

University of Mississippi

eGrove

---

Library Publications

Library

---

1980

## How to Use the Ole Miss Library

University of Mississippi. Library.

Follow this and additional works at: <https://egrove.olemiss.edu/libpubs>



Part of the [Library and Information Science Commons](#)

---

### Recommended Citation

University of Mississippi. Library., "How to Use the Ole Miss Library" (1980). *Library Publications*. 1.  
<https://egrove.olemiss.edu/libpubs/1>

This Book is brought to you for free and open access by the Library at eGrove. It has been accepted for inclusion in Library Publications by an authorized administrator of eGrove. For more information, please contact [egrove@olemiss.edu](mailto:egrove@olemiss.edu).

# How To Use The Ole Miss Library



Library Handbook  
The University of Mississippi

<b>Contents</b>	<b>Page</b>
Regulations for Borrowing Books . . . . .	2
How to Find a Book . . . . .	2
Library Floor Plans . . . . .	8-13
Checking Out and Returning Books . . . . .	14
Reference Department . . . . .	15
Periodicals Department . . . . .	16
Reserve and Microforms Department . . . . .	16
Documents Department . . . . .	17
Department of Archives and Special Collections . . . . .	17
Other Libraries On Campus . . . . .	18
Services for Your Convenience . . . . .	18
Items of Interest . . . . .	19
Index . . . . .	21



## How To Use This Handbook

This Handbook has been prepared to familiarize you with the University of Mississippi Library. The Table of Contents or the Index should lead you to the pages that will help answer your questions. If you still cannot find what you need, ask a reference librarian. He or she will be happy to help you make better use of the Library facilities.

## Hours, Staff, and Room Numbers

Library hours change frequently. You will find the hours posted on the front door of the Library, or for specific hours you may call 232-7091. Library staff members' names are listed in the directory on the wall outside of Room 204.

Room numbers have been included on the floor plans of the Library and in parentheses in the copy of this Handbook to assist you in locating areas.

### Printers' Marks Ornament Library Entrance

The entrance to the University of Mississippi Library commemorates some famous printers through reproduction of the printers' imprints on the ten panes of glass and on 16 additional plaques on the stair rail inside the entrance. The printers' marks were chosen to ornament the entrance and the interior of the building not just because they point out their creators' progress toward better-printed, better-made books, but because the marks are themselves worthy ornaments. The dates on each of the printers' marks are those that appear on the original imprints still on record. They do not represent the years in which the printers were born but some significant date in a printer's career. Some of the marks have been simplified and the most detailed of the marks are located on the glass of the window. The panes on the left side of the entrance represent, reading from top to bottom:

1. Juan Pablos—1539—Mexico City—The first printer in the western hemisphere, nearly a century before the first book was printed in the United States.
2. Geoffrey Tory—1529—Paris—Master of design of French Renaissance printing.
3. Elzevirs—1665—Leyden, Holland—A family who made Holland the center of printing for more than a century. Their mark has been interpreted, "With knowledge, you are never alone."
4. William Morris—1891—England—Rebelle against Victorian printing practices. His *Chaucer* in 1896 is a masterpiece of revival printing.
5. Erhard Ratdolt—1487—Venice and Germany—Introduced the first printed title page, and printed the first book with geometrical figures.

The panes on the right side bear the imprints of the following pioneers in printing, reading from top to bottom:

1. Enschedes—1743—Haarlem—Some famous type founders whose present-day company was organized in 1703.
2. Petrus Jacobi—1503—France—This mark is made up of angels borrowed from Trepperel, flowers from Couteau, and musical rebus from Marchand.
3. Bruce Rogers—1896—Indiana—An American designer whose principles influenced contemporary practice. He is widely remembered for his *Oxford Lectern Bible*.
4. John Day—1546—London—Cut the first font of Anglo-Saxon type and the first font of Roman letters.
5. Christopher Plantin—1555—Belgium—A printer whose work was best known in the low countries. He printed a famous polyglot *Bible*.

For a description of printers' marks on the stair rail see "Window and Stair Designs," under Items of Interest.



# How To Use The Ole Miss Library

## Regulations for Borrowing Books

The Circulation Department(206), located to the right of the front entrance lends books under the following regulations:

**Library Users:** The University of Mississippi Library is open to all members of the University community: students, faculty, and staff of Ole Miss. Limited library privileges are also extended to scholars, students, and civic groups in and outside of Mississippi.

**Identification:** Current identification is necessary before checking out books. Students are required to show their identification card or fee receipt. Faculty and staff members should show faculty/staff identification cards. Other users should show driver's licenses.

**Loan Periods:** Most books circulate outside the Library for seventeen (17) days during the fall and spring terms and for ten (10) days during the summer sessions.

**Renewals:** Books may be renewed unless requested by another user.

**Recall:** All books are subject to recall if needed for a reserve shelf.

**Fines:** A fine is charged for books not returned on the date due.

**Overdue Notices:** You are responsible for observing the date due and should not be dependent upon Library notices. Overdue notices are sent approximately twice a month. You will receive only one notice for each overdue book.

**Textbooks:** The Library does not provide textbooks for users.

**Non-Circulating Materials:** Reference books, newspapers, and magazines (bound and unbound) may not be taken from the Library.

**Clearing of Records:** All books should be returned and fines cleared with the Library at the end of each semester so that the Registrar's records will be cleared.

**Lost Books:** Users are charged for the cost of a lost book plus a service fee.

## How To Find a Book

**Start with the Card Catalog:** The card catalog, located to the left of the Circulation Desk on the main floor, is an alphabetical index on cards to the cataloged books, periodicals (magazines), microforms, and special collections of the Library. The card catalog lists materials in the main University Library, the Chemistry Library, and the Pharmacy Library. Plastic overlays or stamps show locations for materials in the Reserve Room, browsing room, Mississippi Collection, Reference Room, and Microforms Department. U.S. Government documents are housed in the Library in the Documents Department (102) but are NOT LISTED in the card catalog.

