Improvements to the Research Center at the National Archives Building

Late in September 2011, the first phase of construction will begin in the ground floor research area of the National Archives Building. There will be some temporary relocations during the first phase of construction. The Finding Aids and Consultation staff will move into the Pension Research room; and the Reference Library staff will move to a corner of the library stacks to make way for the alterations of their current space, including the construction of a new classroom.

The first phase of construction will last until mid-January 2012 when the Finding Aids and Consultation staff will move back into their

permanent space; the Reference Library support spaces will be completed; and the new classroom will open. Once the staff has moved from their temporary to permanent locations, the construction operations will resume with the formation of a new Microfilm Research room out of the existing Pension Research room and the old classroom space (G-24). This phase of the work will include installation of new lockers, the restroom, and a new Researcher Registration office.

All of the work in the first two phases can be done behind temporary walls to keep the dust and debris contained. During these phases, the existing Microfilm Research room will remain in operation and disruption will be kept to a minimum, since work will be primarily performed after researcher and staff hours.

The final phase of the work will be in areas that cannot be temporarily walled off. The construction contractor will finish his evening work early, so that he can clean the space before staff or researchers arrive the next day. The areas involved in this final phase are the main research lobby and the corridors leading to the locker rooms and Reference Library. This is the shortest phase and should last about three weeks.

The work in the ground floor research area should be completed within nine to ten months.

The Temporary Move of the Finding Aids Room at the National Archives Building

by Trevor Plante

In late September 2011, the first phase of construction will begin in the ground floor research area of the National Archives Building. This will result in the temporary relocation of the Finding Aids room and Consultation staff to the Pension and Service Record Research room on the ground floor. We anticipate being able to move back in to our permanent space in mid-January 2012.

We will continue to have all necessary finding aids and location registers in the temporary Finding Aids room. While in the swing space, the temporary Finding Aids room will not have any public access computers. We will have public access computers in the permanent space once the Finding Aids room opens in January 2012. We do not anticipate any major lapse in service while we physically move from our present location in to the temporary space in September or back again in January. Our staff is committed to providing excellent service to our researchers during the construction operations resulting in improvements to the Robert M. Warner Research Center.

Please note that the first move will take place over the weekend of Friday, September 23 and will re-open in the new temporary space on Monday, September 26.

PRESERVATION TIPS

From the National Archives Preservation Programs

The preservation professionals at the National Archives work to ensure that the Federal records in our custody will remain available for public use as long as possible.

The ABCs of Preserving Records

Alert the staff if you find damaged documents.
Tears will only get worse with repeated use. Fill out the form called “Notification of Need for Holdings Maintenance Action” so our staff can address the problem.

Be neat. Keep work surfaces clear and papers orderly.
Handle folders and documents one at a time. Do not let them hang over the edge of the table or desk.

Clean and dry your hands before you handle the records.
Food, ink, toner, hand lotion, and substances like “Tacky Finger” can stain or damage records.

For more preservation information, visit www.archives.gov/preservation/.
Discussions on Automating Reference Requests

by Richard Tomlinson

In an effort to improve researcher experiences at the National Archives and Records Administration (NARA), we are exploring the possibility of automating some of the manual processes currently used to provide reference services to the public. The areas we are discussing include the “pull slip” process and communications.

We are exploring whether the current paper pull slip process could be automated. Discussions include

- allowing researchers to complete a pull slip online;
- saving submitted and draft pull slips; and
- editing previously submitted requests.

These functionalities could allow researchers to fill out a pull slip from locations outside of NARA facilities and then submit the slip when onsite. Additionally, some locations might allow pull slips to be completed and submitted in advance so that materials are waiting for the researcher when they arrive at the facility.

By saving previously submitted and draft pull slips, researchers will be able to see their transaction history. Editing previous pull slips could help with future research as well as save time in submitting new requests.

Communications is another area that currently relies on manual processes. We are reviewing if automation can improve this researcher experience too. Currently, notifications rely on paper forms or human interaction to notify a researcher that a pull is ready or that there are problems. This can be time-consuming and inefficient. Using technology such as e-mail, text messages, and automated message boards are some of the ways that NARA is looking into improving communications with researchers.

