

Transformation

of the Robert M. Warner Research Center

in the National Archives Building, Washington, DC

by Rick Blondo

Work progresses on transforming the Robert M. Warner Research Center to better and more efficiently serve the researchers who work there. The project began in late 2011, and is projected to proceed through the late summer of 2012. Updates on its progress can be seen at www.archives.gov/dc-metro/researcher-forum/.

The work takes place overnight, mostly on weekdays, and involves the skilled labor of demolition crews, plumbers, carpenters, electricians, stonemasons, woodwork craftsmen, carpet and cork layers, and others under the expert direction of project managers. Grunley Construction Inc. is the general contractor conducting the work, with many subcontractors in their employ. The design was done by Hartman-Cox Architects, Inc.

The project will create a new, appropriately sized Microfilm Research Room; a new Finding Aids/Consultation Room; a revamped Library space; a new classroom; a new researcher registration area; a new door at the Center's entrance from Pennsylvania Avenue lobby to reduce noise



Library (computer rendering based on architect's design)

(cont. on page 2)

Eighth Annual Genealogy Fair



National Archives Building
700 Pennsylvania Avenue, NW
Washington, DC 20408

Save the dates!

April 18 & 19, 2012

The [National Archives Eighth Annual Genealogy Fair](#) takes place outside on the grounds of the [National Archives Building](#) thanks to the generous support of the [Foundation for the National Archives](#).

This two-day program showcases the Federal records located at the National Archives as resources for family history research. At the fair, we provide information and guidance for experienced genealogy professionals and novices alike.

Due to the increasing popularity, this year's fair takes place completely outside and under tents. We are keeping all of the popular elements and adding more. For the first time, lecture sessions, exhibits, and activities take place outside in large tents accommodating more participation than ever before!

SESSIONS include "Introduction to Genealogy" for beginning researchers, and talks teaching *beyond the basics* for the more experienced, in addition to new lectures such as "1940 Census" (records opening April 2, 2012).

EXHIBITORS include displays by the National Archives as well as invited historical and genealogical organizations.

ACTIVITIES appealing to all ages are available so all can participate. *The fair is free and open to the public.*

(cont. on page 2)

Transformation of the Robert M. Warner Research Center . . .

(cont. from page 1)

and cold; a reconfiguration of the locker area; more public access computers and wireless access stations; and new microfilm scanners. The transformed space will enhance the overall look of the Research Center.

The project is progressing in phases affecting different areas of the existing Research Center. We aim to conduct the work in a manner that results in little or no disruption to ongoing researcher services.

For more information, see the Researcher Forum at the National Archives in the Washington, DC, area web page at www.archives.gov/dc-metro/researcher-forum.

Eighth Annual Genealogy Fair

(cont. from page 1)

Please join us on April 18 & 19, 2012, (Wednesday and Thursday) on the grounds of the [National Archives Building](http://www.archives.gov) at 700 Pennsylvania Avenue, NW, Washington, DC.

For more information about the fair, learn more from our web site as we add details at www.archives.gov/dc-metro/know-your-records/genealogy-fair/

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This newsletter is designed to provide you with the most up-to-date information needed to conduct research at the National Archives Building in Washington, DC, and the National Archives at College Park, MD. For more information, please visit www.archives.gov.

Make Your Research Visit to NARA More Successful

by David Langbart

HOW CAN I MAKE MY VISIT MORE SUCCESSFUL?

The National Archives and Records Administration (NARA) reference staff is committed to giving researchers the best possible assistance. The following questions and answers are provided to help researchers have a good on-site experience and take full advantage of their limited time at the National Archives.



Q Do I need to contact the Archives before I arrive?

A Writing or calling in advance is not required; however, we strongly encourage researchers to [write to the National Archives](#) before making a research visit. Please send the same reference inquiry to only one address to avoid confusion and duplication of work. Making contact before arrival can help prepare researchers for what they will find and help smooth the process when they arrive. Researchers should make contact far enough in advance to provide the NARA reference staff with sufficient time to respond. A good rule of thumb is to write a minimum of four weeks before you plan to arrive. This allows time for the staff to log-in requests, to conduct necessary background work, and to prepare and send a response. If researchers have complex questions that require an in-depth consultation, they should write even sooner. Please note, however, that NARA staff cannot undertake research for you. Our staff assists researchers with their work by providing information about the records, but we do not undertake substantive research for researchers.

Q Do some records need more advanced notice to be available?

A Contacting us ahead of time is especially necessary if a researcher is interested in more recent records (1960s and later); records of agencies that deal with more sensitive government functions (such as State, Justice, FBI, the intelligence agencies);

records for which you have incomplete or partial identification (agency-assigned numbers, such as Department of State "Lot File" numbers that do not always carry over into use by the National Archives); and records that have only recently been transferred to the National Archives.

Q Are the records well described for easy use?

