Checklist
Reference Sources for Oklahoma Libraries
Checklist
Reference Sources for Oklahoma Libraries
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Preface

It has been over fifteen years since this bibliography was last updated. In that time, standard reference titles have ceased publication, others have taken their place and, of course, the Internet has changed everything. Reference sources can now be accessed physically, digitally and virtually. All of these access points should be available in every Oklahoma library. I have done my best to include recommendations with these three delivery methods in mind.

There are more than 300 annotated entries. Of those, some 43% are marked with an asterisk. These * marked titles are determined to be the starting point for establishing a well-rounded, viable reference collection. Those entries without a star are also highly recommended, but it is up to the librarians in each community to decide which, if any, will best serve their community needs and budget.

There are around 200 listed websites. The websites are all open access or free and often recommended by authorities, such as the American Library Association. In the interest of space, I have not included website descriptions. Instead, I encourage librarians to visit these sites and evaluate their content directly.

As to general content, there was a conscious effort to include a wide range of reference works which meet the standards of usefulness and reliability. The intention was to develop a reference collection for a public library, so those sources geared toward scholarly research were de-emphasized. Care has been taken to provide sufficient bibliographic information to insure easy identification of each title. Entries conform to *Books in Print.* The titles were reviewed directly when possible and in review journals such as, *School Library Journal,* *Library Journal,* and *Booklist.* The entries are arranged by broad subjects to narrow subjects with cross-references. Prices are from *Books In Print.*

When using this bibliography, librarians might note whether the book is hardback or paperback. Unless noted, the listed titles are hardback editions. However, in the interest of cost, librarians may want to check for a paperback version. Also, with the exception of starred items or unless explicitly mentioned, older versions of titles will suffice. In time, these entries and more will be included as a database at the Oklahoma Department of Libraries website.

I would like to thank Kitty Pittman, Adrienne Butler and Gary Phillips for sharing their expertise in Oklahoma Resources, Children’s Services, and Oklahoma Documents. I hope this bibliography is of use to you and your library.

Sadie Mattox
Oklahoma City, OK
I. General Sources

Almanacs and Yearbooks (at least 1 of the following)

For almanacs or yearbooks on specific topics, please check under individual subject headings.


*C. Europa World Yearbook. Routledge. 2009. 2 vol. $1,395.00

*D. Statesman’s Yearbook. Palgrave Macmillan. 2009. $285.00

The two almanacs contain statistical and historical information, about the U.S., though world facts are present. They are arranged categorically, including such topics as sports, awards, culture and vital statistics. Both have a general alphabetical index. The choice of one over the other is left up to the personal preference of the selecting librarian. The Europa World Yearbook is a thorough look at the world with many statistics. The Statesman’s Yearbook focuses on world countries, as well as the United States. It includes political, economical and cultural information relating to each country. It is arranged alphabetically by country and does include an index.

*E. Oklahoma Almanac. Oklahoma Department of Libraries. 2009. biennial. pbk. $15.00.

Published every two years, this almanac contains information on Oklahoma politics, counties, history and more. In addition to the statistics, there’s a theme section with related articles.


This almanac is a large book of numbers. It lists many statistics, arranged by state, including birth rate, median income level, number of libraries and much more. While the data is interesting, there are no explanations for what might influence the numbers or how it might be correlated, so users are left to draw their own conclusions.

G. Chase’s Calendar of Events. McGraw-Hill. annual. $74.95.

This useful and fun annual publication lists the dates and details of holidays, festivals, anniversaries and events around the world. From the obscure to the well-known, each date is listed followed by the activities or notable significance.

Online Resources

A. Oklahoma Almanacs. For earlier Oklahoma Almanacs starting with 1909
   www.crossroads.odl.state.ok.us/cdm4/browse.php?CISOROOT=/okalmanacs

Biographies

For biographies on specific topics, please check under individual subject headings.

Current Biography comes out monthly and highlights notable personalities in a variety of professions. In December a cumulation of the monthly issues may be purchased as a single volume, Current Biography Yearbook. Since this publication includes many celebrities and current news personalities it is extremely popular as a middle/high school biography source.

B. Almanac of Famous People. Cengage Gale. 2007. $244.00

This two volume set includes biographical information on more than 39,000 famous individuals and groups. Entries provide name, alternative names; dates and places of birth and death; nationality and occupation; and list of sources for additional information. Includes year, date, geographic, and occupation indexes.