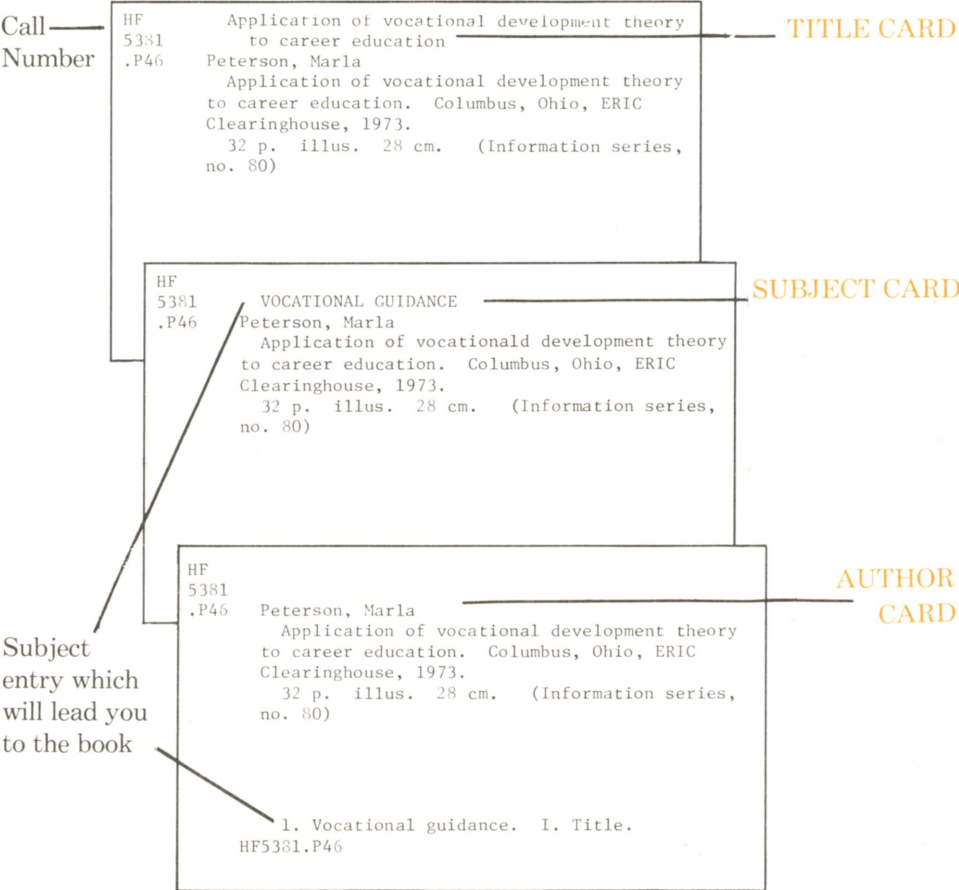
Books can be found in the card catalog by looking under AUTHOR, SUBJECT, or TITLE.

**Author or Main Entry Card:** Every book has at least one card. This is filed under the author's name, which in some cases may be an institution rather than a personal name (for example, American Institute of Chemical Engineers). In some cases where there is no author, as with periodical titles, the main entry is under the TITLE.

**Title Card:** Title cards have not always been made for all books, so a book can not always be located by title.

**Subject Card:** The number of subject cards may vary. There is usually at least one subject card for a book, or there may be several, depending on the contents of the book. Subject headings are typed in all capital letters.

**EXAMPLES OF CARDS:**



## Other Information on the Catalog Cards:

Also shows location  
 Call number  
 Title  
 Numbered pages  
 Book also on film (located in Microforms Dept.)  
 Book contains reference to other material

Chem. lib. HF 5381 .P46	Peterson, Marla Application of vocational development theory to career education. Columbus, Ohio, ERIC Clearinghouse, 1973. 32 p. illus. 28 cm. (Information series, no. 80) Bibliography: p. 29-32. 1. Vocational guidance. 2. Counseling. I. Title. HF5381.P46	Place of publication Publisher Date of publication Size of book in centimeters Illustrations
----------------------------------	---	--

Also in Microfilm

Indicating a copy in Mississippi Collection  
 Stamp indicates a copy in stacks  
 Sometimes colored plastic overlay indicates location

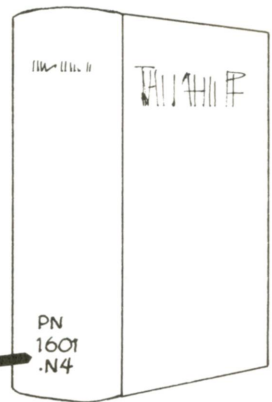
M.C. HF 5381 .P46	<b>ALSO IN PHARM. LIB.</b> Peterson, Marla Application of vocational development theory to career education. Columbus, Ohio, ERIC Clearinghouse, 1973. 32 p. illus. 28 cm. (Information series, no. 80) Bibliography: p. 29-32. 1. Vocational guidance. 2. Counseling. I. Title. HF5381.P46	
----------------------------	---	--

Also in Stacks



**The Call Number is the Key:** In your search for a book or periodical the call number (a combination of letters and numbers written in the upper left-hand corner of the catalog cards, listed in the left column on the Kardex in the Periodical Department (208), and lettered on the spines of library books) determines where that book is kept on the shelf. In the Ole Miss Library, books are classified according to the Library of Congress Classification System. The call number will direct you to a location in the stacks or other special locations, for example, M.C. (Mississippi Collection), Pharmacy Library, and Chemistry Library.

STACKS: PERIODICAL STACKS ON THIS FLOOR		
APS 938 Sec.2 MICROFORMS	New York State Mechanic, A Journal of the Manual Arts, Trades, and Manufacturers	1-2 1841-'43
STACKS	New York State School Boards Ass'n. Journal	34-37 1970-75
L 182 B3	New York (State) University. Bulletin to the Schools	43 1956/57
PN 1601 N4	New York Theatre Critics' Reviews Index: 1-21, Index 1961-72	1-36 1940-75
PN 2000 +72	New York Theatre Magazine	1-3 1959-61
	New York Times Annalist SEE Annalist	
L. Stacks	New York Times Book Review Index 1896-1970 on R.R. Table	Oct. 1896- Apr. 1976



PN  
1601  
.N4 New York theatre critics' reviews... v.1-  
May 27, 1940-  
New York, N. Y., Critics' theatre reviews,  
1940-  
v. 32 cm. weekly.

FOR HOLDINGS SEE  
PERIODICALS DEPT.

## LIBRARY OF CONGRESS CLASSIFICATION

Class Letter	Subject Content	Stack Level
A	General Works	6
B	Philosophy, Psychology, Ethics, Religion	6
C	History: Antiquities, Heraldry	4
D	History: General, Old World, Europe, Africa, Asia	4
E—F	History: America	4
G—GT	Geography, Anthropology, Folklore	6
GV	Physical Education, Sports	6
H—HJ	Social Sciences: Economics, Business	5
HM—HX	Social Sciences: Sociology	5
J	Political Science	5
K	Law	6
L	Education	5
M	Music	4
N	Fine Arts	4
P	Philology, Speech, Literature	3
PR	English Literature	3
PS	American Literature	3
Q	Science	6
R	Medicine	6
S	Agriculture	6
T	Technology: Engineering, Textiles	6
U—V	Military and Naval Science	6
Z	Bibliography and Library Science	4

**NOTE:** The books in this Library are arranged on the shelves according to the Library of Congress Classification, as outlined above. Each Class is identified by a letter of the alphabet, subclass by a numerical notation. *There is no separate classification for either fiction or biography.*

**Go To the Stacks:** Under the open stacks policy, all library users have access to the stack areas where the books are located. Circulating and non-circulating books are shelved on levels 3 through 6. Signs are posted by the stairs on each floor to tell on which level books can be found. (Also refer to “Library of Congress Classification.”)

