EVENING.

Across the tired, weary world
The sun gave one long look,
As in the misty, darkening East
The robe of night he shook.
Then far and wide so silently,
With dTeft and practiced hand,
He drew the darkness from the sky
And spread it o'er the land.

He passed upon the ocean's rim
To gaze o'er everything,
Before he crossed the world's threshold,
And then remembering,
As he heard the low, sleepy hum
From forest, hill and deep.
He kissed the summits of the hills
And left the world asleep.

A. N. D.
HISTORY.

From September 14, 1898, to July 1, 1899, this school was known as the Department of Library Science of Armour Institute of Technology, Chicago.

It started with only a short elementary course to meet a certain demand which was felt in the Middle West, and its connection with a technical school was at first considered specially fortunate. As conditions changed, or were more fully appreciated, the course was extended, but it soon became evident that the school could not meet the demands upon it without larger quarters and more generous equipment. The offer of the University of Illinois in 1897 to adopt the department, its students, and its technical equipment, and to make it the State Library school, presented a welcome opportunity. The decision to move was not made hurriedly without consultation in the east and within the west, and when the transfer of the school and its property was made, with the good will of Armour Institute of Technology, in September, 1899, the friends of the school felt that a new era for it had begun.

It was suggested that the school should omit all instruction during this first year in the new quarters, because of the great amount of library work. This condition seemed, however, a reason for having the school, as the experience in organizing would be invaluable. It was considered wise, also, to allow the school to lapse, even for a year.

Those students who had entered when requirements were lower, with the expectation of completing the course, were given an opportunity to take advanced work this year, but this year only. No effort was made to secure a new class, but those who were prepared to meet the new requirements were accepted. This year was considered a transitional year, and was devoted to a careful study of university conditions with their reference to the library school curriculum.

The result was many changes in the interests of thoroughness, system and harmony with university terms and methods.

The State of Illinois recently erected for the University, at a cost of $165,000, one of the finest and most complete library buildings in the country.

The second floor contains the reference room, the official reading room, the conversation room, the library school lecture room and the delivery room, which opens into the second story of the book-stack. The second floor contains the library school class room, four seminar rooms and the administrative offices of the University. The basement contains well-lighted rooms, which are at present used for various collections. The book-stack forms a rear wing to the building, separated by a fire-proof wall. This will eventually contain five stories, accommodating 150,000 volumes. At present only three stories are fitted with shelves, while the upper portion is floored to form a class room for the library school. Here each student has a desk specially fitted for library work, and has easy access to the collections of the school in this room and to the book-stack directly below.

The libraries now embrace about 40,000 volumes, and the last Legislature appropriated $20,000 for additions within two years. This affords unusual opportunities for the library students.

The library school has the complete collection of manuscript notes and problems which have been prepared since the school opened in 1893, and as the number of text books is so small, this collection is invaluable. A collection of library reports and catalogues, of counted samples and of mechanical devices in carefully classified and is continually increasing.

The requirements for admission from 1893-99 were a high school course or its equivalent. Candidates were required to take examinations in general history, general literature and general information. In 1899 the requirement was changed so that each student must pass an examination in one year each of French and German. College graduates whose records were satisfactory were admitted without examination. As these were admitted first, and afterwards in the order of their personal desirability and the number in each class was limited, there were very few students who had but only a high school preparation.

In 1898 candidates for technical library work had to present satisfactory credits for two years of university work. High school candidates must now enter as freshmen in the University, and take the course qualified in one of its colleges for two years. Candidates are graded, however, to college general college course before taking the
technical work, and an encouraging number of graduates are applying.

LENGTH OF COURSE.

The course at first was so planned as to offer but one year of instruction, so arranged that it could be supplemented by a second year of advanced work if desired. In 1895 a second year was added, and has been given ever since. Now the course covers four years beyond the high school, consisting of two years of regular college work.

It has been deemed wise to restrict admission to the graduating class by extra examinations or by personal decision, and it seems quite impossible in a State institution to refuse promotion to those who have won that right by their records, although strenuous efforts are made to detect those who seem personally unfit for the work and to turn their energies in other directions.

DEGREE.

The degree of Bachelor of Library Science (B.L.S.) will be conferred on those who complete the course outlined.

At Armour Institute of Technology no degree was given. Former graduates who possessed the present requirements will be counted as alumni of the University of Illinois, but they can not receive the degree, because they have not been in residence.

INSTRUCTION.