This annual publication is a collection of the world’s highest achieving people. Entries are succinct and fact checked by the listees.


The Houghton Mifflin Dictionary offers thousands of entries on a variety of people from sports stars to artists to political figures. The majority of subjects come from Western countries. There are cross-references and some bibliographies.

Online Resources

A. Biography Channel  www.biography.com
B. Presidents of the United States (POTUS)  www.ipl.org/div/potus

Dictionaries

For dictionaries on specific topics, please check under individual subject headings.

Unabridged Dictionaries


—or—


Perhaps the most distinguishing feature of any unabridged dictionary is that it is encyclopedic in scope and provides information not only on words, but people, places, and things. Each of these dictionaries contains definitions, but also illustrations, maps, tables and more. The Random House is not as exhaustive as the New Oxford.

Online Resources

A. Merriam-Webster Online  www.merriam-webster.com
B. Merriam-Webster Visual Dictionary  visual.merriam-webster.com
Desk Dictionaries


—or—


—or—


The three dictionaries contain about 200,000 words each. They include definitions, parts of speech, spelling and phonetic pronunciation. No one dictionary is recommended over the others, but there may be an added feature (such as a style guide) that a library might prefer.

Children’s Dictionaries


—or—


—or—


The first dictionary will better serve the middle grades while the second two are geared toward elementary grades. All three are up-to-date with clear definitions, pronunciations and usage. The second two feature color illustrations, with the Merriam Webster dictionary receiving slightly better reviews.

Foreign Language Dictionaries (at least 1 of the following in each language)

In addition to the listed languages, libraries are encouraged to buy other foreign language dictionaries as determined by their own community needs. All of these dictionaries offer good translations, phrases, examples and pronunciations.

Spanish


French


**Chinese**


**Online Resources**

A. Chinese-English/English-Chinese Online Dictionary  www.mdbg.net
B. Bilingual and Multilingual Dictionaries Online  www.lexicool.com
C. Yahoo Babelfish  babelfish.yahoo.com

**American Sign Language**


This dictionary includes illustrations of how to make signs.

**Special Dictionaries**

**Abbreviations and Acronyms**


This updated version includes “textspeak” found in text messages, chat rooms and social networking sites as well as general abbreviations.

**Online Resources**

A. Acronym Finder  www.acronymfinder.com

**Idioms**


Containing over 20,000 entries, this idiom dictionary is especially recommended for libraries serving a large English as a Second Language (ESL) population.

**Nicknames and Pseudonyms**

Like the title promises, this dictionary contains the true identities of over 11,000 pseudonyms. The real value of this dictionary comes with the stories, origins and anecdotes behind the names.


This handy dictionary alphabetically lists the nicknames of modern and historic individuals as well as a brief explanation as to how and why they earned the name. There’s an index of real names in the back. The focus is entirely Western.

**Slang**


—or—


Slang dictionaries are both fun and informative. These dictionaries give examples and origins of new slang words, as well as offering definitions of words whose use may have changed.

**Online Resources**

*A. Urban Dictionary  www.urban.dictionary.com

**Synonyms, Antonyms, and Homonyms**


—or—

*B. Merriam-Webster Thesaurus. Merriam-Webster. 2006. pbk. $5.99

—or—

*C. Oxford Thesaurus of English. Oxford University Press. 2nd ed. 2006. $49.08.


All of these thesauruses and dictionaries are geared toward a general audience. They may be too advanced for some children and too incomplete for those doing heavy, college level research.

**Usage**


Both dictionaries provide apt descriptions of word usage, citations and examples. Garner’s includes some essays. Garner’s is recommended over Fowler’s simply because it is more up-to-date.
Directories


This is the directory for the federal government, including office contact information. It also contains information about each branch and agency. Most of this information is also available at www.usa.gov. However, a hard copy is also recommended for ready reference.


These directories include listings for more than 3,500 publishers, magazines, journals and literary agents. They are organized by subject and include the name, address, brief description of each publisher and their pay rate. There is a subject and general index, as well as essays on getting published.

*C. *American Hospital Association Guide to the Health Care Field.*  
   American Hospital Association. 2009. $640.00

There’s contact information, as well as statistics and profiles for over 6,500 hospitals in the directory. Much of this information is available online, but the guide is a thorough, convenient, authoritative source.


This latest edition lists information for more than 35,000 public, academic, special and government libraries, and library-related organizations in the United States and Canada. Information on each library includes addresses, phone and fax numbers, e-mail addresses, holdings, special collections and special services. The online version is subscription based, but registered users can access physical addresses for free.