On each stack level books are shelved by their Library of Congress call numbers. Follow the chart opposite the stairs which shows the specific location of books on that floor. Guide cards at the ends of each row indicate books shelved in that section.

To prevent errors in shelving, **PLEASE DO NOT RESHELVE BOOKS.** Place books removed from the shelves and not checked out on the tables provided for this purpose in the stack areas.

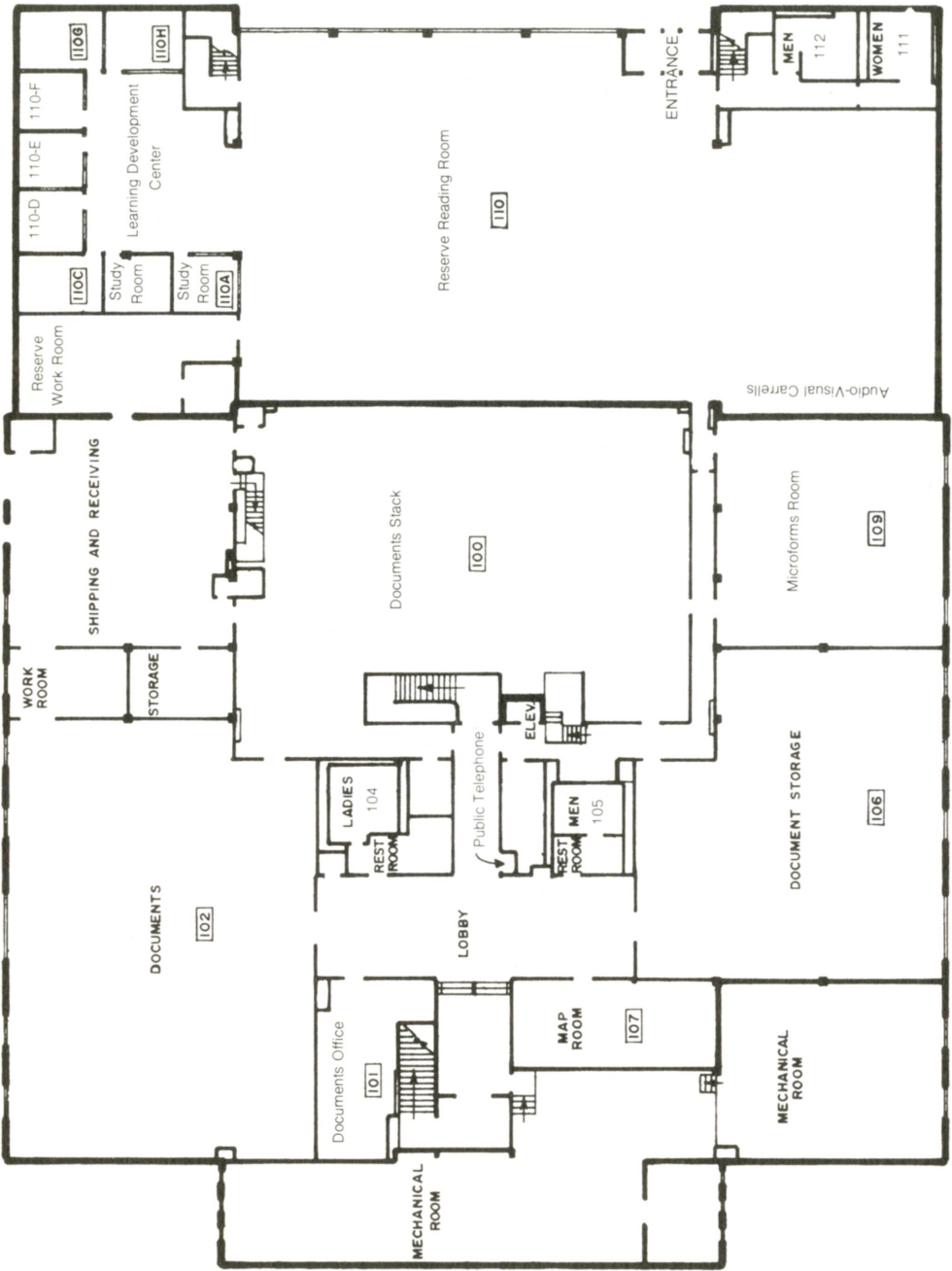
**If You Cannot Locate Your Book:** If a book is not in its place on the shelf, look in the immediate area, on the table in the aisle, and in the reshelving area by the book lift on the same floor. If you still cannot find the book, ask at the Circulation Desk to determine whether or not the book is checked out.

If a book is checked out, the Circulation Department will be glad to place a hold on it for you so that you may have use of it when the current user returns the book. When the book becomes available, you will receive a post card from the Library.