A Some are, and others are not. While it is our ultimate goal, not all records are fully processed, with full descriptions and complete finding aids. Until the goal is met, locating specific bodies of records transferred to the National Archives, especially those transferred recently, can often involve a time-consuming, multistep process involving both researchers and NARA staff. This cannot be done effectively on an ad hoc basis while researchers wait in the Research Room. Researchers may have to request additional information from the agency of origin, and NARA staff may have to consult transfer documentation, printouts, preliminary finding aids, and classified indexes to assist in locating files of interest. The same is true for locating files relating to esoteric topics. NARA understands that the absence of complete finding aids can be frustrating to researchers, but by writing in advance, some of the problems may be overcome.

Make Your Research Visit to NARA More Successful

(cont.)

Q What are some of the other reasons to contact the National Archives in advance?

- A**
- We can provide information about hours of operation and holidays. [Hours of operation](#) are established by each facility.
 - We can provide you with information about NARA procedures. For example, we are unable to pull records for use in advance of your arrival.
 - We can identify records that are available on-line or on National Archives Microfilm Publications, thus saving a trip to the National Archives. Researchers must use [microfilm](#) and [online resources](#) when those options are available.
 - We can identify records that will not be transferred to the National Archives. Only a small percentage of all Federal records are designated as permanent. All others are scheduled for destruction under the authority of approved records control schedules.
 - We can identify permanent records that are not yet in the National Archives. In those cases you must contact the agency of origin.
 - We can let you know if the records in which you are interested are temporarily unavailable to researchers for various reasons (the records are undergoing preservation work, are being imaged or microfilmed, or for some other reason).
 - We can identify records that have been moved to another location, such as a Presidential Library or a NARA regional facility.
 - We can let you know if the records have been sent to remote off-site storage and thus require special advance arrangements to use.
 - We can let you know if the records in which you are interested are available for use. Before records are available to researchers, they must be processed and reviewed for documents containing security-classified information or information that is otherwise restricted.

Q What information does a prospective researcher need to prepare an effective inquiry?

A Now that you are ready to contact the National Archives, it is time to prepare your research inquiry. An effective inquiry consists of a succinct description of your research interest. Be sure to specify the date period of your topic. Records change over time. What we tell you about 19th-century records is very different from what we tell you about those of the 20th. If you are interested in a number of individuals, alphabetize your list, although we generally can respond to only about a handful at one time. If you have specific questions about the records, list them. *Please remember that it may take a few weeks for NARA to respond.*

Q What official sources are available for consultation before visiting the National Archives that will assist in identifying records relevant to my research?

A Published agency annual reports, official histories, and official documentary publications often cite records or provide examples of records now in the National Archives. These can provide entry points for beginning research on a particular topic. *Be sure to take note of records descriptions and file citations and note those in your reference inquiries, and bring them with you when you visit.*

For more information on how to start researching records at the National Archives, visit www.archives.gov/research/start/

New Copiers/Scanners and Copy Card System

by Peter Staub

The National Archives Trust Fund is **replacing current copiers and the copy card system** in the research rooms of College Park, MD (Archives II), and Washington, DC (Archives I), in early 2012. The new copiers/scanners will have more features than the current copiers. The new machines produce paper copies and digitized scans that **can download to thumb drives**. Researchers can purchase thumb drives from the National Archives Trust Fund. The Trust Fund sells 1GB thumb drives and will soon add 4GB drives to their inventory.

The new copy card system will be installed concurrently with the copiers/scanners. Researchers with existing balances can expect any remaining balances on current copy cards to transfer to the new system.

The National Archives Trust Fund supports the programs of the National Archives through a variety of activities.

Find information about the Trust Fund at

www.archives.gov/publications/general-info-leaflets/29-trust-fund.pdf.

Submit questions or comments at

<http://blogs.archives.gov/online-public-access/?p=7105>



National Archives Building,
Washington, DC



National Archives at
College Park, MD



ScanPro 2000 at the National Archives Building in Washington, DC

by Rebecca Crawford



This image is from www.e-imagedata.com/

The National Archives and Records Administration is pleased to announce the addition of 12 ScanPro 2000s to the Microfilm Research Room in the National Archives Building in Washington, DC.

The ScanPro 2000 gives users the ability to

- **Save images to USBs or CDs**
- **Save images in multiple formats, including PDF, JPEG, TIFF, and Multipage**
- **Select a resolution preference of 200, 300, 400, or 600 dpi**
- **Enhance scanned images by removing scratches or dark spots**

Interesting

^ Facts and Tips About the National Archives

Did You Know ?

We allow many types of clothing in the Central Research rooms



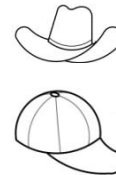
ALLOWED ITEMS:

- Sweaters and sweatshirts, with or without hoods, shorts (knee length), indoor business attire (suit jackets, waist-length indoor jackets)
- Religious headwear and garments
- Small silk or similar indoor-type kerchiefs



NOT ALLOWED ITEMS:

- **Outerwear:** Garments worn over indoor clothing primarily as protection against the elements, such as overcoats, coat-type sweaters, wind breakers and jackets (other than indoor business attire), down-filled vests
- Hats, caps, or scarves



For security reasons, we do not allow anything draped on the chairs or tables.

