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ABSTRACT

This document comprises four reports related to the Midwest State Archives Guide Project. The first report, "Producing In-House Finding Aids and Administrative Reports: An Expanded Data Base Design," details an expanded SPINDEX database design that could be used to produce a variety of administrative reports. Specific examples are iven and an evaluation of the database design is provided. "Report on Data Entry Alternatives" discusses the various data entry options available to SPINDEX users, including the CPT 4200 with visual memory, magcard typewriters, Wang word processors, and a text editor on the Univac 1100/82. "Approaches to Archival Indexing, A Discussion Document" includes background on subject access systems, existing systems, the nature of the Midwest State Archives holdings, the state of information retrieval, the needs and resources of archives, and multi-institutional access. The final report, "Subject Terms Used in the Illinois State Archives and in the Wisconsin State Archives," contains lists of terms used for subject access in each of the two states and the Wisconsin Subject Authority List; the authority list provides cross references. (THC)

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THE MIDWEST STATE ARCHIVES
GUIDE PROJECT:
COLLATERAL REPORTS

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PRODUCING IN-HOUSE FINDING AIDS AND ADMINISTRATIVE REPORTS: AN EXPANDED DATA BASE DESIGN

A Report Submitted to the
National Historical Publications and Records Commission
upon the Completion of
Grant Number 80-8

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Introduction

SPINDEX rearranges the data in a data base by sorting on the contents of fields and printing the resulting index. Potentially, any field can be used as an index; practically, only some of the fields make logical access points. Some indexes so created are user-oriented (i.e., are what we normally think of as indexes) and others are archivist-oriented administrative reports.

Although the intent of the initial NHPRC data base design was primarily to produce user-oriented guides and indexes, participants in the Midwest State Archives Guide Project believed that the data base could also be used to produce a variety of administrative reports. These reports or special lists can provide an overview of the holdings by categories and can identify classes or groups of records which need special treatment. The advantage of using the data base to produce these reports is to eliminate the need to maintain and keep current several separate files.

We expanded the data base to make this possible by adding fields not assigned by the NHPRC data base design, and, in some cases, by utilizing additional levels.

Examples

Both Minnesota and Wisconsin found it useful to produce a shelf location list. Because a series is not always shelved in a single location, it is necessary to create a "trailer" (level 8) record for each location after the first. Both the level 6 record and the trailer record contain the following fields:

- 123 (Series number, a non-standard field)
- 130 (Current Parent Agency name, a non-standard field)
- 140 (Series title)
- 510 (Material at this location, a non-standard field)
- 520 (Location, a non-standard field)

For Wisconsin, the general holdings list prints the Location field (520), and if the records are shelved in more than one location, the Materials field (510) from both levels 6 and 8. Minnesota and Wisconsin both create location lists by sorting on the 520 field. Displayed under the location is the series number, agency name, title, and material (see figure 1). This list will be used as a means of reading the shelves in order to make sure everything is accounted for and to locate mis-shelved materials.



- 1 -

Figure 1:

MAD 3M/72/K1-2
Series 1234 Executive. Patrick J. Lucey Papers Boxes 55-59 (1977)
MAD 3M/72/K3-P5
Series 1 Public Service Commission. Formal Case Files
MAD 4 /58/A1-B2
Series 1234 Executive. Patrick J. Lucey Papers Boxes 1-54 (1970-1976)

We also create a series location list by sorting on the 123 field with a tertiary sort on the 510 field (there is no SPINDEX secondary sort in this case). We display the agency name, series title, materials, and location(s) under the series number (see figure 2). Copies of these lists, in series number order, will be used as stack guides and will be placed in each area as an aid to paging.

Figure 2:

Series 1

Public Service Commission. Formal Case Files

MAD 3M/72/K3-P5

Series 1234

Executive. Patrick J. Lucey Papers Boxes 1-54 (1970-1976) MAD 4 /58/A1-B2 Executive. Patrick J. Lucey Papers Boxes 55-59 (1977) MAD 3M/72/K1-2

Both Minnesota and Wisconsin added a "Condition/Status Code" field (93X) and a "Regional Repository Selector" field (94X). Lists of codes were developed to identify records in need of conservation, records which are candidates for microfilming, records which should be reappraised or weeded, and records which need reprocessing. Rather than use this field as a selector, we use it as an index field and periodically produce lists for administrative review. The Regional Repository Selector field will be used as a selector when we want to produce guides to the regional reseach centers where some of our holdings are deposited, or to produce as an index, a listing of holdings at each center.

Wisconsin also uses the data base to maintain information about accessions. When a new series or collection is created, that is, when the first accession for that series or collection is accessioned, a new level 6 record is created (level 4 for manuscript collections). This record has only a brief, tentative, summary description of the series or collection as a whole. In addition, a level 7 record is created for the accession. As accessions are added to existing series or collections, new level 7 records These level 7 entries repeat the agency name and title, and include accession number, date accessioned, dates of the accessioned material, accession-specific descriptive data, quantity accessioned, condition codes, donor or source names, and other information about each accession. accession information remains in the data base as a level 7 record until the accession is processed and descriptive information is incorporated into a revised series or collection description. At that time, the level indicator of the accession record is changed to level 1, and the date processed and the quantity remaining after processing are entered. The level 7 data will be displayed in our general holdings list under the series entry, to give the



reading room staff and researchers a complete picture of the holdings. Level 1 and 7 data will also be used to produce lists of unprocessed accessions, lists of records accessioned and processed during a given time period (for annual reports), lists of records needing special attention, lists of records for a particular regional center, and donor lists.

Other lists which may be produced include an accession number list, to correlate original accessions with final identification with a particular series or collection; a records disposition authorization list, used when accessioning new state public records to determine if records transferred under a particular authorization should be treated as an addition to an existing series; an agency index which, although used as a researcher access tool, is also used by the archivists to compile agency histories and to standardize agency naming conventions; a series title list, also used to standardize naming conventions; a list of restricted records, used to alert reading room staff of such records and to review for restriction expirations; a list of records in microforms, to produce a sales catalog; a list of related records, to check for obsolete entries or blind references; a list by arrangement, in order to identify records which require additional processing or indexes to make them more accessible; and a list by quantity, used to identify very large series or collections which might need additional work or more detailed finding aids, to promote storage efficiency, and to serve as a source for statistics on holdings.

Evaluation

Using the data base for these general administrative purposes is very useful. These expanded elements of the data base design, however, were added on to what was intended to be essentially a descriptive data base, and were not thought of as part of a comprehensive archival record keeping and reporting system. The SPINDEX file structure and processing programs do not easily facilitate an ideal administrative information system. SPINDEX requires a duplication of certain fields and thus some overhead. For example, to create the location lists, it was necessary to repeat the same information at each level. This is also true for the accession files. A more ideal system would allow for the use of searchable and indexable data elements within fields. For example, the location field (52X) could have two subfields, "material at this location" and "location." Then it would not be necessary to create trailer records with redundant data.

Although we successfully manage to use SPINDEX to produce the administrative reports needed to help control our holdings, it is very clear that there are problems with this approach. Many lists, such as shelf location lists, can be most efficiently produced using a batch process. For other purposes, lists would not have been necessary if an on-line system was available. It would be advantageous, for example, if the disposal authorization data could be searched on-line whenever a new accession is received. Such an on-line file would be up-to-date at all times and would be used only when needed, rather than having a large printout to check. An on-line system could more easily produce "action" lists of work to be done this month, rather than indexes of work to be done for every month. Investigation into the economics of providing on-line access to at least selected data elements is a project for the future.



REPORT ON DATA ENTRY ALTERNATIVES

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REPORT ON DATA ENTRY ALTERNATIVES

During the course of the Midwest State Archives Guide Project several methods of data entry were developed and tried. Since SPINDEX data entry has been a problem for some SPINDEX users, our experiences might be instructive.

The first data entry method we used was the CPT 4200 with visual memory. It was used because at the time the NHPRC encouraged its use and because a special "loader" program had been written for it. The CPT 4200 is a magnetic cassette machine with fair word processing capabilities. SPINDEX data entry, however, requires that cassettes be sent to the National Archives in Washington, D.C. for conversion to a nine track, 800 BPI SPINDEX input tape, which is processed through SPINDEX program ARSP1D (the loader program). This system is not recommended; the turn-around time for shipping tapes back and forth to Washington is unacceptable.

We also used magcard typewriters. Both the A.B. Dick Magna I and the IBM Magcard II can be used for data entry. Both have word processing capabilities. To use them for data entry requires access to an IBM Communications Magcard II. We use a system made available to us through the University of Wisconsin-Madison library system. The system uses a 2780 telecommunications protocol, but the protocol used is a function of what the host computer center can support. Although A.B. Dick makes communicating machines, they do not communicate in a protocol available at our computer center. After communications, the information is processed by a modified version of SPINDEX program ARSP1C (the MT/ST program) which produces an ARSP10 file. Alternatively (and preferably) the data can be transmitted from the IBM main frame to another word processor for further editing and coding before re-transmission to SPINDEX. We used magcards to enter Illinois data created on the IBM Magcard II in Springfield, as a temporary data entry device after the CPT was no longer available, and as a means of using our word processing personnel to extend our data entry capacity.

The data entry device that we found most acceptable was the Wang word processor. We used a stand-alone System 20 for a few months, but for most of the project we had access to an OIS-140, which we rent from the computer center as part of a network. The Wang has powerful word processing capabilities, its "glossary" and "decision processing" features easily allow a nonprogrammer to essentially "program" it for data entry and for preprocessing and checking for invalid data. Each Wang batch is communicated to the IBM 370 by 3780 protocol. It is processed by a simple program (which was written by the computer center staff) to convert it to an ARSP10 file; it is then sent through programs ARSP2-4, the file maintenance stream. The Wang can also be used to send JCL to run other SPINDEX programs, and to receive the output of these jobs. It should be noted that two other SPINDEX projects are using the Wang as a data entry device: the Kentucky Guide Project and the City of



Portland Archives. The South Carolina Department of Archives and History has a Wang on order at this time.

Even though the new loader program was developed specifically for data from the Wang, it could take data from any word processor or microprocessor which can produce an 80 column card image record. The record sent from the Wang to the IBM does not have any Wang special characters, nor does it have tabs, indents, or carriage returns. These control characters are replaced with the correct number of spaces, according to the tab settings. The following is an example of how it works:

(In this example, → is an indent, which causes all subsequent lines to wrap around; > is a tab; < is a carriage return, and b is a space.)

A SPINDEX input field on a Wang document can take any one of these forms:

- 270 → This 'is the description of a record series entered for purposes of demonstrating how the Wang word processor telecommunicates records to SPINDEX. ◀

The results after telecommunications:

The loader program reads each Wang line as a card image input record. Columns 1-3 consist of the field tag number followed by the field action code (when necessary) in columns 4 and 5. Column 6 is always blank. The content of the field begins in column 7. Trailing spaces are ignored. Records with spaces in columns 1-3 (no tag number) continue the previous field and begin with a space. Nearly any data entry device can be used to produce a record formatted in this way.

Another data entry method used during the project was to take advantage of the text editor on the Univac 1100/82 at the University of Wisconsin-Madison. The Univac is not used for SPINDEX, but one of any number of its text editing programs was used to collect data for SPINDEX. Once an input batch was created, the files were processed by two programs which run on the Univac. One program converts the file to an ARSP10 file and the other converts the data to EBSDIC. This data entry method was used, in part, to produce the Directory of College and University Archives (SAA, 1980) under the direction of the University of Wisconsin-Madison Archives staff. The Univac program which converts the file to an ARSP10 file can be replaced by the new loader program and run on the IBM instead (the new loader program had not yet been written when the Univac programs were written). More direct would be to use a



text editing processor on the same IBM computer as the SPINDEX programs run on, then use the loader program to process an input batch.

These are examples of the data entry options available for SPINDEX users. An understanding of the SPINDEX files, of the nature of the record created by any one of a number of possible data entry devices, and of the communications protocols available, makes its relatively easy for a user to set up his own data entry system.



APPROACHES TO ARCHIVAL INDEXING, A DISCUSSION DOCUMENT

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APPROACHES TO ARCHIVAL INDEXING, A DISCUSSION DQCUMENT

The Midwest State Archives Guide Project was an NHPRC-funded project involving the state archives in Minnesota, Illindis, and Wisconsin: Its main goal was to create a data base using existing series descriptions of the public records held by the three repositories. Using a data base design compatible with the NHPRC design, we sought to demonstrate the feasibility of combining descriptions from several institutions into a single access system. In entering our descriptions, one of our objectives was to provide better subject access to our holdings and we envisioned a common authority Pist which we each would use to index our series descriptions. It quickly became apparent in Phase One of our project that subject access is an intellectually complex area and we therefor included its study as a major aspect of Phase Two of our project. That study is reported in this discussion paper.