E.  *Bowker Annual Library and Book Trade Almanac.* Information Today. 54th ed. 2009. $199.95

This book contains important and diverse information relating to libraries and the publishing world. Besides statistical information, it includes reviews of significant legislation, salary and placement surveys, literary commendations, censorship updates, and other special reports that are both timely and informative. Much of this information is also available on the American Library Association website, www.ala.org, though some parts of the website are members-only areas.


While much of this information is readily available on the Internet, the Black Book is a trusted authoritative source. It also combines useful information that may otherwise be spread out over several webpages. It’s quick and convenient.


As more and more children are diagnosed with learning disabilities, this book will become more in demand. Along with addresses for organizations, the directory also contains testing information, LD programs and useful websites. There is also an online subscription service available.

This directory gives a brief profile of public companies. Listed alphabetically, the profile includes number of employees, stock prices, SIC number, subsidiaries, and more. Most of this information is also available online.


This directory lists all U.S. Associations. Information includes the acronym (if there is one), contact listing, website address, membership list, and a brief description. Volume 1 is arranged by subject. Volume 2 is arranged alphabetically. Both volumes have corresponding indexes.

J.  *Foundations Directory Online*  fconline.foundationcenter.org

A subscription based service, this website provides extensive information on U.S. funders and grants, including “over 98,000 U.S. foundations and corporate donors, 1.7 million recent grants, and more than 400,000 key decision makers.”


The directory contains more than 50,000 listings for television, radio and other media sources. The latest version includes full contact information, including webpages and emails. All Gale publications are also available through an online subscription service.

L.  *Headquarters U.S.A.* Omnigraphics. 32nd ed. 2009. $216.00.

This directory lists the addresses, stock symbols, and exchanges for many businesses, organizations and non-profits in the U.S. and Canada.

M.  *Oklahoma Directory of Manufacturers and Processors.* Harris InfoSource. 2007. $109.00.

This directory lists contact information for Oklahoma manufacturers.


This directory lists park information (including wildlife refuges, historic sites, and other national preservation areas) for all 50 states. In addition to contact information, the listings include size, facilities and cost. Maps are included.

O.  *National Trade and Professional Associations of the United States.*
    Columbia Books Incorporated. 2010. $299.00.

Alphabetical listing of each association; entries include address, personnel, historical notes, conferences and publications.

Online Resources

A.  Oklahoma Department of Libraries Public Library Directory  www.odl.state.ok.us/go/pl.asp

B.  Foundation Directory Online (limited information)  foundationcenter.org

C.  Newspaper Directory  chroniclingamerica.loc.gov/search/titles

D.  Oklahoma Directory of Education  www.crossroads.odl.state.ok.us/u/?stgovpub,4644

Encyclopedias

For encyclopedias on specific topics, please check under individual subject headings.


The World Book is a suitable general reference for both adults and children. The twenty-two volumes (including an index volume) have concise articles on a range of topics. It is easier to read and navigate than the Britannica, but is not as extensive. An online subscription is available as well.

—or—


This is the oldest English language encyclopedia. The 32 volumes contain 65,000 articles on a wide variety of topics including the sciences, arts, pop culture, history and topics of interest. It also includes over 24,000 photos. An online subscription is available as well.

C. Funk and Wagnall’s New World Encyclopedia. via EBSCO. www.odl.state.ok.us/prairie

All Oklahoma public and school libraries have access to this encyclopedia via EBSCO. The online database has more than 25,000 entries and is searchable.

D. Student Resource Center, Encyclopedia. via EBSCO. www.odl.state.ok.us/prairie

All Oklahoma public and school libraries have access to the Student Resource Center via EBSCO. This online database, which includes an encyclopedia, is geared toward students from elementary school through high school, though it is most helpful for middle/high school-level children.

Compact Encyclopedias


This encyclopedia is a nice alternative for those libraries that cannot afford or do not wish to purchase the full set. There are thousands of entries on timely topics, photographs, maps and diagrams. Like the title suggests, it is concise and may not provide enough information for those looking to do research or write reports.

Facts, Records, and Statistics


A handy reference book with a compilation of 7,500 entries organized by subjects and navigated with an index. The work includes sidebars and photographs. It is an essential ready reference tool.

This is an annual guide listing the outstanding feats of the natural and human worlds: the first or the last to accomplish something, the tallest, the shortest, the most or the least. A fun, high-demand book packed with a miscellany of trivial information. The paperback version usually comes out about 6 months after the hardback.