The course at first was modeled after the junior year at the New York State Library School, although English literature was required, owing to the lower standards of admission, and later typewriting was added. As far as the first year was limited to one year, the tendency was to crowd it as much advanced work as the students could carry. When a second year was added, no change was made in the first year, and the uneven division of work was soon manifest.

The effort now is to restrict the instruction to library topics, according to the recommendations of the A. L. A. Committee on Library Schools in 1899, and to more evenly divide the work. The earlier tendency was to magnify technical details. The effort in the future will be to give a broader knowledge of books.

Cataloguing—Instruction is given according to Dewey's "Library School Rules" and Cutter's "Rules for a Dictionary Catalogue," and the classified catalogue of Armour Institute of Technology as added later in the year. Dictionary cataloguing was conducted in the first year for a period of six weeks, but there was no practical opportunity to apply it. Experience showed that nearly all of the students went out to libraries for which the dictionary catalogue was more convenient.

Therefore, without any intention of deciding in favor of one form in preference to the other, but rather for practical reasons, the main instruction was given on dictionary cataloguing, and the Armour catalogue was changed to this form to afford practice for the students. This course has proved much more satisfactory than the former method.

All details of author cataloguing are given before subject headings are touched upon. Then full cataloguing is required to give a review of details. Each student has at the end of the course a sample dictionary catalogue with an index by principles which it illustrates, e.g., "Compound names, see Brain-Gourd, Lane-Poole," "Series card, see American stove." Students are required to make a classified catalogue for a certain number of books, in order to learn the arrangement, but further practice is considered unnecessary.

Advanced cataloguing has been taught in various ways. Until last year a study of principles was based upon a comparison of ten codes, ranging in date from the British Museum to the latest edition of the "Library School Rules." Last year the study was based upon a supposed code for cataloguing government documents. This will be continued to the present year by preparing a printed catalogue will be added. The students will prepare the primer the complete list of books used for instruction in dictionary cataloguing, with the index by principles, will select the code, decide upon the type and read the proof.

Throughout the course practice experience is given in cataloguing. At Armour Institute of Technology the students made the greater, part of the card catalogue, but the books were not very difficult. At the University there have been plenty of difficult foreign scientific books and one cataloguing has been satisfactory.

Formerly cataloguing was given first in the course, partly through following precedent and partly because there was a better foundation in detail work. This arrangement was changed at the University, because it brought the heavy instructional work of the cataloguing department just when the students had a classified cata-

logue the large majority of books in the faculty. This year the instruction follows the logical order of the work, beginning with the order.
LIBRARY HALL.
and accession department, and this brings cataloging in the winter term, when
instruction will not interfere with library
service.

Order and Accesion.—In teaching meth-
ods of ordering and cataloging books, a list of American
and foreign requests, with several inaccu-
rate items, is given to each student. They
must verify this and prepare orders and
write any necessary instructions to the
agent. In a short time the American books
are delivered, with a bill which needs cor-
recting and necessitates correspondence.
Later a custom house affidavit is sent to
each one, and this is executed before a not-
ary public. The foreign books, with bill, are
then delivered and all records of the trans-
action are completed. The same books are
accessioned. Formerly trade bibliography
was taught before students took this work
hereafter it must be combined with the
order department because of the change in
the course.

Classification.—The Dewey Decimal Class-
fication is taught in the junior year, with
merely an introduction to the Cutter Ex-
pansive Classification for the sake of com-
parison. This latter system is carefully
studied in the senior year, together with
other well-known systems, for an under-
standing of principles rather than for
details. Both at Armour Institute of Tech-
nology and at the University the practice
of the students is the Dewey Decimal
System.

Shelf.—Instruction is given upon shel-
gaing books, book numbers and care
details. A section of shelves is
assigned to each student for practical care.
Students will be able to fix books without
any experience is given with a card shelf
list.

Loan.—At first students were required
to memorize the details of a number of systems.
Now they are taught the principles of single and
doubled entry, and of the two-book system in
preparation for class or individual study. In
preparation for this class and individual study.
Students have seen several dif-
fic in our operations, they
make a
comparative study of the principles of guar-
antees, due dates, fines, renewals, reserves,
prices, etc., in connection with regulations for

Binding.—Instruction in binding of
materials and processes, and in followed
also in practical methods.

Reference.—The junior year
began given on reference books in groups
such as indexes, directories, cyclopedias,
generals, handbooks of
information, quotations, etc.