The study focused on several related areas: the applicability of currently availab's systems of access, the nature of archival materials and its impact on subject access, developments in the information retrieval field, and the varying needs and resources of archival agencies which affect their subject access choices. We monitored with great interest the work of SAA's National Information Systems Task Force and considered how systems utilized to meet our differing local needs might mesh into some kind of national information system. And as we considered these more theoretical questions, we dealt on a daily basis with developing a functioning system for our own holdings. In the course of our study, we can on a greater appreciation of our institutional differences and of the multiple ways in which access can be gained. We discarded our earlier simplistic assumptions about cooperative access systems. It might be said that we matured in our expectations of what any subject access system can accomplish. And we learned to distinguish between just subject access and a system of general access which would meet other needs of a successful search strategy for archival resources. We began our intellectual journey by gathering information on existing access theory and experiments.

Background

The library profession is logically the source of most information and research on subject access. Some systems of access to published materials are inapplicable or inadvisable for most archival holdings, for instance, citation indexing and classification schemes. However, other approaches seem to hold more promise for archives or are already being applied to archival holdings in some institutions; these include four approaches we discussed in some detail—natural language systems, authorized subject headings, systems based on thesauri, and PRECIS. As background, one must understand three concepts used in analyzing the various subject access systems. These are post-coordination and pre-coordination, syndetic structure, and precision and recall.

Most of the four approaches noted can be utilized either in a post-coordinate system or in a pre-coordinate system. Post-coordination means descriptions are indexed by terms denoting each of the individual concepts present but these concepts are not combined or related to each other until the



search stage. The computer has made large scale post-coordinate systems practical. An example of a post-coordinate approach would be indexing a book on Black women in the labor market under "Blacks," under "Women," and under "Labor market." The searcher who requests information on any one of these terms or on any combination of them (for instance, "Blacks AND Women" or "Women AND Labor market" or "Blacks AND Labor market" or even "Blacks AND Women AND Labor market") would obtain a reference to this work. One who asks for information on "Blacks AND Women AND Education" would not.

Conversely pre-coordination means appropriate terms are associated at the time of indexing rather than at the search stage. A totally pre-coordinate system would use a single index term, omething like "Women in the labor market - Blacks." Depending on the approach, users would find the citation only in this one word order alphabetically under "W" or they could find it under each element of the heading. Pre-coordination is the more traditional system.

Both kinds of systems present advantages and disadvantages. It is possible in post-coordinate indexes to get "false drops," i.e., inappropriate references due to coordinating words which were not related when in context. An example of this is that the request for "Blacks AND Women" might also gain a citation to a work on Black cruckers and their attitudes toward women drivers, a work of minimal interest to the researcher interested in Black women. This does not occur in pre-coordinate indexes. On the other hand, post-coordination has the advantage of searching for terms in any combination specified, while in pre-coordination, the ease of finding any combination is determined by word order. For example, a post-coordinate system responds to the request for "Women AND Labor market" with one relevant list of citations and to the request for "Women AND Blacks" with another list; a pre-coordinate index may group "Women in the labor market" references conveniently, but if you want "Black Women," you have to examine everything indexed under "Women in the labor market - Blacks," "Women in education - Blacks," "Women in charitable work - Blacks," and so on. Word order determines which combinations are reasonably accessible. In practice, most systems have some elements of both pre-coordination and post-coordination.

Most of the approaches applicable to archival resources also utilize some kind of syndetic structure. These systems employ authority lists, i.e., lists of words and phrases which have been authorized or approved for use as subject headings. The syndetic structure consists of references from nonauthorized terms to synonymous or related terms which are authorized—for example, "Calamities, see Disasters"—and of cross references referring the searcher from one authorized term to other related authorized terms—for example, "Disasters, see also Accidents." The quality of the syndetic structure is of major importance in the success of a subject access approach.

Precision and recall are terms used when measuring the success of an access system. Precision is a measurement of relevance. It is expressed numerically as the number of relevant items retrieved, divided by the total number of items retrieved. Recall is the number of relevant items retrieved, divided by the total number of relevant items in the system. A system with high recall supplies a searcher with most of the system's items on the



requested topic but only a few might be exactly what the searcher needs. A system with high precision supplies more exactly what the searcher needs but does not supply items closely related which may also be useful. Since searchers vary in their requirements, an information system should allow a searcher to aim for either high precision or high recall, and to alter the search strategy to be more or less precise depending upon initial results. Precision and recall are greatly influenced by the degree of specificity of the vocabulary and by the thoroughness of the syndetic structure.

Existing systems

Next we studied the four approaches mentioned earlier as applicable to archival resources. Which of these might be the best option for an institution wanting to provide subject access? The first is a natural language system. Natural language systems are those which have no authorized vocabulary and usually no syndetic structure. Most commonly they utilize words which actually appear in titles or abstracts and arrange them in A-Z order. One version is KWIC (Keyword in Context) which highlights one at a time each significant word in a title, printing the entire title alphabetically according to the word highlighted. The great advantage of natural language systems is that they are both economically and quickly produced. Though many librarians feel natural language is an unreliable approach, in retrieval experiments nacural language generally has matched other systems in results. An experiment we conducted in our project using the natural language of our series descriptions did yield relatively successful access.

Authorized subject adings is the approach most commonly found in United States libraries with rs List of Subject Headings and Library of Congress Subject Headings predominant. Particularly since the Library of Congress began supplying catalog cards and now MARC tapes to other libraries and to bibliographic utilities such as OCLC, LC subject headings have become widely used by libraries because of the economies associated with their adoption. Authorized subject headings are largely pre-coordinative with access under the initial word of a heading only; they have a syndetic structure using "see" and "see also" references; and they are usually presented in A-Z order. Many archival institutions use authorized subject heading lists; some use LC and others have compiled their own lists. Some institutions file the headings alphabetically while others are known to arrange headings alphabetically within larger class groups.

Authorized subject headings have been attacked as inadequate. Critics note that new knowledge requires the adoption of new terms or new combinations of terms, something which usually is done very slowly. Access is limited to the single keyword appearing first in the heading. This requires sometimes circuitous follow-up of cross references by users who begin their search elsewhere. Library of Congress headings particularly have been attacked for racism, sexism, western chauvinism, inconsistency of word choice and word order, and an unsystematic approach in the cross reference structure. Consistency in application is discouraged by nearly synonymous authorized headings and by a lack of scope notes.



Thesauri, the third approach, also utilize authority lists of accepted terms. Existing thesauri are almost all post-coordinative, though frequently they use pre-coordination within their authority lists. Access is usually via computer and usually on-line. Their syndetic structure is quite refined: USE refers searchers from non-authorized terms to authorized ones, UF (used for) denotes the opposite relationship, and BT (broader term), NT (narrower term), and RT (related term) provide those other references grouped under "see also" in authorized subject heading systems. Most thesauri go beyond A-Z word access and attempt to establish conceptual relationships by sending searchers from the A-Z list to additional hierarchical tables of authorized terms or to groups associating related terms. In some systems, MEDLINE for instance, a searcher can direct the computer to search into other hierarchical levels of a requested term as well as searching for the term itself. For example, for information on leukemia, the computer could also check up the hierarchy for cancer citations or down the hierarchy for citations on specific types of leukemia. Thesauri have been compiled for many specialized fields of knowledge but so far no general thesaurus exists comparable in inclusiveness to Library of Congress Subject Headings. A general archives wanting to use this approach therefore would need to compile its own thesaurus.

PRECIS, like the thesaurus, is a relatively new system of subject access. Developed by the British National Bibliography and first introduced in 1971, PRECIS stands for PREserved Context Indexing System. The overall subject is put into a title-like statement and the terms of that statement then are rotated to provide access under each term in turn. The entire string is presented to the searcher so the reference always is provided in its full context. Word order is determined by analysis of the function served by each word and the rotation is done by computer. Output has been primarily printed indexes and lists, though starts have been made at providing on-line access. The BNB is gradually building a thesaurus of previously used terms; each term as it is employed is studied in dictionaries, encyclopedias, classification tables, and similar tools, and cross references are entered at that time. PRECIS catalogers learn how to apply the system in intensive training sessions. PRECIS has been adopted in only a few institutions in the United States so far.

The nature of our holdings

With this background information in mind, we turned to a consideration of the nature of our holdings and how they differ from published resources to which subject access systems are commonly applied. Access to public records is traditionally via their office of origin. This is necessarily so in their pre-archives state and since the establishment of modern archival repositories this has been continued and sanctified through the principle of provenance. Many institutions have not gone beyond provenance, feeling either that it provides adequate access or that improved access, though desirable, is beyond their means. For those who do apply a subject access system, that access is usually enhanced by the context provided by provenance. For example, the subject descriptor "Railroads" gains definition if one places it in the context of records of the Illinois Commerce Commission. The researcher can make mental connections between the subject "Railroads" and the functions of government activity.



A second aspect of our holdings is that they are arranged and described collectively. The Midwest State Archives Guide Project was based on descriptions at the series level, with subject access provided to those descriptions. Because series of records range between the extremely heterogeneous (e.g. "Governor's Subject Files") and the extremely homogeneous (e.g. "Cosmetology Board Registers of Licensed Beauticians"), subject access will vary in its level of precision. Overall, subject access at the series level cannot have high precision.

Another consequence of our holdings' arrangement and description is how they are used. With access at the series level, archival resources generally are not ready reference materials. Series that do provide quick specific answers sometimes are accessible through provenance and creator-provided indexes. The majority of series are not of this type and can be very time consuming to use. The records may be large in quantity, have varying arrangements, and lack detailed finding aids. This implies that the most likely users of series level subject access will be researchers doing long-term, in-depth research. This exhaustive kind of research use finds high recall of greater importance than high precision.

The state of information retrieval

From considering the nature of our holdings, we turned to consideration of the information retrieval field. Radical technological development has revolutionized, it might even be said has created, the information retrieval field. Society as a whole is using more and more automation. Several trends have become apparent, among them the trend toward on-line access to data base information, the trend toward use of smaller computers whenever appropriate, the trend toward generalized software, and the trend toward user control of the data. Some of these trends are visible in libraries throughout the country and it seems reasonable to expect them to affect archival repositories as well. At the minimum, it is likely that more and more archives will be adopting automation in some form.

As archives automate, there are opened access possibilities other than the traditional printed catalogs and guides one currently uses to gain entry to archival holdings. Much archival automation which has occurred so far, including most of the SPINDEX applications, has been aimed at publication. Automation has been viewed as the means of making manageable the cumulation of data so that up-to-date revisions can be issued in a timely manner. However, the cost of publication in print or even in microform has increased dramatically. Partially as a consequence, the purchasing power of our audience has decreased. How many guides with frequent revised editions can our audience afford? And if few can buy them, what purpose is served by producing them? Information retrieval technology offers the potential for on-line access without published guides. And within our reference rooms and potentially beyond them too, on-line access can allow for new subject approaches not possible in print form. Using Boolean logic to search assigned index terms or natural language descriptions has become an alternative to a pre-coordinated printed index.



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The needs and resources of archives

As we discarded our earlier assumption that an index had to be in print form, we questioned too our assumptions on the nature of multi-institutional cooperation in subject access. Funding cuts to the NHPRC, which was particularly interested in building a national data base, were taking away the carrot of cash which was a major force in encouraging agreement on procedures among archival institutions. But the NHPRC was not the only party interested, and though the loss of federal funds may slow the progress towards some national system, it may have the advantage of allowing a system or systems to evolve which will be more flexible in meeting the needs of more kinds of archival institutions. The work of SAA's National Information Systems Task Force explored the many suchs and scenarios in which such systems might develop. During the course of the MSAGP discussions, we came to a greater realization of the diversity of needs and resources which exist, even among three Midwest state archives. We reflected at length on the factors which affect both the choice of an internal subject access system and the potential for combining into multi-institutional systems.

In choosing a subject access system, an archival repository must consider its needs, its resources, and its environment. Needs are closely related to clientele. An institution patronized largely by genealogical researchers may have little use for series level subject access and prefer to compile name indexes to selected series. A manuscript repository with a specialized collecting area may need far more precision than that which would be supplied by a general subject authority list. An institution which serves many scholars may be highly concerned with accommodating research in emerging and unforeseen fields of study. In contrast, an archives which primarily serves administrators may want to dispense with general subject access altogether. A high percentage of outside in-person users may encourage a different choice than a high percentage of mail reference or users from inside the institution.

Resources too can vary considerably both in nature and quantity. Some institutions with no access to computers must choose an access system which operates manually. Some have SPINDEX programs which are aimed at printed output. Some have programmer time available for writing or modifying access programs. Some have cheap computer time which would encourage consideration of an on-line system. An institution with low-cost labor available for tasks such as filing routine A-Z catalog cards might choose one system where another institution with only relatively expensive professional staff time at hand might prefer to counsel users through a more esoteric access approach.

