

environment in which local microfilming programs operate, and is continued in all the chapters. For instance, the chapter on selection of materials for microfilming stresses the variety of options that exist in a comprehensive preservation program and defines microfilming's niche within such a program. The afterword points out the need for preservation microfilming to be given the same attention as other critical library or archival functions.

This is not to say that *Preservation Microfilming* emphasizes the theoretical at the expense of the practical. For example, the manual can serve as a checklist to ensure no important step or consideration in a microfilming program is being omitted. It can guide a reader through the decision making required for preservation microfilming, including how to determine when microfilming is the best preservation option. It can help a reader become a more effective advocate of microfilming within the organization and better understand his or her responsibilities vis-à-vis those of curators and bibliographers, scholars and faculty members, conserva-

tors, and catalogers. Finally, in addition to providing answers, the book suggests what questions should be asked in order to build a preservation microfilming program consonant with the goals and procedures of the institution.

The book's clear organization; excellent index; and abundant references, footnotes, and lists of suggested readings make it useful as a reference manual. The appendixes contain citations to published standards and specifications and information on how to obtain them, a sample contract for microfilming services, a glossary, and a listing of institutions and organizations that can be contacted for more advice.

The authors and editor of this volume deserve to be congratulated for the clear and thorough way in which they have captured the issues and steps involved in preservation microfilming. *Preservation Microfilming: A Guide for Librarians and Archivists* is already well on its way to becoming a classic in the field.—Connie Brooks, *Stanford University Libraries, Stanford, California*.

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