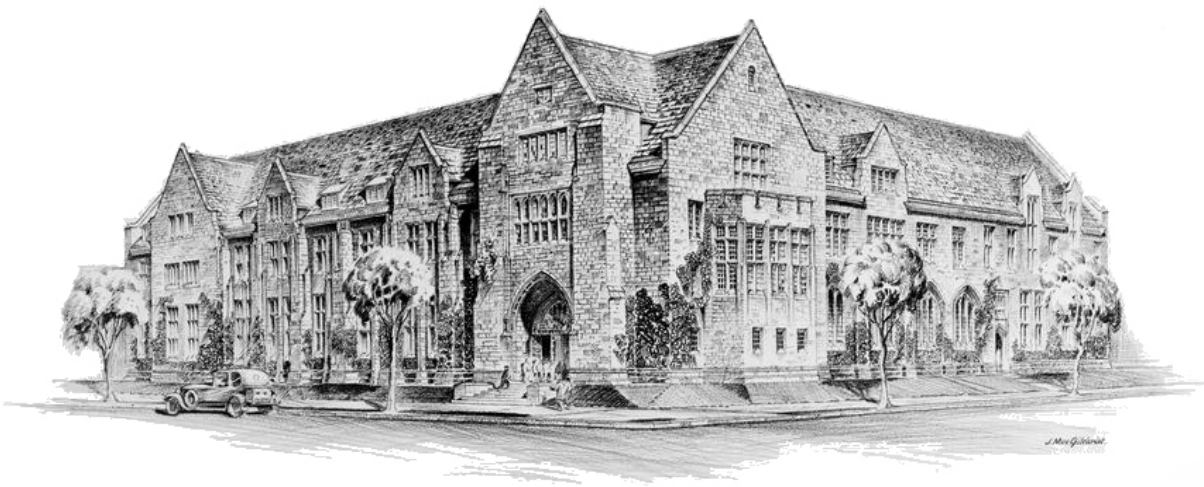
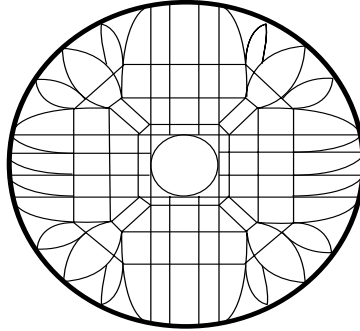


THE RESEARCH ARCHIVES OF THE ORIENTAL INSTITUTE



Introduction and Guide



Text, graphics, design and layout by Foy D. Scalf

Based on previous editions by Charles E. Jones and Terry G. Wilfong

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Cover:

Drawing of the Oriental Institute housed in the special collections of the Joseph Regenstein Library, Archival Photofiles (apf2-05422)
Special Collections Research Center, University of Chicago Library

Access to the Research Archives

The reading room of the Research Archives is open to faculty, staff and members of the Oriental Institute, as well as students in the Department of Near Eastern Languages and Civilizations. All others desiring to use the Research Archives are expected to enroll as members of the Oriental Institute.

Hours of operation:

9:00 am – 6:00 pm Monday-Tuesday

9:00 am – 8:00 pm Wednesday

9:00 am – 6:00 pm Thursday-Friday

10:00 am – 2:00 pm Saturday-Sunday

Hours during interim periods and holidays are changeable and will be posted. Those who plan on visiting the Archives during interim periods and holidays, and those who are coming from out of town to use the Archives at any time throughout the year, should call ahead to confirm that the Archives will be open.

Contact:

Phone: (773) 702-9537

Fax: (773) 702-9853

email: scalffd@uchicago.edu

THE RESEARCH ARCHIVES OF THE ORIENTAL INSTITUTE

“The existence of an Oriental Institute at the University of Chicago implies further that the ancient cultures of the Near East are worthy of special attention as the record of man’s earliest attempts to organize human life on a comprehensive scale, to unfold its higher potential, and to give it a cosmic frame of reference.”
 – *Oriental Institute Annual Report 1959-1960*

Introduction

The Research Archives of the Oriental Institute is the scholarly reference library for the research needs of the faculty, staff, students and members of the Oriental Institute. The library materials constitute a non-circulating collection of publications covering all the fields of Ancient Near Eastern Studies from the beginnings of civilization through the Late Antique period, reflecting the interests and work of its users and benefactors. The Research Archives is not a part of the University of Chicago Library System and its holdings bear no relationship to the holdings of the wider university library system. As a non-circulating collection, the library materials housed in our collection are never permitted to leave the Oriental Institute building, either for personal or inter-library loans, thus preserving the fundamental intent of the collection as a reference source for in-house scholarly work.