Finally institutional environment can make a difference in choosing an appropriate access system. A repository with responsibility for or in the same institution as other research resources may want these resources available through one data base or at least in compatible systems. An approach which works well for one kind of resource, say public records, may not work well for other kinds, for example, audio-visual resources. This pressure to be compatible may be self-imposed or imposed by administrators within the institution. A common example of this environmental impact is an archives associated with a library which is obligated to apply Library of Congress subject headings to its descriptions.



Multi-institutional access

All of these need, resource, and environmental factors work together within each repository to encourage use of some access approaches and discourage others. No one approach is best for all institutions. And all the factors are operational in any attempt to establish a multi-institution system -- along with other even more complicating ones. These factors can be illustrated by examining a hypothetical case of a multi-institutional system. Say that all the repositories in the state of North Arkvania decide to form a common data base with subject access. If one participating institution provides subject access through the natural language of the narrative descriptions in an on-line Boolean access system, another assigns Library of Congress headings in specified index fields, and another has compiled its own specialized thesaurus of subject terms, how can the data base be accessed meaningfully? The size of the data base would also have an impact. Even if all institutions used the same approach, for example assigned terms from a single authority list, the mere bringing together of many institution's entries would create problems. "Public utilities" may be a specific access point when used by one institution which holds 10 series cited under this term. But when combined in a regional index, there may be 40 or 50 citations under this term. In that case, it would be preferable to use more precise keywords such as "Electric utilities," "Telephone utilities," and so on.

If the Arkvanians couldn't function cooperatively combining existing local index approaches, perhaps they would decide to implement one common approach and ask each participating institution to conform to it. What incentive would participants have to do so? Since archival resources are unique, there would be no cost savings motive as exists with shared cataloging in libraries. Conformity could be achieved by indexing twice, once for the cooperative system and once for local needs, or an institution could drop its own system and use only the cooperative one. The cooperative system might need to operate like NUCMC with a central staff doing the indexing. Or the Arkvanians might conclude that the only possible approach is to use Boolean operators and search the natural language of the narrative descriptions.

MSAGP participants devised another model of a cooperative system involving a central core of broad subject categories. These approximately 25 categories would be totally exhaustive, providing a home for all possible subjects, and would be mutually exclusive and include scope notes so that any subject clearly fit into one and only one category. Cooperating institutions would apply as many of the broad subject categories as appropriate to each series or collection description. In addition each institution could index in a more detailed manner if it chose but these entries would not be consistent from one institution to another and likely would vary in approach, word choice, and depth. We envisioned the data base functioning as an on-line system. The broad subject category specified by the researcher would limit the number of descriptions within which one would search either the natural language narratives or assigned index terms.

The advantages of such a model for a national system are several. Such an approach would be affordable for anyone to input as a small list could quickly be applied to series or collection descriptions; the system could be built



from local input without additional central staff; and it would permit an on-line search to be conducted more economically inasmuch as it limits the portion of the data base to be searched. An important advantage is that it is a politically realistic model, allowing for in titutional variations of method geared to local needs. And finally it allows for refinement of the broad categories in the future, conceivably though not at all necessarily resulting someday in a full thesaurus. The refinement need not come across the board to all subject categories at once—As one or several institutions desired to adopt or produce a more detailed breakdown within any broad subject category, they could do so. Refinements then could be applied or not by other institutions as they individually decided. Marketplace forces would influence the compatibility which developed from this.

Conclusions

Looking at subject access in light of all of the above and of our observations made while applying subject terms to our series descriptions, we came to some very specific conclusions. First, we realized that we had not fully appreciated the time-consuming nature of assigning subject terms from an authority list. Staff from one participating institution estimated half their coding and editing time was spent in assigning subject headings. Second, we concluded that access needs will vary not only from institution to institution but even from product to product within an institution; for example, Wisconsin's Braden collection appears in both their mass communications guide and their social action guide but the subject index entries vary, tailored to the precision and depth standards of each volume. Third, we concluded that SPINDEX's dollar sign indexing feature (which treats Ohio\$Agriculture as both Ohio--Agriculture and Agriculture--Ohio) is rarely useful; a single cross-reference in a printed index is more economical than duplicate entries every time a keyword-secondary word combination occurs. Fourth, we concluded that compiling an authority list with a syndetic structure is a never-perfected effort. Each subject is related to many other subjects in many different ways; supplying cross references to document the hierarchies of the relationships and the points where they intersect is a most subjective task. Fifth, we concluded that subject indexes face unrealistic expectations by most users. People anticipate they can check one or two terms and find citations to most of what they would want to see; because of variations in focus of the resources and strategic practices required to keep the number of citations under any term manageable, this will rarely be the case. And sixth and finally, we concluded that the results of using Boolean operators in an on-line, full-text searching system would be equal or superior to all but the most rigorously designed and executed pre-coordinated system.

In reaching these specific conclusions and in discussing our model cooperative system and other alternatives, we came to realize that subject matter is only a portion of what a researcher wants to know about an available resource. An efficient search strategy for many archives users may have other access points equally as important as subject. A search might be delimited by the answers to questions such as



Which repository's records do you wish to use?

A specific repository, or
A type of repository, or
Repositories in a geographic area, or
All repositories

What specific creator do you want?

Particular public agency or type of agency, or
Particular person or organization, or
Any creator

Which geographical/geopolitical area do you want records relating to?

A country, or region, or state, or county, or other political subdivision, or

Any area

What dates are you interested in?
Year
Less than or equal to year
Greater than or equal to year
Between two years
Any time period

What medium do you wish to use/not wish to use?

What form of material do you wish to use/not wish to use?

What specific subject are you interested in?

Name of person

Name of organization

Name of event

Name of topic

Ideally, the search should be limitable by any of these answers in any combination. An access system should be evaluated by how well it facilitates the selection and combination of these search criteria, not just by how well it provides subject access.



SUBJECT TERMS USED IN THE ILLINOIS STATE ARCHIVES
AND IN THE WISCONSIN STATE ARCHIVES

A Report Submitted to the National Historical Publications and Records Commission upon the Completion of Grant Number 80-8

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September 1982



SUBJECT TERMS USED IN THE

ILLINOIS STATE ARCHIVES AND IN THE WISCONSIN STATE ARCHIVES

During the Midwest State Archives Guide Project, participants assigned subject index terms to their descriptions at the series level. Contrary to initial expectations, each state's needs and resources prompted differing conclusions about what access approach could most appropriately be used.

Illinois gained the use of a computer and programs with on-line capacity which could search assigned terms singly or linked with the Boolean AND. Wisconsin compiled a more traditional subject authority list and assigned keywords and secondary words to be utilized in print form. Based primarily on Library of Congress subject headings, the list includes a syndetic structure distinguishing between broader terms, narrower terms, and related terms in the manner of thesauri.

Due to a decision to establish some control over almost all holdings rather than complete control over a smaller percentage of holdings, Minnesota assigned subject terms to only a few series. However; their research and experiences during the project has prompted them to plan future trials with an approach providing the specificity of a book index. Sample entries might read:

Airports,

Siting and development of, for Minneapolis-St. Paul area O'Donnell, Michael,

Correspondence of, as deputy commissioner of administration Rainy Lake,

Licensed commercial fishery harvest in

The final authority lists of terms now utilized in Illinois and Wisconsin follow these paragraphs. Also included is a list noting identical or similar terms which occur as entry words or keywords in both lists. (Differing choices of synonymous terms are not noted on the joint list.) These products are offered not as authorities for other institutions to adopt but as indications of what subjects are documented in state archival records and as examples of how two institutions in differing circumstances have attempted to provide subject access.



Α

D

adoptions adult education advertising aeronautics agricultural products agricultural societies agricultural statistics agriculture aid to dependent children alcoholic beverages almshouses archives

bank closings banks barbers blind bridges budgets buildings

В

C

bus companies

canals cemeteries census certifications charities child labor children chiropractors cigarettes circuses cities civil defense civil rights civil service colleges constitution construction corporations crime

crops

dams deaf deeds dentists discrimination diseases 🦠 draft drainage droughts drugs

E

education elections electricity employees employment employment agencies engineering engineers express companies extraditions

federal aid ferries finance fires floods food stamps foster homes fuel

G

gambling gas companies government grain grand juries gun control

Н

handicapped persons health services highways history homesteading hospitals housing hypnotism

Ι

immigration impeachment income taxes indians inheritance taxes insane institutions insurance insurance companies

J

judges juvenile delinquency

L

labor laws land grants land sales 1aw law enforcement legislation legislators librarius licensing livestock loans local government lumber



M

medicine
mental health
mentally handicapped
military service
militia
mines
mortgages
motor vehicles
museum

N

naturalizations notary publics nurseries nurses nursing homes

0

old age assistance optometrists orphanages osteopaths

· P

pardons patriotism peddlers pensions pharmacists physically handicapped physicians plumbers politics pollution poorhouses post office printing prisons property taxes prostitution public assistance public buildings public health public lands public relations

publications

R

railroads
real estate
recreation facilities
reform schools
regulations
relief
retarded children
retirement funds
revenue
riots
rivers
roads
rural electrification

S

safety
savings and loan associations
school lands
schools
sex education
shipping
soldiers
state employees
state fair
state lands
state library

T

stocks and bonds

streetcars

taxation
teachers
telegraph companies
telephone companies
television
toll highways
tourists
townships
trademarks
traffic
transportation
truck companies
tuberculosis

U

unemployment unions universities utilities

V

veterans
veterinarians
vocational education

W

water
water purification
weight and measures
wildlife
women
women's suffrage
workmen's compensation



В

Α

abolitionism academies accidents accreditation advertising administration adoptions adult education aeronautics age aged agricultural experiment station agricultural products agricultural revolving fund agricultural societies agricultural statistics agriculture aid to dependent children aircraft airports alcoholic beverages alfalfa almshouses alumni americanization ammunition anarchists ancient claims animal bounties animal cruelty annexations annual leave anti-trust. appeals apples archives arms army camps arsenal arsenal, state arsenic assassinations asses athletics atomic energy attendance attorney general auditor general auditor of public accounts

bands bank accounts bank closings banks barberry plants barbers barges barley barns bastardy battles beans beer beeswax bids bigamy billiard tables bills bills, legislative blind blind assistance blind relief fund blindness birth control board of administration fund bohemians bonds, official bonds, revenue . bonuses book binderies books boots boundaries boundaries, county bounties branch banks bricks bridges broomcorn brown envelope account buckwbeat budgets buildings burials bus companies business incorporations businesses busing butter

canal lands canal redemption fund capital punishment capitol cargo carriages casualties catholic schools cattle cemeteries censorship census, industrial censuses ceremonies certifications chaplains charities cheese chickens child-care child labor child labor act child psychiatry children chinese laborers chiropodists chiropractors cholera churches cigarette tax cigarettes circuses cities civil air patrol civil defense civil law civil rights civil service claims classifications clemency clerks clinics clocks clover coal cobblers code departments college testing colleges colt revolvers commercial buildings

audits

awards

austrian rifles

automobile accidents

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E

commissioner of deeds
commissions
commitments
common school fund
community colleges
community service
compensation
competitive bidding
computer programs
computers
comstock laws
confederate
conscientious objectors
conservation
conservation fund
constitution
construction
construction supplies
consumer education
contested elections
contingent (children)
contingent (deafness)
contingent fund
contingent (school pupils)
contingent supplies
contracts
convict labor
convicts
coopers
corn
coroners
corporation trust fund
corporations
costs
cotton
counties
county
county courts
county seats
courthouses
courts martial
cowpeas
cranial size
craniotomies
crematories
crime
crops
crossings
curriculum

damages dams data processing day-care centers daylight savings time deaf deafness death penalty deaths debt debt, state deeds deficit bonds deflation delinquency demobilization democratic party dentists denturists derringer rifles desertions disability assistance disabled disabled persons discharges' discipline discrimination disease diseases divorce doctors draft drainage 🗔 drainage laws drawbridges driver education droughts drowning drugs dumb

E

ecology
economic development
education
efficiency ratings
eggs
eight hour day

26

election laws elections electricians electricity embezzlement emergency relief emergency relief fur eminent domain employees employment employment agencies energy engineering engineers english tower musket enrollments entomology environment epidemics epilepsy 🐪 epileptcy equipment estates ethics evaluations examinations exceptional children executive mansion executivé orders expenditures expense accounts expenses explosives express companies extraditions

F

factory inspection faculty fairgrounds fairs farm implements farm lands ferm loans federal aid federal government federal lands febble-minded

customs

I

G

ferries' filipinos finance finance loans fire prevention fund fire safety fires fiscal control figh protection fund fish wardens fund fishing flags flax flight instruction flights floods flour food food commissioners fund food production food stamps foreign foremen forfeited lands foster homes foxes franchise taxes fraternal orders freight french rifles fruit fuel fuel conservation fuel oil

