about twenty irrelevant groups will be selected. The formulas determining these probable numbers of irrelevant groups are the following. Let g be the number of documents per group, R the number of documents in the collection and p_i the ratio of number of documents possessing term i to number of documents in the collection. Then the probable number of extra groups for a search question composed of search terms i and j is about $p_i p_j g R$. If a third search term k is added (which is not highly positively correlated with i or with j) the probable number of extra groups becomes about $p_i p_j p_k g^2 R$. For the derivation of these formulas, see either of the reports cited.

If too many irrelevant groups appear in some searches, when documents are assigned to groups in accession order, it may be possible for a computer to assign documents to groups in a special way so that the number of irrelevant groups will be reduced to a practicable minimum in every possible search. In 'The possibilities of document grouping' a computer procedure is described which might accomplish this. However the cost of such a computer procedure at the present time might be 10 to 30 cents per document, and therefore this use of a computer is not recommended as practical.

Document grouping might also be used, under some circumstances, with retrieval systems employing punched-card sorting machines. For example, the number of cards and the machine running time for a search might be reduced to a fifth.

FREE DISTRIBUTION

UNESCO

- [304] DIVISION OF LIBRARIES,
DOCUMENTATION AND ARCHIVES,
place de Fontenoy, Paris 7^e,
France

Offers:

An *anthology of Mexican poetry*, compiled by Octavio Paz, translated into English by Samuel Beckett, with a preface by Sir C. M. Bowra. 214 p. (*Unesco collection of representative works*). A selection of poems from the sixteenth to twentieth centuries.

Averroes' *Tahafut al-Tahafut* (The incoherence of the incoherence), translated from the Arabic with introduction and notes by Simon van den Bergh. 1954. Luzac, London. Vol. I. xxxvi + 374 p; vol II (notes and index), 217 p. The work is a reply by Averroes to Al-Ghazali's polemic *The incoherence of philosophy*.

Bibliothèque de l'Institut Pasteur. *Deuxième supplément au Catalogue des périodiques et congrès*, Paris, 1959, xxvii p.

—, *Échange de doubles: première partie, périodiques demandés en échange; deuxième partie, périodiques offerts en échange*.

—, *Ouvrages offerts par la Bibliothèque*, 19 p.

Phelps, Ralph H.; Herling, John P. *Alternatives to the scientific periodical: a report and bibliography*. Extracted from the *Unesco bulletin for libraries*, vol. XIV, no. 2 March-April 1960.

ARGENTINA

- [305] BIBLIOTECA « JOAQUÍN V. GONZÁLEZ », Facultad de Ciencias Jurídicas y Sociales, Universidad Nacional de la Plata, calle 6 n° 775, La Plata

Offers free its *Boletín bibliográfico* (no. 1, enero-julio 1959 onwards). A classified list of publications received in the Library.

GREECE

- [306] DIRECTION GÉNÉRALE DE LA PRESSE, Direction des Études (Relations Culturelles), 3 rue Zalocosta, Athènes

Offers:

Bulletin of Greek bibliography, bi-monthly. Also appears in French.

NETHERLANDS

- [307] CENTRAAL TECHNISCH INSTITUUT T.N.O., Koningskade 5, Den Haag

Offers its *Annual reports* free or in exchange for publications on pure and applied sciences.

- [308] MINISTRY OF EDUCATION, Section Foreign Relations, Nieuwe Uitleg 1, The O. Dakar
UNIVERSITE
Dakar
Offers, in the context of the UN project for the appreciation of art and Western cultures, a limited number of copies of the quarterly *De revue of art, life and thought in the Netherlands* (in English) to scientific and cultural institutions in Asian countries.

PANAMA

- [309] SERVICIO INFORMATIVO DE LOS ESTADOS UNIDOS DE AMÉRICA, Panamá

Offers: Litton, Gaston. *La biblioteca moderna y sus contribuciones*, 1959, 42 p. Illustrated.

UNITED STATES OF AMERICA

- [310] LIBRARY OF CONGRESS, PUBLICATIONS UNIT, Washington 25, D.C.

Offers: Judson King: *a register of his papers in the Library of Congress*, Washington, 1960, 10 p.

URUGUAY

- [311] INSTITUTO INTERAMERICANO DEL NIÑO, Avenida 8 de Octubre 2882, Montevideo

Offers:

Apartados.

Boletín.

Informativo.

Noticiario.

and other occasional publications.

- [312] UNESCO CENTRO DE COOPERACIÓN CIENTÍFICA PARA AMÉRICA LATINA, Bulevar Artigas 1320, Apartado de Correos 859, Montevideo

Offers:

Scientific institutions and scientists in Latin America; Paraguay, vol. 1, 1959, 85 p.