The most complete collection of U.S. statistics can be found in this annual publication. While the focus is largely national, there is some state-to-state information, as well as information on major cities. While it is recommended that every library have a hard copy, the information is available for free online.  
www.census.gov/compendia/statab

Arrange by region, then alphabetically by city, these volumes list many statistics that make these cities the “top rated.” Provided along with where and why the cities were chosen are interesting statistics like tax rates, average commute, number of colleges, and biggest employers.

An alternative or supplement to the Statistical Abstract, this book focuses on the statistical information from each state. It provides more state specific information than the Statistical Abstract, including local policies, local politicians and local salaries.

F. Bahmueller, Charles F. The 50 States. Salem Press. 2nd ed. 2007. $150.00.
This book goes beyond statistics and includes fun facts like state motto, highest recorded temperature and interesting people.

The 8th edition spans the presidential administrations from George Washington to the first few months of Barack Obama’s presidency. Part I chronologically covers biographical and historical information about each president. Part II offers comparative statistical information including party alignments, electoral votes and general facts about the office.

These volumes go as deep as the census in revealing vital statistics, income, population and more for over 40,000 places. Alongside statistical information are descriptions of the climate, culture and geography. It is a very fun and interesting read, although somewhat out-of-date.

Online Sources

A. Easy Measurement Conversion www.onlineconversion.com
C. Find Articles findarticles.com
D. Guinness Book of World Records online www.guinnessworldrecords.com
E. Official Statistics on the Web www.offstats.auckland.ac.nz
F. Oklahoma Kids Count Factbook  www.crossroads.odl.state.ok.us/u7/stgovpub,3859
G. Statistical Abstract of the United States  www.census.gov/compendia/statab
H. United States Census Bureau Quick Facts  quickfacts.census.gov/qfd
J. Where to write for vital records  www.cdc.gov/nchs/w2w.htm
K. USA.Gov  www.usa.gov
Agriculture and Veterinary Medicine

*A. The Old Farmer’s Almanac. OFA. 2009. pbk. $6.95.
*For over two hundred years, this almanac has been indispensable. Known for its yearlong weather predictions, the book also has gardening tips, information on weather patterns, recipes and household timesavers.

*The manual proves a concise, convenient source of up-to-date information on diagnosis, treatment, and prophylaxis of important animal diseases. Sections include diseases, nutrition, laboratory routines, and medicines. An index is included.

Online Resources
A. Farmer’s Almanac www.farmersalmanac.com
B. Local Harvest, Farmer’s Markets www.localharvest.org
C. Oklahoma Agricultural Statistics www.crossroads.odl.state.ok.us/u7/stgovpub11177
D. Oklahoma State University Division of Agricultural Sciences and Natural Resources www.dasnr.okstate.edu

Building and Construction

The International Code Council’s book contains the codes and analysis for building design and construction.

The handbook offers the full text of the National Fire Protection Association code along with further explanation. Businesses need to stay compliant with this code.

This handbook follows the International Plumbing Code and shows how to stay in compliance with the code in practical situations.

This handbook is intended for the homeowners as well as the professional builder. All aspects of construction are covered in a very practical way.

In one volume, this dictionary contains terms, definitions, illustrations, abbreviations and tables dealing with building and construction. Useful lists of formulas, symbols and materials, along with an extended
bibliography and CD-Rom, are included. It is highly recommended for those libraries that can afford it or have a high need.

F. *Dictionary of Architecture and Construction.* see Humanities, Visual Arts, Architecture

**Energy and the Environment**


This dictionary covers terms, issues, resources and many other topics involving energy. The writing is accessible to the average reader.


The over 300 articles in this encyclopedia cover the technical, scientific and social aspects of energy. Energy consumption is a major concern and it is addressed thoroughly. Articles are cross-referenced with suggestions of further readings.


Pulled from the *McGraw-Hill Encyclopedia of Technology,* this concise volume focuses and expands on environmental science. The brief, but informative articles cover climatology, ecology, geography and more. Bibliographies, graphs, charts and illustrations supplement the material.

**Online Resources**

A. EarthTrends Environmental Information  earthtrends.wri.org

B. Environmental Protection Agency  www.epa.gov
III. Games, Recreation, and Sports

Games


Considered the authority on game rules (primarily card games), the latest edition of Hoyle’s offers the rules and alternate rules for more than 250 card, dice and board games.