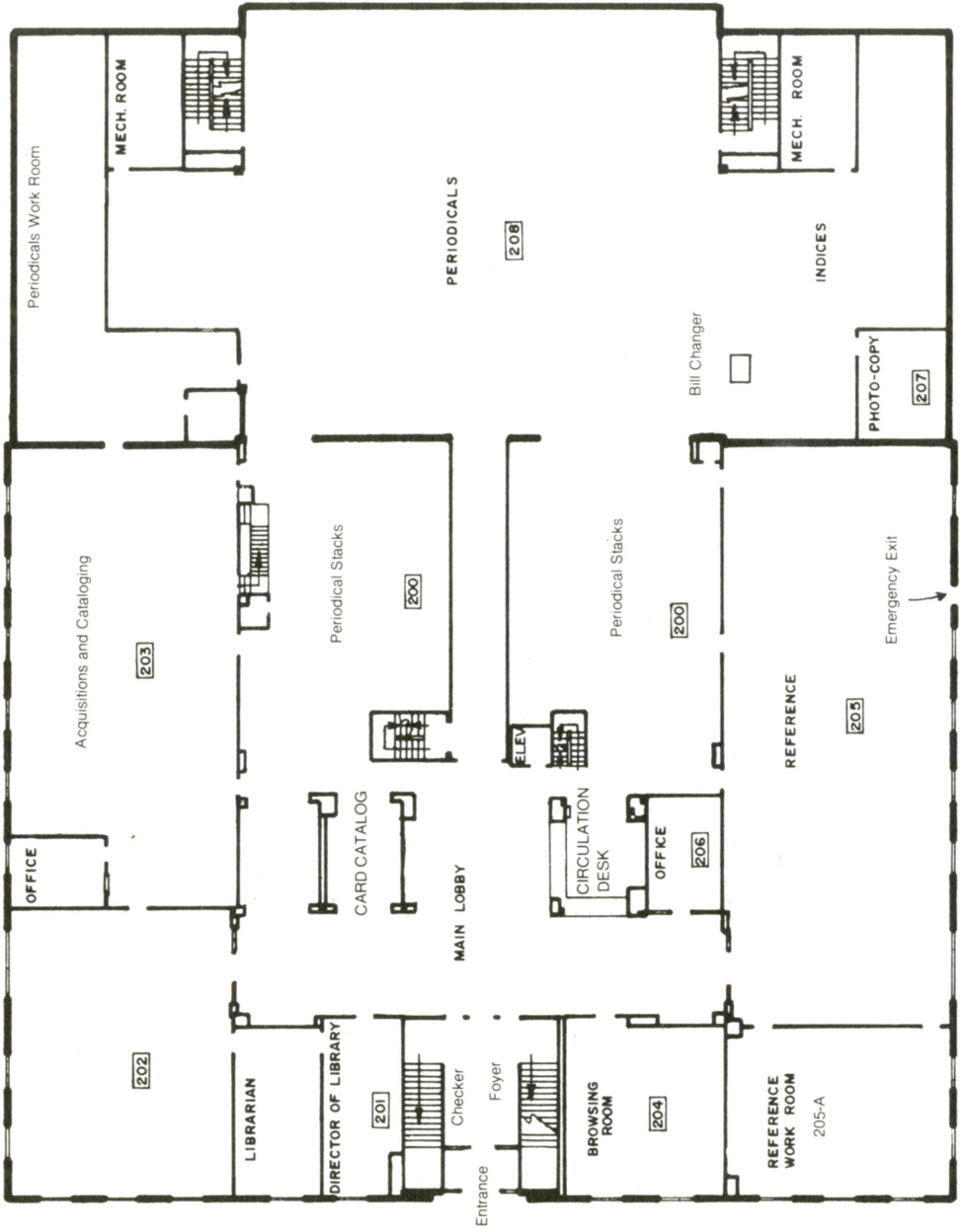
If the Circulation Desk cannot immediately locate the book you want, ask that the book be placed on “locate.” Each day library personnel search for books that are placed on “locate.” Come back the next day to see if your book has been found, or request that a post card be mailed to you.

If the book you want cannot be located, please fill out a slip for the suggestion box and ask that another copy of the book be considered for reorder.





