Designed to introduce students to some of the basic bibliographic tools in American history available in the Fogler Library at the University of Maine, this guide begins by listing examples of relevant Library of Congress Subject Headings and providing brief explanations of the call numbers and classification systems (Library of Congress and Dewey Decimal) used in Fogler Library. It then lists and describes information sources in 16 categories: abstracts; atlases; bibliographies; biographical sources; card catalog; dictionaries; dissertations; encyclopedias; government documents (bibliographies and guides); handbooks; indexes; manuscripts; microform research collections; newspapers; style manuals; and subject headings. Brief annotations accompany the majority of the examples cited. A concluding notation informs students that additional information sources available to them include computer searches, a computer print-out listing specific periodical holdings in American history, and the assistance of a reference librarian. (CGD)
This guide is designed to introduce the student to some of the basic bibliographic tools in American history found in Fogler Library. It is not intended to be a complete list, but rather a selective introduction to the many sources of information available to the beginning researcher.

| Abstracts | 8 | Encyclopedias | 5 |
| Atlasses | 4 | Government Documents | 9 |
| Bibliographies | 2 | Handbooks | 5 |
| Biographical Sources | 4 | Indexes | 8 |
| Call Numbers | 1 | Manuscripts | 6 |
| Card Catalog | 1 | Microform Research Collections | 6 |
| Classification | 1 | Newspapers | 7 |
| Dictionaries | 5 | Style Manuals | 8 |
| Dissertations | 5 | Subject Headings | 1 |

Access to books and other library materials can be gained by using the card catalog which functions as an index to a major portion of the resources in Fogler Library.

Each book or item included in the card catalog has an author card, a title card, and one or more subject cards. There are many subject headings relating to American history. A few examples are noted below:

- CONFEDERATE STATES OF AMERICA
- POPULISM
- FRONTIER AND PIONEER LIFE
- PURITANS
- MAINE - HISTORY
- UNITED STATES - HISTORY - WAR OF 1898
- 1

Most of the books in Fogler Library are classified in the Library of Congress (LC) classification system which is based upon letter and number combinations. An LC call number is illustrated below.

Ref Location symbol - Indicates the book is shelved in Reference area
E Class - History of America
186 Subclass - Colonial history
S79 Derived from author’s name

There are still volumes in the Library classified in the Dewey Decimal Classification (DDC) which was used in Fogler Library prior to 1967. These books, though older, may still be useful. All call numbers, LC or...
CALL NUMBERS AND CLASSIFICATION

DDC, are printed on the upper left corner of the catalog card. Directional signs by the card catalog indicate book locations throughout the building.

LC CLASSIFICATION OUTLINE FOR AMERICAN HISTORY

E 11-29 America (General)
   31-46 North America
   51-99 Indians. Indians of North America
   101-135 Discovery of America and early explorations

UNIVERSITY OF MICHIGAN
          UNIVERSITY LIBRARIES
          1010 S. University Ave., Ann Arbor, MI 48109-1103

F I-975 United States local history
   201-1140 British America. Canada
   1201-1392 Mexico

BIBLIOGRAPHIES

There are numerous publications which function as guides to the literature of American history. Critical or annotated bibliographies are frequently useful in choosing and evaluating material on a particular topic. A few of the more useful bibliographic guides are identified below.

Ref Z 6201 A55

Ref Z 1236 A1 B4
Ref Z 1236 N4
Preface: Lists "... publications cataloged by The Research Libraries of
the New York Public Library and the Library of Congress for thorough
subject coverage." An important bibliographic series for American
history.

Ref Z 1236 H27
The basic working bibliography for American history. Encompasses
economic, social, scientific, cultural, diplomatic, and political history
as well as research methodology and personal records. Covers books and
journal articles. Vol. 1 is largely topical, vol. 2 is chronological.
Name and subject indexes.

Ref Z 1291 C65
Recent comprehensive bibliography organized by geographic unit. Cut-off
date for listings is December 1975. Maine is considered in terms of its
present boundaries. Subject access via index.