Through the Years: A Short History of the Research Archives

A library was an essential element of the Oriental Institute since its foundation under James Henry Breasted in 1919. Originally situated in the north room of the third floor of Haskell Hall,¹ at one time referred to as the Divinity Library of Haskell Hall² and partially funded by Ms. Frederick Haskell,³ the library itself consisted of a sole room with a relatively small collection, in modern terms, reflecting not only the youth of the institute but also the vastly reduced size of the fields in Ancient Near Eastern Studies as compared to today.⁴ We know very little about the staff of the library from the first few years of the institute, but Albert S. Wilson



Haskell Hall, circa 1920

¹ George S. Goodspeed and William Rainey Harper, “The Dedication of the Haskell Oriental Museum, July 2, 1896,” *The Biblical World*, Vol. 8, No. 2 (Aug., 1896), 107.

² *The University Library* (Chicago: The University of Chicago Press, 1904), 264; *Annual Catalog 1916-1917* (Chicago: University of Chicago, 1917), 296; Katharine I. Sharp, “Illinois Libraries,” *University of Illinois Bulletin* 5 (June 29, 1908), no. 31, 72.

³ Jay Pridmore and Peter Kiar, *The University of Chicago: An Architectural Tour* (New York: Princeton Architectural Press, 2006), 59.

⁴ “The Haskell Oriental Museum of the University of Chicago,” *The Biblical World* 8:2 (August 1896), 81.

worked in the Haskell Hall library before becoming director of the state library school in 1907.⁵

In 1931 with the construction of the new Oriental Institute building, the library was moved into its new home. Upon writing his account of the Oriental Institute, Breasted had the following to say about the new library: “The most beautiful room in the building is the library reading-room in the west wing, where for the first time the entire specialized group of books representing the field of research with which the Institute is concerned is conveniently accessible.”⁶ The earliest history of the library has been overshadowed, and rightly so, by the



Johanne Vindenas, Oriental Institute Librarian 1924-1964

tremendous scholarly projects and museum acquisitions of the early institute. Few publications cover the period of 1919-1931 with respect to the library staff. However, the original development of these facilities owed a great deal to Johanne Vindenas, librarian for the Oriental Institute for nearly half a century, from 1924 to 1964. Her meticulous cataloging is renowned in library circles⁷ and can be found on display in the sixteen volumes of the *Catalog of the Oriental Institute Library, University of Chicago* published in 1970 under the supervision of then Oriental Institute librarian Shirley A. Lyon. This catalog documented the holdings of the Oriental Institute library before consolidation within the University library system whose materials were moved to the newly built Joseph Regenstein Library in 1970. The magnitude of this work is overwhelming, with its 284,400 index cards covering over 50,000 volumes.

Consolidation of the University of Chicago libraries meant the disintegration of Breasted's ideal of having all the library resources pertinent to the institute's areas of interest in one space.⁸ For institute projects, it meant wasted time and the increased burden of repeated trips to the Regenstein library, often only to check a simple bibliographic item for one of the dictionary projects. It did not take long for faculty and staff to decry the situation and under the directorship of Dr. John A. Brinkman, a new library was established.

The current incarnation of the Oriental Institute library facilities, the Research Archives, was founded in 1972,⁹ and opened in September of 1973,¹⁰ at the request of scholars who

⁵ *The Library Journal* 32 (January-December 1907), 473.

⁶ James Henry Breasted, *The Oriental Institute*. The University of Chicago Survey Volume XII (Chicago: The University of Chicago Press, 1933), 122.

⁷ Rober Wadsworth, “Johanne Vindenas Remembered,” *Access* 36, No. 23, November 11, 1988, pp. 2-3.

⁸ The *Oriental Institute Annual Report* lacked a section devoted to the library until the 1969-1970 volume, portentous because of the library consolidation taking place in that very same year (Shirley A. Lyon, “The Oriental Institute Library,” *Oriental Institute Annual Report 1969-1970*, 29-32).

