CAMBRIDGE Archive Editions

CAEO User Guide: April 2021

Table of Contents

Cambridge Archive Editions in Brief

- **Overview**
- Collections
- **Building Country Collections**
- **Understanding Political Reports Series**
- Understanding the Inclusion of "Poor Quality"
- Images
- **Choice and Reproduction of Maps**

User's Guide – Database Tools, Display and Search Functions

The East View Universal Database Platform

Cambridge Archive Editions Online Interface Features

Display and View and Settings

- Display quantity
- Views
- Expanding Sets to view volumes
- Expanding Volume details
- Opening the Volumes for reading

Browsing the Collections (Book Filters)

Search Tools

- Search All
- Search Tips
- Virtual keyboard

Logic Searches and Tips

- Stem search
- Exact search
- Wildcards
- Logic operators
- Proximity operator

E-Book Menu Navigation and Descriptions

- Metadata
- Cite
- Download/Print Pages
- Page Mode or View Section Headers
- Search within the document



Cambridge Archive Editions in Brief

Overview

What does the Cambridge Archive Editions contain?

Cambridge Archive Editions (CAE) are historical reference materials representing many thousands of original documents of the National Archives (UK) represented in facsimile, including numerous maps, on the national heritage and political development of many countries. This body of documents is arranged in the following primary source research collections: Near and Middle East; Slavic, Balkan and Caucasus; East and Southeast Asia; North America.

Collections

East and Southeast Asia

This area covers Japan, China, Hong Kong, Korea, Taiwan and, under the title "Straits Settlements": Penang, Singapore, Malacca and Labuan. This is one of our two newer branches of research and there are eight titles providing a sound basis for serious research of East and Southeast Asia.

Slavic, Balkan and Caucasus

This area is one of our two newer branches of research and is intended to give a good grounding in the Balkan region, with six titles, particularly concerning boundary issues. Five titles on Armenia, the Caucasus and Russia address further this important area.

Near and Middle East

This area was the original one for research and publication from 1986 onwards. Britain has a rich history with Middle Eastern countries via its East India Company trade routes up through the Persian Gulf and the British archives have particularly deep veins of material on boundary formation, tribal relations, state development and political relations.

North America

America & Great Britain: Diplomatic Relations, 1775-1815: British Documents provides 7,000 pages of primary material, charting the emergence of an independent America. The set is made up of the diplomatic, official correspondence between America and Britain and gives an extraordinary insight into the shaping of a nation, from America being referred to as "our Colonies and Plantations in North America" by King George III to its recognition as the "United States" by Britain in 1782.

Building country collections

Cambridge Archive Editions titles, with some exceptions, fall into three types:

- Series of political reports
- Collections of key documents
- Reproductions, in facsimile, of some classic standard works of reference



We usually prefer to survey a country or region we are approaching for the first time by establishing a comprehensive series of political and often economic reports. This exercise provides a basic historical study of an area and is sold based on a complete sequence of material which was never previously located or unified. See our report sequences on Japan, China, Soviet Union, Arab World etc.

The next step is to go on to a regional records type-project, where the documents chosen will be dispatches, telegrams, memoranda, and surveys, rather than series of periodic reports. More specific areas can be followed down later: we can, for example, look at aspects of specific interest ,which may have a regional basis, eg Arab Dissident Movements - selective studies, eg of a regime, of dissidence, of the ruling family, of international bodies etc.

Classic works of reference, like Lorimer's Gazetteer of the Persian Gulf, are unbeatable for an historic overview. Thus, we achieve an orderly structure for an area.

The collections of key documents are always made on specific and well-defined areas of research and each collection has the added value of arrangement into specific topics and document by document identification/description. The series of political reports focus on completeness and organization of material previously unknown or scattered. Each collection is researched and edited by a professional researcher and sometimes also in cooperation with an academic specialist and presented in facsimile.

Understanding Political Reports Series

Political reports provide scholars, researchers and historians with a tremendously detailed archive of material on each of the areas covered.

