

Understanding Archives and Manuscripts (Archival Fundamentals Series)

James M. O'Toole

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James M. O'Toole : Understanding Archives and Manuscripts (Archival Fundamentals Series) before purchasing it in order to gage whether or not it would be worth my time, and all praised Understanding Archives and Manuscripts (Archival Fundamentals Series):

8 of 8 people found the following review helpful. Archives ExplainedBy gloine36Entering the world of archives is like entering the musty corridors of long forgotten halls in search of lost treasure. For the researcher the treasure is found in archives where tremendous amounts of data lie waiting for someone to discover it. One of the keys in this treasure hunt lies in understanding what an archive is, how it works, and how to access the information within it. This book by James M. O'Toole and Richard J. Cox is an outstanding guide for any researcher that is ready to access archival information. Not only that, but this book is also quite handy for people who are considering careers as an archivist. The authors have put together a compact book that serves as a useful primer for archival novices. Those who seek advanced archival references will do better with books geared towards professional archival work and intermediate level archival skills. For those who seek to understand the purpose of archives and how to interact with archivists, this book was written for them. I found it to be quite useful for public historians to develop a better understanding of how artifacts and information are processed and stored in order for them to access the pieces. Often they lack an understanding of how an archive works and in some cases miss the information they're looking for. In addition, O'Toole and Cox explain the challenges archives are facing in this time of budget crises. While the Internet has made

more information available, it also brings an additional challenge in preparing archival data for Internet publication. In many cases government archives rely on volunteer help to process that task. This book is an excellent reference for those archivists in preparing a short lecture or class on what an archive is and how they work. So for that reason, I recommend this book for small historical societies, government archives, and public historians as a good entry level book in archives and manuscripts. 1 of 1 people found the following review helpful. Archival studies By Osa Ogbe The book is required reading for a class. It has been informative. I'm glad I got it at a reasonable price. Anything over that is unreasonable (\$53.00). The instructor, who works in the field, says the book is on the way out, so don't pay a ridiculous price for it! 1 of 1 people found the following review helpful. Very good introductory book By PSReviews Very good introductory book. Concise, but it also offers a detailed list of suggested readings if you want/need to know more about a specific topic.

Book by O'Toole, James M.