⁹ For the “Needs of the Oriental Institute,” listed in the *Oriental Institute Annual Report 1972-1973* is \$950,000 for a library endowment.

¹⁰ The first report of the Research Archives, written by Charles C. Van Siclen III, appeared the 1973-74 volume of the *Oriental Institute Annual Report*.

needed immediate access to research materials for the various projects being conducted at the institute. Director John A. Brinkman announced the opening of the Research Archives in the 1973-1974 volume of the *Oriental Institute Annual Report*: “The past year also saw the opening of the new Research Archives, a collection of books and reference materials that will form the nucleus of a badly needed research library in the Institute building.” Thus the vision of the Oriental Institute's founder had been reborn and retained. The Reading Room still retains most of the original decorative elements from its 1931 completion, including the "lotus" window in the south wall, the wood carvings on the north wall and the elaborately painted ceiling.



*James Henry Breasted,
Founder of the Oriental Institute*

Since opening in 1973, the Research Archives has housed its share of future scholars, obviously as students, but many as employees.¹¹ From 1973 until 1984, three librarians cared for the collection: Charles C. Van Siclen III, Richard L. Zettler, and Alice Figundio Schneider. In the spring of 1983, Charles Ellwood Jones began what would become a 22 year tenure in the Research Archives, from 1983 to 2005. With the development of the personal computer, these 20 years witnessed a radical shift in how libraries operate. Quickly replacing card catalogs as a means for cataloging their collections, bibliographers turned to electronic databases to manipulate their data. The publicly accessible electronic catalog of the Research Archives (<http://oilib.uchicago.edu>) was begun in 1988. Now, with over 330,000 catalog records, this database remains one of the lasting legacies of Jones's stewardship and a most important research tool within Ancient Near Eastern Studies.

As of 2009, the Research Archives continues to build on these sturdy foundations. We seek to collect, as comprehensively as possible, the volumes relevant to Ancient Near Eastern studies. In addition, we continue to build important research tools, continually developing the online catalog as well as the Research Archives website where we host dissertations from recent



Reading Room of the Research Archives

graduates from the Department of Near Eastern Languages and Civilizations and library acquisitions lists. Through our online catalog, users can now access tens of thousands of .pdf files, housed both internally on our server as well externally on electronic media sites such as JSTOR and Ebsco. Through these efforts and in keeping with the spirit of the Oriental Institute as a whole, our electronic tools and scanning initiatives will continue to make materials accessible to scholars worldwide in an open and public format.¹²

¹¹ For an alphabetical list of former employees of the Research Archives, many who went on to productive scholarly careers, see <http://oihistory.blogspot.com/2008/02/oriental-institute-research-archives.html>.

¹² The Oriental Institute distributed for free a number of its early folio publications to institutions and scholars who couldn't afford them and made the purchase price lower than production costs (see Breasted, *Oriental Institute*, 435).

A Guide to the Location of Library Materials

The Research Archives uses a simple system of organization. The location of a book can be determined on the basis of the call number in the left hand margin of the card catalogue entry or listed under "Call#" in the online catalogue.

MONOGRAPHS

No call number

Shelved alphabetically by author / editor in the New Wing.

JOURNALS

Call#: J / XXX / 99

Shelved alpha-numerically by call number on the upper level.

SERIES

Call#: S / XXX / 99

Shelved alpha-numerically by call number in the built-in cases in the reading room, in the two banks of free-standing stacks located on the south end of the reading room, as well as in the New Wing Series Suite.

PAMPHLETS

Call#: pam

Filed alphabetically by author in the file cabinets in the New Wing Monographs Room.

REFERENCE

Call#: ref

Modern language and bibliographic reference materials are shelved along the south wall of the Staircase room. Ancient language reference materials are shelved on the western folio case.

GREGORY ARESHIAN COLLECTION

Call#: GAC

The Gregory Areshian Collection consists of 1500 books on the archaeology, history and languages of the Caucasus region of Central Asia. In addition, this rooms holds a number of reference materials for Quranic and Biblical studies.

FOLIO

Call#: f

Shelved alphabetically on the West Wall of the New Wing.