Over the years many different series of reports have been undertaken by the Foreign and Commonwealth Office in response to the events on the ground. These series wax and wane with the tide of history but they are also subject to the force of personality of the compiler and the voracious demands of the British Foreign Office for information. Certain government officials will be seen to be prolific and others merely content to cover the main points clearly. However, whether the reports are being demanded by Her Majesty's Government or showered upon it by officials in residence the effect is to leave a national treasure for following generations in the form of regular, structured, detailed reports of the current events, main players and political direction of the day. At one end of the scale alongside the public security and political events, the weekly reports log the minutiae of administration, with details of sowing and harvesting as well as trade, health and education. At the other end of the scale is the annual report sweeping grandly through the events of a year, giving a thorough background in the main political movements and permitting itself only the small luxury of a short chronology to furnish a little detail.

Understanding the Inclusion of "Poor Quality" Images

From time to time we receive feedback regarding the Cambridge Archive Editions list, not about the content of the books, but about the poor quality of some of the documents included.



In fact, we have to agree, a small proportion of the pages noted are hard to read! However, please let me explain why we cannot supply you with these pages in a better condition.

In our sets of books, we are trying to create a collection of all the available British political reports, or all the memoranda or telegrams concerning a particular subject.

We choose to include all the documents that there are, in spite of the fact that some of them are in a bad condition, or parts of them are. This is because you may be able to read part of a document even in bad condition and therefore get an idea of what is going on in the document.

The condition of the documents is due to a combination of factors:

- Reports may have deteriorated due to the aging effects of acid in the paper this is particularly
 noticeable with handwritten documents [all of our documents are at least 30 years old, and many are
 over 100 years old]
- Sometimes the originals are already only carbon copies which are a poor reproduction to begin with and deteriorate further when printed
- Sometimes the paper on the originals is colored and makes for poor contrast with the ink when reproduced in black and white print
- Sometimes the documents have been previously microfilmed by the national archives because of the fragility of the original and the resulting microfilm is almost always dark

Please note that the printing process is not at fault here. You may rest assured that the quality of the print is good and if a measure is needed then the running head on each page, which is a modern addition by us, should always appear strong even if the document is weak.

The alternatives are either simply to leave the badly marked pages out of the collection altogether, or to re-type them. We maintain that it is better that they are in for the sake of continuity and for the parts of certain pages which can be read. We do not habitually re-type our material because if we have to guess at what the report says, we may change the meaning, if only by accident. We feel that by including all available material in facsimile, we keep a truer historical record.

Choice and Reproduction of Maps

Cambridge Archive Editions often includes large folding maps as part of document collections. These maps may have originally been attached to the documents, but more usually we search out and add contemporary maps to help illustrate topics covered in the documents such as the growth of a border, movement of tribes or the location of pearl fisheries. Often the original maps we are working from are more than 1 metre by 1 metre and sometimes we only use a section to illustrate what we need. Occasionally if we are only trying to convey a general point about a large territory, we may significantly reduce a map and consequently some of the smaller place-names may be impossible to read. Generally, however, we try not to reduce any maps to less than 80% of their original size.



User's Guide – Database Tools, Display and Search Functions

The East View Universal Database[™] Platform

If your organization subscribes to more than one East View Universal Database, you have the option to access Cambridge Archive Editions Online through the Universal Database home page, which is a universal search interface, allowing you to search all databases on this platform that your library subscribes to at once. Click here for access: <u>https://dlib.eastview.com</u>. Once you acquire login access, you will see current database(s) available per your subscription.

