



Smithsonian Institution Archives

Administrative Records, 1967-1999

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Collection Overview

Repository:	Smithsonian Institution Archives, Washington, D.C., osiaref@si.edu
Title:	Administrative Records
Identifier:	Accession 05-126
Date:	1967-1999
Extent:	0.58 cu. ft. (1 tall document box)
Creator::	Smithsonian Institution. Press
Language:	English

Administrative Information

Preferred Citation

Smithsonian Institution Archives, Accession 05-126, Smithsonian Institution, Press,
Administrative Records

Descriptive Entry

This accession consists of the administrative records of the Smithsonian Institution Press. Materials include procedural and instruction manuals, advertisements, a catalog, and awards.

Names and Subject Terms

This collection is indexed in the online catalog of the Smithsonian Institution under the following terms:

Subjects:

- Electronic publishing
- Scholarly publishing
- Smithsonian Books (Publisher)

Types of Materials:

- Clippings
- Manuscripts

Container Listing

Box 1

- | | |
|------------|------------------------------------------------------------------------------------------------------------------------------------|
| Box 1 of 1 | Procedural Manual, 1983 (2 folders) |
| Box 1 of 1 | SI Press Instructions for Word Processing to Typesetting, 1983 |
| Box 1 of 1 | Instruction Manual - Electronic publishing, 1991-1997 |
| Box 1 of 1 | Editor instructions |
| Box 1 of 1 | Promotion and Performance Plan - Donald Fishers (Technical Publications Editor), 1987 |
| Box 1 of 1 | Advertisements, 1967-1982 |
| Box 1 of 1 | Advertising notebook, 1984-1987 |
| Box 1 of 1 | Catalog of On-Demand Reprints, 1998 |
| Box 1 of 1 | Sixteenth George Wittenborn Memorial Award - Pennsylvania Academy of the Fine Arts and the Smithsonian Institution Press, 1994 |
| Box 1 of 1 | The ASCAP-Deems Taylor Award - Smithsonian Institution Press, 1999 |
| Box 1 of 1 | Smithsonian Style Manual, 1973 (Accession 11-198) |
| Box 1 of 1 | Series Preparation Manual, 1973 (Accession 11-198) |
| Box 1 of 1 | Polices and Guidelines for Publishing Serial Publications - Series Section, Smithsonian Institution Press, 1992 (Accession 11-198) |