OVERSIZE FOLIO

Call#: Folio Z-99

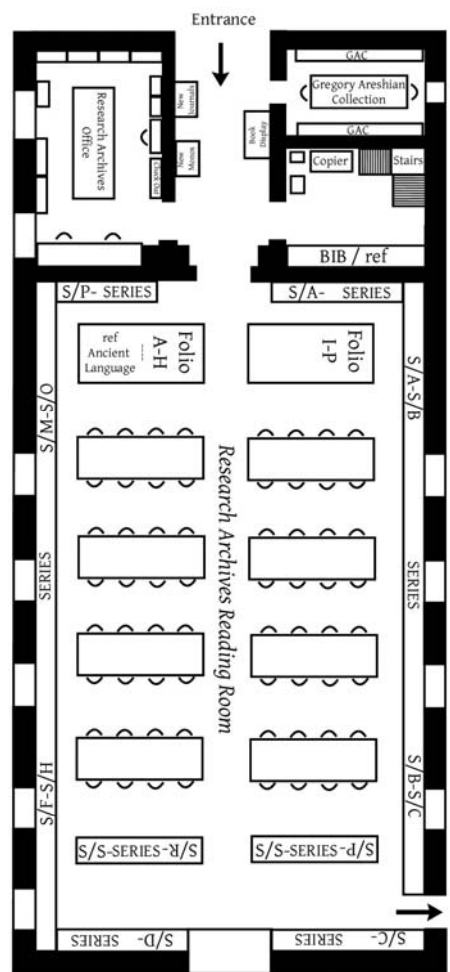
Shelved alpha-numerically by case and shelf number in the folio cases.

MAP

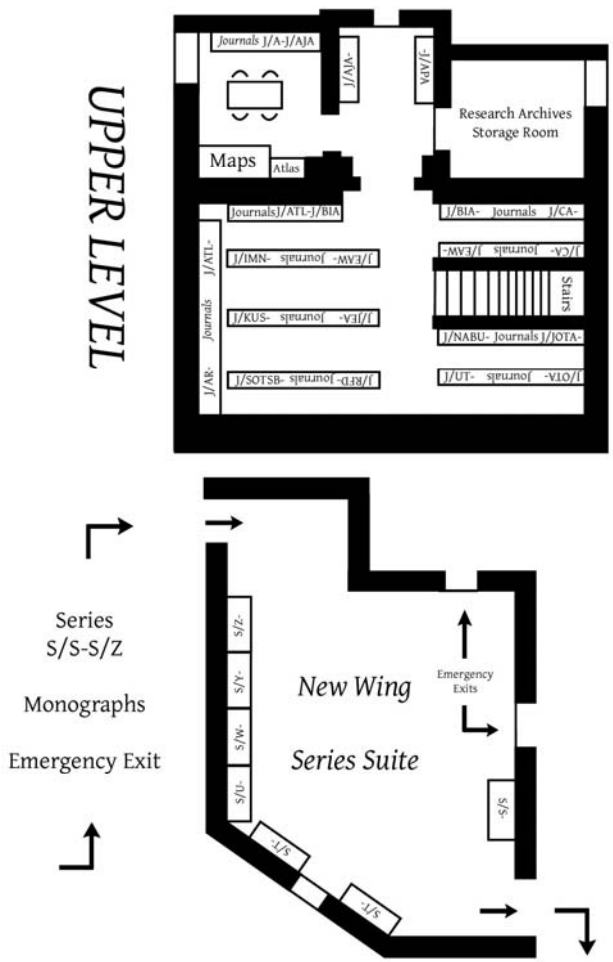
Call#: map

Located in the Map Room on the upper level.