G

ambling
me and fish fund
game birds
game laws
game protection fund
gardens
gas companies
general assembly
general land office
general revenue fund
geological surveys
germans
gifts
government

governor
grain
grain elevators
grain inspection
grand juries
grapes
grass
grasshoppers
great depression
grist
guardians, legal
gubernatorial campaign
gun.control
guns

F

handicapped persons handicrafts harness-racing harpers ferry rifles hay head grant claims health services hearings heirs helicopters heliports hemp . high schools highway bonds highways nistory hogs holidays home defense homesteading homesteads honey honorable discharge hops horse racing horses horseshoes i hospital ships hospitals housing housing practices hur. ling hunting license hurricanes hypnotism

ice idiots illness immigrants immigration injuries impeachment improvement claims improvement grants improvements inaugurations income taxes incompetent persons indentured servants indentures indian reservations indians industrial schools industry inflation inheritance taxes inmates insane insane persons insane treatment insect control inspections inspectors institutions insurance insurance companies intergovernmental cooperation internal improvements interest bonds

interest stock
internal improvement
 stock
interns
investigations
irish

interest fund

J

japanese-americans
jews
job absenteeism
job audits
job classifications
job descriptions
judges

J

judicial cost judiciary junior colleges justices of the peace juenile delinquency juveniles

L

labor labor laws laborers lakes land land appraisement land claims land fund land grants land lots land patents land sales land titles land warrants law, criminal law enforcement laws lead leases legal aid legislation legislative committee legislative council legislative council president legislative reports legislators lespedeza liberty bonds libraries library circulation library extension license fees license plates licensing lieutenant governor link trainer liquidation bonds liquor liquor sales liquor taxes literacy

L

local
local bond fund
local government
locktenders
locusts
loyalty
lumber
lumpyjaw
lynchings

M

mansion, governors manufactured goods manufacturing marriages meat packing · mediations medical care medical practice medical schools medication medicare medicine melodeons menstruation mental health mental illness mental institutions mental institution inmates mental students mentally handicapped mentally ill mentally retarded mexican-american military fund military land warrants military law military service military warrants militia militia claims milk mine safety mineral lands minerals miners examining fund mines minorities mob violence molasses

M

mortgages
motor fuel refunds
motor fuel tax fund
motor fuel taxes
motor vehicles
mules
municipal incorporate
museum
musical bands
musicians
muster rolls

N

naprapaths narcotics natural gas naturalizations navigation needlework negroes new deal newspapers nihilists nonprofit organization notary publics notas nurseries nurseries, plant nurses nursing homes

0

oaths of office oats occupation taxes occupations officer training scho officers official, appointed officials, elected oil old age old age assistance optometrists oral prosthetists orchards orders ordinance plants organization

livestock

loans

mormons

R

0

organs
orphanages
orphans
osteopaths
osteopathy

outlaws

oxen .

F

paper paper drives pari-mutual betting pardons parking parks parochial schools paroles patents patriotism patronage paupers payrolls peaches pears peas peddlers pensions periodicals personnel personnel code pharmacists philosophy photographs physical exercise phsyical health physically handicapped physicians pianos pipelines plats plumbers police brutality police magistrates policemen policy politics pollution poor poor , farms popcorn

P

populists pornography posse post office potatoes power companies powers of attorney prairie chickens preemption preemption claims presidential electors price controls printing prison guards prisoner of war prisoners prisons prize fighting prize fights procedures professionals program budgeting progressive party promotions property property taxes prostitution prussian muskets public assistance public buildings public health public information public lands public relations publications pupils . purchasing

·Q

quad-cities quarantines

R

rabbits
rabies
race
railroad companies
railroad passes
railroad rates

railroads rates rationing raw materials real estate reapportionment records management recreation facilities recruitment recruiting recycling red top seed reform schools regulations religion relief relinquished lands reorganization reports representation republican party residental buildings resignations resolutions retail sales retarded children retirement retirement fund retirement home reunions revenue revenue fund revenue laws revenue sharing revenue, state rewards rice riots rivers road fund roads

S

rural electrification

rules

safes
safety
sailing vessels
sailors
salaries

population

S

sales tax social hygiene fund strikes saline lands social security strip mining saloons socialist party structural engineers salt soft corn students salt lands soil conservation suburbs sanitation soldiers sugar savings and loan associations soldiers compensation bond fund scandinavians soldiers compensation bonds sugar beets schedules soldiers training superintendent of scholarships sorghum common schools school attendance soybeans superintendent of school finance speaker of the house public instruction school funds special education superintendents school instruction specie supervising architect school lands speed limits . supplies school laws spiritualists supreme court school pupils standardization surgeons school statistics state aid road fund surgical instruments school students state and county premium fund surplus revenue fund school taxes state bank stock surveyors school teachers state banks surveys school text book fund state capitol surveys, land schools state colleges swamp lands scrap drives state constitution sweatshops seals . state debt swedes seaplanes state debt fund swine secretaries state employees sympathizers secretary of state. state fair synthetic rubber secretary of the territory state historical library security state house sedition state house bonds T segregation state house employees selective service state income tax tariffs seminary lands state land fund tax sharing seminary schools state lands taxation senior citizens state library taxes separations state police taxes, assessment of service records state revenues taxes, collection of sewagė : state travel taxes, delinquent sewing state treasurer taxes, personal propert sewing machines state treasury taxes, real estate sex education statistics teachers sheep steamboats teachers pension fund shipping steam engines telegraph companies shoes stem rust telegraphs sidewalks streetcars telephone companies silk television stock brokers silkworms stocks temperance slavery stocks and bonds tenements slaves stockyards tenure slot machines stone quarries tiles smallpox streetcars timber



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V

victory books zoning victory celebrations victory gardens

violence
visitors
vocational education
vocational education fund
vocational rehabilitation fund
volunteers
voting

W

voting machines

wages wagons war bonds war fund war rallies war shortages warehouses wards watches water water levels water purification waterpower waterway fund weapons weed control weight and measures welfare wheat widows wildlife wills wine wives wolves women women's sufferage woodruff cannons woodruff rifles woo1 working capital fund workmens compensation fund

Y

young republicans

timothy tobacco toll collections toll highways tolls tonsilitis tourists townships trade schools trademarks traffic training transfer students - transfers transport transportation treasurer treasurers treaties truant officers truck companies trucks trustees tuberculosis tuberculosis sanatoriums

U

tuitions

unemployment
unions
universities
universities, state
university fund
unknown and minor heirs fund
urban renewal
utilities

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vacations
vegetables
vendors
vessels
veterans
veterans institutions
veterinarians
veterinary medicine
vetoes
vetoes legislation
victims

Abortion Adoption agencies RT Child welfare Adult education Life-long education BT Education --Annual reports --Libraries Advertising NT Billboards RT Public relations Aeronautics see Aviation Aged see Nursing homes County homes Old age assistance Agricultural cooperatives BT Cooperatives Agricultural credit BT Loans Agricultural education BT Higher education RT Vocational schools --Annual reports Agricultural fairs x Fairs NT Wisconsin State Fair Agricultural products see Farm products Agricultural societies Agricultural statistics NT Dairy industry--Statistics Agriculture x Farming --As work relief for transients --Land use --Law and legislation --World War I Aid to dependent children see Child welfare Aircraft spotting BT Civil defense Airlines

BT Aviation
--Annual reports



Alcoholic beverages RT Prohibition --Taxation Alexander, Edward P. **Almshouses** see County homes American Bar Association American Educational Association American Expeditionary Force in Russia see Archangel Expedition American Library Association American Merchant Marine Library Association American Petroleum Institute American Public Health Association American Revolution Bicentennial see United States--Bicentennial American Vocational Association Amerindians 'see Indians Animals see Livestock Wildlife management Anti-Trading Stamp Bill, 1939 Apprentices Appointments see State officials Arbitration, Industrial BT Labor disputes Archaeology Archangel Expedition x American Expeditionary Force in Russia --Newsclippings Architects and architecture RT Engineers --Licensing --School buildings Archives RT Historical societies Armed forces see Military affairs Arson investigations see Fires--Investigations Assembly see Wisconsin. Legislature. Assembly Assessment RT Property tax

Taxation
--Appraisal cards
--Assessment rolls

--Summaries and reports



see Property tax--Tax and assessments rolls

```
Assessment review
    --Case files
Assurance Building and Loan Association (Milwaukee, Wisconsin)
Asylums
    see Psychiatric hospitals
Athletic conferences
    RT Sports
Attorneys
    see Lawyers
Automobiles
    BT Motor vehicles
   ---Registrations
Aviation
    X
        Aeronautics
    BT Transportation
    NT Airlines
Badger History
Badger Savings, wilding and Loan (Milwaukee, Wisconsin)
Bang's disease
        Brucellosis -
  .... X.
    RT Livestock--Disease control
Bank failures
    RT Banks and banking--Liquidations
Banks and banking
    RT Building and loan associations
        Consumer credit companies
        Credit unions
        Land mortgage associations
         Loan associations
         Savings and loan associations
     --Deposits
     --Liquidations
         RT Bank failures
     --Regulation
     --Segregated trusts
         x Segregated trusts
     --Stock lists
 Bar examinations
     see Lawyers
 Barbers
     --Licensing
         --Annual reports
         --Finance
         --Registration records
 Baumann, Charles J.
 Clauty operators
    x Cosmetology
     --Education and training
     --Licensing
 Beetown, Wisconsin
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Belmont Capitol Commission see Wisconsin. Belmont Capitol Commission Berrum, Clarence W. Bertillion measurements of prisoners Better Cities Contest (1923-1930) Bicentennial see United States--Bicentennial Billboards BT Advertising --Regulation Bills and resolutions see Wisconsin. Legislature Blind see Visually handicapped Blind-deaf Deaf-blind BT Physically handicapped RT Visually handicapped --Pensions Bonds see County bonds Municipal bonds Boxing BT Sports --Licensing Boxing clubs Bridges BT Transportation Browne, Arthur Brucellosis see Bang's disease Buckingham, B. R. Budgets see subdivisions Finance and Financial records under specific subjects, corporate or governmental entries, e.g. State agencies -- Finance Building and loan associations BT Banks and banking Buildings, County see Public buildings, County Buildings, State see Public buildings, State Bus companies BT Motor carriers Business education BT Higher education Business history see Comprehensive Employment Training Act Calf vaccination BT Livestock--Disease control



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Camp Randall (Madison, Wisconsin)
Camp Washburn (Milwaukee, Wisconsin)
Campus demonstrations and riots
    BT Demonstrations and riots
    RT Colleges and universities
Canals
    BT
       Waterways
    NT specific canals, e.g. Fox-Wisconsin Canal
    --Construction
Capitol
    see Wisconsin--Capitol
Car ferry companies
    х
        Ferries
        Transportation
    RT Railroads
    --Annual reports
Casson, Henry
Casualty insurance companies
    BT Insurance companies
Cemeteries
Census, date
    x State census
      .United States--Census
       Wisconsin--Census
Centennial, State
    see Wisconsin--Centennial, 1948
Central Railroad Company
Central State Hospital
    --Building and improvement
Certification
    see Licensing
Chain stores
    BT Corporations
    --Taxation
Charitable uses, trusts, and foundations
Charities
        Relief
    X
       Institutions
    NT Orphanages
    RT Public welfare
        Social problems
    -- Inspections
    --World War I
Chicago, Portage, and Superior Railroad
Chicago, St. Paul, Minneapolis, and Omaha Railroad
Chicago World's Fair, 1893
    x World's Columbian Exposition
Child labor
    BT Labor laws and legislation
   , --Regulation
```



```
Child welfare
    x Aid to dependent children
    BT Public welfare
    RT Adoption agencies
        Foster homes
        Orphanages
    --Agencies
    --Case files
    --Finance
    --Research
    --Statistics
Children
    --Employment
        see Child labor
    --Law and legislation
Children of migrant laborers
    see Migrant children
Chippewa Indians
Chippewa Logging Company
Chippewa Valley Colonization Company
Chiropractors
    RT Medicine
    --Licensing
    --Malpractice
Church-state separation
    --Schools
Cigarettes
    --Taxation
Circuses
    --Railroad transportation
City government
    see Municipal government
City planning
    BT Regional planning
    NT Zoning
Citizen's Committee on Public Welfare
Citizenship
    see United States--Citizenship
Civil defense
    BT Military affairs
    NT Aircraft spotting
    --Cold War
    --Public health programs
    --World War I
    --World War II
Civil disorders
    see Demonstrations and riots
Civil rights
        Hum: rights
    RT Discrimination in employment
        Discrimination in housing
        Racism
```