C. *Casino City's Business Directory*. Casino City Press. 2008. spiral bound. $200.00


The Casino City report, directory and almanac all offer detailed information about the state of gambling in the United States. The report discusses growth, statistics and analysis of Indian gaming in each state. The directory lists contact information, profile and management for casinos all over the world. It is arranged by region and country. It also includes property owners and industry suppliers. Finally, the almanac gives an industry overview for the United States and Canada, and it is arranged by state and province.


Despite the title, this book doesn’t go very deep into the intricacies of chess. However, it does offer the rules and explains maneuvers for the beginning to intermediate level player.


This simple dictionary lists over 100,000 playable scrabble words. It is a high demand book.


This book covers the past and present world of videogames. There are reviews, top lists and descriptions of the consoles, controllers and accessories.

Online Resources

A. AllGame (videogames)  www.allgame.com

Recreation and Hobbies

Collecting Books


This book doesn’t list prices, but it does contain many terms, tips and information for the book collector. The most recent edition includes information on using the web for book collecting.

This annual price guide includes more than just prices. It also has collecting tips, a forecast of future qualities and value, and other articles.

**Online Resources**

A. AbeBooks.com  [www.abebooks.com](http://www.abebooks.com)
B. Bookfinder.com  [www.bookfinder.com](http://www.bookfinder.com)

**Coins**


This authoritative volume is a guide to the value and status of American coins. Pictures, prices and essays on coin collecting are all included.


The *Standard Catalogs* are arranged by country, political structure, coinage type and denomination. They provide current value estimates for the coins depending on five grades of condition.

**Firearms**


—or—


These books might be most effective when used together. The Blue Book is considered the authority on gun pricing, however it contains no photographs. The Standard Catalog has photographs, but is not as complete or accurate.

**Stamps**


This encyclopedia is a comprehensive look at stamp collecting. The volume details types of stamps, stamp production, rare stamps, series and history.

Contained in these seven volumes are the value, features and fluctuations for every stamp from every country in the world. For the avid stamp collector, this catalog will provide more than just a guide to price; it helps determine where the market will be in the future and offers advice and insight on stamp collecting.

**Fishing, Hunting, and other Outdoor Activities**

**Online Resources**

A. Local Hikes  www.localhikes.com

B. Oklahoma’s Fishing Guide  www.crossroads.odl.state.ok.us/u?/stgovpub,8307

C. Oklahoma’s Hunting Guide  www.crossroads.odl.state.ok.us/u?/stgovpub,10205

D. Oklahoma’s Waterfowl Guide  www.crossroads.odl.state.ok.us/u?/stgovpub,6876

E. Outdoor Oklahoma  www.wildlifedepartment.com/outdooroklahoma.htm

**Gardening**


Having an eco-friendly garden is becoming more and more popular. This book walks the seasoned and new gardener through organic gardening with tips, instructions and photographs.


Oklahoma’s own Steve Dobbs has written a practical and informative guide for Oklahoma gardeners.

**Online Resources**

A. National Gardening Association  www.garden.org/home

B. Oklahoma Gardening  www.oklahomagardening.okstate.edu

**Astrology**


—or—


Both books provide detailed information on sun signs, moon signs, the planets and drawing up a horoscope. Woolfolk’s book is more accessible while Parker’s is more comprehensive. Parker’s includes instructions on how to make and read charts.

**Online Resources**

A. American Federation of Astrologers  www.astrologers.com
Sports


From the leading sports magazine, this annual almanac covers the past year in football, baseball, soccer, basketball and more. Besides statistics, there are entries on major plays, awards and obituaries.

Online Resources

A. Baseball Almanac  ww.baseball-almanac.com
B. Sports Reference  www.sports-reference.com
IV. Home Economics

Consumerism


This publication is a listing of free and inexpensive materials on a variety of popular subjects such as used car buying, pension plans and savings. Libraries can access this catalog several ways: they can view and print the pdf, order the physical catalog or subscribe for free. For viewing and order information visit: [www.pueblo.gsa.gov](http://www.pueblo.gsa.gov)


Consumer Reports is the leading authority on product rankings. The handy buying guide brings together all the products reviewed over the past year. It is a good reference for anyone wanting to purchase electronics, baby gear, home appliances, and more.