NOTE: You may be asked to remove any outer clothing that is wet or contains outdoor debris.

NARA reserves the right to determine whether a garment is considered to be outerwear.

Equipment receipts are not required



As of November 28, 2011, researchers are no longer required to record their property data on equipment receipts.

We will no longer retain equipment receipts for validation of serial numbers by security officers upon your departure from the National Archives Building, Washington, DC (Archives I), or the National Archives at College Park, MD (Archives II).

Security officers will continue to check equipment to validate that personal property is being removed and not government property.

This will reduce entry and exit processing time for researchers at Archives I and Archives II.

Now Online:

Native American Reference Reports

Reference Reports for genealogical research are brief (one- to four-page) descriptions of research strategies for frequently used records of genealogical interest held at the National Archives Building in Washington, DC. The Reference Reports currently available online include [African Americans](#), [Military](#), and now [Native American](#), recently added.

Native American genealogy in Federal records depends primarily upon the use of records created by the Indian Affairs Office (later renamed the Bureau of Indian Affairs). These records relate to tribes officially recognized by the United States, including the Five Civilized Tribes (Cherokee, Choctaw, Chickasaw,

Creek, and Seminoles) and other Native American nations involved in various treaties or guardianship relationships with the Federal Government. Native American Reference Reports describe research strategies for some of the most frequently used records relating to Native American genealogy, including a variety of census and enrollment rolls created by the Bureau of Indian Affairs and the Bureau of the Census, and published government sources (including the American State Papers and the Official Register) about Indian agents, superintendents, and Native Americans employed by the Indian Affairs Office in the Department of the Interior.

NATIVE AMERICAN REFERENCE REPORTS AVAILABLE

General

- Native Americans in the Federal Decennial Censuses, 1790–1930
- Published Government Sources Relating to Native Americans
- Indian Agents and Superintendents 1849–1907
- Native American Employees of the Bureau of Indian Affairs in the Official Register of the United States, 1849–1925
- Native Americans in the Bureau of the Census Records, 1857–1907

By Tribe

- The Cherokee Removal (“Trail of Tears”), 1836–1839
- Eastern Cherokee Enrollments and Census Enumerations, 1835–1940
- Chippewa Enumeration, 1885–1940
- The Dawes Commission to the Five Civilized Tribes, 1893–1914
- Records Relating to the Five Civilized Tribes at the National Archives at Fort Worth
- Enumeration of Pueblo Indians, 1790–1939
- Enumeration of Seminole Indians in Florida, 1880–1940
- Enumeration of the Yakima Indians, 1880–1940

Future releases will include reports about Asian Americans, Census, Citizenship, Civil Service, District of Columbia, Hispanic Americans, and Immigration.

Visit the Reference Reports main page at www.archives.gov/research/genealogy/reference-reports.html.

National Historical Publications and Records Commission

Beyond the National Archives

by Keith Donohue

The National Historical Publications and Records Commission (NHPRC) is one of the hidden gems of the National Archives. As part of its mission, the NHPRC awards grants to archives and documentary editing projects to preserve, publish, and promote access to the historical records drawn from the National Archives and repositories across the country and around the world.

Since 1964, the NHPRC has funded thousands of such projects. Researchers can access collections of the papers of the Founding Fathers, documentary histories of the First Federal Congress, the Supreme Court, and the Ratification of the U.S. Constitution. Virtually every aspect of the American story—great leaders, historical eras, and social movements—has been funded: from the records of emancipation and the impassioned letters to Martin Luther King to the history of women’s suffrage to the laboratory sketches of Thomas Edison to the White House recordings of six U.S. Presidents.

In addition to nearly 1,000 volumes of printed documentary editions, many projects are now bringing collections online in digital form—from the Reconstruction Era papers of Walt Whitman to the 18th-century papers of the War Department being reconstructed at George Mason University. That project is looking for volunteers to help transcribe 18th-century documents (more info at www.wardepartmentpapers.org.)

Lists of all projects funded by the NHPRC can be found online at www.archives.gov/nhprc/projects/. We are working right now on making this extensive list a searchable resource on our web site. And in future editions of *Researcher News*, we will be bringing you the best and the latest of NHPRC-sponsored collections.

Researcher at the War Department archives. Courtesy George Mason University



For more information, please visit the NHPRC web site at www.archives.gov/nhprc/.

George F. Kennan: An American Life by Yale historian John Lewis Gaddis, was published in November 2011 by The Penguin Press. Henry Kissinger, writing in *The New York Times Book Review*, called it “the final word . . . on one of the most important, complex, moving, challenging and exasperating American public servants.” Kennan, best known for the famous “Long Telegram” from Moscow and the subsequent “X” article in *Foreign Affairs*, played a key role in shaping American foreign policy of containment of the Soviet Union during the Cold War.