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Civil service
   x State agencies--Personnel
    RT Public employees
        State employees
   --History
Civil War
    x United States--History--Civil War
    BT Military affairs
    --+5th Regiment Wisconsin Volunteer Infantry
    --Bonds ,
    --Claims
        BT Claims against the state
    -- Clothing issues
    --Equipment
        see Civil War--Supplies and equipment
    --Medical and sanitary affairs
    --Memorials
    --Officers
        RT Civil War--Registers, lists, etc. -- Officers
    --Pensions
        see Pensions, Military
             Civil War--Volunteer aid
    --Records
    -- Recruiting, enlistment, etc.
    -- Regimental histories
    --Registers, lists, etc.
        RT Wisconsin. National Guard--Registers, lists, etc.
        --Descriptive rolls
        --Deserters
        --Draftees
        --Officers
        --Veterans
    --Soldiers
        RT Civil War--Registers, lists, etc.
        --Suffrage
    --Songs and music
    --Supplies and equipment
    --Transportation
    --Veterans
        RT Pensions, Military
    --Volunteer aid
Civil Works Administration
     see United States. Civil Works Administration
Claims against the state
    x Suits against the state
    NT Civil War--Claims
Collective bargaining
     see Labor unions
Collection agencies
    RT Loans
```

Collectors and collecting --Firearms Colleges and universities Universities Х BT Higher education NT specific schools RT Campus demonstrations and riots Student aid Commercial Fire Insurance Company Communicable diseases Diseases NT Smallpox Tuberculosis --Statistics Comprehensive Employment Training Act x CETA Conservation see Environmental protection Conservation education see Education--Conservation Constitution see Wisconsin--Constitution Constitutional Convention see Wisconsin--Constitutional Convention Construction projects NT subdivision Construction under other subject headings, e.g. Highways--Construction RT Engineering --Taxation Consulting Actuaries, Advisory Committee of see Wisconsin. Consulting Actuaries. Advisory Committee of Consumer credit companies Finance companies RT Credit unions Banks and banking -- Annual reports --Investigations --Licensing Consumer protection Cooperatives NT Agricultural cooperatives --Rural electrification --Annual reports Copyrights Corporations NT Chain stores specific kinds of corporations or industries, e.g. Railroads, Insurance companies, etc. --Annual reports --Classification manual -- Political endorsements

39



--Registration

--Taxation

```
Correctional institutions
        Penal institutions
    BT Public institutions
    NT Prisons for men
      Prisons for women
        Reformatories for bcys
      Reformatories for girls
    RT Crime and criminals
        Jails, County
    -- Inspections
Cosmetology.
    see Beauty operators
County bonds
    BT County government--Finance
    --Highways
County government
    x Government, County
    BT Local government
    NT . Public welfare--County agencies
    --Finance
        BT Local finance
        NT County bonds
       --Budgets
        --Reports
County government buildings
   see Public buildings, County
County homes
       Aged
    X
        Almshouses
        Poorhouses
        Rest homes, County
    BT Nursing homes
        Public institutions
    RT Old age assistance
    --Building and improvement
    --Resident data
County jails
    see Jails, County
County normal schools
    see Teachers colleges
County officials
    BT Government officials
Court records
   RT Crime and criminals
        Grand juries
Courts
Credit unions
    RT Banks and banking
```

Consumer credit companies

--Liquidations

Crime and criminals BT Social.problems RT Correctional institutions Court records Extraditions Fires--Investigations Juvenile delinquency Law enforcement Pardons and reprieves Criminal code Crops see Field crops Culturally deprived see Socially handicapped Curators Dahlberg, E. M. Dairy industry BT Farm products --Regulation NT Milk audit program Livestock--Disease control --Statistics Dakota Territory Dams RT Waterways Public utilities--Water power --Index --Regulation -- Case files Dane County, Wisconsin -- Economic conditions Davidson, James O. Deaf BT Physically handicapped --Education Deaf-blind see Blind-deaf Deeds x Land sales Demonscrations and riots Civil disorders Protests Riots NT Campus demonstrations and riots Dental colleges Dentists and dentistry--Education BT Higher education Dental public health

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Dentists
    RT Medicine
    --Education
        see Dental colleges
    --Licensing
    --Registers, lists, etc.
Dictionary of Wisconsin Biography
Dieterich, William H.
Disadvantaged
    see Socially handicapped
Disaster relief
    BT Public welfare
    NT Drought relief
    RT Natural disasters
Discrimination in employment
    x Employment discrimination
    RT Employment
        Civil rights
    --- Case files
    --Hearings
Discrimination in housing
    x Housing discrimination
    RT Civil rights
    --Hearings
Diseases
    see Communicable diseases
Distributive Education Clubs of America
District attorneys
    BT Lawyers
Dobson, Mason
Doctors
    see Physicians
Domestic economy
    see Home economics
Door-Kewaunee Regional Library
Draft, Military
    see Military service, Compulsory
Drainage
    RT Water resources
    --Regulation
    --Drainage basins
Draper, Lyman C.
Dredging
    RT Waterways
    --Regulation
Doudna, Edgar G.
Drotning, Phillip
 Drought relief
    BT Disaster relief
 Drug trade
   . --Regulation
```

Dudgeon, M. S. Duluth Canal Eau Claire Book and Stationery Company Eau Claire Lumber Mill Strike, 1881 Education NT Adult education . Higher education Nursery schools Public health--Education Sex education RT Schools Teachers --Beauty operators --Community involvement --Conferences on --Conservation x Conservation education --Curriculum --Social studies --Developmentally disabled --Finance see Federal aid to education State aid to education School districts--Finance --Handicapped --Migrant children --Socially handicapped --Statistics --Studies --Unemployed Educational fund raising Educational law and legislation Ekern, Herman L. Elections see United States--Elections Wisconsin--Elections Electric power companies see Electric utilities Electric railways BT Railroads --Annual reports --Regulation --Valuations --Taxation Electric utilities Electric power companies BT Public utilities NT Rural electrification cooperatives --Regulation --Case files --Maps



--Taxation

```
Elevators
    BT Occupational health and safety
    --Safety codes
Embalmers
    see Undertakers
Emergency government
Emergency Resource Management Plan
Employee welfare funds
    RT Insurance
       Retirement funds
    --Annual reports
    --Indexes
    --Law and legislation
Employee Welfare Plans Advisory Council
    see Wisconsin. Employee Welfare Plans Advisory Council
Employees, State
    see State employees
Employers
   --Index
Employment
         Civil service
         Discrimination in employment
         Occupational training
    --Refugees
    --Statistics
    --Teachers
    --Veterans
    --Women
Employment agencies
Employment discrimination
    see Discrimination in employment
Employment Peace Act
Energy conservation
    see Fuel--Conservation
Engineering
    RT Natural resources
        Construction projects
Engineers
    RT Architects and architecture
    --Licensing
Environmental protection
        Conservation
  X
        Pollution
    RT Fuel--Conservation
        Natural resources
        Water pollution .
    --Drainage
    --Forests
        see Forest management
    --Land management
    --Soil
        see Soil conservation
    --Wildlife
        see Wildlife management
```



Escheated property
Ethan Allen School

x Wales Reformatory

--Building and improvement

Ethnic groups

x Wisconsin--Foreign population

--Education

European War, 1914-1918

. see World War I

Evans, J. M.

Excise tax

BT Taxation

--Motor fuels

--Hearings

--Statistics

--Violations

--Investigations

Executive clemency

see Pardons and reprieves

Exhibits

see Museums

Express companies

BT Transportation

RT. Railroads

--Annual reports

--Regulation

-- Case files

Extraditions

RT Crime and criminals

Fairchild, Lucius

Fairchild, Edward T.

Fairs

see Agricultural fairs

Faith healers

RT Medicine

Family life

--Surveys

--Transients

-- Case histories

Farm products

x Agricultural products

NT Dairy industry

Field crops

Livestock

--Marketing

Farming

see Agriculture

Federal aid to education

x Education--Finance

BT Grants-in-aid

RT School districts--Finance

Federal Communications Commission see United States. Federal Communications Commission Federal Emergency Relief Administration see United States. Federal Emergency Relief Administration Federal Employment Bureau see United States. Federal Employment Bureau Federal Power Commission see United States. Federal Power Commission Feed and fertilizers --Regulation Ferries see Car ferry companies Field crops X Crops BT Farm products --Disease control Finance See subdivisions Finance or Financial records under specific subjects, e.g. School districts--Finance Finance companies See Consumer credit companies Fire associations --Annual reports Fire insurance companies BT Insurance companies Fire Insurance Rating Bureau of Milwaukee Fires х Arson Investigations NT Forest fires RT Crime and criminals -- Investigations -- Case files Firearms -- Collectors and collecting --Regulation see Gun control First National Fire Insurance Company Fish management see Wildlife management Flood plain maps Floods Natural disasters RT Water resources --Highways Foeller and Schober, Architects Fond du Lac River Food and Drug Advisory Committee see Wisconsin. Food and Drug Advisory Committee Food industry and trade --Regulation



Food relief

x Food stamps

BT Public welfare

RT Surplus commodities

Food stamps

see Food relief

Forest fires

BT Natural disasters

Fires

Forest management

x Environmental protection--Forests

RT Lumbering

National forests

--Research

Fort Howard

Fort Wilkins

Foster homes

RT Child welfare

Four Minute Men

Fox and Wisconsin Improvement Company

Fox River

Fox-Wisconsin Canal

Fuel

--Conservation

x Energy conservation

RT Environmental protection

--Taxation

Funeral directors

see Undertakers

Furniture designs

--State Capitol building

Future Farmers of America

Gambling

Game management

see Wildlife management

Gas utilities

BT Public útilities

--Regulation

--Case files

Gases, Asphyxiating and poisonous

Geology

--Wisconsin

Goodland, Walter S.

Gormley, J. H.

Government officials

NT County officials

State officials

Government operations

NT State agencies

--Study



```
Government printing
     BT Printing
Government publications
     x Publications, Government
Government, County
     see County government
Governor
     see Wisconsin. Governor
Grain trade
     --Regulation
    --Shipping
Grand Army of the Republic Home for Veterans
Grand juries
    RT Court records
Grand Trunk Milwaukee Car Ferry
Grand Trunk-Western-Pennsylvania Car Ferry Operating Service Agency
Grant River
Grants-in-aid
    NT Federal aid to education
        State aid to education
Great Lakes-St. Lawrence Tidewater Association
Green Bay, Wisconsin
    --Weather statistics
Green Bay Correctional Institution
    x Wisconsin State Reformatory
       Green Bay Reformatory
    --Building and improvement
Green Bay Reformatory
    see Green Bay Correctional Institution
Griem, W. B.
Gun control
    x Firearms--Regulation
Haines, William H.
Hallows, E. Harold
Handicapped
    NT Mentally handicapped
        Physically handicapped
        Socially handicapped
    --Education
        NT Vocational rehabilitation
Harbors
    BT Waterways
Harper, C. A.
Harvey, Cordelia
Harvey, Louis P.
Hashell, Frank A.
Health
    NT Public health
        specific professions in the health care field, e.g. Nurses
    RT Medicine
        Communicable diseases
    --Women
```



```
Health boards, Local
    --Directories
Health, Public
    see Public health
Heil, Julius P.
Higher education
    BT Education
    NT Agricultural education
        Business education
        College amd universities
        Dental colleges
        Home economics--Education
        Nursing schools
        Teachers colleges
        Vocational education
        specific colleges or universities, e.g. University of Wisconsin
    RT Schools
    --Annual reports
Highways
    x
        Roads
    BT Transportation
    NT Military roads
        Turnpikes
    --Conditions
    --Construction
    -- County trunks
    --Finance
    --Maintenance
    --Maps
    --State trunks
    --Surveys .
        --Photographs
        --Maps
Historic preservation
Historic sites
    RT Historical societies
Historic Sites Foundation
Historical libraries
   BT Libraries
    RT Historical societies
Historical museums
    RT Historical societies
Historical Records Survey
    see United States. Works Projects Administration. Historical Records
    Survey
Historical research
```

4.04

```
Historical societies
    RT Archives
        Hist ic sites
        Historical libraries
        Historical museums
    --Buildings
    --Financial records
    --Public relations
    --Radio broadcasts
History
    --Study and teaching
        --Elementary schools
Home economics
    x Domestic economy
    --Education
        BT Higher education,
        RT Vocational schools
        --Annual reports
    -- Public welfare programs in
Home ownership
    --Credit
Homesteading
    RT Land settlement
Hospitals
    BT Public institutions
    NT Maternity hospitals
        Psychiatric hospitals
    RT Medicine
    --Assessment of need
    --Construction
    --Inspections
Hospitals, Mental health
    see Psychiatric hospitals
Hotels
    --Licensing
House of Representatives (Territorial)
    see Wisconsin. Territorial Council. House of Representatives
Houser, John F.
Housing
    RT Rent control
Housing discrimination
    see Discrimination in housing
Hubbell, Levi
Human rights
    see Civil rights
Hygiene, Public
    see Public health
Hypnotists
Immel, Ralph M.
Immigration
                                               50
    RT Homesteading
```