Automated systems can send text messages or e-mails to a researcher to notify them of problems with their request, or that their request is ready for pickup based on status changes entered by NARA research staff. At some of NARA’s larger facilities, automated message boards strategically located around the facility could allow researchers to see the status of their request sooner. This could save time for both the researcher and NARA staff.

While still in the planning process, NARA is looking into the prospect of automating these areas over the coming years. We are only in the discussion phase, so there is no time frame or budget for these initiatives.

Your input is valuable to us. Please attend the Researcher Forums and submit your ideas to Diane Dimkoff at diane.dimkoff@nara.gov.
Testing of the H. R. Haldeman Notes

by David Paynter

Citizens often believe that their government does not listen to them. One citizen knows differently. Phil Mellinger of Ellicott City, MD, is a one-time National Security Agency systems analyst and currently an avid Watergate researcher. Mr. Mellinger does research at the National Archives at College Park, MD (Archives II), analyzing the circumstances surrounding an 18½-minute erasure made in a tape of a meeting on June 20, 1972, between President Richard Nixon and his chief of staff, H. R. Haldeman. This conversation took place soon after the break-in at the headquarters of the Democratic National Committee on June 17, and the break-in was one of several subjects covered. In July 1973, the Watergate Special Prosecution Force (WSPF, Record Group 460) subpoenaed the tape, among others, as a part of their investigation of the break-in and subsequent cover-up of White House involvement. The discovery of the gap in the recording caused an uproar and investigation. Questions about the content of the erased material continue to this day.

There are two contemporary artifacts of the meeting on June 20: the tape recording and Mr. Haldeman’s two pages of notes. As part of the WSPF investigation of the gap, a panel of tape experts was charged with discovering the causes of the gap and determining if any content could be recovered. They failed to recover any information and issued their report in May 1974. Fast-forward to 2002 when National Archives and Records Administration (NARA) convened an effort using current technology that was also unable to recover any of the erased content.

When, in 2009, Mr. Mellinger came to me with the suggestion that information might be recovered from the handwritten notes, it seemed a logical extension of previous efforts on the tape. He showed that the two pages of notes appeared to have their own gap in that they covered the beginning and end of the meeting but not the period of the erasure in the tape. He thought that there should be at least one additional page between pages 1 and 2. He pointed to several holes made by repeated removal of staples in the upper left-hand corner. He recommended electrostatic detection analysis (ESDA) as a non-destructive method of seeing if there was any indented writing from the missing page on page 2.

NARA management approved the effort and Maggie Kelly, formerly of NWTD, put together a team of forensic document experts from NARA, the Treasury Inspector General for Tax Administration (TIGTA) Forensic Science Laboratory, and the Bureau of Alcohol, Tobacco, Firearms, and Explosives, as well as a hyper spectral imaging expert from the Library of Congress.

We spent most of a day in November 2009 at the Library of Congress taking images of the documents under various spectra of light to study the ink and to possibly reveal latent or indented images on the paper. In December 2009 and January 2010, we met at the TIGTA laboratory in Beltsville, MD, to conduct the ESDA testing as well as video spectral comparisons of the ink and paper substrates.

We knew at the time of the testing that we had answered one question and raised another, but the answer to the primary question still eluded us. We determined that the all the notes examined were written by the same individual. Interestingly, the date on the first page of the June 20 notes and the number “2” on the second, were written in different ink from the content of the pages. Finally however, the only indented writing on page 2 was some angled text, suggestive of a signature.

Sometime during the Nixon administration, probably in 1973, someone erased some 13 minutes of a tape of a meeting between the President and his chief of staff (the President’s secretary admitted to accidentally erasing around 5 minutes.) Why, who, and for what purpose remains, for now, a mystery.

By James Rush

On June 8, 2011, the National Security Agency announced that it had declassified and released to the National Archives and Records Administration more than 50,000 pages of historic records relating to cryptology and the history of intelligence gathering. The bulk of these documents cover a time frame from before World War I through the 1960s. Included among this treasure trove of information on the history of spying and tradecraft is a document entitled Cryptology: Instruction Book on the Art of Secret Writing, dated 1809.