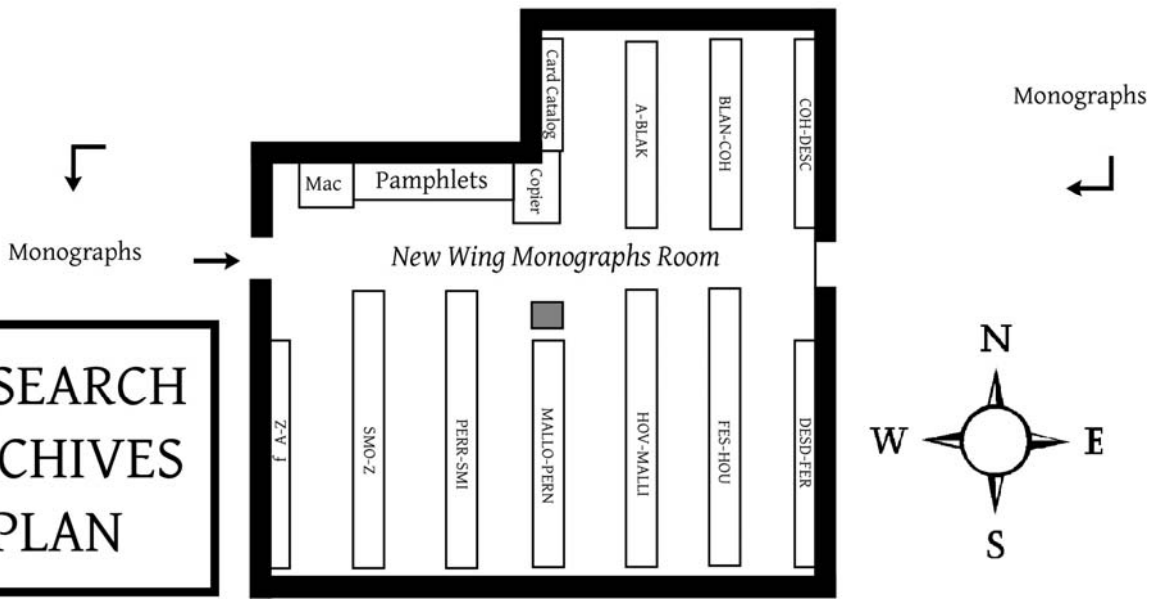
MAIN LEVEL



UPPER LEVEL

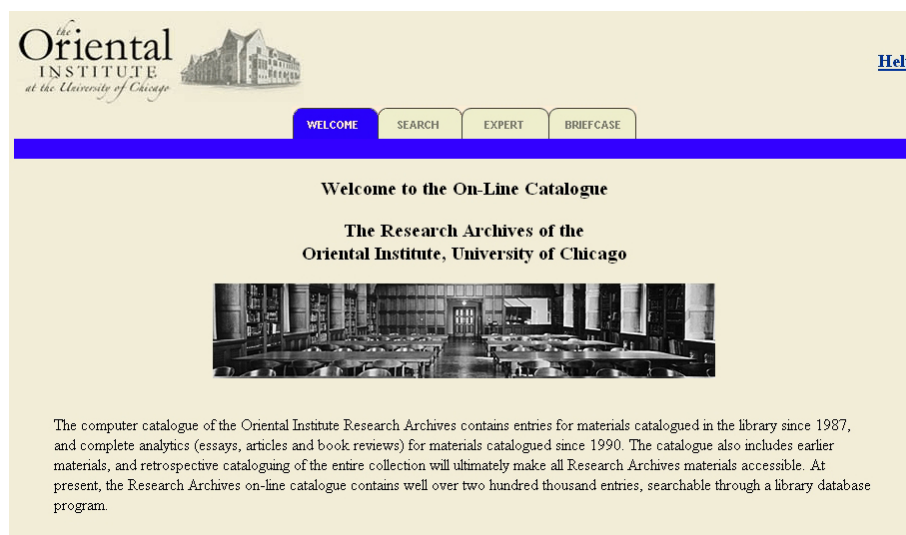


RESEARCH ARCHIVES PLAN



The Online Catalog of the Research Archives

<http://oilib.uchicago.edu>



Introduction

The online catalog of the Research Archives contains over 330,000 catalog records, reflecting the holdings of the Research Archives. While we have only roughly 50,000 volumes, our catalog contains records for every independently authored section from those volumes including: books, series, pamphlets, articles, reviews, chapters, and encyclopedia entries. Our database thus stands as a near comprehensive index of Ancient Near Eastern studies, publicly accessible to scholars worldwide. The following guidelines are meant to aid in navigating the online catalog and assist your scholarly research.

General Principles for Searching the Online Catalog

- **Enter through the Welcome Page:** The welcome page of the online catalog places a cookie on your computer which allows the catalog to function properly. If you bookmark the “search” page and use this bookmark to enter the catalog, you will get an error message and you won’t be able to search the catalog. If you want to use a bookmark, bookmark the “welcome” page.
- **Ignore diacritics:** Diacritics were not entered into our database for many years (they did not display properly and were therefore not searchable). In recent years, we have begun to enter diacritical marks in order to provide our users with accurate bibliographic information. However, all characters with diacritics can be searched according to their closest Roman alphabet equivalent:
 - é = e, è = e, ú = u, ù = u, š = s, ş = s, etc.
 In general, it is best to avoid words with complex diacritics (transliteration of ancient languages, etc.) and to try to find what you are looking for by using other criteria.