Immigration agents --Railroad travel Impeachment Income tax BT Taxation --Auditing --Blank forms --Corporations --Personal Indian lands RT Public lands Indian mounds Indian schools BT Schools Indians Amerindians X Native Americans NT specific tribes, e.g. Winnebago Indians -- Dakota Territory Industrial development Industrial disputes seë Labor disputes Industrial homes a see Reformatories for boys Reformatories for girls Industrial hygiene See Occupational health and safety Industrial safety See Occupational health and safety Industrial School for Girls (Milwaukee, Wisconsin) RT Wisconsin School for Girls Industry Inheritance tax Legacy tax BT Taxation Insane asylums see Psychiatric hospitals Institution libraries BT Libraries Institutions see Charities Public institutions Insurance NT Unemployment compensation Workers' compensation RT Employee welfare funds -- Law and legislation



```
Insurance companies
    NT Casualty insurance companies
        Fire insurance companies
        Wisconsin. State Insurance Fund
        Wisconsin. State Life Fund
    --Annual reports -
    --Liquidations
    --Regulation
Insurance Investigating Committee
Inter-related Language Skill Centers (Milwaukee, Wisconsin)
Interstate Commerce Commission
    see United States. Interstate Commerce Commission
Inventors
Jails, County
        County jails
    RT Correctional institutions
    --Building and improvement
Job training
    see Occupational training
Judges
    NT Justices of the peace
    --Testimonials -
Justices of the Peace
    BT Judges
Juvenile delinquency
    RT Crime and criminals
        Reformatories for boys
        Reformatories for girls
    --Studies
Kemps, John J.
Kerner Report
Kettle Moraine Park Project
Kimberly, E. O.
King, Charles
Kirkpatrick, E. L.
Knowles, Warren P.
Kohler, Walter J., Jr.
Korean War
    BT Military affairs
    --Veterans
Kurtenachen, Karl S.
La Crosse and Milwaukee Railroad
La Follette, Bronson C.
La Follette, Robert
Labor disputes
        Industrial disputes
    NT Arbitration, Industrial
        Strikes and lockouts
    RT Labor unions
    -- Case files
    --Public utilities
```

-- Case files

Labor laws and legislation NT Child labor--Regulations Unemployment compensation Women--Employment Workers' compensation Labor supply Labor unions Collective bargaining Trade unions Unions RT Arbitration, Industrial Collective bargaining Labor disputes Strikes and lockouts Lakes to the Gulf Deep Waterways Association, The Lamb, Francis S. Land RT Real property Land grants RT Public lands Land mortgage associations BT Banks and banking Land sales see Deeds Mortgages Public lands--Sales Land settlement RT Homesteading Land surveyors RT Public lands --Licensing Land tenure Land use RT Regional planning Landscape architecture see Court records Lawyers Legislation subdivision Law and legislation under specific subjects Law enforcement RT Crime and criminals Lawyers Attorneys Bar examinations NT District attorneys Public defenders



--Bar examinations

--Disbarment

Laws

See Wisconsin Statutes

Wisconsin. Legislature-Bills and resolutions

subdivision Law and legislation under specific subjects

League of Library Commissions

Legacy tax

see Inheritance tax

Legislation

see Wisconsin. Legislature

the subdivision Law and legislation under specific subjects

Legislative counsels

see Lobbying

Legislative reference bureaus

Legislators

see Wisconsin--Legislators

Legislature

see Wisconsin. Legislature

Legler, Henry E.

Lester, C. B.

Librarians

BT Library employees

--Certification

Libraries

NT Historical libraries

Institution libraries

Libraries, county

Public libraries

Regional libraries

State libraries

--Bibliographies

--Book selection

--Work relief projects

--World War I

--World War II

Libraries, County

BT Libraries

Public libraries

Libraries, Naval

x Naval libraries

Seamen's libraries

Libraries, State

see State libraries

Libraries, Traveling

x Traveling libraries

Library administration

Library architecture ·

--Plans

Library associations

Library conferences

Library education

```
Library employees
    NT Librarians
Library finance
Library publicity
Library statistics
Library surveys
Licensing
        Certification
   , X
    RT Regulation
        the secondary term "Licensing" under professions or facilities being
        licensed, for example, "Restaurants--Licensing" or "Barbers--Licensing"
Life-long education
    see Adult education
Lighthouses
Lincoln County, Wisconsin
    --Farm products
Livestock
    x. Animals
    BT farm products
        Dairy industry--Regulation
    --Disease control
        NT Calf vaccination
        RT Bang's disease
Loan associations
        Small loan companies
    RT Banks and banking
Loans
    NT Agricultural credit
        Mortgages
    RT Collection agencies
Lobbying
    x Pressure groups
       Legislative counsels
Local finance
    NT County government--Finance
        Municipal government--Finance
        Township government--Finance
    --Statistics
    --Studies
Local government
    NT County government
        Municipal government
        Township government
    --Statistics
Local history
Log marks
Logging
    see Lumbering
Louisiana Purchase Exposition
    see St. Louis World's Fair, 1904
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Louisiana Purchase Exposition Company Loyalty Legion see Wisconsin Loyalty Legion Lucey, Patrick J. Lumber companies Lumbering X Logging RT Forest management McCarthy, Joseph R. McDonald, J. J. McGalloway, John P. Manson, Charles Manuscripts Marathon County, Wisconsin Marquette Dental School Masseurs --Licensing --Malpractice -- Registers, lists, etc. Maternity hospitals BT 'Hospitals RT Women--Health --Licensing Meacham, Edgar A. Medicine RT Chiropractors Dentists Faith healers Health Hospitals Midwives Nurses Optometrists Osteopaths Pharmacists Physical therapists Physicians Quacks and quackery Mendota Mental Health Institute --Building and improvement Menominee Enterprises Menominee Indian Study Committee Mental health --Law and legislation Mental health hospitals see Psychiatric hospitals Mental health services Mentally handicapped Retarded x

Handicapped



```
Mexican Border Incident, 1916
    --Finance
Michigan
    --Cut-over region
Midwives
    RT Medicine
        Women--Health
    --Licensing
    --Malpractice
    -- Registers, lists, etc.
Migrant children
    x Children of migrant laborers
    --Education
Migrant labor
Military affairs
        Armed forces
    NT Civil defense
        Civil War
        Korean War
        Pensions, Military
        Soldiers
        Veterans
        World War I
        World War II
Military pensions
    see Pensions, Military
Military roads
    BT Highways
        Military affairs
Military service, Compulsory
    x Draft, Military
    --World War I
Militia
    see Wisconsin. National Guard
         Wisconsin. State Militia
Milk Audit Program
    BT Dairy industry--Regulation
Milwaukee, Wisconsin
    --Public utilities
    --Railroads
    --Schools
Milwaukee Aluminum for Defense Campaign
Milwaukee and Horicon Railroad
Milwaukee and Rock River Canal Company
Milwaukee Committee on State Aid
Milwaukee County, Wisconsin
    --Regional planning
    --School districts
        --Reorganization
Milwaukee Electric Railway and Light Company
```



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Milwaukee House of Corrections
    --Investigation
Milwaukee Light, Heat and Traction Company
Milwaukee Transient Farm
    --Finance
Mines and mineral resources
    NT Taconite mining
    --Taxation
Minnesota
    --Cut-over region
    -- Taconite mining
Minnesota Wisconsin Boundary Line Commission
Mitchell, Alexander
Morgan vs. Fox River Improvement Company
Mortgages
    х
       Land sales
    BT Loans .
    --Drainage funds
    --Public lands
    --School and university lands
Motor carriers
    x Trucking companies
    BT Transportation
    NT Bus companies
    --Annual reports
    --Registration
    --Regulation
        -- Case files
        --Rates
        --Valuations
Motor vehicles
    BT Transportation
    NT Automobiles
    --Registration
Municipal bonds
        Bonds
    BT Municipal government--Finance
    --Highways
Municipal government
        City government
        Village government
    BT Local government
    --Finance
        BT Local finance
        NT Municipal bonds
    --Incorporation
Murta, J. E.
```

National Association of Assessing Officers

ERIC

Museums

x Exhibits

```
National Association of State Librarians
National Association of Tax Administrators
National Boxing Association
National Conference of Bar Examiners
National Council on Compensation Insurance
National Defense Education Act of 1958
    --Title ##
National Farm Loan Association
National forests
    RT Forest management
National Guard
    see Wisconsin. National Guard
National Memorial Reunion and Peace Jubilee, Vicksburg, Mississippi, 1917
National Housing and Rent Act, 1947
Native Americans
    see Indians
Natural disasters
   NT Floods
       Forest fires
        Tornados
   RT Disaster relief
Natural resources
   NT Water resources
    RT Environmental protection
Naturalization records
    RT United States--Citizenship
Naval libraries
    see Libraries, Naval
Navigation
    see Ships
        Waterways
Nelson, Gaylord A.
Nolen, John
Normal schools
    see Teachers colleges
Northern Lakes Regional Council
Northern State Hospital for the Insane
    see Winnebago Mental Health Institute
North, A. F.
Northern Wisconsin Center for the Developmentally Disabled
- --Building and improvement
Northwest Ordinance
    --Anniversary celebration, date
Notaries
Nuclear Warfare Emergency Plan
Nursery schools
   BT Education
   RT Schools
```



```
Nurses
   RT Health
        Medicine
        Nursing schools
    --Licensing
        --Examinations
    --Public health
        RT Public health
Nursing homes
      Aged
    X
    NT County homes
Nursing schools -
    BT Higher education
    --Curricula
    --Faculty
Occupational health and safety
        Industrial hygiene
        Industrial safety
        Safety law and legislation
    NT Elevators--Safety codes
    RT Workers' compensation
Occupational training
        Job training
    RT Employment
       Vocational education
    --For veterans
Oconomowoc Engaprise
Old age assistance
        Aged
    X
    BT Public welfare
    RT County homes
    --Case files
    --Law and legislation
    --Statistics
One-room schools
    See Rural schools
Opstedahl, A. J.
Optometrists
    RT Medicine
    --Licensing
    --Malpractice
    --Registers, lists, etc.
Orbach, Lee C. H.
Orphanages
    BT Charities
        Public institutions
    RT Child welfare
```

--Civil War --Inspections



64

```
Osteopaths
    RT Medicine
    --Licensing
    --Malpractice
    --Registers, lists, etc.
Pan American Exposition, 1901 (Buffalo, New York)
Pardons and reprieves
    x Executive clemency
        Reprieves
    RT Crime and criminals
Parker, Dan
Parks
    --Management
        --Land acquisition
Patriotic Press Association
Patriotic societies
    NT War history committees
    --World War I
Peabody, Arthur
Peck, George W.
Peddlers
Penal institutions
    see Correctional institutions
Pensions
   see Retirement funds
Pensions for the blind
    see Blind deaf--pensions
         Visually handicapped--Pensions
Pensions, Military
    x Military pensions
        Civil War--Pensions
    BT Military affairs
    RT Civil War--Veterans
Personnel management
    --Libraries
Peshtigo Fire, 1871
Pharmacists
    RT Medicine
    --Licensing
        --Examinations
    -- Registers, lists, etc.
Philipp, Emanuel L.
Photography
Physical therapists
    RT Medicine
    --Licensing
    --Malpractice
```

-- Registers, lists, etc.