Kennan’s papers are located at Seely G. Mudd Library at Princeton University and were processed through a grant from the NHPRC. The George F. Kennan Papers Finding Aid is available online at <http://arks.princeton.edu/ark:/88435/n009w2294>, and the John Lewis Gaddis Papers on George F. Kennan Finding Aid is available at <http://arks.princeton.edu/ark:/88435/s1784m48w>.



George F. Kennan taking the oath of office as Ambassador to the U.S.S.R. in April 1952, with his wife Annelise and daughter Grace looking on. Courtesy Mudd Manuscript Library, Princeton University



New Microfilm Publications

by Claire Prechtel-Klusens

The National Archives continues to process accessioned microfilm that provides information about arrivals into the United States and to make available new microfilm publications. Staff recently completed the following National Archives microfilm publications.

- M2131, *Selected Department of Justice and U.S. Supreme Court Records Concerning Mexican Revolutionary Activities in the United States, 1906–1919* (15 rolls, 35mm). RGs 60 and 267.

- For a listing of microfilm publications from 2000 to the present, visit www.archives.gov/research/microfilm/.
- To determine which NARA facilities have these publications, check the Microfilm Catalog at <https://eservices.archives.gov/orderonline>. Each publication description indicates all NARA units that have copies of a microfilm publication in part or in full.
- Microfilm publications are available for sale. Cost is \$85 per roll to U.S. addresses (\$95 to foreign addresses). See How to Order Microfilm for ordering procedure at www.archives.gov/research/order/orderonline.html/.



New Publications by Staff

Periodically, staff produces publications in order to expand research community awareness of the National Archives' holdings. By targeting state and local historical and genealogical societies about the agency's holdings, we hope to reach people who otherwise would not think of the National Archives as a resource for their research. During the past few months, the staff has published the following:

John Deeben:

- "Frontier Service in the Lone Star State: Records of U.S. Military Posts in Texas, 1846–1920," *Stirpes: Journal of the Texas State Genealogical Society* 51:2 (June 2011): 35–43.
- "Pardon Applications for Houston-Area Residents Under the Amnesty Proclamation of May 29, 1865," *The Genealogical Record: Journal of The Houston Genealogical Forum* 53:3/4 (Fall 2011): 14–22.
- "Documenting the Dead and Missing: World War II Army Casualty Lists, 1941–1946," *The Genealogical Record: Journal of the Houston Genealogical Forum* 53:3/4 (Fall 2011): 23–25.
- "The Chaplain's Book of Records: Births, Baptisms, Marriages, and Deaths at Fort Davis, Texas, 1875–1891," *Stirpes: Journal of the Texas State Genealogical Society* 51:3 (September 2011): 35–43.
- "Leaving the Army during Mr. Madison's War: Certificates of Discharge for the War of 1812," co-authored with Claire Prechtel-Klusens, *Prologue: Quarterly of the National Archives* 43:3 (Fall 2011): 54–61.



Academy Award®–Winning Films and Actors on DVD from the National Archives

by Nancy Mottershaw

See press release online at www.archives.gov/press/press-releases/2012/nr12-28.html

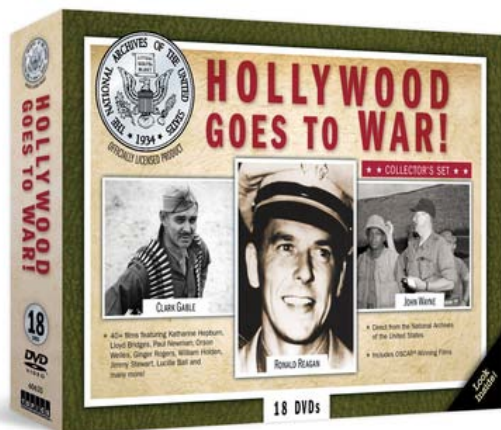
Hollywood Goes to War!, produced in partnership with TOPICS Entertainment, was released in November. Featuring 43 films selected by National Archives archivists from our vast motion picture holdings, this boxed set of 18 DVDs contains 24 hours of Academy Award®–winning and nominated documentaries and films in which Hollywood stars appear, narrate, or direct.

Included in this impressive collection are

- **Academy Award® Winners**, seven films on World War II, integration, and the group called Volunteers in Service to America (VISTA). Features actors Peter Ustinov, Paul Newman, and Robert Taylor and directors William Wyler, John Ford, Garson Kanin, and Carol Reed.
- **Big Screen Battles**, three films that focus on some of the most powerful moments in World War II. Features actors Lloyd Bridges, Eugene Kern, and Jimmy Stewart and directors William Wyler and John Huston.
- **Air Power, Star Power**, a selection of 12 documentaries, reenactments, and training films that take to the skies. Features actors Ronald Reagan, Jimmy Stewart, Clark Gable, Robert Preston, William Holden, Gilbert Roland, Burgess Meredith, Mel Tormé, Don Porter, Lloyd Nolan, Arthur Kennedy, Guy Kibbee, Van Heflin, and Alan Ladd.
- **Stars & Stripes**, 12 films that highlight the roles of Americans on the home front and American soldiers during war. Features actors Katharine Hepburn, Jimmy Stewart, Ronald Reagan, John Wayne, Lucille Ball, Elisha Cook, Jr., Laurel and Hardy, Clayton Moore, and Dennis the Menace. Directors include Frank Capra and Stuart Heisler.
- **Heroes & Villains**, six films that demonstrate the best and the worst traits of the human race. Features Ginger Rogers, Harold Russell, Paul Newman, and Robert Prosky.
- **Freedom on Film**, two films on the Korean War, including a rare color film by John Ford, and two on Vietnam. Features Audie Murphy, Jack Webb, and Charlton Heston.
- **Who's Out There?**, a film in which Orson Welles explores the possibilities of life on other planets.