Online Resources

A. Consumer Review Search  [www.consumersearch.com](http://www.consumersearch.com)
B. How Products are Made  [www.madehow.com](http://www.madehow.com)
C. Kelly Blue Book  [www.kbb.com](http://www.kbb.com)
D. Recalls  [www.recalls.gov](http://www.recalls.gov)

Etiquette


This updated classic gives detailed advice on everything proper. The most recent version includes etiquette for emails, discussion of a sensitive nature and, the always needed, table place settings.


This guide is a listing of written and oral forms of addressing government and foreign officials. It also includes practical information on how to start and end a letter, how to write a place card and how to make an introduction.


Perhaps the most useful part of this book about being polite on the web, is the section on Internet abbreviations such as LOL (laugh out loud). The other sections include proper etiquette and acceptable use of all-caps when writing emails or posting on forums. Very little time is spent on social networking, where most communicating now takes place. Hopefully a revision will come soon.
Food and Cooking


This classic recipe book gets updated while staying true to Rombauer’s original work. There’s practical advice, measurements and, of course, timeless recipes.


Written for both the connoisseur and the new wine drinker, this encyclopedia covers growing, cultivating, and tasting wine. Most of the book is dedicated to answering the common questions about what kind of wine to serve with meals, as well as specific types of wine and their flavors.


Contains the history of foods and restaurants; cooking terms; cooking techniques; basic ingredients, and how to buy, store and cook them; biographies of great cooks, all in one volume.


Martha’s take on cooking techniques and fundamentals.

Online Resources

A. Epicurious www.epicurious.com
B. Nutrition.gov www.nutrition.gov
C. Food Network www.foodnetwork.com

Maintenance

Car and Motorcycle

*A. Gray, Michael E. Auto Upkeep: Basic Car Care, Maintenance and Repair. Rolling Hills. 2nd ed. 2007. pbk. $34.95.

This book helps the average car owner learn general maintenance and repair. It includes illustrations and descriptions of the car’s systems, preventative care tips and other information, such as guidance on buying a new or used vehicle.


Written primarily for the average motorcycle owner or enthusiast, this guide walks through the basics of motorcycle care and repair. It covers all types of motorcycles and their systems. Photographs and an index supplement this tutorial.
Home Economics

* Home


There are many home improvement books on the market, but this one stands out because of its clear directions and photographs. Helpful conversion and measurement charts are included.

Online Resources

A. How to Do Almost Anything  www.ehow.com
V. Humanities

Applied Arts

Antiques and Decoration


Kovel is the leading authority on antiques and collectibles. It is recommended that libraries purchase the new guide each year.


Concise and thorough, entries alongside hundreds of photographs make this dictionary a good choice. It includes term definitions, manufacturing information, periods, and tips on evaluating an antique.


This dictionary focuses on seven main materials. It follows the materials from their raw states through various stages and processes to create the final project. Black and white illustrations accompany entries and there are a few full color plates. A bibliography is included.

Online Resources

A. Kovel’s price guide  www.kovels.com/quick_lists

Costume


This book chronologically details the dress of American men, women and children from the Viking explorers through the 20th century. There are illustrations to accompany the descriptions, but no index.


The color illustrations highlight the informative entries on costume. The book is organized by era and attempts to cover the whole world. A glossary is included.

Online Resources

A. University of Virginia Collection of Historic Dress  cti.itc.virginia.edu/~dress
Crafts


Undoubtedly in high demand, Stewart's craft encyclopedia has hundreds of craft instructions. Alongside the instructions are photographs, illustrations, brief histories and technique explanations.

Online Resources

A. Martha Stewart crafts online www.marthastewart.com/crafts

Photography


This encyclopedia extensively covers the technical aspects of photography, including digital photography.


As the title suggests, this book is a guide to all aspects of photography. It is extensive and useful, however, its publication date means the latest cameras and software are not included.

Online Resources

A. Rob Sheppard Photography Information www.robsheppardphoto.com

Literature

Bibliographies and Indexes

*A. Books in Print. via EBSCO. www.odl.state.ok.us/prairie

All public and school libraries have access to the digital Books in Print. This database lists all works currently in print, their bibliographic information, price, and status.


This index includes both fiction and non-fiction picture books. There are several ways to search for an entry, including by subject, title and author.


This catalog lists both classic and modern fiction works for an adult audience. The catalog features mainly popular and critically acclaimed authors along with their works, bibliographic information, and basic pricing.

The poetry index excels at listing most works in most anthologies, even the more obscure ones. However, the online subscription option might be a better choice for getting more out of the purchase.