	Search in Search Selected		Q Search Selected	
lect OAll OCustom				
AGGREGATED DATABASES (selected: 32)				
Afghan Partisan Serials. Hoover Edition (UDB-APSH)	Russian Academy of Sciences Journals: Ph	IVSICS (UDB-STM-F	HY)	
Baltics, Belarus, Moldova, Ukraine (UDB-EUR)	Russian Academy of Sciences. STM Repor	ts (UDB-STM-RPT)		
Central Asia and Caucasus (UDB-CAC)	Russian Central Newspapers (UDB-COM)			
East View Press Journals (UDB-EVP)	Russian Economics and Finance (UDB-ECON)			
Higher School of Economics Academic Journals (UDB-HSE)	Russian Governmental Publications (UDB-	GOV)		
Interfax Newswires (UDB-IFX)	Russian Islamic Studies (UDB-ISL)			
Iranian Strategic Studies Journals (UDB-CMESS)	Russian Library and Information Sciences	(UDB-LIB)		
Journals from Iran (UDB-IRJ)	Russian Medicine and Public Health (UDB-	MED)		
Moscow University Press (UDB-MGU)	Russian Military & Security Periodicals (U	DB-MIL)		
Newspapers of the North Caucasus, Abkhazia and South Ossetia $\scriptstyle (\textsc{udB-NCA})$	Russian National Bibliography (UDB-BIB)			
Russia/NIS Statistical Publications (UDB-STAT-RUS)	Russian Regional Newspapers (UDB-REG)			
Russian Academy of Sciences Journals: Astronomy (UDB-STM-AST)	Russian Social Sciences & Humanities (UD	B-EDU)		
Russian Academy of Sciences Journals: Chemistry (UDB-STM-CHM)	Russian/NIS Newswires (UDB-NEWS)	Russian/NIS Newswires (UDB-NEWS)		
E-BOOKS (selected: 18)				
Cambridge Archive Editions Online (EB-CAE)	☑ Iranian Strategic Studies E-Books (EB-CMES	55)		
China Economy, Public Policy, and Security Database (EB-PISHU)	Kotobarabia Arabic E-Library (EB-KAEL)			
Demography and Economy Series (EB-DEM)	Kotobarabia Modern Arab Renaissance C	ollection (EB-KAI	/AR)	
Dostoevskii Research Series (EB-DRS)	Kotobarabia: Arab Leaders, Historians an	d Philosophers	Collection (EB-KALHP)	
Early Soviet Cinema Collection (EB-ESC)	Medical Books and Atlases (EB-MEDATL)			
East View E-Books (Demo) (EB-Demo)	Slavic and Judaica e-Books (EB-EVEB)			
Essential Russian Classics (EB-ERC)	Soviet Anti-Religious Propaganda (EB-SARF)		

The permanent URL to access only the Cambridge Archive Editions Online interface is <u>https://dlib.eastview.com/browse/udb/1670</u>.



Cambridge Archive Editions Online Interface Features

The CAEO home page is comprised of simplified archive description, multiple search tools for the collection, filters and display options for retrieving and viewing content. The view below is an overview of page with basic features and navigation highlighted.

Display and View Settings

The display settings are personal preferences set by the user during their working session for viewing the collections and sets at the CAEO home page.



Display Quantity

The display quantity is a preference setting that delivers results in 10, 20, 40 or 100 titles per page (also displayed) for the thumbnail, detail, and list view options chosen by the icons to the right of the display selection and described below.

Views

Thumbnail View

Shown in the screenshot above, the Thumbnail View display option delivers a simple and readable icon and the count of volumes contained in each set of the collection.

Detail View



The Detail View display option is the default setting and also delivers a thumbnail view with additional details regarding the set such as ISBN numbers, city of publication, language, publication year, volumes and brief overview which can be easily expanded within the display.



List View

The List View display option delivers a list of sets along with details for each: total volumes, publication year, print ISBN, electronic ISBN, East View Product #, and persistent URL.

