

the action sought is the practice of the best present library methods which are applicable to a small collection and a small staff. The book is slanted toward that neglected area of our profession which involves 'one-man' libraries, of which there are many, and to college libraries with a staff of as many as three, of which there are many more. The author even assumes, and rightly, that many of these librarians may be without benefit of professional training.

The text is clear, thorough in treatment of the areas chosen, but concise in statement and precise in reference not only to accepted library practices but also to the most essential tools and professional literature and organizations. The latter is an indication of the author's very gentle but firm persuasion of those library staffs which are least likely to do so to participate in and benefit from

such organizations, notably the ALA.

The value of this book lies in its orientation and emphases. Nothing really new in library method or administration has been said. What has been said has been said well, and with the exception of some slight confusion arising from a lack of sufficient sub-heads, the book is very readable. Strong points include its emphasis on budget matters, an avowedly knotty problem for any library administrator; its numerous but pertinent appendices; and an adequate index.

This volume is deceptive in its simplicity. It is a mine whose wealth may be acquired easily by both professional and nonprofessional staff members of the small college library, and it should soon find its way as well to the reading lists of library science courses in college library administration.—
John David Batsel, Lambuth College. ■■

Books Briefly Noted

Annotated Guide to Reference Materials in the Human Sciences. By A. K. Mukherjee. New York: Asia Publishing House, 1962. 267p. \$8.50.

Bibliographica Neerlandica. Compiled by A. M. P. Mollema and P. M. Morel. The Hague: Nijhoff, 1962. 598p. f 48.-

Biblioteka; Wprowadzenie do zagadnień budowy. (*An Introduction to Library Building Problems.*) By Władysław Piasecki. Warsaw: Stowarzyszenie Bibliotekarzy Polskich, 1962. 120p.

Copyright Law Revision, Part 2; Discussion and Comments on Report of the Register of Copyrights on the General Revision of the United States Copyright Law. House Committee on the Judiciary. Washington, D.C.: Government Printing Office, 1963. 419p. \$1.25.

Directory of Business and Financial Services; a Project of the Business and Financial Division. Edited by Mary A. McNierney. New York: Special Libraries Association, 1963. 6th ed. 187p. \$6.50.

Foreign Newspapers in Southeastern Libraries; Sponsored by the Association of Southeastern Research Libraries. Edited by William Stanley Hoole. University, Ala.: University of Alabama Press, 1963. 64p.

German-English Chemical Terminology; an Introduction to Chemistry in English and German. By Alexander King and Hans Fromherz. Weinheim: Verlag Chemie, 1963. 4th ed. revised and enlarged. 588p.

Guide to Russian Reference Books. By Karol Maichel. (Hoover Institution Bibliographical Series, no. 10). Stanford University, Calif.: The Hoover Institution on War, Revolution, and Peace, 1962. 92p. \$5.00.

History of Early Ukrainian Printing, 1491-1600. By Lubomyr R. Wymar. (Studies in Librarianship, v.1, no. 2). Denver: University of Denver Graduate School of Librarianship, 1962. 96p. \$2.50.

Informe; Reunion Tecnica de Bibliotecas Agricolas de Colombia, 30 de Julio-17 de Agosto de 1962. Auspiciada por la Escuela Interamericana de Bibliotecologia con la colaboracion de la Facultad de Agronomica e Instituto Forestal Universidad Nacional de Columbia. Medellin, Colombia: Escuela Interamericana de Bibliotecologia, 1962. 229p.

The Library of Tomorrow—Today; an Information Service of Educational Research Materials. Edited by Pamela W. Reeves, et al. Cleveland: Center for Documentation and Communication Research, 1962. 326p.

Library Statistics of Colleges and Universities, 1961-62; Institutional Data. By Theodore Samore and Doris C. Holladay. Washington, D.C.: Government Printing Office, 1963. 172p. \$1.00.

Maps of the 16th to 19th Centuries in the University of Kansas Libraries; an Analytical Carto-bibliography. By Thomas R. Smith and Bradford L. Thomas. Lawrence, Kans.: University of Kansas Libraries, 1963. 137p.

Newspapers on Microfilm. (University of Oregon Library Occasional Paper no. 2) Eugene, Ore.: University of Oregon Library, 1963. 17p.

Periodical Holdings in the Library of the School of Medicine. (Library Publications, 1) Saint Louis: Washington University School of Medicine Library, 1963. 179p. \$1.50.

Putevoditel' po Gosudarstvennoi Publichnoi Biblioteke Imeni M. E. Saltykova-Shched-

rina. By N. IA. Morachevskii. Leningrad: 1962. 2d ed. revised and enlarged. 107p.

Spoken Records. By Helen Roach. New York: Scarecrow Press, 1963. 213p. \$4.75.

Supplement to the Census of Medieval and Renaissance Manuscripts in the United States and Canada. By C. U. Faye and W. H. Bond. New York: Bibliographical Society of America, 1962. 626p. \$28.20.

Survey of Libraries, Part II: Academic Libraries. Ottawa: Dominion Bureau of Statistics, Education Division, 1963. 45p. \$.75.

Technical Translating Dictionaries. Manchester, England: Manchester Public Libraries, 1962. 33p. ■■

Microcard Series . . .

(Continued from page 333)

A scale of the graphic type was decided on as the vehicle for making the rating. Definitions of the traits and of the cues were culled from rating scales in use by libraries, and from suggestions of the faculty of the division of librarianship at Emory University.

The completed scale, together with instructions to raters, appears in the appendix of this paper.

STONE, ELIZABETH W., *An analysis* No. 138 of the core administration course of the library schools accredited by the American Library Association. (Thesis: M.S. in L.S., Catholic University of America, 1961.) x, 166 1. \$1.50.

Purpose of the study was to inventory the topical content of the core administration courses offered in the thirty-two accredited library schools and to determine the amount of agreement on: (1) major topics of instruction in basic administration required of all students in the Masters' program; (2) the relative importance of the various topics as indicated by the frequency of inclusion; (3) and the methods of instruction.

It was found that the core concept of a body of knowledge that must be mastered by everyone has been accepted by 66 per cent of the library schools as applicable in the field of administration. Twenty-one of the thirty-two schools offer a core course in administration. Of the material being offered in these core courses there is 77 per cent agreement among the schools on topics covered. The study also includes a survey of the literature on the teaching of library administration. ■■

**For Books, Magazines
& Periodicals
From INDIA & THE EAST**

ASK

K. K. Roy (Private) Ltd.,

P.O. Box 10210,

55 Gariahat Road,

CALCUTTA-19.

Specialists in

**Rare, Out of Print Books
and Back Sets of Journals**