- **Use the “Keyword” Search:** The keyword search is incredibly useful and most powerful in two cases:
 - 1. You know all the bibliographic information about what you are looking for, but you need to know where it is located in the library. Using a combination of author’s last name and important words from the title will often limit your search to just a few entries, making it easy to find the one you are looking for. If there are rare words in the title, using them will limit your search further, thereby giving you less results to sift through.
 - 2. You are researching a topic. Doing various keyword searches for terminology related to your topic, as well as their German/French/Italian/etc. equivalents, should give you a good idea about what research has been done in that area. For example, you could search for “frogs” and you will get 7 results. If I were interested in temple administration in Nippur, I would try various searches such as “temple nippur”, “temple administration”, “administration nippur”, “administrative nippur”, etc.
 -
- **Ignore Prepositions and Articles in Keyword Search:** Prepositions and articles will null your **keyword** search and must be avoided. There are two exceptions to this rule:
 - 1. When searching for elements in a foreign language with an apostrophe, search the item with the apostrophe and article. For example, if you want to do a keyword search for the Bulletin de l’institut Francais d’Archeologie Orientale, use “l’institut” and/or “d’archeologie” in your search.
 - 2. When performing a **title** search, you will want to keep the prepositions and enter the title exactly as it appears (the first few words are all that is necessary – the computer automatically truncates the rest). For example, a **keyword** search for “on particles” will return 0 results. However, a **title** search for “on particles” will bring you 1 result with “on particles” at the beginning of the title.
- **Avoid the Hyphen:** The hyphen is a boolean indicator in our database telling the database to search a range. This search is used mostly for number ranges and can be safely ignored in your searching. For hyphenated names and/or words, simply remove the hyphen (leave a space though!). Alternatively, you can search on the most distinctive part of the hyphenated word (e.g. search “rawi” or “al rawi” for al-rawi; search “el amarna tafeln” for el-amarna tafeln).
 - For author searches: If you select the author search and search “al rawi”, the results will only list works for which “al rawi” is listed as first author. If you want to find a book with multiple authors, use their last names in a keyword search, e.g. “al rawi cavigneaux” (do NOT use the expert search for this. Putting two authors into separate author searches will only include books for which all authors listed appear as first author) – this will give you 11 results (several articles for which al rawi and cavigneaux are authors and several reviews of books for which they are authors)
- **Use the “NEXT” button at the top of your search results (NOT the one at the bottom):** For some inexplicable reason (no one seems to know why), using the “next” button at the bottom of your searching results to flip through the entries will eventually

give you a “server error.” The button at the top of the results always works. If you ever get the error, simply click back on your browser and then use the “next” button at the top of your search results.

Expert Tips for Searching the Catalog

- **Serial and Journal Searches:** If you want to find a particular serial or journal volume, a call number search can find it (as well as all of its articles) immediately. Simply select the “Expert” tab for expert searching. From the left hand drop down menu select “CallNumb”, enter the call number in the following ways, then click the search button called “expert” at the bottom:

- JOURNAL:

J/JEA/1 – this will provide you with all the articles from *Journal of Egyptian Archaeology* 1.

J/RA/80 – this will provide you with all the articles from *Revue d’Assyriologie* 80 (both issues: unfortunately you cannot search for J/RA/80:1 in the catalog, but this is not too troublesome as the J/RA/80 search will only return 30 records).

- SERIAL:

S/OLA/25 – this will provide you with all the entries relevant to S/OLA/25, in this case only 1: Gilbert Pollet *India and the Ancient World*.

S/AOAT/42 – this will provide you with all the entries relevant to S/AOAT/42, in this case 25 records: 1 for the volume itself and 24 for the various articles in the volume.

- **If the volume number is 3-digits or longer:** You have to add “/?” to the end of your search to get your results. There is a character limit to the search field in the database and this little trick will get you around it.

S/PIHANS/100/? – this will provide you with all the entries relevant to S/PIHANS/100/?, in this case 36 entries.

