

January 1979

Back Matter

Ann Pederson

Follow this and additional works at: https://digitalcommons.kennesaw.edu/georgia_archive

 Part of the [Archival Science Commons](#)

Recommended Citation

Pederson, Ann, "Back Matter," *Georgia Archive* 7 no. 2 (1979).

Available at: https://digitalcommons.kennesaw.edu/georgia_archive/vol7/iss2/12

This Back Matter is brought to you for free and open access by DigitalCommons@Kennesaw State University. It has been accepted for inclusion in Georgia Archive by an authorized editor of DigitalCommons@Kennesaw State University. For more information, please contact digitalcommons@kennesaw.edu.

INFORMATION FOR CONTRIBUTORS

Editorial Policy

1. Members of the Society of Georgia Archivists, and others with professional interest in the aims of the Society, are invited to submit manuscripts for consideration and to suggest areas of concern or subjects which they feel should be included in forthcoming issues of GEORGIA ARCHIVE.
2. Manuscripts received from contributors are submitted to an editorial board. Editors are asked to appraise manuscripts in terms of appropriateness, pertinence, innovativeness, scholarly worth, and clarity of writing.
3. Only manuscripts not previously published will be accepted, and authors must agree not to publish elsewhere, without explicitly written permission, a paper submitted to and accepted by GEORGIA ARCHIVE.
4. Three copies of GEORGIA ARCHIVE will be provided to the author without charge.
5. Letters to the Editor which include pertinent and constructive comments or criticism of articles or reviews recently published in GEORGIA ARCHIVE are welcome. Ordinarily, such letters should not exceed 300 words.
6. Brief contributions for the special sections of GEORGIA ARCHIVE - News Notes and Accessions - may be addressed to the editors of those sections or to Box 261, Georgia State University, Atlanta, Ga. 30303.

Manuscript Requirements

1. Manuscripts should be submitted in double-spaced typescripts throughout - including footnotes at the end of the text - on white bond paper 8½ X 11 inches in size. Margins should be about 1½ inches all around. All pages should be numbered, including the title page. The author's name and address should appear only on the title page, which should be separate from the main text of the manuscript.
2. Each manuscript should be submitted in two copies, the original typescript and one carbon copy or durable photocopy.
3. The title of the paper should be concise, accurate, and distinctive rather than merely descriptive.
4. References and footnotes should conform to accepted scholarly standards. Ordinarily, GEORGIA ARCHIVE uses footnote format illustrated in the University of Chicago Manual of Style, 12th edition.
5. GEORGIA ARCHIVE uses the University of Chicago Manual of Style, 12th edition, and Webster's New International Dictionary of the English Language, 3rd edition (G. & C. Merriam Co.), as its standards for style, spelling, and punctuation.
6. Usage of terms which have special meanings for archivists, manuscripts curators, and records managers should conform to the definitions in "A Basic Glossary for Archivists, Manuscript Curators, and Records Managers," American Archivist 37, no. 3 (July 1974). Copies of this glossary are available for \$2.00 each from the Executive Director, SAA, Suite 310, 330 S. Wells Street, Chicago, Illinois 60606.

PETER SCHINKEL
PRESIDENT

SHERYL VOGT
VICE PRESIDENT

LES HOUGH
SECRETARY

DAVID LEVINE
TREASURER

GLEN McANINCH
ARCHIVIST

TONY DEES
DIRECTOR (1980)

ELLEN NEAL GARRISON
DIRECTOR (1981)

CONTRIBUTING MEMBERS

TONY DEES
FAYE GAMEL
LINDA HENRY
LINDA MATTHEWS
SYBIL MILTON
BARBARA REITT
ROBERT SHUSTER

SUSTAINING MEMBERS

A. R. ROWLAND

SOCIETY OF GEORGIA ARCHIVISTS

JOIN THE SOCIETY OF GEORGIA ARCHIVISTS

The Society of Georgia Archivists invites all persons interested in the field of archives to join. Annual memberships effective with the 1980 membership year (beginning January 1) are:

| | |
|-------------------------|-------------------|
| Student | \$ 7.00 |
| Individual | 10.00 |
| Institutional | 10.00 |
| Foreign | 11.00 |
| Contributing | 15.00 |
| Sustaining | 30.00 |
| Patron | More than \$30.00 |

Memberships include *GEORGIA ARCHIVE*, the SGA Newsletter and notice of the quarterly meetings. ALL MEMBERSHIPS ARE TAX DEDUCTIBLE.

To join and receive *GEORGIA ARCHIVE*, contact The Society of Georgia Archivists, Box 261, Ga. State University, Atlanta, Ga. 30303.

PAPER RESTORING

We are now accepting damaged maps, prints, books, and all types of paper for restoration in our modern laboratory. Archival techniques, modern equipment, experienced technicians. Send items for quotation to:

B. Gimelson
Paper Restoration Lab
96 S. Limekiln Pike, Chalfont, PA 18914
(215) 822-1393