Ref Z 1250 U59
Kaminkov, Marion J., ed. United States Local Histories in the Library
This bibliography is the modified shelf list of the Library of Congress's
local history collection - the best such collection in existence.
Entries arranged by state on a regional basis.

Ref Z 6201 P65
A guide to basic reference sources in all areas of history. Excellent
starting point for the student or beginning researcher.

Ref Z 1035.1 S43 (Information Desk)
Authorative guide to reference materials in all subject fields including
American studies. Helpful annotations and index. Heavily used by
reference librarians.

Ref Z 1215 U53
U.S. Library of Congress. Guide to the Study of the United States of
Subtitle: "Representative books reflecting the development of American
life and thought." Thirty-two chapters in the base volume on such topics
as population, travel, entertainment, religion, sports, art, medicine,
and military history cover over 6,400 titles. Annotations. Supplement
brings coverage up to 1965.

Ref Z 1236 L331
Indispensable annual bibliography attempting to note all books and
articles of value for the study of U.S. history. Many annotations. Some
BIBLIOGRAPHIES (cont.)

publishing irregularities and alterations in scope and format through the years. The 1961 volume was the last published in this series.

Ref Z 1236 L332

Writings on American History: A Subject Bibliography of Articles (1962—). Annual. 1976+

An important serial bibliography which attempts to fill part of the vacuum created by the demise of the earlier Writings. Based largely upon the "Recently Published Articles" section of the American Historical Review. No annotations. More recent volumes have included some dissertations.

Ref Z 1236 W773


Introduction: "... a comprehensive listing of the book-length works published from 1962 to 1975 that are relevant to the study of American history."

ATLASES

Ref G 1201 S1 J3


May be used to locate places mentioned in the Dictionary of American History. Emphasizes exploration, the frontier, territorial organization, and extension of communications. Original 1943 edition edited by James Truslow Adams.

Ref Folio G 1201 S1P32


Encompasses exploration, Indians, population and settlement, politics, cultural development, economic history, city plans, world relationships, military history, and the natural environment. Descriptive text and reproductions of old maps also included.

Ref E 176 A65

Appleton's Cyclopedia of American Biography. 6 vols. 1887-1889.

Substantial articles on notable nonliving Americans and foreigners closely tied to U.S. history. Entries sometimes inaccurate but useful for personalities not included in the Dictionary of American Biography.

Ref E 176 D56


Scholarly biographical studies of prominent people of all periods who lived in the United States. Does not include living persons. Index. Seven supplements brings coverage up to 1965.

Ref E 176 N28


BIографическом SOURCES (cont.)

Who Was Who In America. 1987+ c. 1942+
Concise biographical sketches of deceased individuals who made a
significant contribution to U.S. history. Includes Americans and
citizens from foreign countries.

Brief biographical entries for leading New Englanders.

Abstracts of dissertations submitted to University Microfilms
International by a varying number of institutions. Subject and author

Subtitle: "An Index to Dissertations Completed in History Departments of
United States & Canadian Universities." Covers the period from 1873 to
June 1980.

A chronological encyclopedia made up of reprinted original source
materials.

Compilation of noteworthy documents from 1492 to 1966. Includes
charters, court cases, acts, constitutions, speeches, proclamations, etc.
Convenient source.

Clear, concise articles on all aspects of American history except
biography. Very brief bibliographies. Recently revised. James Truslow
Adams edited the 1st edition.

Comparative historical statistics from colonial times to 1970.

Handy one volume source providing brief articles on lives, events,
activities, and places prominent in American history.
REF: E 174.5 H847  
More a handbook of chronology than a conventional encyclopedia.

**Manuscripts**  
Ref CD 3020 U54  
*Directory of Archives and Manuscript Repositories in the United States.* 1978  
A guide to 3,250 repositories. Description of holdings quite limited.

Ref CD 3022 A45  
Not a union catalog or complete listing but a guide to 1,300 depositories and 20,000 collections of archival and manuscript holdings in the United States and its territories.

Ref Z 6620 U5 M3  
National register of manuscript collections found in repositories throughout the U.S. Collections listed include letters, memoranda, accounts, diaries, log books, drafts, and, since 1970, oral history interview transcripts and sound recordings.