S/OLA/149/? – this will provide you with all the entries relevant to S/OLA/149 (all three volumes including call numbers S/OLA/149:1, S/OLA/149:2, and S/OLA/149:3. Unfortunately, as of right now, there is no way to search for these volumes individually, but the 131 results are not too overwhelming to sift through. Of course, you could always add other keywords or author names to narrow the search – see below under Note 2).

J/RA/100/? – this will provide you with all the entries relevant to J/RA/100, in this case 23 entries.

- **NOTE 1:** You can use this search to determine which journal volumes have been entered into the catalog. Do a call number search for “J/JEA/?” will give you ALL the entries

which have J/JEA as the call number. However, for the most part, they will not be sorted in any meaningful fashion (usually the order they were entered into the catalog). Unfortunately you cannot sort the results of your search right now, but we hope to change this in the future when we move to a better database environment.

- **NOTE 2:** Any of these searches can be combined together in the “Expert Search” tab. You could then search for “S/AOAT/42” as the Call Number and “de moor” as the author. This will give you 3 results: the volume entry for which “de moor” is listed as first author and 2 articles for which “de moor” is listed as first author. If you are looking for someone who may not be listed as first author, use the keyword search and the author’s name. A search for Call Number “S/DBH/10” and the keyword “Loretz” will give you 1 result for an article written by Dietrich and Loretz for which Loretz is listed as the second author.
- **Searching for Publication Dates:** Publication dates are indexed in the catalog, which means they cannot be searched independently. However, you can force the database to search them in the following way:
 - Choose Author Search. Search for “Smith/publdate=2005”. This will give you one result for a book published by Mark Smith in 2005.
 - Putting the same search “Smith/publdate=2005” into the keyword search will give you 2 results. Now the same book by Mark Smith published in 2005 as well as a book published in 2005 for which H. S. Smith is the second author.
 - NOTE: This search will only work on monographs and master entries where the publication date is listed in a separate field. This search will not work for journals because the publication date of the journal is listed together with the journal information in the Author Statement field.

Special Character/Boolean Searching for the Bold and Brave

hyphen -	search the range between the hyphen Ex: 450-500 (used mostly with numbers – not very useful for our purposes; However, a title search for babylon-babylonian will give you all titles that start with babylon-thru-babylonian, in this case 56 results. NOTE: Do not use this search in the keyword search, it will not work!)
question mark ?	truncates search Ex: “ship?” in the keyword search will find all words beginning with “ship”: ships, shipping, shipwreck, etc.
equals sign =	identifies search term in complicated searches Ex: smith/publdate=2005
not equals sign !=	indicates a search term you want the program to filter out Ex: smith/publdate!=2005 will give you all smith publications except those published in 2005

Guidelines for Using the Research Archives

The successful operation of the Research Archives requires patrons to observe the following guidelines:

1. No Food/No Drinks: Please do not bring food or drinks into the library. There is a refrigerator in the student lounge if you need it.
2. No Circulation: Books are NEVER to leave the Research Archives except:
 - a. Books may be checked out by prior arrangement with Research Archives staff for short periods to faculty offices in the building. All checked books are subject to immediate recall.
 - b. **Under no circumstances are books to leave the building.**
 - c. If you need a book for an extended period of time (i.e. more than 2 or 3 days), please get it from the Regenstein Library.
 - d. If you need a book which is checked out, ask the Archives staff for assistance.
3. Reshelving: Patrons are responsible for reshelving the books they are using. If you are at all uncertain about where a book should be placed, please ask library staff. An incorrectly shelved book is a lost book.
4. Ph.D. students may keep up to 10 books on a table in the Research Archives. The books should be arranged neatly between bookends, labels facing out, with a note containing the student's name and current date. If more than 10 books are kept out, the books will be removed. If the date is not updated every 3 days, the books will be removed. Please do not keep series books on the tables (return them to the shelf daily).
5. If a book is not where you expect it to be, please check the card catalogue, the on-line catalogue and the books on the tables before consulting staff.
6. Avoid photocopying/scanning if possible. Photocopying/scanning damages books. If you must photocopy/scan, please do so with care.
7. All new acquisitions are shelved outside the Archives office for up to one month before shelving. New books do not circulate.
8. Please remember to be quiet and courteous to other patrons.