At the risk of losing interest because
of frequent recitations, this subject has
been carried through the year rather than
grouped in one subject as is usual. In order to familiarize
the students as early as possible with the most
useful reference books, while studying
the actual preparation of reference lists for
posting, and students have had opportuni-
ties to show their ingenuity in suggesting
ways to classify the books. Their speed
and preparing timely lists have also been tested by the prep-
arranged schedule. The students study govern-
ment, state and society publications. They
have also a short practical course in in-
dexing.

Bibliography.—There is a tendency to
merge in other subjects the work formerly
given under this head. Instruction in
the junior year in the trade bibliography
of America, England, France and Germany.
Reading lists and short bibliographies are
included in reference work. In the senior
year subject bibliographies have been given
by specialists, and an original bibliography
by the Faculty. The students have in this way
graduated. The students have in this way
prepared their own as well as special bibliog-
izations, authorities, with fines for class
and individual study, and have had no
fines for class

The library will hereafter
not be available for loans.

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Library visits. This school, like those in the east, has made a practice of visiting libraries annually for comparative study of methods. While in Chicago, one visit was made and discussed each week. Last year the class spent one week in Chicago, making two visits a day, and devoting many days to discussion on their return. It is doubtful if these visits will be repeated, at least in the same way. The plan now is to have a member of the staff thoroughly review the library school notes, on a much more thorough basis, and to keep these up to date. These will be supplemented by photographs and models, if possible, and will be made the basis of comparative study of principles at the University during the junior year. This will give the students a clearer idea of details, and it will relieve librarians of the task of minute explications which they have so graciously repeated for several years. If it seems best, later, the seniors may visit Chicago to study broad questions, and to obtain final material for their theses.

Library work. This term for practical work has been adopted since the connection of the school with the University. Formerly this work was done at pleasure during the day, and it was of a very miscellaneous character. This lack of system and did not give satisfactory results; it wasted the time of the staff and inculcated irregular habits on the part of the students. Now regular laboratory hours are assigned; definite classes are given, and each instructor is in charge; tardiness or absence from laboratory is as serious an action as from a recitation.

In order to learn the details of office work which cannot be taught in class, each student acts as an assistant for a time to each member of the library staff in turn. Each member of the staff has a senior assistant and a junior assistant at the same time. Formerly these worked independently, but now the senior has charge of the junior's work and makes a report upon it each week. This was devised as a slight test of the executive ability of seniors, as trustees always ask about that quality when engaging librarians.

NOTICE.

Pettit Gymnasium will be opened for football practice until Tuesday evening, January 17th.

J. L. P.

History of libraries. In this course libraries are studied by type and by countries.
THE LIBRARY IN DETAIL

Government Documents.

ARRANGEMENT AND THEIR INDEXES. The Federal Depository, or "designated depository," that is, it is designated by law to receive all government publications which are issued in the constitutional or special series. The library, however, does not possess a complete set. Many of the early volumes were never supplied, and duplicates of the later volumes were lost because of inadequate provision for storage.

The government documents which are in the library are arranged as follows:

1. Unbound and cloth bound documents are classified and arranged with other books on the same subject, subject bound documents are classified and arranged with other books on that subject.
2. Bound documents, which are of miscellaneous content, or which are duplicated in the cloth volumes, are arranged on the first floor of the stack room in the order of the "Check list of documents", which is issued by the Superintendent of Documents at Washington. This check list is a catalogue of documents by congress, session and document. It further tells where in the bound set any particular reports may be found. It is supplemented each month, and should be consulted before trying to use the documents, unless the number of the desired volume is known. Copies may be consulted at the loan desk, the reference desk, or in the documents room. This check list does not index special articles. This work is covered by the document index, which is issued at the close of each session, and by the document catalogue, which is issued at the close of each congress. These publications are with the other indexes in the reference room, and there will be explained at any time by the reference librarian.

INSTITUTIONAL AND THEIR INDEXES. Government publications are all recorded in the library, but they are deposited wherever they can by the most conveniently used. Annual reports, which are not sent to the department for use, are filed in pigeon holes in the reading room. A list of periodicals posted at the end of the periodical case tells where any magazine may be found. Usually the last three numbers of periodicals are on file, other numbers are in the stack room with the bound volumes. In the stack room all periodicals are on the third floor, arranged by subject. If the desired volume is not found inquiry at the loan desk will tell where it is.

The library possesses a full line of periodical indexes, and most of these are duplicated in the reference room of the College of Engineering.