Hollywood Goes to War sells for the suggested retail price of \$54.99. Other DVDs newly released by the National Archives and TOPICS are

- Two “Hollywood Patriots” singles, which highlight films of Ronald Reagan and Clark Gable taken from *Hollywood Goes to War*. \$5.99 each
- Two 18-DVD sets—**Aviation Anthology** and **WWII from the U.S. National Archives**—which contain a selection of films culled from our popular aviation and World War II collections. \$54.99 each



“This collection of star-lit and Academy Award®–winning documentaries assembled by motion picture specialists from the National Archives is evidence of moviemaking at its best. Iconic Hollywood directors and leading actors combined their talents to create films that not only stoked the fires of patriotism during war, but also addressed social and political challenges that were to define the decades ahead. The U.S. now had a new weapon in its arsenal that proved to be as potent as its air power or sea power . . . star power.”

– Marcia Kolko, lead project Archives Specialist

Topics products are available at Costco, Sam’s Club, and other major retailers nationwide, as well as at selected National Archives Museum Shops.

PICTURE THIS!

National Archives Online Print Shop



Welcome to the National Archives Print Shop where you can purchase archival-quality prints, custom framed and unframed, and gift items such as mugs, T-shirts, greeting cards, mouse pads, and puzzles featuring the image of your choice.

NEW LOOK • NEW IMAGES

Visit us at gallery.pictopia.com/archives and browse our collection of more than 2,300 photographs, posters, maps, drawings, and documents.

<http://gallery.pictopia.com/archives/>

Archives Library Information Center's (ALIC)

by Jeffery Hartley

The Archives Library Information Center's (ALIC) provides access to information on American history and government, archival administration, information management, and government documents to NARA staff, archives and records management professionals, and the general public.

ALIC's collection contains published materials such as books, government documents, microforms, audio- and videotapes, and CD-ROMs that support management of and research in the records of the U.S. Government.

College Park, MD, Address:

Archives Library Information Center
 Room 3000
 8601 Adelphi Road
 College Park, MD 20740-6001

Hours:

The library (Room 3000) is open from 9 a.m. to 4 p.m., Monday through Friday. **A librarian is available in the library Monday through Friday from 1 p.m. to 4 p.m.**

Collection:

ALIC's collection, housed at the National Archives at College Park (Archives II), focuses on archival administration, administrative history, American history and government, biography, information management, and government documents. The library's reading room in Room 3000 includes a complete and up-to-date reference and periodical collection, published materials, microforms, and a number of online services. The rest of the library's holdings are kept in a stack area to be retrieved upon request.