# BASEMENT

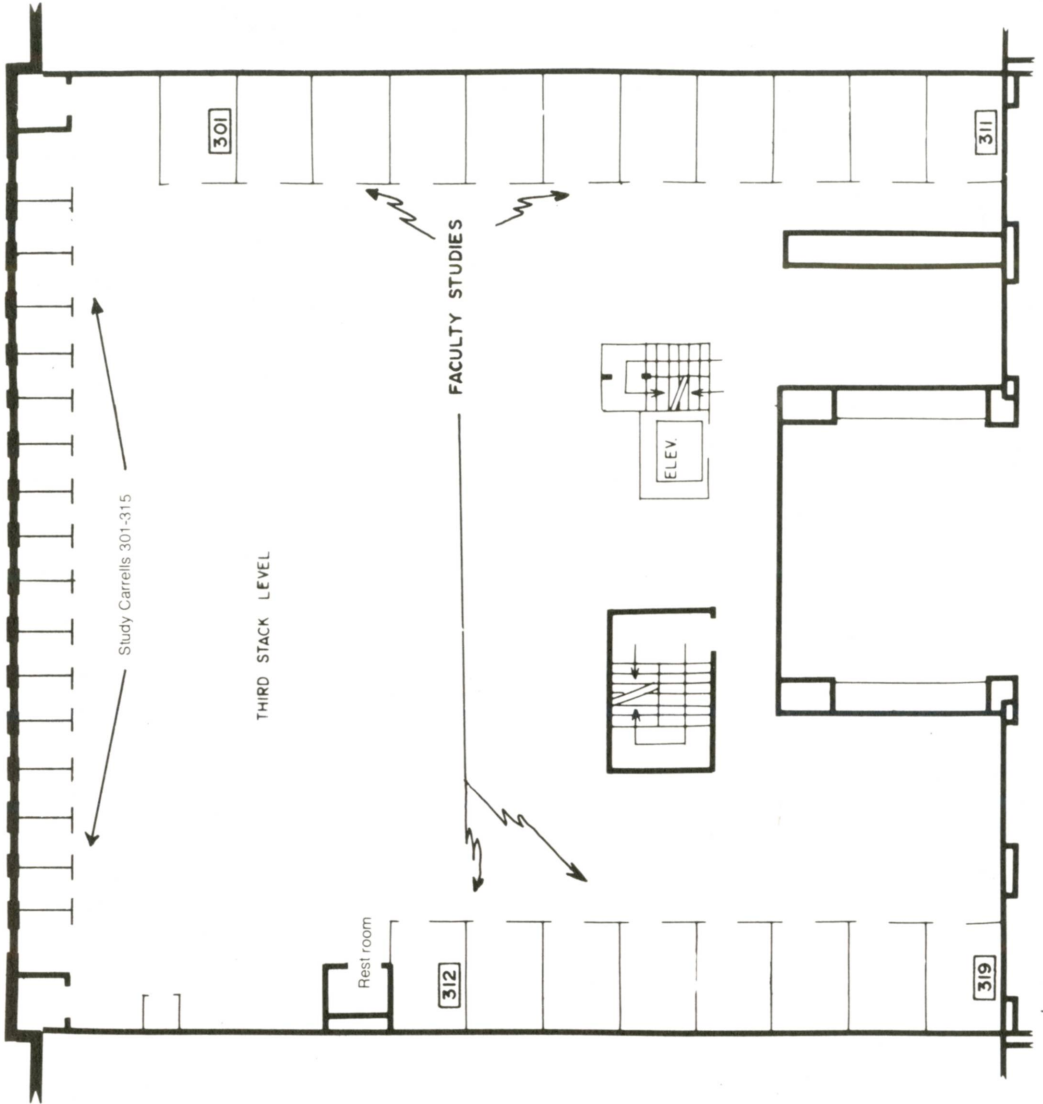


# FIRST FLOOR

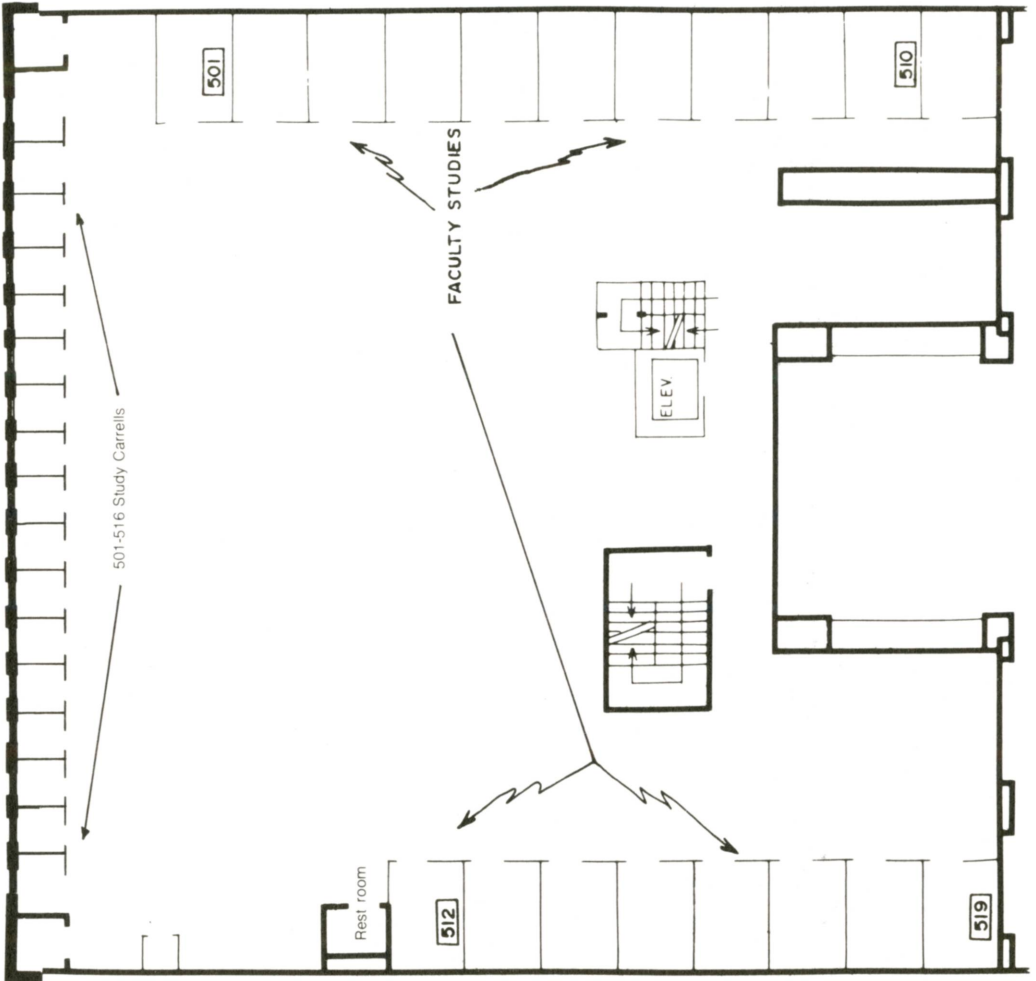




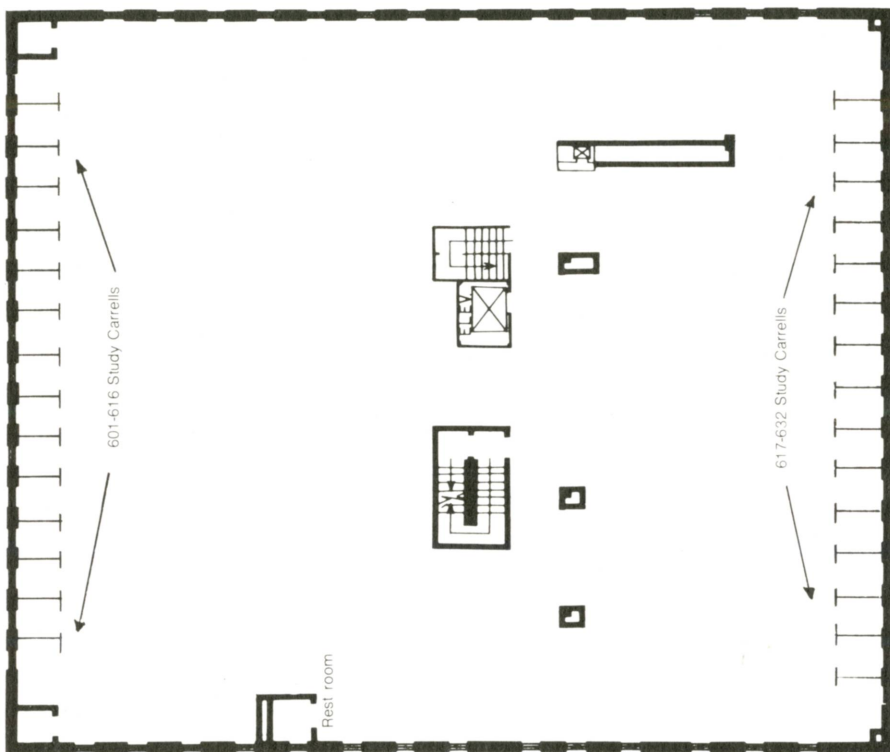
# THIRD STACK LEVEL



# FIFTH STACK LEVEL



# SIXTH STACK LEVEL





## Checking Out and Returning Books

**How To Check Out a Book:** Stop at the Circulation Desk (206) to check out all material from the stacks. Fill out a separate call slip for each book you check out.

Present your book, call slip, and identification at the Circulation Desk. The book will then be stamped with the date due. Do not leave the building with uncharged books. Brief cases, carry-alls, notebooks, books, etc. must be presented for examination to the person at the exit.

### EXAMPLE OF A CALL SLIP

12

	CALL NUMBER			
	HF		This number is group of numbers and letters in upper left corner of catalog card.	
Call Number	5381			
	P46			
	(Please print or write legibly)			
Author of Book	Author	Marla Peterson		
Complete Title	Title	Application of Vocational Development Theory to Career Education		
	SHOW IDENTIFICATION			
Complete Name	Name	Jack M. Smith		
Campus Box Number or Mailing Address	Box	I.D. # A4376	Identification Number	
		6890		
	UNIVERSITY OF MISSISSIPPI LIBRARY			
	Stu.	Fac.	Staff	Other
	X			

Check the Correct Category for You

**How to Return a Book:** All books must be returned to the section of the Library from which they were borrowed. Books checked out at the Circulation Desk (206) must be returned to the Circulation Desk. All books checked out at the Reserve Desk (110) should be returned to the Reserve Desk. All books checked out at the Mississippi Collection (401) should be returned to the Mississippi Collection.