**Microform Research Collections**  
Am3 (Microform Area)  
*American Culture Series.*  
The Bibliography of American Culture 1493-1875 (Z 1215 A585) edited by David R. Weimer was published in 1957 as a list of basic source materials for the study of American civilization and to encourage interdisciplinary work in American culture. The complete text of most titles listed in Weimer, which were originally published before 1800, is available on microfilm as American Culture Series I. This collection offers a broad survey of the 19th century. American Culture Series II furnishes the text of 5,000 books and pamphlets in the humanities, social sciences, and natural and physical sciences originally published between 1801 and 1875 and now largely inaccessible. Many items in Weimer which were reprinted or revised after 1900 are not incorporated in the microfilm series as they are generally available elsewhere. A guide for using the *American Culture 1493 - 1875* collections is available in Information Services (Ref Z 1215 A583).

Microform Area  
*American Periodical Series.*  
More than 1,100 periodicals published from 1741 to 1900 are included in University Microfilms International's *American Periodical Series.* The series is divided into three collections: "American Periodicals, 18th century;" "American Periodicals, 1800-1850;" and "American Periodicals, 1850-1900, Civil War and Reconstruction." Fogler owns all titles in "American Periodicals, 18th Century." They are shelved as unit in the microfilm stacks under the collection title - "American Periodical Series 18th century." Fogler has incomplete holdings for the other two collections, "American Periodicals, 1800-1850" and "American Periodicals 1850 - 1900." Individual titles owned in these collections are shelved...
under their respective titles in the microfilm stacks. Jean Hoornstra's American Periodicals 1741-1900: An Index to the Microfilm Collection; (Microforms Z 6951 H65) is a very useful guide to these collections and Fogler's holdings are clearly marked.

Microforms Service Desk
Early American Imprints, 1639 - 1800.
The most important general list of early American publications is Charles Evans' American Bibliography covering the period 1639 to 1800. Evans encompasses books, pamphlets, and periodicals in a chronological arrangement. The complete text of 42,000 of these items has been reproduced on microprint. Call for these items at the Service Desk. The cards are identified and arranged by numbers found in Evans (Ref Z 1215 E92) and Roger Bristol's supplement to Evans (Ref 1215 E92 Supp.). These bibliographies contain author, classified subject, and printer/publisher indexes.

Microforms Service Desk
Early American Imprints, Second Series. 1801 - 1819.
American Bibliography: A Preliminary Checklist for 1801 - 1819 by Ralph R. Shaw and Richard H. Shoemaker (Ref Z 1215 S48) is intended to be the first step in covering the period in U.S. national bibliography between 1800 when Evans stops and 1820. 50,000 titles from this bibliography up through 1805 are available on microprint at the Microforms Service Desk. Access is by identification numbers found in Shaw and Shoemaker. Shaw and Shoemaker contains title and author indexes.

Microforms Service Desk
Early American Newspapers, 1704-1820.
This collection consists of microprint reproductions of obtainable issues of newspapers listed in Clarence S. Brigham's History and Bibliography of American Newspapers, 1690 - 1820 (Ref Z 6951 B86). Each newspaper included in this collection is listed by title in the Library's card catalog.

Microfilm R 245 (Microform Area)
Records of the States of the United States.
An extensive microfilm collection of early state records particularly rich in the colonial and early national periods. It includes reproductions of legislative, legal, constitutional, court, executive, and administrative records. The Library does not own all of the microfilm in this series. A Guide to the Microfilm Collection of Early State Records (Ref Z 1223.5 A1 U47) and its supplement serve as an index to this material and indicate Fogler's holdings.

Ref Z 6945 A53
Reports the holdings of newspapers from 1821 to 1936 found in over 5,000 repositories throughout the United States and Canada. Arranged geographically by place of publication. Very useful for identifying and verifying newspaper titles.
The latest information on many topics, and often the only information on recent developments, will be found in periodical literature or related publications such as official documents, conference proceedings, and pamphlets. Such publications are generally inaccessible through the card catalog. Indexes and abstracts are the keys to this type of literature. An index is usually arranged by subject and provides a citation to a particular article. An abstracting service offers similar information but includes a short summary or description of the article. The indexes and abstracts described below should be of interest to the student of American history. Most of them are located in the Reference Area.