Secret writing is a simple method of writing in code. A skilled individual, using this technique, would create what appeared to be an unexceptional document. However, that document might well contain a secret message. The art and science of writing hidden messages in ways that no one apart from the sender and the intended recipient could decipher, a form of security through obscurity, has a long history.

In ancient Greece, Herodotus recorded the story of a message tattooed on a slave’s shaved head, hidden by the growth of his hair, and exposed by shaving his head again. The message allegedly carried a warning to Greeks about Persian invasion plans. This method of “secret writing” had obvious drawbacks.

In the 1770s, intelligence work was more ad hoc. Great Britain had a tradition of successful—but sporadic—intelligence work beginning with the Tudors, but no permanent secret service. Even code breaking was farmed out to contractors. The American revolutionaries had fewer funds and no clandestine tradition, a severe disadvantage during the war for independence. In 1997, the Central Intelligence Agency honored three patriots as the Founding Fathers of American intelligence: Benjamin Franklin for covert action, John Jay for counter-intelligence, and George Washington for acquisition of foreign intelligence.

In 1809, Johann Ludwig Klüber, the first professor of law at Heidelberg University and supervisor of the Mannheim Observatory, published Cryptology: Instruction Book on the Art of Secret Writing in Tubingen, Württemberg. The folio was placed in the Prussian Staatsbibliotek (State Library) and cataloged as V 8872.

After the defeat of the Nazis during World War II, United States intelligence analysts began combing through mountains of German government records. Included among this material was Professor Klüber’s instruction book. The document, declassified and released by the National Security Agency, is an abstract of this original folio. Written in German, the abstract outlines various techniques for secret writing, with specific page and chapter references to the original document. Also included in the abstract is an historical bibliography of contemporary publications relating to code creation and secret writing. Professor Klüber’s first edition still survives in the German State Library in Berlin, while a copy of the publication is in the National Cryptologic Museum.

The National Archives and Records Administration is currently working to complete the processing of this important collection of National Security Agency material. Check back regularly for updates at www.archives.gov.

You can view the entire document on NARA’s wiki, Our Archives.
New Microfilm Publications
by Claire Prechtel-Kluskens

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.

These are listed by Record Group (RG) then by microfilm publication number.

Record Group 26, Records of the United States Coast Guard
- M2136, Record of Life Saving Medals Awarded, 1876–1944 (1 roll, 35mm). ARC Identifier 2217630.

Record Group 41, Records of the Bureau of Marine Inspection and Navigation
- M2151, Master Abstracts of Enrollments Issued for Merchant Vessels at South Carolina, Georgia, and Northeastern Florida Ports, January 1815–June 1911 (1 roll, 35mm). ARC Identifier 2765707.

Record Group 75, Records of the Bureau of Indian Affairs
- M2149, District Files from the General Correspondence of the Alaska Division, Bureau of Indian Affairs, 1908–1934 (20 rolls, 35mm). ARC Identifier 1910381 (part).
- M2150, School Files from the General Correspondence of the Alaska Division, Bureau of Indian Affairs, 1908–1934 (27 rolls, 35mm). ARC Identifier 1910381 (part).

Record Group 92, Records of the Office of the Quartermaster General
- M2113, Applications for Headstones for U.S. Military Veterans, 1941–1949 (278 rolls, 16mm). Contains more than 331,000 applications relating to casualties of World War II, as well as veterans of World War I, the Spanish-American War, Indian Wars, the Civil War, and even some from earlier conflicts.

Record Group 104, Records of the U.S. Mint

Record Group 125, Records of the Office of the Judge Advocate General (Navy)
- M2135, Register of Courts of Inquiry, Boards of Investigation, and Boards of Inquest of the Navy Department, 1861–1917 (1 roll, 35mm). ARC Identifier 2322965.

For a listing of microfilm publications from 2000 to the present, visit www.archives.gov/research/microfilm/.