Fines should be paid for overdue books when the books are returned.

## Reference Department (205)

**General Information:** The Reference Room (205), located to the right of the entrance on the main floor of the Library, may be used whenever the Library is open. The Reference Collection contains information in all subject fields. It consists primarily of materials used for research and quick consultation. In order to keep reference books available for use at all times, they must be used only in the Reference Room. Those frequently used are shelved behind the Reference Desk in the "Ready Reference Collection." There is a separate section of biographical material. The remainder of the Reference Collection is shelved alphabetically, A through Z, by Library of Congress Classification, around the room. Indexes are located on tables in the center of the Reference Room. An extensive collection of Mississippi telephone directories is shelved behind the desk. Telephone directories for many major U.S. cities may also be found in the Reference Room.

**Locating Books By Using the Reference Catalog:** The Reference Catalog is a card catalog of reference books listed by author, title, and subject and is located on the Reference Desk. Reference books are also listed in the main card catalog. Reference is stamped below the call number in the upper left-hand corner of the catalog card, or the reference location is indicated by a plastic overlay with Reference printed in blue.

**Types of Reference Books:** The Reference Collection contains various types of books, both general and specific. Among the types of specific reference sources found in each subject field are encyclopedias, dictionaries, almanacs, biographical sources, atlases, directories, handbooks, source books and guides, bibliographies and indexes. The bibliographies and indexes are particularly valuable as they supplement the card catalog by directing you to additional information not found there.

**Vertical File:** The vertical file is housed in cabinets at one end of the Reference Room and consists of pamphlets, booklets, and clippings that have not been cataloged and classified. Materials are arranged alphabetically by subject and are to be used only in the Reference Room.

**College Catalogs:** The Reference Room has three separate collections of college catalogs. First, on the east wall in the section following the "Z" classification, are shelved the catalogs from the major universities of all the states except Mississippi. The Mississippi catalogs are located behind the Reference Desk. Finally, there is a comprehensive collection of over 3,000 catalogs on microfiche kept at the desk. The microfiche reader is on a table in the Biography Section.

**Interlibrary Loan:** This is a cooperative service among libraries through which research materials not available at one library may be borrowed from another. At the University of Mississippi, graduate students, faculty, and staff are eligible for this service. The Interlibrary Loan Office is located behind the Reference Room Desk in Room 205A.

**Additional References Services:** The reference staff also offers such services to library users as Educational Resources Information Center (ERIC) computer searches, and the "Outreach Program," an advisory service designed to give assistance to members of the academic community.

## Periodicals Department (208)

The Periodicals Department, located on the main floor at the rear of the Library, contains more than 4,500 periodical and newspaper titles.

**Current Periodicals and Newspapers:** Current issues of many periodicals are on display in a small reading area, popular titles are behind the periodicals desk, and newspapers are in the rear alcove of the room. Periodicals not on display may be secured at the Periodicals Desk.

**Periodical Kardex:** The circular rotating file (called a Kardex) lists all periodical titles with library holdings and location. You may be referred to “Per. Rm.” (Periodical Room), “Stacks,” “L. Stacks” (Large Stacks), or given a call number. Periodicals listed as Periodical Room may be found on shelves around the wall in the Reading Room; stacks are located to the left of the Periodicals Desk; large stacks are located at the end of the regular stacks (they are for oversized books); call numbers direct you to the main stacks on levels 3, 4, 5, and 6.

**Newspaper Kardex:** The second Kardex lists newspapers with library holdings and location. Many of these newspapers are on microfilm and are housed in the Microforms Room; a few are bound; and for many, only a current file is maintained.

**Indexes:** To find periodical articles on specific subjects, a periodical index should be consulted. The indexes are arranged on numbered tables in the center of the room. Table 1 contains the *Reader’s Guide*; lists of other indexes and their locations are posted on all bulletin boards in the room. Assistance in location of periodicals and materials is always available at the Periodicals Desk.

## Reserve (110) and Microforms (109) Department

**Reserve Room:** The Reserve Room is located on the basement level at the rear of the Library. The materials placed on reserve by the faculty may be library books or personal books, pamphlets or photocopies of materials. Non-print material (cassettes, video-tapes, and sound film strips) is located in this area and may be checked out from the Reserve Room Desk. Your I.D. card will be held at the Reserve Desk until the non-print item is returned. A schedule of fines is posted at the desk.

**Microforms Room:** The Microforms Room is adjacent to the Reserve Room. All microforms are listed in the main card catalog with an indication as to the form—microfilm, microfiche, microcard, or microprint. The microform collection includes an extensive file of newspapers dating back to the 18th century; a wide selection of periodicals, both out of print and current editions, is available. Other microform holdings include British Parliamentary Debates, Census Reports, Early American Imprints, ERIC (Education Resources Information Center), Three Centuries of American and English Drama, and a newspaper clipping service—Newsbank. The hours for the Microforms section are the same as the general Library. Since all types of microforms may be copied, there is no lending policy in the Microforms Room.



## Documents Department (102)

Since 1883, the University of Mississippi Library has been a depository to receive and store official documents of the Federal government. The collection is located on the ground floor in Room 102.

Materials in the Documents Collection are listed in printed indexes; these items cannot be found in the main card catalog. The staff will assist you in locating documents and will pull the desired item when you have located your subject. Materials in the Documents Room do not circulate. Special permission must be given before material may be photocopied since some of the material is fragile.

U.S. government publications cover a wide range of current and historical subjects. In the Documents Collection you will find periodicals, atlases and maps, handbooks, dictionaries, gazettiers, thesauri, yearbooks, and journals. They may appear as a single sheet, bound volume, a pamphlet, or in microform.

## Department of Archives and Special Collections (401)

The Department of Archives and Special Collections, located on the mezzanine of the Library, houses 126 major manuscript collections and four separate special collections on Mississippiana, the University of Mississippi, State of Mississippi Documents, and William Faulkner. The materials in the manuscript collections do not circulate and are occasionally restricted. Materials in the special collections circulate if they are held in multiple copies.

**Mississippiana Collection:** This is composed of book and non-book materials by Mississippians or about Mississippi.

**University Collection:** This comprises materials related in the broadest, as well as in the most specific, sense to a history of the University of Mississippi.