Poe's Index covers general periodical literature from 1800 to 1872 and is continued by the Annual Literary Index down to January of each year. This is supplemented by the Cumulative Index, which is issued monthly, and by the brief lists in each number of the Review of Reviews. Magazine articles may be found for any subject by looking under the subject word, where will be found letters, sometimes author, volume, page, and date. The Cumulative Index also indexes portraits and reviews of new books. Indexes to German periodicals and French periodicals will soon be added to the library. Technical periodicals are indexed in the same way, though less thoroughly, by the Engineer's Engineering Index, the Descriptive Index to Engineering Literature, and by the monthly indexes in the Engineering Magazine, also by the lists in Electrical World, and by the Engineering Agriculture literature.

Familiarity with these indexes will lighten the work of faculty and students. The reference librarian will be happy to explain the use of these indexes.

In 1887 the U. S. government appropriated $15,000 a year to each state for the purpose of establishing and maintaining agricultural experiment stations in connection with colleges founded upon the act granting public lands to them. The University of Illinois Agricultural Experiment Station spent a large part of its early appropriation for books, and the result was over 5,000 titles, including pamphlets and eli
The bulletin of this library were bound last spring as far as they were complete. They can be easily found in the library, as they are arranged by states alphabetically. If a reader wishes to find material on a given agricultural topic he will see the Handbook of experiment stations published in 1898, and the Experiment station record since that time. He will also find a card index to these bulletins and reports in the station office and in the main library. The index, however, is not up to date.

The Illinois Experiment Station needs all of the government appropriation now for experiment work and publishing, so that it will not add to the library except in periodical subscrip- 
tions, and in publications which can be secured through exchange.

The Library Classification.
It is an old in the long books on the shelves if one has some idea of the meaning of the numbers on the book. In the University Library the numbers on the first line of the label denote the subject; the letter and figures below denote the author. This brings all books on one subject together, and arranges them by authors. The plan is that of the Dewey decimal classification and supposes all knowledge to be divided into nine main classes marked by the digits 1 to 9, with 0 assigned to those works which are too general for any one

Among the Books.

In the Library:

- General Works
- Philosophy
- Religion
- Sociology
- Natural Science
- Useful Arts
- Fine Arts
- Literature
- History

The number of a book remains the same regardless of location. For example, 943 means the history of England; 0 is for history, 4 is for Europe and 2 is for England. 943 means the history of Germany; 0 is for history, 4 is for Europe and 2 is for Germany.
form a library club which meets once a week throughout the college year. The club consists of topics which are allied to library work, but it does not deal 'with the technical subjects which are included in the Library School course.

During the present college year, it has been addressed by Professor Frederick on "Modern Methods of Illustrating," by Professor Reiker on "Library Buildings," illustrated by a large collection of lantern slides, and by Professor Dodge on various editions of Shakespeare. The club has no constitution and no regular officers. Its programs are arranged and its business conducted by an executive committee of three, composed of one member from the staff, one from the senior class and one from the junior class.

Evening Use of the Library

Evening use of the library has steadily increased, but there is room for many more readers. The demand for this privilege was met by the University authorities upon entering the new library. Last year the light was insufficient. This year the rooms are well lighted and every convenience is afforded as in the daytime. The hours are from 5:00 to 9:00 on Mondays, Tuesdays, Wednesdays and Thursdays.

The Library Catalogue

The catalogue of the library is written on cards which are filed in cases in the delivery room, where they may be freely consulted. Each book is represented by one or more cards. These cards are arranged alphabetically by authors, titles and subjects. If a student is looking for a book by a particular author he can only look under this author's name if he knows it. To see what the library has upon a given subject, he should look under the subject word in the alphabetical place. The former is in the left-hand margin of the card in the call number, denoting the subject and author of the book and showing where it may be found on the shelves.

The John Crerar Library in Chicago

The John Crerar Library in Chicago was opened to the public about two years ago in temporary quarters at 57 W. Washington Street. It was chartered in 1886, and is named after a prominent Chicago citizen, Dr. John Crerar, who was long a member of the Board of Education. The library, which is supported by a number of generous patrons, contains a large number of volumes, and is a popular feature of the city.

The Reference Department

The reference room is situated at the right-hand side of the entrance to the library, and in it are placed books of special interest, arranged in alphabetical order for the convenience of the patrons and readers. These books are classified in the same manner as the rest of the library and are not placed upon the shelves.

