

CUS 417/35.18

NOTES ON THE CATALOGUE

SIR WILLIAM OSLER'S

LIBRARY.

(Copy of typed copy of MS. of March 5-6, 1916)

NOTES ON THE CATALOGUE

The Catalogue, generally speaking, follows Bodleian rules, but there are various points of difference, of special arrangement etc., the chief of which are as follows:

ENTRIES

1. Heading.

Author's name to be followed by dates of his birth and death. English compound surnames to be entered under the past part of the name. Foreign names follow usage.

Two or more names to be entered as: e.g.
"Smith (John) 1870-1910 and West (Alfred) 1840-1900."

? Societies and all institutions under the place, with sub-headings.

Collections of essays by various authors under the first word, not an article or preposition, of the title: the contents are to be shortly set out and references only given from the names of the authors.

Anonymous books under the first word not an article or preposition. When the author is known, the full entry will be in his name which is to be in square brackets.

Pseudonymous books under the real name of the author, which is to be in square brackets, with reference from the pseudonym.

Periodicals under their titles.

2. Title.

To be literally copied from the title page. Three dots (...) to be inserted to mark all omissions except that of the author's name, style and privilege, which are always to be omitted unless the sense requires their insertion. Capital letters on a title page are to be copied as such, but words entirely in capitals are to have the first letter only capital. Punctuation may be added where necessary. Words may be abbreviated "trl." always being used for "translation" or "translator". When cataloguing from a half title page, the fact should be noted below the imprint.

3. Imprint.

The sizes follow Bodleian rules except that the number of leaves in a gathering is never inserted. The publisher or printer must be given for all books earlier than 1800.

4. Notes on the book.

These are to be written below the imprint. They comprise all necessary information, such as illustrations, editors, preface writers, etc., if not mentioned in the title page. (Book plates are to be mentioned). The name of a series to which a book belongs, and the words "Repr. fr....." a periodical etc. are always to be written below the imprint whether on the title page or not.

The order for these notes is (a) editor or other individual requiring mention; (b) illustrations and various bibliographical information including no. of vols., contents (to be abbreviated if necessary) etc. and (c) names of series etc.

When only part of the contents is catalogued, the form should be "Contents include...".

II. ARRANGEMENT.

Chronology is the basis of arrangement under headings. Under an author's name the arrangement is (a) work for which an author is most renowned; (b) collection of works; (c) 2 or more works; (d) separate works chronologically. The translations of a work follow it in alphabetical order of language.

The catalogue is, however, divided into Sections, some of which have special rules for the arrangement of certain classes of works, e.g.:

Prima: works written about an author follow the division "separate works" and are arranged alphabetically under their authors' names.

Secunda and Biographica: works about an author whose works appear in Secunda follow the same rule as those in "Prima" (See notes on next page).

III. INDEX

The items catalogued will be numbered throughout and the entries in the index will quote numbers (and, where necessary, identifying catchwords) as references. The materials for the index will be (a) main headings; (b) all the headings which in most catalogues would be dealt with by means of cross references, e.g. editors, illustrators, etc. The headings which are to be indexed should be written in pencil on the catalogue card to which they belong. As soon as the catalogue is in proof, all index entries can be transferred to slips, given their correct reference number and alphabetized; they will then be ready for printing. (As little research as possible should be left for this final stage).

I. It is possible that Biographica may be done away with an merged in Secunda, or remain as a very small section. Any one whose name is not in Prima or Secunda or Literaria is for the present put there. The Section is not revised.

NOTES.

Treat names as place-names before 1500; surnames after 1500.

If an author has a book in this library written under his vernacular name, all his books are entered under it (with reference from the Latinized, or other form, if necessary). If he has only written under the Latinized or other form, that is used.

(Above are B.M. Rules.)

DIVISIONS. (March 1919).

MSS.

Incunabula (bks pr. bef. 1500).

Bibliotheca prima.

" secunda.

Biographica.

Literaria.

Bibliographica.

Historica.

S U B J E C T S.

Bible, and parts of, in Literaria, unless the interest of the edition is the editor, as Servetus.

Sub-Sections: Secunda.

- Alchemy
- Alcohol (Drunkenness;
wine)
- Almanacs & prognostications.
- Anatomy & Histology.
- Anaesthetics
- Antiseptics
- Astrology
- Astronomy.