**State Documents Collection:** Mississippi public documents are received by the Library. These public records represent a wide and varied scale of statistical as well as descriptive data on all aspects of state and local government. The University Library has been designated by the Secretary of State as a "complete depository" for public records issued by state governmental agencies.

**William Faulkner Collection:** The William Faulkner Collection is one of the best national collections of both book and non-book material concerning the Nobel prize-winning Oxford author and former special student at the University of Mississippi.

## Other Libraries on Campus

**Law Library:** Located in the Law Center, this Library contains: the State reports, statutes, and finding aids of all fifty states; a complete federal law library; subscriptions to legal and law related materials; a collection of texts on all areas of law; selected government depository items.

**Pharmacy Library:** The Austin A. Dodge Pharmacy Library is located in the Pharmacy Building (Room 215A, Faser Hall) and contains materials in the following areas: pharmacy, chemistry, sociology, medicine.

**Chemistry Library:** This library, located in the Chemistry Building, contains books and journals related to chemistry.

**Library Science Library (420's):** This library is part of the Graduate School of Library and Information Science located on the mezzanine of the Library. Offices, classrooms, and a demonstration library are to the right when you reach the top of the stairs. The Library Science Library is a laboratory collection, including general reference works, books, periodicals, and microforms used in teaching library science. A card catalog for this special collection is maintained in the Library Science Library. Materials in this collection carry a special designation which indicates they are not administered from the main Library.

*School of Education Library - November 1976.*

## Services For Your Convenience

**David L. Cohn Browsing Room (204):** This browsing room, named for David L. Cohn, Mississippi author of *Where I Was Born and Raised* and other works, is the relaxation area of the Library. The books in the room are recent and current best sellers (fiction and non-fiction) and other books of general or specialized interest.

These books may be checked out in the same manner as those in the general collection. In addition, the browsing room is equipped with art objects on loan from the Art Department, comfortable furniture, and a soft-drink machine. Smoking is permitted in the browsing room only.

**Study Carrels:** Individual study carrels are located in the Library stacks. These are assigned by the Circulation Department to graduate students upon application at the Circulation Desk (206). Carrel assignments are issued on a semester basis.

**Exhibits:** Rotating exhibits are presented in the lobby display case opposite the Circulation Desk (206) and in the browsing room (204).

**Faculty Studies:** Thirty-seven faculty studies, located on the third and fifth levels of the Library at the north and south ends, are assigned to faculty members doing research.

**New Book Display:** Selections of newly acquired books are on display in bookcases across from the Circulation Desk (206).

**Noise:** Due to the lack of carpeting and other sound absorption devices, it is required that noise be kept to a minimum. The David L. Cohn Browsing Room (204) has been designated as an area where quiet conversations may be held.

**Photoduplication of Materials:** Coin-operated, self-service photocopiers are available in the Periodicals Reading Room (207) for public use.

**Rest Rooms:** Men's and women's rest rooms are located on the mezzanine, on the basement level, and in the stacks on levels 3, 5, 6. See floor plans.

**Smoking:** Due to fire regulations, smoking is permitted only in the David L. Cohn Browsing Room (204).

**Suggestion Box:** Suggestions for library improvement and recommended book acquisitions, should be placed in the box located at the Circulation Desk (206). All legitimate suggestions and book requests will receive a response as to disposition. Responses will be posted in the immediate area of the suggestion box.

**Study Rooms (110A-H):** Study rooms for group study and tutoring are located in the Reserve Room. Study must be conducted quietly as these rooms are not completely soundproof.

**Telephone:** A pay telephone for public use is located on the basement level of the Library (see floor plans).

**Food and Beverages:** For the appearance of the Library and the protection of the book collection, food and beverages are restricted to the David L. Cohn Browsing Room (204).

**Graduate Book Renewal List:** This is a service offered to graduate students working on their thesis or dissertation. Check at the Circulation Desk (206) for more information.

**Graduate Typing Room (510):** The Graduate Student Body Association has purchased a typewriter for the use of graduate students only. This typewriter is located in Study 510. The key to this room may be signed for by any graduate student at the Circulation Desk (206).

**Handicapped Users:** Special arrangements are made for the handicapped at the Circulation Desk (206). There is an entrance for wheelchairs on the west side of the building.

**Bill and Coin Changer:** A bill and coin changer is located in the Periodicals Reading Room (208) adjacent to the photocopiers.

**Lost and Found:** Located at the Circulation Desk (206).

## Items of Interest

**Pat Harrison Room (413):** This room is dedicated to the late Senator Pat Harrison whose manuscripts, personal papers, memorabilia, and congressional library were given to the University of Mississippi Library.

**Portraits:** Portraits of the Chancellors of the University of Mississippi are displayed on the mezzanine.

**Seal of The University of Mississippi:** The seal is to be found on the front of the Library and in the floor of the entrance hall.



**Window and Stair Designs:** Printers' marks are shown on the stair railings in the entrance to the Library and on the front windows of the Library. Information concerning the printers' marks on the front windows is included on the inside front cover. There is a total of thirty-two printers' marks used on the stair railings. There are only sixteen different marks used; each of the sixteen marks is used twice. For identification of these marks you must rely on the date. The copy is arranged in chronological order.

1. Fust and Schoeffer—1457—Germany—This mark was the first ever used in a printed book. Fust and Schoeffer finished printing the *Bible* that Gutenberg planned and began printing.
2. Nicholas Jenson—1470—Venice—A Frenchman whose work inspired generations of printers.
3. William Caxton—1476—Westminster—The first printer and publisher.
4. Giunti Family—1482—Italy—A famous family of printers that continued until 1642.
5. Unknown Printer of St. Albans Press—1485—England—He did the first multiple color printing, the first work on field sports, the first English book on heraldry, and the first English book to contain English rhymes.
6. Wynkyn de Worde—1491—London—Printed the first book on English-made paper and introduced "Italics" to England.
7. Johannes Froben—1491—Basle, Switzerland—Worked with Holbein and printed the first Greek *New Testament*.
8. Richard Pynson—1492—London—He introduced roman types into England and printed the first book in English to mention America in 1509.
9. Aldus—1494—Venice—The founder of the Aldine press who popularized books of small size and invented italic type face.
10. Arnaldo Guillen de Brocar—1514—Spain—The printer of the Complutensian Polyglot *Bible*. The boar in the mark is a pun on Brocar's name.
11. Simon de Colines—1520—Paris—He published a book of hours which marked the abandonment of the manuscript tradition.
12. Robert Granjon—1557—France—A type-designer, punch-cutter, and printer who is remembered for his italic and for his type flowers.
13. Giambattista Bodoni—1768—Italy—A printer and punch-cutter who perfected the type we now call modern.
14. Chiswick Press—1810—London—Noted for its fine typography and careful press work at a time when these were not universally a feature of book production.
15. Doves Press—1901—England—A private press founded in 1900 by Thomas James Cobden-Sanderson and Emery Walker. This is actually a watermark from paper made for the Doves Press. When this press closed, all of its type was thrown in the Thames River.
16. William A. Dwiggins—1880-1956—An American calligrapher, typographer, book illustrator and designer whose redrawing of the University Seal appears in the terrazzo floor of the Library foyer.