Primarily used as a reader’s advisory guide, this bibliography lists more than 100,000 titles and includes plot summaries, award winners and short author biographies. An online subscription service is also available.

**Online Resources**

A. Amazon  [www.amazon.com](http://www.amazon.com)

B. Bartleby’s Great Books Online  [www.bartleby.com](http://www.bartleby.com)

C. Classics Online  [www.perseus.tufts.edu/hopper](http://www.perseus.tufts.edu/hopper)

D. Gnooks Author Map  [www.gnooks.com](http://www.gnooks.com)

E. Poetry Foundation  [www.poetryfoundation.org](http://www.poetryfoundation.org)

F. Pulitzer Prize  [www.pulitzer.org](http://www.pulitzer.org)

G. SparkNotes (compare to Cliff Notes)  [www.sparknotes.com](http://www.sparknotes.com)

H. Worldcat Worldwide Library Catalog  [www.worldcat.org](http://www.worldcat.org)

**Criticism, Biographies, Encyclopedias, and Histories**


This is a comprehensive work containing brief articles on writers, poets, topical essays, plot summaries and anything of “general interest to readers.” The latest edition focuses on adding more international material.


This companion includes entries on Shakespeare’s life, characters, plays, themes, criticism and more. All the major plays are summarized with quotes, references and explanations.


This set offers a comprehensive, critical analysis of American literature. It contains essays on genres, authors, movements, theories, major works and more. Several indexes and bibliographies are included.

D. *Contemporary Literary Criticism: Criticism of the Works of Today's Novelists, Poets, Playwrights, Short Story Writers, Scriptwriters, and Other Creative Writers*. Gale Cengage. $300.00 per volume.

This series focuses on modern writers, those still living, or who have died after 1959. Though each volume only collects essays and criticisms of a few writers, playwrights and poets, the series as whole provides critiques of many famous and critically acclaimed authors. It is highly recommended for those libraries that can afford it. The Oklahoma Department of Libraries carries this literary criticism resource as well as several others. If you have patrons needing help with materials on authors or literary criticism, please contact us for assistance.

Updated in 2003, this volume is still current enough to be included in a library's collection. It contains essays and articles on many different literary subjects, though the focus is primarily on Western culture.


*The Oxford Companion to Literature* series serves as a general guide to all things literature. There are author biographies, short essays on genres, award lists, and more. The information is brief, but useful.


These four volumes contain entries on American authors from the 1600s through the present. The entries not only include biographical information, but some analysis and criticism. An index and further reading suggestions are included. A less expensive, though less comprehensive alternative is *The Continuum Encyclopedia of American Literature*, $39.95.

I. *Something about the Author*. Gale Cengage. 2009. monthly. $170.00.

This series gives biographies of children's book illustrators and authors. The entries include information on the creator's career, life, works and future works. It is recommended for those libraries that can afford it.


This set focuses on the most studied and well known poets from around the world. Besides the biographical entries, there are also essays on various topics. It will be most useful for reports, but is not exhaustive. Lesser known poets, and those published after 2000, may not be found here.

**Online Resources**


B. Storytellers: Native American Authors online  [www.hanksville.org/storytellers](http://www.hanksville.org/storytellers)

**Dictionaries**


It's hard to classify this unique dictionary because it covers so much. It serves as a literary dictionary, but also focuses on characters, art, nicknames and other seemingly random bits of information.


This glossary is a collection of essays explaining and defining essential literary terms. It also focuses on defining theories and gives a short bibliography.

—*or*—

This dictionary is helpful to both scholars and general readers alike. It includes the definitions of genres, literary theories and criticisms, and other terms that need explanation. The latest version includes technological and culturally relevant terms.

**Style Guides and Writing**


*B.* *MLA Handbook for Writers of Research Papers.* Modern Language Association of America. 7th ed. 2009. pbk. $22.00


These three manuals are the most widely used style guides.


A copy of this classic is recommended. It is the standard on how to write “properly” and, though not necessarily a reference book, it is useful to students and others wanting guidance.

E. *Writer’s Market.* see General Sources, Directories

F. *Poet’s Market.* see General Sources, Directories

**Online Resources**

A. Purdue Online Writing Lab owl.english.purdue.edu

B. Style Guides Online www.dianahacker.com/resdoc

**Quotations and Proverbs**


—or—


Either of these quotation books will work for quick reference. Of the two, Bartlett’s is the better known.