Find microfilm available for purchase, renting, or viewing at https://eservices.archives.gov/orderonline.
United States Government Manual
2011 Edition Published


The new 602-page Manual provides up-to-date information about the missions, programs, and activities of Federal agencies, as well as listings of the leadership of each agency of the Obama administration, the Members of Congress, Justices of the Supreme Court, and other officials throughout the Federal Government.

A special feature of this invaluable book is the Sources of Information section, which lists addresses and telephone numbers for each agency for employment, Government contracts, publications, and other services available to the public.

In addition, the Manual contains agency organizational charts, a list defining commonly used Federal abbreviations and acronyms, and a history of organizational changes for Federal agencies that have been terminated, transferred, or changed in name since March 1933.

The Manual has been compiled and published by the Office of the Federal Register of the National Archives and Records Administration since 1948.

The 2011 Manual (Stock Number 069-000-00194-7) may be purchased for $33 from the Superintendent of Documents, Government Printing Office (GPO). All orders must be accompanied by remittance (check, money order, GPO Deposit Account, VISA, Master Card, or Discover) and mailed to the Superintendent of Documents, GPO, P.O. Box 371954, Pittsburgh, PA 15250-7954. Charge orders may be telephoned to the GPO Order Desk, Monday through Friday, at (202) 512-1800, from 8 a.m. to 4 p.m. (Eastern Time), faxed anytime to (202) 512-2250, or handled through the GPO online store at http://bookstore.gpo.gov.

The 2011 Manual can also be found online at www.usgovernmentmanual.gov, and electronic copies of the current and previous print editions can be accessed through the Government Printing Office’s Federal Digital System. Further information about the Manual can be found via the NARA web site at www.archives.gov/federal_register.

Follow the Federal Register on:
Blog: www.federalregister.gov/blog/
Facebook: www.facebook.com/FederalRegister
Recent Acquisitions

- Weaver, Michael E. Guard wars: the 28th Infantry Division in World War II. Bloomington: Indiana University Press, c2010. xi, 366 p. D 768.3 28th W43 2010

National Archives Library, Washington, DC

Recent Acquisitions

- Weaver, Michael E. Guard wars: the 28th Infantry Division in World War II. Bloomington: Indiana University Press, c2010. xi, 366 p. D 768.3 28th W43 2010
New Additions to the Online Print Shop
by Angela Waalkes

**Milestone Documents Gallery**

features a selection of permanent U.S. Federal Government records with those of most significance and value preserved and maintained by the National Archives. These national treasures include thousands of public laws, Supreme Court decisions, inaugural speeches, treaties, constitutional amendments, and other documents that have influenced the course of U.S history. Examples include the Lee Resolution of June 7, 1776 (a simple document resolving that the United Colonies “are, and of right, ought to be free and independent states…”), and the report of the historic moon landing on July 20, 1969.

**What’s Cooking, Uncle Sam? Gallery**

includes more than 100 images from the popular new exhibit of the same name. The exhibit runs through January 3, 2012, in the Lawrence F. O’Brien Gallery of the National Archives Building in Washington, DC. The collection highlights a variety of documents including war and nutritional posters, unusual photographs, and colorful product labels.

NEW ADDITIONS TO THE **World War I and II Posters Gallery**

More than 100 new posters have been added to the collection, and the gallery is now organized by topic to simplify browsing. Themes include Armed Services; Buy War Bonds; Conserve Resources; Grow More Food; International; It’s a Woman’s War Too; Loose Lips; Margie Posters; Maximize Production; Men Wanted; Protect the Homefront; Public Information; and United We Win.

NEW ADDITIONS TO THE **Dorothea Lange Gallery**

100 new photographs by influential documentary photographer and photojournalist Dorothea Lange are now available. In 1940, she was hired by the Bureau of Agricultural Economics to produce photographs for a series of community studies in California and Arizona. During World War II, Lange was commissioned by the War Relocation Authority to document the daily life and treatment of Japanese Americans before and during their internment in relocation camps. She also photographed the Kaiser shipyards in Richmond, California, for the Office of War Information.