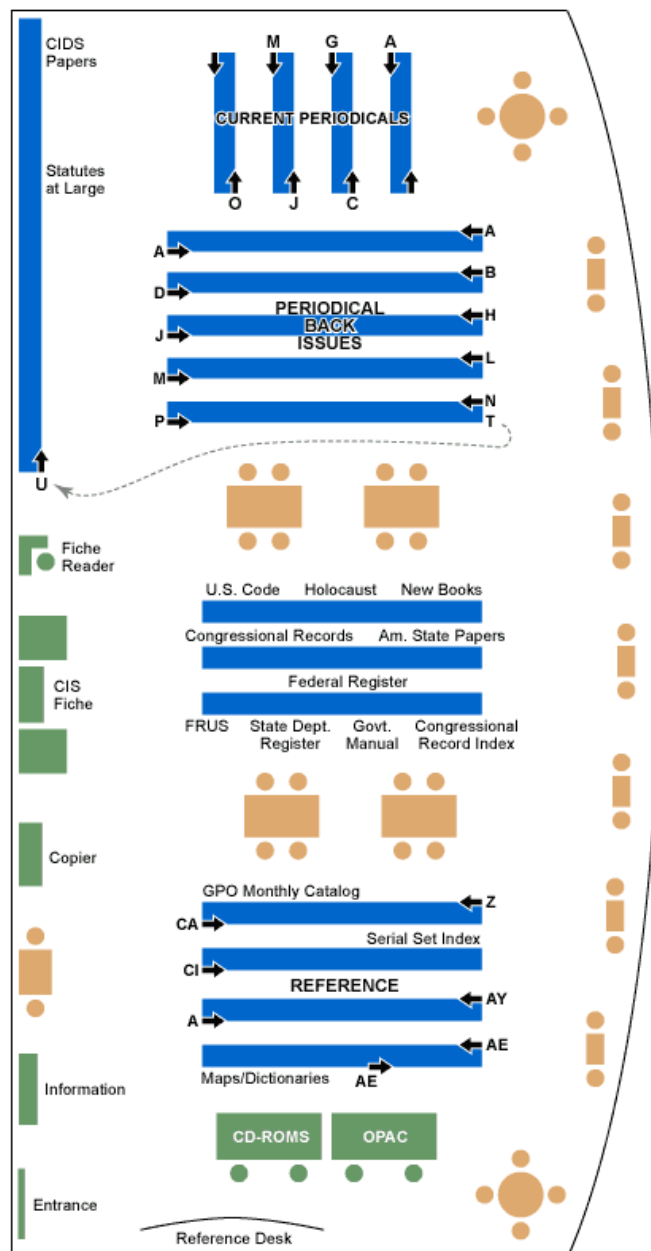


Contact an ALIC Librarian

- E-mail alic@nara.gov
- Call (301) 837-3415
- www.archives.gov/research/alic/



Room 3000, Archives II Library



Political Cartoon Collections Now Available Online

by Jessie Kratz

The Center for Legislative Archives has added the entire U.S. Senate Collection of Clifford K. Berryman (1869–1949) and James “Jim” Berryman (1902–71) political cartoons to the Archival Research Catalog (ARC) at www.archives.gov/research/arc/. For the first time, these large collections of cartoons are now available online.

Both father and son worked as political cartoonists for Washington, DC, newspapers in the early and mid-20th century, and each won a Pulitzer-Prize. Most of the 2,631 Clifford Berryman cartoons in the Senate Collection appeared on the front page of the *Washington Post* from 1896 to 1907 and later the *Washington Evening Star* from 1907 to 1949. The 211 Jim Berryman cartoons date from 1928 to 1963 and appeared on the front page, the sports page, and in the editorial section of the *Washington Evening Star*.

The artists' original pen-and-ink drawings were discovered in the basement of the Berryman family home upon the death of Clifford Berryman's daughter Florence in 1992. The Charles Engelhard Foundation purchased the drawings in honor of former Senate Majority Leader Mike Mansfield and donated them to the U.S. Senate. These remarkable cartoons are now housed with the historical records of Congress in the Center for Legislative Archives at the National Archives in Washington, DC.

The cartoons provide insight into life in Washington, DC, and activities on Capitol Hill; and include likenesses of members of Congress, U.S. Presidents, Cabinet officials, and other



“The Nebraska Primary”
 April 13, 1948
 U.S. Senate Collection
 Center for Legislative Archives

Washington elite from 1896 through 1963. The cartoons commented on everything from Washington politics to DC weather. Although some of the cartoons first appeared more than a hundred years ago, many of the issues they address remain relevant today.

Researchers can view the cartoons online in ARC under the series descriptions—search ARC Identifier **306080** for Clifford Berryman and ARC Identifier **5730852** for James Berryman.

For more information about the Berryman cartoons, visit www.archives.gov/legislative/research/special-collections/index.html#berryman

Putting NARA on the Map:

Historypin and the National Archives

by Kristen Albrittain

Historypin and the National Archives invite you to “pin your history to the world” at www.historypin.com. This new media/map mashup site allows users to overlay photographs, videos, and audio recordings on modern Google maps to experience how familiar environments have changed over time. Users are also encouraged to share their own memories and stories related to the records, emphasizing the personal connection to history that so often gets overlooked. Considering NARA’s rich documentation of the changing face of America, this platform seemed like a great venue for sharing our records with an ever wider audience.

We started building our presence on the site this past fall and went live in November 2011 with more than 100 photos pinned to the map. Historypin also proved to be the perfect host for a [walking tour](#) of Washington, DC, designed by the Education team as part of December’s National Council for the Social Studies [Annual Conference](#). We look forward to continuing to contribute the Archives’ records to this exciting new community and encourage you to come help us put NARA on the map.



Image of the National Archives Building in Washington, DC (**ARC ID 3493274**) pinned to the Historypin map.

National Archives profile: www.historypin.com/profile/view/USNatArchives/
 Tour: www.historypin.com/tours/view/id/7769251



Visit us at www.archives.gov/dc-metro/know-your-records/.

ABOUT THE PROGRAM

The National Archives Customer Services Division presents the Know Your Records Program. These are free events about our holdings in Washington, DC, and College Park, MD. The Know Your Records Program offers opportunities for staff, volunteers, and researchers to learn about the National Archives' records through lectures, ongoing genealogy programs, workshops, symposia, the [annual genealogy fair](#), an online [genealogy tutorial](#), and editions of *Researcher News*.