Show Filters By Title (Ascending) 20 per page					
Search within this collection III in All - Search				1 2	3 7 >
140 Results found					
Sets	Pub Ye	ear p-ISBN	e-ISBN	Product #	
A collection of first world war military handbooks of Arabia, 1913-1917	10 vols. 1998	9781852070809, 1852070803	9781139963794	2160512BO Persi	stent URL: 🔗
Afghanistan strategic intelligence : British records, 1919-1970	4 vols. 2002	9781852078553, 1852078553	9781139965132	2162946BO Persi	stent URL: 🖉
Albania & Kosovo : political and ethnic boundaries, 1867-1946	2 vols. 1999	9781852079109, 185207910X	9781139965248	2162340BO Persi	stent URL: 🕖
America and Great Britain : diplomatic relations, 1775-1815. British government documents	9 vols. 2016	_	9781139976398	2220462BO Persi	stent URL: 🖉
Annual reports of the Straits Settlements, 1855-1941	12 vols. 1998	9781852079406, 1852079401	9781139965286	978586BO Persi	stent URL: 🖉



Expanding Sets to View Volumes

In each View, the sets are easily expanded to display the volumes within a set by clicking on the set cover thumbnail, title or expand button.



Opening the Volumes for Reading

Opening the volume for reading is accomplished by clicking on the Open button in each Expanded Set View.



Browsing the Collections (Book Filters)

The book filters tool allows a user to browse the collection in multiple ways. Selecting one or multiple filters from the Collections or Title Index simplifies viewing results for the user. Text searches as described above can be applied within this filtered selection set.



 Collections 	Show Filters By Title (Ascending) \checkmark 20 per page \checkmark	
East and Southeast Asia (9) Near and Middle East (117) North America (1) Slavic, Balkan and Caucasus (10)	tearch within this collection ☐ in All ✓ Search + 140 Results found	
— Title Index	Sets	P
A B C D E F G H I J K L	A collection of first world war military handbooks of Arabia, 1913-1917	10 vols. 1!
	Afghanistan strategic intelligence : British records, 1919-1970	4 vols. 21
A-Z	Albania & Kosovo : political and ethnic boundaries, 1867-1946	2 vols. 19
	America and Great Britain - diplomatic relations 1775-1815. British government documents	9 vols 21

Search Tools

The platform search tools allow the user several options for searching within the CAE collection. These options range from a broad-based text to more refined filtering for searching within the collection.



Search All

Searches the entire CAEO collection, however, not all content is fully text searchable. This list shows current titles with full or partial OCR capability: <u>https://dlib.eastview.com/browse/books/info/cae-full-text-search-titles</u>. Partial OCR titles are defined by containing non-English characters and text such as Arabic.

Search terms are highlighted in yellow in a Detail View. Example: A search on the word "Dead Sea" yields 28 results.



"dead sea"	X 📖 in All V Search 🕂			
28 Results found				
ORIGINO FTHE SALTNESS WATERS OF THE DEAL ST	The survey of Western Palestine, 1882-1888. memoir on the physical geology and geography of Arabia Petraea, Palestine, and adjoining districts 🔅 Publisher: Archive Editions, The Palestine exploration fund Country: — City: Cambridge Language: English Publication Year: 1998 OF THE DEAD SEA. PAGES (a) SALINE AND OTHER INGREDIENTS OF THE (DEAD) SEA WATE EA AND OF THE JORDAN—(b) DEPTH OF THE (DEAD) SEA AND NATURE OF ITS BOTTOM 1 NATE AND THEIR CAUSES. (a) COSMICAL CAUSES—(b) HUMAN AGENCY—(c) MODE OF RESTOR	Product #: 216587580 ISBN: 9781852078263, 185207826X Persistent URL: @ R—ANALYSES OF THE 19—122 CHAPTER II. ATION., 123—127 AP V	INCOME TO A STATE OF A	Israel : boundary disputes with Arab neighb Volume 10. 1958-1964 🏠 Publisher: Archive Editions Country: — City: Cambridge Publication Year: 1995
The Survey of Western Pointine 182-188 Water I Water I Water I	The survey of Western Palestine, 1882-1888. the fauna and flora of Palestine ☆ Publisher: Archive Editions, The Palestine exploration fund Country: — City: Cambridge Language: English Publication Year: 1998	Product #: 216587480 ISBN: 9781852078256, 1852078251 Persistent URL: @	ARABIAN BOUNDARIES Wern III Ment IIII Ment Andres	Arabian boundaries : new documents, 1962 Publisher: Archive Editions Country: — City: Cambridge Publication Year: 1993
Wâdy Zuweirah, south-wes	st end of Dead Sea, Moab. 26. Arthrocnemum glaucum. (Del. Fl. Eg. III., p. 69.) By the Dead	Sea . Area, Portugal,	1.06 Dead Sea salt pans	dispute: receipt of further maps showing position of salt pans