In addition to the reference books, which are kept permanently in the reference room, there are also books of books reserved for a limited time at the request of the professors and instructors for the use of their classes. These books are kept in a special section of the library and are not placed upon the shelves. The work of the reference department is attended to by a number of trained assistants, who are instructed in the art of answering questions of a miscellaneous kind. What is greatest about the library is its free gift of books, which is open to all who are interested in the study of literature and art.
A careful list is made of each material and preserved for future use. For instance a year ago when the classes in Modern studied Stevenson, each a list was made of all the works by Stevenson in the library, and of everything which could be found concerning him. This list was compiled a number of times each day during the spring term. This year when the present class begins their study of Stevenson lists will be taken on a book but all the Notices which have appeared in books and periodicals during the last year will be cancelled, and if of sufficient importance added to it. Many such lists are being made continually, at the request of the various instructors and also of the students, for assistance in thesis and other works.

It is the aim of the department always at

\[ \text{library view} \]

any time to be in readiness to find any information wanted to answer questions which arise at the moment, to prepare lists of books and periodical articles upon any topic, and to assist the students in learning to use the library intelligently.

How to Find Publishers and Prices of Books.

The American, English, French and German trade bibliographies are in the reference room, where they can be used as freely by the Faculty and students as by the Library assistants. Current American books can be found by consulting the Publishers' Weekly. This periodical gives each week a list of books published in the United States, adding all trade details and descriptive notes. It also gives, in the first number of each month, a list of books published during the previous month. At the beginning of each year these lists are combined to form the Annual American Catalogue. Over in five years these volumes are combined to form the American Catalogue. Through these volumes an American book may be traced from the present time back to 1876. In tracing earlier publications a librarian would better be consulted.

Current English books can be found by consulting the Publishers' Circular. This periodical gives a list of books published in Great Britain each week. These lists are combined each year to form the Annual English Catalogue, and these volumes are again combined at unequal intervals to form the English Catalogue. Through these volumes English books may be traced back to 1836.

French and German books may be traced

by similar lists, although they are not so well represented for current publications.

General Reference Courses.

This year a course in the use of the library was offered to all students in the University, and was entirely independent of the courses in the library school. Its object was to help students in the different colleges to help themselves in using the library. It comprised lessons on the classification, the card catalogue, general periodical indexes, technical and special indexes, encyclopedias, dictionaries, handbooks of history, biography and geography, handbooks of general information, book and periodical buying, book binding and binding.

The scope of the work, and the size of the class made readings impracticable. Students were lectured by written work altogether. A list.
of questions was given to the students to answer before the test lesson, and these answers could only be found by actually examining the books which had been explained.

The term examination tested the ability of the student to use the library aids, and it involved individual work. Each student was asked to select a subject of interest to himself, then to find five periodical references on the subject, giving name of periodical, date, volume and pages; to find five books on the subject, giving author, titles, publisher and price; to find if these periodical articles and books were in the University library; if they were, to explain the meaning of the call numbers given on the catalogue cards; if they were not in the library, to assign to them probable call numbers (limited to three figures) using the decimal classification. Students were allowed to work at their convenience during three days, and the results were very satisfactory. It is hoped that more may take the course another year and that it may be practicable to add new features.

Urbana Public Library and Illinois State Library School.

Beginning in January this year the Library School of the University will open the Urbana Public Library each afternoon during ten months of the year.

The library in Urbana has been closed during the day because of inadequate funds for help. The director of the Library School, wishing to secure public library experience as a regular part of the course, offered the services of the school to the Library Board, and the offer was accepted.

The work will be considered a senior privilege. The plan is to open the school from 9 to 9 each day, with two Seniors in charge. Each one will give two hours a day, so that there will be two on duty at the busy hours at the close of the public schools. Each Senior will be on duty one month at least, and the terms of service will overlap, so that one experienced person will always be in attendance.

The students will have entire charge at this time, although they will serve under the direction of the librarian of the public library, and will carry out the rules of the Board.

The opportunity is an exceptional one for the Library School, and it is believed that it will be much appreciated by the patrons of the library.

Annotated Catalogue Cards on English history.

The library has just received catalogue cards for the most important books on English history published in 1896, 1897 and 1898. The cards are edited by W. Dawes Johnston and issued by the Publishing Section of the American Library Association. Books are not selected until six months after publication, in order to test their value and to profit by reviews.

The cards bear full descriptive and critical notes and refer to reviews in critical journals. The library has for each book, one card for the author, one card for the subject and a slip to insert in the book for the aid of the reader. The titles for 1896 are also issued in pamphlet form for convenience.