- Baths
- Bezoar stones
- Blood-letting
- Botany and Materia Med.
dealing with Bot.

- Cabbalists
- Calculus, Differential
- Charlatanry
- Cheiremancy
- Chemistry
- Child-life & culture
- Christian Science
- Cinchona, Peruvian bark, Quinine.
- Contagion.

- Death
- Demonology (see Witchcraft)
- Dental Surgery
- Dreams
- Drunkenness (see Alcohol)

6
Education
Electricity
Epidemics
Euthanasia
Evolution

Faith Healing, Lourdes
Famine
Fever
Forceps

Ghosts
Gout

Histology (see Anatomy)
Homeopathy
Hypnotism (see Mesmerism)
Hysteria (Louise Lateau etc.)

Inoculation
Insanity

Lateau (Louise) (see Hysteria.)
Lithotomy
Longevity & Old age
Lourdes (see Faith healing)
Magic (see Witchcraft)
Magnetism (Animal) (see Mesmerism)
Mathematics in Medicine
Mercury
Mesmerism & Animal Magnetism
Microscope (Hist. of., & bks dealing with use of)
Midwifery (see Obstetrics)
Music in Medicine
Mysticism

Nursing (& Hist. of)

Obstetrics
Occulism
Old Age (see Longevity)
Ophthalmology

Pathology & Pathol. Anatomy
Peruvian Bark (see Cinchona)
Phrenology
Physiognomy
Physiology
Plague
Precious stones in Med.
Prognostications (see Almanacs)
Psychology
(Not Percussion)

Quackery
Quinine (see Cinchona)

Resurrectionists
Rosicrucians
Roxburghe Club

Saints (St. Cosmo etc.)
Singatures in Disease
Sleep
Stenography in Med.
Surgery
Sympathy, Cures by, and Power of
Syphilis

Tar water
Tobacco
Tuberculosis

Vaccination
Veterinary Med.
Vivisection

Wine (see Alcohol)
Witchcraft, Demonology & Magic.

cf. Letter to Geo. Fox of Aug. 17 1917

Literaria.

Doctors in fiction.

Historica

Asylums
Clubs
Dispensaries
Hospitals
Institutions
Societies.

Bibliographica

Bibliography
Book-worm
Catalogues
Dictionaries
Lexicons
Libraries.

*Representative libraries
Oxford -
Bodleian library
Bibliothèque de la Sorbonne
Richard de Bury
Diderot
Washington. S. G. S.*

Prima

Harvey, Wm. All Circ. of the Blood, and Harvey Orations,
with short titles, full titles, and authors.

Medicine:

American Indian
Arabian
Babylonian
Beginnings (compartments 39. indexes)

Byzantine:

Egyptian
French
German
Greek
Hindu
Italian

Byzantine:

Jewish
Persian
Primitive
Roman.

Some further notes re Library

PRIMA. Revised by J.F.W. Author's index slip in each book. For this section the index slips for references are written and placed in alphabetical order in the card-board box so labelled. They only require the permanent number added.

LITERARIA. Revised.

- * Representative Readers
- Atkinside
- Osborne
- Stalmas
- Stuart Mitchell
- Rubelais
- Patin
- Nance

The author's index slip in each instance will be found in the book, with the present shelf mark (tier, shelf and position of book on shelf) and a short title. These slips can be used, if wished, by striking out what is unnecessary, and adding the permanent number.

Reference are written in pencil on the cards, and will need to be copied on fresh slips with of course the permanent number.

When a man is in the index only as an editor, translator etc. his date will be in index. The date follows an author's name at the head of the list of his books in the catalogue.

SECUNDA. Revised as far as PITCAIRN, (Archibald). Remarks as for Literaria.

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N.B. Some medical books will be found in Literaria, as it was at first decided to keep all the works of an author in the section in which his best known work was placed, e.g. John Aiken. Later on this rule was modified.

The slips inserted in the books show that such books have been revised. A blue stroke at the right top corner of a card, and the number of the book following the number of the shelf also being there shows that the book has been treated according to the present rules. Should the blue stroke occur, followed only by tier letter & shelf number, it has no significance. Such books were dealt with by the former rules and must be re-done.