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Physically handicapped
   BT Handicapped
   NT Blind-deaf
        Déaf
        Visually handicapped
Physicians
       Doctors
    NT Podiatrists
    RT Medicine
    --Licensing
        --Applications
        --Examinations
    --Malpractice
    --Registers, lists, etc.
Pioneers
Plumbers
    --Apprentices
    --Licensing
Podiatrists
    BT Physicians
    --Licensing
    --Malpractice
    -- Registers, lists, etc.
Political campaigns
    RT United States--Elections
        Wisconsin--Elections
Political candidates
    --Nominations
Political endorsements
    -- Corporations and associations
Political parties
    --Conventions
Pollution
    see Environmental protection
         Water pollution
Poor relief
    see Public welfare
Poorhouses
    see County homes
Portage Levee Commission
Post (George B.) and Sons, Architects
Postal records
Postal service
Potosi, Wisconsin
Pressure groups
    see Lobbying
Printing
    NT Government printing
```

```
Prisons for men
    BT Correctional institutions
    RT Reformatories for boys
    --Industries in
    --Inmates
        -- Case files
        --Indexes
        --Parole records
        -- Photographs.
        -- Physical characteristics
        --Veterans
    --Inspections
Prisons for women
        Reformatories for women
    BT Correctional institutions
            Reformatories for girls
    --Inmates
        x Women--Prisoners
        -- Case files
        --Indexes
        --Parole records
        --Photographs
        -- Physical characteristics
Private schools
    BT Schools
    -- Enrollment statistics
Progressive movement
Prohibition
    RT Alcoholic beverages
Property tax
        Scope note: Here are entered records pertaining to the taxation of
        both personal property and real estate.
    BT Taxation
    RT Assessment
    --Summaries and reports
    -- Tax and assessment rolls
        x Assessment--Assessment rolls
Prostitution
Protective Fire Insurance Company
    see Demonstrations and riots
Psychiatric hospitals
        Asylums
        Hospitals, Mental health
        Insane asylums
        Mental health hospitals
    BT Hospitals
    --Administration
    --Finance
    --Inspections
    --Personnel
        -- Salaries, pensions, etc.
```



```
Public assistance
    see Public welfare
Public buildings, County
    x Buildings, County
       County government buildings
Public buildings, State
    x Buildings, State
       State government buildings
    --Building and improvement
Public defenders
    BT Lawyers
    --Case files
Public employees
        Here are entered records concerning all categories of persons employed
        in the public sector on federal, state, county or local levels.
    NT State employees
        specific public service professions, e.g. Teachers
    RT Civil service
Public health
    x Health, Public
        Hygiene, Public
    BT Health
    RT Nurses--Public health
        Sanitary engineering
    --District nurses' reports
    --Education
    --Finance
    --History
    --Law and legislation
        --Violations
    --Statistics
    --Water pollution
Public institutions
    X
       Institutions
        State institutions
    X
    NT County homes
        Correctional institutions
        Hospitals
        Orphanages
    --Administration
    --Finance
    --Inspections
    --Investigations
Public lands
        Real property, State
    X
    x
        State lands
    NT School lands
        University of Wisconsin System--Lands
    RT Indian lands
        Land grants
        Land surveyors
        Railroads--Lands
    --Sales
                                             64
```



--Surveys

TO See the property was the

Public libraries BT Libraries NT Libraries, County Public records Public relations RT Advertising --Historical societies Public utilities Water and sewer utilities Water treatment plants Utilities NT Electric utilities Gas utilities Telephone utilities --Annual reports --Labor disputes -- Case files --Maps --Regulation -- Case files --Indexes --Inspections --Legal opinions --Valuations --Milwaukee, Wisconsin --Regulation --Statistics --Taxation --Suits --Studies --Studies --Water power RT Dams --Regulation Public welfare Poor relief Public assistance Relief Social welfare NT Child welfare Disaster relief Food relief Old age assistance Transients--Aid to Visually handicapped--Pensions Work relief RT Charities Social problems --- Case files --County agencies --Evalutions of --Finance 6. --Audits --Hearings

--Law and legislation

-- Newsclippings



```
Public works
    see Work relief
Public Works Administration
    see United States. Public Works Administration
Publications, Government
    see Government publications
Publishers and publishing
Quacks and quackery
    RT Medicine
Racism
    RT Civil rights
Radio broadcasting
    --- Recordings
Railroads
    X
        Street railways
    BT Transportation
    NT Electric railways
    RT Car ferry companies
        Express companies
    --Annual reports
    --Construction
    -- Immigration
    --Lands
        RT Public lands
    --Locomotives and cars
    --Milwaukee, Wisconsin
        --Regulation
    --Rates
    --Regulation
        -- Case files
        --Inspections
    --Special rates and passes
    --Stations
    --Statistics
    --Taxation
        --Studies
    --World War I
Randall, Alexander W.
Rauch, H. Herman
Real estate
    see Real property
Real estate agents
    --Ticensing
Real estate tax
    see Property tax
Real property
        Real estate
    X
    RT Land
        Deeds
    --Prices
Real property, State
```

see Public lands



Reconstruction Finance Corporation
Recreation
RT Tourism
Reformatories for boys

x Industrial homes

BT Correctional institutions .

RT Juvenile delinquency

Reformatories for girls

x Industrial homes Women--Prisoners

BT Correctional institutions

RT Juvenile delinquency

--Inmates

--Case files

--Indexes

--Parole records

Reformatories for women

see Prisons for Women

Refugees

--Employment

Regional libraries

BT Libraries

Regional planning

x Urban planning

RT Land use

--Milwaukee County, Wisconsin

Regulation

RT Licensing

--Banks and banking

--Billboards

--Child labor

--Commerce

see Trade regulation

--Dairy industry

NT Milk Audit Program

--Dams

--Case files

--Dredging

--Drug trade

--Electric utilities

--Case files

-- Feed and fertilizers

--Food industry and trade

-- Gas utilities

--Case files

--Grain trade

--Insurance companies

--Motor carriers

--Public utilities

--Railroads

-- Taconite mining

-- Telephone utilities

-- Case files

--Transportation

-- Case files



Relief

see Charities

Public welfare

Rennebohm, Oscar

Rent control

RT Housing

Reprieves -

see Pardons and reprieves

Rest homes, County

see County homes

Restaurants

--Licensing

--Inspections

Retarded

see Mentally handicapped

Retirement funds

x Pensions

RT Employee welfare funds

-- Annual reports

Revenue

see Taxation

Reynolds, John W.

Rice, Ora G.

Riots

see Demonstrations and riots

Rivers

see Waterways

Roads

see Highways

Rural electrification cooperatives

BT Electric utilities

--Annual reports

Rural poor

--Research

Rural schools

x One-room schools

BT Schools

--Annual reports

S.T.O.P.

see Students to Oppose Pollution

Saarinen, Eero

Safety law and legislation

see Occupational health and safety

St. Louis World's Fair, 1904

x Louisiana Purchase Exposition

Sanitary engineering

RT Public health

Savings and loan associations

RT Banks and banking

School buildings

--Architectural plans

```
School buses
  · --Routes
School districts
   --Boundaries
       RT School districts--Reorganization
   --Finance
           Education--Finance
       х
       RT Federal aid to education
           State aid to education
   --Inspections
    --Loans
   --Reorganization
       RT School districts--Boundaries
       --Milwaukee County, Wisconsin
School lands
   BT Public lands
   --Mortgages
Schools
       Scope note: Here are entered records pertaining to K-12 education.
   Indian schools
       Private schools
      . Rural schools
  RT Education
       Higher education
       Indian schools
       Nursery schools
       Teachers
   --Accreditation
    --Annual reports
    --Ethnic groups
   --Finance
    --Handicapped
   --Statistics
Schreiber, Martin J.
Seamen's libraries
    see Libraries, Naval
Sears, Verlyn F.
Securities
   x Stocks and bonds
Segregated trusts
    see Banks and banking--Segregated trusts
Senate
    see Wisconsin. Legislature. Senate
Senate (Territorial)
  see Wisconsin. Territorial Council. Senate
Sex education
   BT Iducation
Shipman, S. V.
Shipping
Ships
   x Navigation
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Small Business Administration
  see United States. Small Bysiness Administration
Smallpox
    BT Communicable diseases
    --Statistics
Social problems
    NT Crime and criminals
    RT Charities
        Public welfare
    --Government response
    -- Law and legislation
Social studies
    --Curriculum
Social welfare
    see _Public welfare
Socialism
    --World War I
Socially handicapped
        Culturally deprived

    Disadvantaged

        Underprivileged
    BT Handicapped
    --Education
Soddy, Fred
Soil conservation
    x Environmental protection--Soil
Soldiers
    BT Military affairs
Soldier's Orphan Home (Civil War)
Solomon, Edward
Southern Wisconsin Center for the Developmentally Disabled
    --Building and improvement
Spanish American War
Sports
    NT Boxing
    RT Athletic conferences
State agencies
    BT Government operations
    --Annual reports
    --Audit reports
    --Finance
    --Minutes
    --Personnel
        see Civil service
             State employees
State aid to education
        Education--Finance
    BT Grants-in-Aid
    RT School districts--Finance
    --Applications
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State Bar of Wisconsin -- Integration

State Capitol

see Wisconsin--Capitol

State census

see Census

State Centennial

see Wisconsin--Centennial, 1948

State employees

x Employees, State

State agencies--Personnel

BT Public employees

RT Civil service

State officials

--Military service

--Salaries, pensions, etc.

-- Registers, lists, etc.

State Fair

see Wisconsin State Fair

State government buildings

see Public buildings, State

State Historical Society of Wisconsin

see Wisconsin. State Historical Society

State institutions

see Public institutions

State Insurance Fund

see Wisconsin. State Insurance Fund

State lands

see Public lands

State libraries

x Libraries, State

State Life Fund

see Wisconsin. State Life Fund

State officials

BT Government officials

RT State employees

State Teachers Retirement Fund

see Wisconsin State Teachers Retirement Fund

Statutes

see Wisconsin Statutes

Stevens Point State University

see University of Wisconsin-Stevens Point

Stocks and bonds

see Securities

Stofen, Arthur S.

Street railways

see Railroads

Stop and frisk laws

Striegl, A. R.

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Strikes and lockouts
    BT Labor disputes
    RT Labor unions
Strong, Moses
Student aid
    RT Colleges and universities
Students to Oppose Pollution
    x S.T.O.P.
Sturgeon Bay and Lake Michigan Canal and Harbor Company
Sturgeon Bay Canal
Suits against the state
    see Claims against the state
Superior Board of Trade
Supreme Court
    see Wisconsin. Supreme Court
Surplus commodities
    RT Food relief
    --Work relief program
Swanson, Kenneth
Swamp Land Act of 1852
'Taconite mining'
    BT Mines and mineral rescoures
Taxation
        Revenue
    X
    NT Excise tax
       . Income tax
        Inheritance tax
        Property tax
    RT Assessment
    --Apportionment
    -- Chain stores
    -- Construction projects
    --Public utilities
    --Railroads
    --Studies
Taycheedah Correctional Institution
    x Wisconsin Home for Women (Taycheedah)
    --Building and improvement
Taylor, George W.
Teachers
    RT Education
        Schools.
    -- Employment files
    --Retirement funds
    --Training
Teachers associations
    --Minutes
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Teachers colleges
       County normal schools
        Normal schools
    RT Higher education
    --Annual reports
    --Architectural plans
    --Finance
    --History
Telegraph companies
    --Taxation
Telephone utilities
    BT Public cilities
    --Annual reports
    --Rates
    --Regulation
        -- Case files
Television and television broadcasting
    --Film and videotapes.
Territorial records
    see Wisconsin--Territory
        Wisconsin. Territorial ______,e.g. Wisconsin. Territorial Council
Thomson, Vernon W.
Thwaites, Reuben Gold
Toll roads
    see Turnpikes
Tornados
    BT Natural disasters
Tourism
    RT Recreation
Township government
    BT Local government
    --Finance
        BT Local finance
Trade regulation
        Regulation--Commerce ,
    NT specific kinds of trade regulation, e.g. Railroads--Regulation
    --Investigations
Trade unions
    see Labor unions
Trademarks
Traffic police
Traffic safety
Transient camps
    --Case files
    --Finance
Trunsients
    RT Public welfare
    RT Transient camps
    --Aid to
        RT Public welfare
        --Finance
                                      7.3
    -- Case files
    --Demographic data
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Transportation
    NT Aviation
        Bridges
       Car ferry companies
       Express companies
        Highways
        Motor carriers
        Motor vehicles
      • Railroads
        Waterways
    --Regulation
        -- Case files
        --Indexes
Traveling libraries
    see Libraries, Traveling
Trucking companies
    see Motor carriers
Trust companies
    --Annual reports
Trust: funds
    --Annual reports
    ---Loans
Tuberculosis
    BT Communicable diseases
    --Statistics
Turnpikes
        Tollroads
    X
    BT Highways
Twin City and Superior Railway
Underprivileged
    see Socially handicapped
Undertakers
    x Embalmers
       Funeral directors
    --Licensing
Unemployment
    RT Work relief
    --Education programs
        --Finance
    --Newsclippings
    --Studies
Unemployment compensation
    BT Insurance
       Labor laws and legislation
    --Decisions
    --Fraud dases
    --Hearings
    --Index to employers
    -- Interstate appeals
    --Law and legislation
```

--Veterans' appeals

Unemployment insurance see Unemployment compensation Unions see Labor unions United States --Bicentennial x American Revolution Bicentennial Bicentennial' --Census see Census --Citizenship Citizenship RT Naturalization records --Elections Scope note: Use for federal elections generally. If records pertain to Wisconsin votes only, even if in a federal election, index under Wisconsin--Election. Elections RT Political campaigns Wisconsin--Elections --History -- Revolution and Confederation --Civil War see Civil War United States. Air Force. Ground Observer Corps United States. Army -- Public relations United States. Civil Works Administration x Civil Works Administration United States. Congress. Senate United States. District Court United States. Employment Service United States. Federal Emergency Relief Administration x Federal Emergency Relief Administration United States. Federal Employment Bureau x Federal Employment Bureau United States. Federal Communications Commission x Federal Communications Commission United States. Federal Power Commission x Federal Power Commission United States. Federal Security Agency
United States. Federal Surplus Marketing Administration United States. General Land Office United States. Health, Education and Welfare, Department of United States. Interstate Commerce Commission x Interstate Commerce Commission United States. Labor Department. Employment Security Bureau United States. Library of Congress United States. National Labor Relations Board



United States. National Resource Planning Board

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National War Labor Board
United States.
United States. Post Office
United States. Public Health Service
United States. Public Works Administration
    x Public Works Administration
United States. Railroad Administration
United States. Resettlement Administration
United States. Selective Service Commission
United States. Small Business Administration
    x Small Business Administration
United States. War Department
United States. Work Projects Administration
   x WPA
       Works Progress Administration
       Work Projects Administration
United States. Works Projects Administration. Historical Records Survey
    x Historical Records Survey
United States Geological Survey
United War Work Campaign
Universities
    see Colleges and universities
University of Wisconsin
        Scope note: Use for pre-1974 merger Madison campus and for the
        pre-1974 system which included Madison, Milwaukee, and the centers.
    RT University of Wisconsin System
    --Bequests
    --Constructions projects
    --Lands
    --Lower campus mall
University of Wisconsin System
    RT University of Wisconsin
        Wisconsin State University System
        individual campuses
Urban planning
    see Regional planning
         Zoning
Utilities
    see Public utilities
Veterans
    BT Military affairs
    NT names of wars--Veterans
    --Employment
    --Housing
    -- Unemployment compensation
Veterinarians
Villa Louis
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Village government

see Municipal government

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Visually handicapped
    x
        Blind
    BT Physically handicapped
    RT Blind-deaf
    --Pensions
        BT Public welfare
        --Case files
        --Statistics 3
Vocational education
    BT Higher education
    RT, Occupational training
    --Annual reports
    --Finance
Vocational rehabilitation
    BT Handicapped--Education
    --Finance
Voting records
    RT Wisconsin--Elections
WPA
    see United States. Work Projects Administration
Wales Reformatory
    see Ethan Allen School
War history commmittees
    BT Patriotic societies
War Production Training Program
    --World War II
Warren, Robert W.
Watchmakers
Water :
    --Flouridation
Water and sewer utilities
    see Public utilities
Water pollution
        Pollution
    RT Environmental protection
    --Orders
    -- Public health
    --Studies
Water resources
    BT Natural resources
    NT Waterways
    RT Drainage
        Floods
    --Regulation
        -- Case files
        --Sand blankets
    --Studies
Water treatment plants
    see Public utilities
```