PROGRAM LOCATIONS

- National Archives Building (Archives I)
700 Pennsylvania Avenue, NW, Washington, DC 20408
- National Archives at College Park (Archives II)
8601 Adelphi Road, College Park, MD 20740

CONTACT KNOW YOUR RECORDS STAFF

KYR@nara.gov
202.357.5333
National Archives and Records Administration
Customer Services Division
700 Pennsylvania Avenue, NW
Washington, DC 20408-0001

SCHEDULE

Archives I Date	Archives II Date	Event Type	Event Title
Wed., Jan 4		Lecture–Genealogy	Introduction to Genealogy
Tues., Jan 10	Thurs., Jan. 12	Lecture	Finding Opportunities: The Negro Division of the National Youth Administration During the Great Depression
Wed., Jan 18		Lecture–Genealogy	Beyond the Basics: 1940 Census
Sat., Jan 21		Lecture–Genealogy	Beyond the Basics: Post Office
Sat., Jan 21		Clinic–Genealogy	“Help! I’m Stuck”
Tues., Jan 24	Thurs., Jan. 26	Lecture	Military Records: Unexpected Subject Source
Tues., Jan 31	Thurs., Feb. 2	Lecture	Within These Walls: Contraband Hospital and the African Americans Who Served There
Wed., Feb 1		Lecture–Genealogy	Introduction to Genealogy
Tues., Feb 7	Wed., Feb. 8	Lecture	Black Patriots and Loyalists: Finding African American Ancestors in Revolutionary War Records
Sat., Feb 11		Clinic–Genealogy	“Help! I’m Stuck”
Sat., Feb 11		Lecture–Genealogy	Beyond the Basics: Census, 1790–1840
Wed., Feb 15		Lecture–Genealogy	Beyond the Basics: Panama Canal
Thurs., Feb 16	Tues., Feb. 14	Lecture	Fighting a “White Man’s War”: African Americans and the Civil War

SCHEDULE (cont.)

Archives I Date	Archives II Date	Event Type	Event Title
Thurs., Feb 23	Tues., Feb. 21	Lecture	African Americans Dedicated to Gettysburg
Tues., Feb 28	Thurs., Mar. 1	Lecture	On the Road to Freedom: Pre-Freedmen's Bureau Records, 1862-1864
Tues., Mar 6	Thurs., Mar. 8	Lecture	Agricultural Extension Service Annual Reports, 1909-68
Wed., Mar 7		Lecture-Genealogy	Introduction to Genealogy
Tues., Mar 13	Thurs., Mar. 15	Lecture	Access to Archival Databases (AAD) for Genealogists
Sat., Mar 17		Lecture-Genealogy	Beyond the Basics: 1940 Census
Sat., Mar 17		Clinic-Genealogy	"Help! I'm Stuck"
Wed., Mar 21		Lecture-Genealogy	Beyond the Basics
Tues., Mar 27	Thurs., Mar. 29	Lecture	1940 Census
Wed., Apr 4		Lecture-Genealogy	Introduction to Genealogy
Wed., Apr 18		Genealogy Fair	Eighth Annual Genealogy Fair
Thurs., Apr 19		Genealogy Fair	Eighth Annual Genealogy Fair

HELP US PUT THE NATIONAL ARCHIVES KNOW YOUR RECORDS PROGRAM ONLINE!

The National Archives and Records Administration hosted more than 370 *Know Your Records* talks on topics including genealogy, ethnic heritage, declassified records, Civil War, social media, and more over the past two years. We want to make them available to a wider audience by posting the videos online, and need your help to figure out where to start: which talks are you most eager to see posted to YouTube and iTunes U? Out of the hundreds, we narrowed it down to the top 63 lectures. Read through the list of program summaries, vote on your favorites, and let us know what you think. This is just the start of an ongoing project, so we're looking forward to hearing what you have to say. *All are invited and encouraged to participate. It's easy—just sign up for an account in order to vote or comment. Only an e-mail address is needed, and then you are in.*



Visit <http://kyrprioritization.ideascale.com/>



Know Your Records

Visit us at www.archives.gov/dc-metro/know-your-records/.

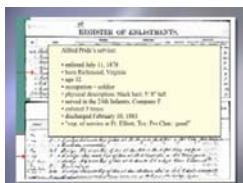
“Introduction to Genealogy” Videos Available on

For the first time, the National Archives has launched online videos of its most popular genealogy “how to” workshops. These videos cover “hot topics” in genealogical research such as the census, immigration files, and military records. Now, these popular workshops led by National Archives experts are available on the National Archives YouTube channel at www.youtube.com/user/usnationalarchives.

The National Archives-produced *Know Your Records* video shorts cover the creation, scope, content, and use of National Archives records for genealogical research. “The National Archives is proud to make our most popular genealogy lectures available online and ready for viewing by anyone, anywhere, at any time,” said Diane Dimkoff, Director of Customer Services.



Genealogy Introduction—Military Research at the National Archives: Volunteer Service (8:22) www.youtube.com/watch?v=2zqKBrsvpxY
Archives specialist John Deeben discusses compiled military service records at the National Archives.



Genealogy Introduction—Military Research at the National Archives: Regular Service (6:11) www.youtube.com/watch?v=1OMO-PbmMEw
Archives specialist John Deeben explains how to use Army and Navy registers of enlistment and rendezvous reports for research.