Index E 31 E48
American History and Life. 1964+.
Provides abstracts and bibliographic citations of articles concerning the history and culture of the United States and Canada.

Index D 299 H5
Historical Abstracts. 1955+.
Offers abstracts and bibliographic references for articles on political, diplomatic, economic, social, cultural, and intellectual history from 1775-1945 found in worldwide journals. Materials of largely local interest not included. The U.S. and Canada are excluded after 1964.

Index AI 3 H85 (Index Table - Reference Area)
Humanities Index. 1974+.
Index to scholarly English language periodical literature in such subject fields as history, area studies, archaeology, and political criticism. From 1907 to 1919 it was known as Readers' Guide Supplement and from 1920 to mid-1965 as International Index. Between mid-1965 and 1972 it was called Social Sciences and Humanities Index.
Index AI 21 N44 (Index Table - Reference Area)
New York Times Index. 1851+
Comprehensive index to the New York Times from its beginning in 1851. Gives a brief summary of articles. The scope of the New York Times is so wide that the index frequently serves as a guide to locating information in other newspapers.

Index AI 3 R48 1890 - 1899
Author, title, subject, and illustrator index to 51 periodicals largely in the time period 1890 - 1899.

Index AI 3 P7
Poole's Index to Periodical Literature. 1802 - 1906.
Subject index only to articles in 479 general American and English periodicals. Invaluable tool for using 19th century periodical literature.

Index AI 3 R48 (Index Table - Reference Area)
Readers' Guide to Periodical Literature. 1900+.
Well known index to popular, general American periodicals. Older volumes are located in the index stacks.

Index AI 3 S62 (Index Table - Reference Area)
Social Sciences Index. 1974+
Index to scholarly periodical literature in the social sciences and related fields. Before 1974 known as Social Sciences and Humanities Index.

The Special Collections Department, located on the third floor, is one of the primary resources for the study of Maine. This area houses the State of Maine Collection; the Clinton Cole Maritime History Collection; Maine state government publications; the University of Maine Archives; the University Collection (publications, records, theses, & dissertations of University students and faculty); and many periodicals, newspapers, maps, manuscripts, and business records related to Maine history. The Department maintains its own card catalog which should be consulted by anyone interested in Maine history.

Fogler Library is a regional depository for U.S. federal government publications and a selective depository for Canadian federal documents. This collection represents a major resource for history, foreign relations, political studies, statistics, maps, public administration, law, and social studies.

Most government publications circulate overnight. Questions concerning government documents should be directed to the librarians at the Information Desk. The following titles may be helpful when consulting U.S. federal documents.

Ref Docs. GP 3.2:C4V2 (Reference Area)
An important retrospective bibliography.
The closest thing we have to a verbatim account of Congressional debate and action. It was called *Annals of Congress* from the 18th Congress - 2nd Session through the 25th Congress - 1st Session, and *Congressional Globe* from the 23rd Congress - 1st Session through the 42nd Congress.

Legislators may read into the Record speeches, editorials, and other comments which were never made on the floor. Texts of bills and resolutions introduced are usually not included. These may be found in the *House Journal* and *Senate Journal* also available in Government Documents.

**Index Table - Reference Area**


Ref Z 1223 Z783

Convenient guide to U.S. government publications. Useful for tracing publishing histories and answering a variety of bibliographic questions.

You may want to know...

that the Library subscribes to well over 50 journals in American history and related fields. A computer printout indicating Fogler's periodical holdings in American history may be consulted at the Information Desk.

that a computer search may be run on your topic. Check with a Reference Librarian who will tell you how this is done and what it will cost.

that a Reference Librarian will help you with the materials described in this guide and with any other questions you have about the Library.

Compiled by Thomas H. Patterson
Fogler Library Information Services
June 1987