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Waterways
        Navigation
    X
       Rivers
    BT Transportation
        Water resources
    NT Canals
        Harbors
    RT Dams
        Dredging
Waupun Correctional Institution
    x Wisconsin State Prison (Waupun)
    --Building and improvement
Waupun Project
Weeks, Glen L.
Wegner, Arthur E.
Weights and measures
Wesolowski, Martin
West, The '
White House Conference on Education (1955)
Whyte, William F.
Wildlife management
    x Animals
       Environmental protection--Wildlife
       Fish management
       Game management
    --Bounty claims
    --Research
Wilsie, H. A.
Winnebago Indians
Winnebago Mental Health Institute
    x Northern State Hospital for the Insane
    --Building and improvement
Wisconsin
    --Boundaries
    --Capitol
        x Capitol
           State Capitol
           Wisconsin State Capitol
        -- Collapse of south wing
        --Design and construction
        --Furniture design
        --Landscape architecture
    -- Capitol (Old building)
        --Floor plans
    --Census
        see Census
    --Centennial, 1948
            Centennial, State
            State Centennial
    --Congressmen 🗼
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--Constitution, 1848
    --Constitutional Convention, 1846
    -- Constitutional Convention, 1848
    --Cut-over region
    --Description and travel
    --Elections
        X
           Elections
        RT Political campaigns
           United States--Elections
            Voting records
    --Foreign population
        see Ethnic groups
    --Geology
    --History
        --Radio programs
    --Legislators
        RT Wisconsin. Legislature
    --Maps
    --Semi-centennial, 1898
    --Territory
            Territorial records
        RT Wisconsin. Territorial Council
        --Finances
    --Weather
Wisconsin. Adjutant General
Wisconsin. Agriculture, Department of
Wisconsin. Air National Guard
    RT Wisconsin. National Guard
Wisconsin. Arbitration and Conciliation, State Board of
Wisconsin. Assembly
    see Wisconsin. Legislature. Assembly
Wisconsin. Attorney General
    -- Case files
    --Opinions
        --Insurance
Wisconsin. Belmont Capitol Commission
Wisconsin. Canvassers, State Board of
Wisconsin. Capital Development, Bureau of
Wisconsin. Census Bureau
Wisconsin. Civil Defense, Office of
Wisconsin. Compensation Insurance Board
Wisconsin. Conservation Commission
Wisconsin. Consulting Actuaries, Advisory Committee on
Wisconsin. Control, Board of
Wisconsin. Criminal Code Advisory Committee
Wisconsin. Deeds, Commissioners of
Wisconsin. Deposit Fund, State
Wisconsin. Education, State Board of
Wisconsin. Electoral College
Wisconsin. Employee Welfare Plans Advisory Council
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Wisconsin. Employment Relations Study Commission
Wisconsin. Engineers Office
Wisconsin. Fire Marshal
Wisconsin. Fish Commission
Wisconsin. Food and Drug Advisory Committee
    x Food and Drug Advisory Committee
Wisconsin. Geological and Natural History Survey
Wisconsin. Governor
   x Governor
    --Addresses
    --Appointments
    --Proclamations
Wisconsin. Governor. Committee on Migratory Labor
Wisconsin. Health and Social Services, Department of
    --Personnel surveys
Wisconsin. Health, Board of
    --Members' biographies
Wisconsin. Highway Commission
Wisconsin. Immigration, State Board of
Wisconsin. Investigation, State Board of
Wisconsin. Industrial Commission
Wisconsin. Industry, Labor and Human Relations, Department of
Wisconsin. Insurance Commissioner
Wisconsin. Joint Legislative Council. Special Committee on Employee
        Protection in Business Closings
Wisconsin. Land Use Advisory Committee
Wisconsin. Legislature
    RT Wisconsin--Legislators
    --Bills and resolutions
        --Briefs
        --Life insurance companies
    --Committees
       --Investigations
    --Enrolled acts
    --Financial records
    --Journals
    --Lobbyists
    -- Petitions, memorials, etc.
    --Registers, lists, etc.
Wisconsin. Legislature. Assembly
    x Assembly
       Wisconsin. Assembly
Wisconsin. Legislature. Senate
    x Senate
       Wisconsin. Senate
Wisconsin. Livestock Sanitary Board
Wisconsin. Managers, State Board of
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Wisconsin. National Guard
        Militia
    х
        National Guard
   RT Wisconsin. Air National Guard
    --Drill and tactics
    --Ordnance and ordnance stores
    -- Registers, lists, etc
        NT Civil War--Registers, lists, etc.
    --Supplies and equipment
    --Transportation
Wisconsin. National Guard. +1st Cavalry
Wisconsin. National Guard. 32nd Division
Wisconsin. National Guard. Governor's Guard
Wisconsin. National Guard. Lake City Guards
Wisconsin. Natural Resources, Department of
Wisconsin. Personnel, Board of
Wisconsin. Personnel, Bureau of
Wisconsin. Printing Board
Wisconsin. Public Lands, Commissioners of
Wisconsin. Public Property, Superintendent of
Wisconsin. Public Service Commission
Wisconsin. Public Works, Board of
Wisconsin. School and University Lands, Commissioners of
Wisconsin. Secretary of State, Office of the
Wisconsin. Senate
    see Wisconsin. Legislature. Senate
Wisconsin. State Bar Examiners, Board of
Wisconsin. State Historical Society
    x State Historical Society of Wisconsin
    --Buildings
    --Financial records
    --Investigation
    --Lands
Wisconsin. State Insurance Fund
       State Insurance Fund
    BT Insurance companies
Wisconsin. State Life Fund
    x State Life Fund
   BT Insurance companies
Wisconsin. State Militia
    x Militia
Wisconsin. State Patrol
Wisconsin. State Prison Building Commission
Wisconsin. State Treasurer
    x Wisconsin. Treasurer
Wisconsin. Supreme Court
   x Supreme Court
    --Case files
    --History
    --Judges
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Wisconsin. Territorial Council Territorial records RT Wisconsin--Territory --Bills and resolutions --Committees Wisconsin. Territorial Council. House of Representatives x House of Representatives (Territorial) --Bills and resolutions -- Committees Wisconsin. Territoral Council. Senate x Senate (Territorial) --Bills and resolutions --Committees Wisconsin. Territorial Militia Wisconsin. Treasurer see Wisconsin. State Treasurer Wisconsin. Vocational, Technical and Adult Education Board Wisconsin Administrative Code Wisconsin Amateur Athletic Union Wisconsin Bar Association Wisconsin Capitol Commission Wisconsin Child Center (Sparta) --Building and improvement Wisconsin Colonization Company Wisconsin Committee to Welcome Returning Soldiers Wisconsin Compensation Rating and Inspection Bureau Wisconsin Council of Non-Profit Homes and Hospitals Serving the Aged Wisconsin Council of Safety Wisconsin Deep Waterways Commission Wisconsin Defense League Wisconsin Electric Railway Company Wisconsin Elevator Code Advisory Committee Wisconsin Emergency Relief Administration see Wisconsin. Emergency Relief Administration Wisconsin History Foundation, Inc. Wisconsin Home for Women (Taycheedah) see Taycheedah Correctional Institution Wisconsin Institution for the Education of the Blind see Wisconsin School for the Visually Handicapped Wisconsin Institution for the Education of the Deaf and Dumb see Wisconsin School for the Deaf Wisconsin Interim Committee on Unemployment Relief Wisconsin Land Economic Inventory Wisconsin Library Association Wisconsin Library Bulletin Wisconsin Library School Wisconsin Loyalty Legion Wisconsin Railroad Farm Mortgage Land Company Wisconsin Retirement Fund Wisconsin River



Wisconsin School for Girls RT Industrial School for Girls (Milwaukee, Wisconsin) --Building and improvement Wisconsin School for the Deaf x Wisconsin Institution for the Deaf and Dumb --Finance -- Inventories --Student records --Teachers Wisconsin School for the Visually Handicapped x Wisconsin Institution for the Education of the Blind --Finance --Inventories Wisconsin Society of Plumbing Inspectors Wisconsin State Capitol see Wisconsin--Capitol Wisconsin State Conference on Education (1955) Wisconsin State Fair BT Agricultural fairs Wisconsin State Medical Society Wisconsin State Prison (Waupun) see Waupun Correctional Institution Wisconsin State Reformatory see Green Bay Correctional Institution Wisconsin State Teachers Retirement Fund x State Teachers Retirement Fund Wisconsin Telephone Company Wisconsin State University System RT University of Wisconsin System individual campuses -- Construction projects Wisconsin Statutes x Statutes Wisconsin Valley Colonization Company Wisconsin Veterans' Home Wisconsin Veterans' Housing Authority Wisconsin War Records Commission "Wisconsin Welcomes You" (Poster) Wisconsin Workshop for the Blind --Building and improvement Wolf River Women --Employment --Health RT Maternity hospitals Midwives --Prisoners see Prisons for women--Inmates -- Property rights --World War I

Women in charitable work Women's Service Exchange Women's suffrage Work Projects Administration see United States. Work Projects Administration Work relief Х Public works BT Public welfare RT Unemployment --Projects --Finance --Statistics Workers' compensation BT Insurance RT Occupational health and safety Labor laws and legislation --For work relief --Legal opinions Works Progress Administration see United States. Work Projects Administration World War I European War, 1914 - 1918 BT Military affairs --Agriculture --Anti-foreign sentiment --Building restrictions --Charities --Civil defense --Disabled soldiers --Food question --Libraries --Military service, Compulsory --Newsclippings --Patriotic societies --Railroads --Registers, lists, etc. --Soldiers --Veterans --War work --Women World War I Service Recognition Board World War II BT Military affairs --Civi¹ defense -- Economic aspects --Libraries --Periodicals --Personal narratives --Veterans --War Production Training Program --War work



World's Columbian Exposition see Chicago World's Fair, 1893 Wright, Frank Lloyd Youth organizations Zoning