Check the Online Print Shop regularly for more new galleries and additions. Look for the following in upcoming months:

- “Timothy O’Sullivan” Gallery
- “William Henry Jackson” Gallery
- “Korean War” Gallery
- “Vintage Wildlife Photography” Gallery
- “Lewis Hine” Gallery Additions
- “Aviation and Space Exploration” Gallery Additions
- “World War I” Gallery Additions
- “World War II” Gallery Additions
- “Vietnam” Gallery Additions

Visit the Online Print Shop at [http://gallery.pictopia.com/archives/](http://gallery.pictopia.com/archives/) to order various sizes of custom-framed or unframed high-quality prints on archival paper, as well as gift items such as mugs, T-shirts, and greeting cards that feature the image of your choice.
The latest tool in our social media toolbox is Tumblr, a microblogging platform that allows users to share photos, videos, quotes, links, text, and audio files with the Tumblr community. The National Archives currently maintains five different “tumblelogs”:

- **Today’s Document**: Daily featured documents from the holdings of the National Archives. http://todaysdocument.tumblr.com/
- **Exhibits**: Images and stories of the current exhibitions at the National Archives. http://usnatarchivesexhibits.tumblr.com/
- **I Found it in the National Archives**: Submissions from researchers explaining meaningful discoveries and experiences at the National Archives. http://usnatarchivesfoundit.tumblr.com/

The content within tumblelogs is meant to be brief and to the point. It is a great platform for sharing visually appealing content, such as documents and photos, from our holdings. With a large community already on Tumblr, users can easily share and re-post content to followers and watch the message spread!

Staff members at Tumblr have created the “Spotlight,” a dedicated page within Tumblr that features some of the most interesting tumblelogs in a variety of categories. Tumblelogs featured in the Spotlight are chosen by Tumblr staff members as a way to draw attention to the most creative and innovative content. Searching through the Spotlight is a great way for users to find new tumblelogs to follow. Currently, AOTUS, Today’s Document, and Our Presidents have been featured in the Spotlight!

Continuing on our mission to be out in front, National Archives was among the first three Federal agencies to join Tumblr, alongside the General Services Administration (GSA) and the Department of State. Check us out!
WiFi Accounts Hitting 1-Year Mark

WiFi accounts expire one year from the original date that they were created at the National Archives. With the anniversary approaching in November 2011, many accounts set up a year ago are going to expire soon.

Once your account attains one-year, it will automatically expire and get deleted. If you wish to continue using the WiFi, you can reuse your old researcher card number to register for a new account. Questions regarding your account can be directed to the customer service area.

National Archives Joins iTunes U Community

by Maureen McCormick

This summer, the National Archives launched its first station on iTunes U. iTunes U is a feature on Apple’s iTunes that helps educational and cultural institutions disseminate information to the iTunes audience. Users can subscribe to the channel and access objects from the National Archives digital collection through the iTunes store, free of charge.

The first collections published on iTunes U included subjects such as important documents in American history, the Civil War, World War II newsreels, and the Civil Rights Movement. By subscribing to the National Archives iTunes U channel, users will be able to view videos and documents from the National Archives collection, giving us another way to reach new users!
Military Casualty Records on

Access to Archival Databases (AAD)

by Lynn Goodsell

The National Archives’ Access to Archival Databases (AAD) (http://aad.archives.gov/aad/) resource has nearly 43,000 electronic casualty records of U.S. military personnel. These include records for those who died between 1975 and 2006 during peacetime or various military operations/conflicts, in addition to casualty records from the Korean and Vietnam wars. These electronic records are part of the series Defense Casualty Analysis System (DCAS) Files, which consists of one file with records dating from 1950 to 2005 and a second file with records from 2006.

The series contains military casualties from the Korean War, Vietnam War, 1990–91 Gulf War, and the current War on Terrorism. In addition, it includes military casualties that were the result of other incidents or military operations. Some of these other incidents or military operations include the 9/11 attack on the Pentagon; the bombing of the USS Cole in 2000; the Oklahoma City bombing in 1995; Operation Restore Hope in Somalia in 1992–93; the Lockerbie, Scotland, Pan Am bombing in 1988; and the Lebanon peacekeeping operation in 1982–83. The records contain fields of information for name, branch of service, date of death, home of record, war or conflict (including peacetime), operation/incident name, and more.