Genealogy Introduction—Military Research at the National Archives: Pension Records (9:04) www.youtube.com/watch?v=oT-AqYFhX1k
Archives specialist John Deeben discusses how to research military service using pension records dating from 1775 to 1916. Deeben shows samples of both Revolutionary War and Civil War pensions.



Genealogy Introduction—Immigration Records at the National Archives (11:57) www.youtube.com/watch?v=OCZTSrSvxyC
Archives specialists Katherine Vollen and Rebecca Crawford provide an overview of immigration records from 1800 to 1957, including Customs Service and Immigration and Naturalization records, as well as records of ports and border crossings.



Genealogy Introduction—Census Records at the National Archives (11:57) www.youtube.com/watch?v=yI54NX_H1ko
Archivist Constance Potter discusses U.S. Federal Census records from 1790 to 1930 and how they can be used for genealogical research.

Press Releases

National Archives press releases announce many news items. This is a select list regarding plans, online tools, records, and films that could assist your research.

Visit www.archives.gov/press for the entire listing of press releases.

December 2011

- New FOIA Dispute Tracking System Launched by National Archives FOIA Ombudsman [12/1/11](#)
- National Archives Office of the Federal Register and GPO Share Open Government Success Story re: Polar Bears! [12/6/11](#)
- Pare Lorentz Center at the FDR Library unveils “Franklin D. Roosevelt Day by Day”—a new interactive online database [12/7/11](#)
- New National Archives Video Short Gives Fresh Look at Pearl Harbor Attack [12/7/11](#)
- National Archives Opens Benjamin Franklin Exhibition February 10, 2012 [12/15/11](#)
- FederalRegister.gov Honored for Innovation and Best Practices in Government [12/15/11](#)
- National Archives Holds Genealogy-related Programs in January 2012 [12/31/11](#)

November 2011

- National Archives to Release President Nixon Grand Jury Records on November 10 [11/4/11](#)
- National Archives Publishes National Registry of Controlled Unclassified Information [11/14/11](#)
- Academy Award®-Winning Films and Actors Featured in New DVD Boxed Set [11/16/11](#)
(See page 10)
- National Archives to Release 1940 Census Free Online on April 2, 2012 [11/17/11](#)
- National Archives Trust Fund to Sell Copies of 1940 Census [11/21/11](#)
- Statement by Archivist of the United States David S. Ferriero: Release of Presidential Memorandum on Managing Government Records [11/28/11](#)

October 2011

- Statement by the Archivist of the United States David S. Ferriero [10/4/11](#)
- National Archives Releases 2nd Annual Environmental Sustainability Plan: Archives Reduces Energy Consumption by 31% [10/31/11](#)

**NATIONAL ARCHIVES RESEARCH CENTERS
IN THE WASHINGTON, DC, AREA**

700 Pennsylvania Avenue, NW, [Washington, DC](#), and
8601 Adelphi Road, [College Park, MD](#).


Research Hours for both locations:

Monday, Tuesday, and Saturday, 9 a.m.–5 p.m.
Wednesday, Thursday, and Friday, 9 a.m.–9 p.m.

*Check the Washington, DC, and College Park, MD, location
information for records pull times and other important details.*

Research Rooms Holiday Closings:

Monday, January 16 – Birthday of Martin Luther King, Jr.
Monday, February 21 – Washington’s Birthday

 TDD: 301-837-0482. The National Archives is fully accessible. To request an accommodation (such as a sign language interpreter) for a *Know Your Record* program, please contact us at KYR@nara.gov or 202-357-5333 at least two weeks prior to the event.



CONTACT US & FEEDBACK
KYR@nara.gov | 202.357.5333

National Archives and Records Administration
Customer Services Division
700 Pennsylvania Avenue, NW
Washington, DC 20408-0001

OPERATING STATUS & SCHEDULES

- Call 301-837-0700 for an announcement indicating if we are closed, opening late, or closing early.
- Call 202-606-1900 for the operating status of the Federal Government as determined by OPM, or
- Check the operating status on the OPM web site (www.opm.gov/Operating_Status_Schedules/).

**EIGHTH ANNUAL
GENEALOGY FAIR** (See page 1)



Save the date!

April 18 & 19, 2012

www.archives.gov/dc-metro/know-your-records/genealogy-fair/

national archives **flickr** resources
participate open government feedback
f visit NARA history
contact **Web 2.0** **t**
mission **rss** BLOG projects
search **social media**
collaboration records **YouTube**
service

www.archives.gov/social-media/

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RESEARCHER FORUM MEETING DATES

- Mark your calendar for the following dates and times:
- January 27 at 1 p.m. – Washington, DC (Archives I)
 - May 18 at 1 p.m. – Washington, DC (Archives I)

All are welcome!

Agenda items should be sent to
Jennifer Nelson at jennifer.nelson@nara.gov

Visit www.archives.gov/dc-metro/researcher-forum/.