## Index

- Almanacs . . . . . 15  
Archives and Special  
  Collections . . . . . 17  
Atlases . . . . . 15,17  
Best Sellers . . . . . 18  
Bibliographies . . . . . 15  
Bill Changer . . . . . 19,9  
Biographical Material . . . . . 15  
British Parliamentary  
  Debates . . . . . 16  
Browsing Room . . . . . 18  
Call Number Location . . . . . 2,3,4,5  
Call Slip . . . . . 14  
Card Catalog . . . . . 2,3,4,5  
Carrells . . . . . 18  
Cassettes . . . . . 16  
Catalog Cards . . . . . 3,4  
Census Reports . . . . . 16  
Chancellors' Portraits . . . . . 19  
Change . . . . . 19  
Check Out Procedure . . . . . 2,14  
Chemistry Library . . . . . 18  
Circulating Books . . . . . 2,7  
Circulation Department . . . . . 2,14  
Clearing of Records . . . . . 2  
Coin Changer . . . . . 19  
College Catalogs . . . . . 15  
Computer Searching . . . . . 15  
Copy Machines . . . . . 18  
Date Due . . . . . 2  
David L. Cohn  
  Browsing Room . . . . . 18  
Dictionaries . . . . . 15,17  
Directories . . . . . 15  
Director's Office . . . . . 9  
Dissertation List . . . . . 19  
Documents Department . . . . . 17  
Early American Imprints . . . . . 16  
Educational Resources  
  Information Center . . . . . 15,16  
Emergency Exits . . . . . (see floor plans)  
Encyclopedias . . . . . 15  
ERIC . . . . . 15,16  
Exhibits . . . . . 18  
Exit Check . . . . . 14  
Exits . . . . . 8-13  
Faculty Studies . . . . . 18  
Faulkner Collection . . . . . 17  
Federal Documents . . . . . 17  
Film Strips . . . . . 16  
Finding A Book . . . . . 2,7  
Fines . . . . . 2,14  
Floor Plans . . . . . 8-13  
Food and Beverages . . . . . 19  
Gazetteers . . . . . 17  
Government Depository . . . . . 17  
  State . . . . . 17  
  Federal . . . . . 17  
Government Documents . . . . . 17  
Graduate Book Renewal List . . . . . 19  
Graduate School of Library and  
  Information Science . . . . . 18  
Graduate Typing Room . . . . . 19  
Guide Cards . . . . . 7  
Handbooks . . . . . 15,17  
Handicapped Users . . . . . 19  
Harrison Room . . . . . 19  
Hold On A Book . . . . . 7  
Hours . . . . . 1  
How To Find A Book . . . . . 2,5  
Identification . . . . . 2  
Indexes . . . . . 15,16  
Interlibrary Loan . . . . . 15  
Introduction . . . . . 1  
Journals . . . . . 16  
Kardex . . . . . 16  
L. Stacks . . . . . 16  
Law Library . . . . . 18  
Librarian's Office . . . . . 9  
Libraries at University of Mississippi  
  Law . . . . . 18  
  Pharmacy . . . . . 18  
  Chemistry . . . . . 18  
  Library Science . . . . . 18  
Library of Congress Classification  
  System . . . . . 6,7  
Library Science Library . . . . . 18  
Library Staff . . . . . 1  
Library Users . . . . . 2  
Loan Periods . . . . . 2  
"Locate," Placing of . . . . . 7  
Locating A Book . . . . . 7  
Lost and Found . . . . . 19  
Lost Books . . . . . 2  
Magazines, Current . . . . . 16  
Manuscript Collections . . . . . 17  
Microfilm . . . . . 16  
Microform . . . . . 16,17  
Mississippi Collection . . . . . 17  
Mississippi State Documents . . . . . 17  
Mississippiana Collection . . . . . 17  
New Book Display . . . . . 18  
Newsbank . . . . . 16  
Newspaper Kardex . . . . . 16  
Newspapers, Current . . . . . 16  
Noise . . . . . 18  
Non-Circulating Materials . . . . . 7  
Non-Print Material . . . . . 16  
Open Stacks Policy . . . . . 7  
Outreach Program . . . . . 15  
Overdue Notices . . . . . 2  
Pamphlets . . . . . 15,16,17  
Pat Harrison Room . . . . . 19  
Periodical Kardex . . . . . 16  
Periodicals . . . . . 16  
Periodicals Room . . . . . 16  
Pharmacy Library,  
  The Austin A. Dodge . . . . . 18  
Photoduplication . . . . . 18  
Plastic Overlays . . . . . 2,4  
Portraits . . . . . 19  
Post Cards . . . . . 7  
Printers' Marks . . . . . 1,20  
Public Telephone . . . . . 19  
Reader's Guide . . . . . 16  
Ready Reference Collection . . . . . 15  
Recall . . . . . 2  
Reference . . . . . 15  
Reference Catalog . . . . . 15  
Regulations . . . . . 2  
Renewals . . . . . 2  
Reorder . . . . . 7  
Reserve and Microforms . . . . . 16  
Rest Rooms . . . . . 19  
Returning Books . . . . . 14  
Room Numbers . . . . . 1  
Seal of University . . . . . 19  
Smoking . . . . . 19  
Source Books . . . . . 15  
Special Collections . . . . . 17  
Stack Use . . . . . 7  
Stacks . . . . . 16  
Staff . . . . . 1  
Study Carrells . . . . . 18  
Study Rooms . . . . . 19  
Suggestion Box . . . . . 7,19  
Telephone Directories . . . . . 15  
Telephone, Public . . . . . 19  
Textbooks . . . . . 2  
Thesauri . . . . . 17  
Thesis List . . . . . 19  
Three Centuries of American  
  and English Drama . . . . . 16  
Typing Room—Graduate . . . . . 19  
U.S. Government Documents . . . . . 17  
University Collection . . . . . 17  
Users . . . . . 2  
Vertical File . . . . . 15  
Video-Tapes . . . . . 16  
Window and Stair Designs . . . . . 1,20  
Xerox Machines . . . . . 18  
Yearbooks . . . . . 17