The Defense Casualty Analysis System (DCAS) Files is the successor to the series Defense Casualty Analysis System (DCAS) Extract Files. You can search the records from both the DCAS and the DCAS Extract files on AAD at www.archives.gov/aad.

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:


Claire Prechtel-Kluskens:


Mitchell Yockelson:

The National Archives is beginning to make electronic records files available online for download via the Online Public Access (OPA) resource at www.archives.gov/research/search. This functionality allows researchers to download entire electronic records files, along with the technical documentation and metadata needed for using the files and interpreting the records. Most of the files, including the files listed below, consist of raw data or are in a software-independent format. This allows researchers to use the records with whatever software is available to them.

We rolled out this functionality over the summer for four series (five file units):

- **World War II Army Enlistment Records**  
  (Electronic Army Serial Number Merged File, description identifier 1263923)

- **Records About Japanese Americans Relocated During World War II**  
  (Japanese American Internee Data File, description identifier 1264228)

- **Records of World War II Prisoners of War**  
  (World War II Prisoners of War Data File, description identifier 1263907)

- **Defense Casualty Analysis System (DCAS) Extract Files**  
  (Korean War Extract Data File, as of April 29, 2008, description identifier 2240988; and Vietnam Conflict Extract Data File, as of April 29, 2008, description identifier 2240992)

Over the coming months and years, we hope to make more electronic records files available for download via OPA. So stay tuned for more updates!

**ADDITIONAL INFORMATION:**

- About OPA and accessing electronic records files at www.archives.gov/research/search/about-opa.html
- Access to Archival Databases (AAD) resource at www.archives.gov/aad
- Online Public Access (OPA) resource at www.archives.gov/research/search

Please contact the electronic records staff at cer@nara.gov with any questions about AAD or accessing electronic records files via OPA.
Researchers, have you tried out our new online catalog prototype?

We’re calling it Online Public Access—OPA for short. It’s a new tool designed to help you with your research, discovering records that are made available online and in person.

Take a spin on the new search tool at www.archives.gov/research/search. As you’re researching and browsing, take a moment to tag documents, pictures, and even archival descriptions:

- Create a login (you’ll find a link in the upper right part of the screen) and then look for the “Add Tag” box in the lower left screen of every entry in the catalog.
- If you come across something interesting, go ahead and give it a tag!

What’s a good tag? Any keywords or labels that are meaningful to you, as well as names you find in the record.

With every tag you contribute, you are doing your part to help the next person discover that record. Doesn’t it feel good to be a citizen archivist?

Be on the lookout for future tagging missions and events, and in the meantime, if you have questions or feedback e-mail search@nara.gov.
Know Your Records 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 National Archives’ records through lectures, ongoing genealogy programs, workshops, symposia, the annual genealogy fair, an online genealogy tutorial, and editions of Researcher News.

ABOUT THE PROGRAM

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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

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RESEARCH ROOM HOLIDAY CLOSINGS
- Monday, October 10  Columbus Day
- Friday, November 11  Veterans Day
- Thursday, November 24  Thanksgiving Day
- Monday, December 26  Christmas Day

CONSULT WITH A FOREIGN AFFAIRS RECORDS SPECIALIST
EVERY TUESDAY from 9 a.m. to 10 a.m., a specialist in foreign affairs records will be available for consultation in the Archives II Research Room.
- Discuss your research on an individualized basis.
- Ask questions about the organization and arrangement of the records.
- Find out what those markings on the documents mean.

Help Researcher News Go Green!
We love paper, but we hate to waste it! To receive Researcher News by e-mail instead of a print version, send your name and e-mail address to KYR@nara.gov. To view the newsletter online, visit www.archives.gov/dcmetro/newsletter.

RESEARCHER FORUM DATES
Mark your calendar for the following dates and time:
- Friday, November 18, at 1 p.m., Archives II, Lecture Rooms D/E
- Friday, September 16, at 1 p.m., Archives I, Room 105

Agenda items should be sent to Susan Cummings at susan.cummings@nara.gov.

PRESS RELEASE:
New Access Procedures for Court Records at National Archives Federal Records Center