Search Tips

- ISBN: Performs a search on all ISBN volume numbers only (not ISBN for Sets). This includes print and electronic numbers designated by p-ISBN and e-ISBN respectively. Numbers may be entered with or without dashes for any volume search.
- Product #: The product number code is an East View number assigned and typically used for reference with customer service and operations functions.

Virtual Keyboard

The virtual keyboard is provided as on-screen option for bi- or multi-lingual users who are using keyboards in languages other than English. This feature is also beneficial as an alternative input method for disabled users and users without keyboard access. Selecting the keyboard icon expands the virtual keyboard to the users screen.



Logic Searches and Tips

Stem search

This feature allows the user to conduct a search on not only a word, but also all of the grammatically correct derivations of the search word. It is similar to using the asterisk wildcard at the end of a word, but the stem search automatically determines the root of the word for you and goes from there. Example: A search on the word "annuals" will also deliver results with the word "annual".

Exact phrase search

" " - When you enclose a word, title, or phrase in quotes to conduct a search, the query will return a list of documents with the exact words that you specified, in the same exact order that you specified. This search will return the fewest number of search results. Example: "annual reports"

Wildcards

* – Use the asterisk [*] as a wildcard to find the same word with different endings.
 Example: tele*, returns articles containing the words telegram, telegraph, telephone, telephoned

? – Use the question mark [?] as a wildcard to find variations for only one character. Example: st?mp, finds "stamp", "stomp"

Logic operators

and – This operator will look for matches to ALL words in the same document or field. Example: annual and reports (returns articles with BOTH words)

or, [space] – A search conducted with 'or' operator between words will look for matches to ANY word or words specified in the search field.

Example: annual report (returns articles with either or both words)

Proximity operator

~n – this operator limits the distance between the words in queries and phrases.

Example: "ethnic states"~10 (means that the word "ethnic" must be within the limits of 10 words from the word "states")

E-book Menu Navigation and Descriptions

This section covers the tools and options available to the user once they have navigated to the volume level of the collection. Many of these tools are intuitive and similar to those found in most portable document format readers.





Metadata (i)

The Meta-info button displays the volume details regarding the author/editor, city, country, publishing, pages, language, ISBN's, product number, subjects and persistent URL.

Cite "

Download citations for the selected articles in RIS format.

Download/Print Pages

The Download and Print allow a user to download or print selected document pages in increments of 1 to 50 with 50 as the maximum. Specifically, selecting a range of document pages (not page numbers) can be performed multiple times without limitation. Emailed documents will appear as PDF files.



The Gear icon drops down to give the user options to view the page in different settings. The Hand Icon gives users the option to move (or pan) the page.



The Arrow icon gives users the option to select text.

Plus, Minus, and Magnifier give the user the option to increase the size of the page.

Search text

Page Mode or View Section Headers

View pages as thumbnails or view section headers



Search within the document

Q ×

The search field will search any OCR'd text. A search on complete words will yield results that are highlighted in yellow.



Wild cards are also allowed within the search tool. Use the asterisk [*] as a wildcard to find the same word with different endings. Example: tele*, returns articles containing the words telegram, telegraph, telephone, telephoned

Use the question mark [?] as a wildcard to find variations for only one character. **Example**: st?mp, finds "stamp", "stomp"