**Online Resources**

A. American Rhetoric www.americanrhetoric.com

**Performing Arts**

**Dance**

Dancing styles, history, performers, theories and more is covered in this extensive six-volume set. Many different cultures are represented.


Long in print, this latest reprint contains nothing new. However, the poses, illustrations and especially the pronunciation guide are still relevant and useful.

**Online Resources**


**Film and TV**


From people to theories to technical practice, this encyclopedia contains over 7,000 entries on filmmaking.


The guide is full of cast listings, directors, and plot synopses. There’s also commentary on various topics. The films are rated for quality and age appropriateness.

—or—


Fun and informative, this easy reference book contains reviews and “woof” ratings for thousands of movies. There are multiple indexes for searching.


The four volumes cover every American station and cable listing.


This catalog covers a wide range of video listings. There are more than 130,000 entries. However, the more recent editions of the sourcebook are already out of print so, while somewhat useful, it may be a dying title.


While most of the recent winners lists are readily and accurately available online, this book offers complete lists back to the first Oscars. Osborne includes commentary on winning and nominated films, history, quotes from speeches and interesting Oscar facts. It may not be a necessary purchase, but it will get a lot of use.

G. *Gale Directory of Publications and Broadcast Media*.  see General Sources, Directories

**Online Resources**

A. Academy Awards Database  [awardsdatabase.oscars.org/ampas_awards/BasicSearchInput.jsp](http://awardsdatabase.oscars.org/ampas_awards/BasicSearchInput.jsp)

B. Internet Movie Database  [www.imdb.com](http://www.imdb.com)
C. Metacritic Online  www.metacritic.com

D. Rotten Tomatoes reviews  www.rottentomatoes.com

Music

Discographies

*A. Whitburn, Joel. Joel Whitburn Presents the Billboard Hot 100 Annual: Includes Every Song that Made the Hot 100 Billboard Chart. Record Research. 7th ed. 2007. $59.95.

This discography lists the Top 100 songs from 1955–2005. It will be most useful for retroactive research; the more recent lists are easily found online. An index and a few other charts (i.e., Grammy song winners) are included.

Online Resources

A. Billboard Music Charts and More  www.billboard.com

Biographies, Dictionaries, and Encyclopedias


This scholarly work contains definitions of all kinds, including many used in musical performance, as well as articles on various topics such as history and theory. The emphasis is still on Western music, but this edition makes a bigger effort to include world music. Of course, very recent terms and slang are not present here, but it is still one of the best music dictionaries available.


As the title suggests, this encyclopedia attempts to cover all musical genres and sub-genres. For the most part, it delivers, especially with entries on modern music, like Rock. Some debate exists over dates and classifications, but it remains a good reference source, specifically for American pop music.


While not an extremely well-reviewed source, this biographical dictionary has a lot of information on American jazz musicians. In this area, it is a thorough and well researched, historical perspective on jazz.


This biographical source is filled with both famous and not-so-well known composers of the past. Each entry includes a brief biography, a list of works and other interesting facts.

Contained in 29 volumes plus an index, it is an extensive coverage of world music, theories, people, and history. There are illustrations and photographs throughout. An online subscription service is also available.


This companion tracks the American musical through 2007. There are entries on each musical, including the plot, cast, song list and more. In addition to the standard entries, there are various lists and bibliographies.


While 2002 is somewhat out-of-date, this is the most recent version of this solid musical reference. It has over 8,000 entries on people, terms, theories, instruments, genres and techniques. Though the focus is Western, specifically British, there are some world entries.

H. *Songwriter’s Market.* see General Sources, Directories

Online Resources
A. AllMusic  www.allmusic.com

History

This broad history covers all eras, genres, and people that have made a lasting contribution to the world of music.

Theater

This companion is an extensive look at the American theater. The entries include biographies, plays, theaters, and topical issues.


This survey is a complete, worldwide history of theatre. There are accompanying photographs.

C. *Oxford Companion to the American Musical: Theatre, Film and Television.* see Humanities, Music, Biographies/Encyclopedias and Dictionaries

D. *Oxford Companion to Shakespeare.* see Literature, Criticism

Online Resources
A. Internet Broadway Database  www.ibdb.com
Philosophy, Myth, and Religion

Anniversaries, Festivals, and Holidays


This useful and fun annual publication lists the dates and details of holidays, festivals, anniversaries and events around the world. From the obscure to the well-known, each date is listed followed by the activities or notable significance.


Going through all 365 days on the calendar, this book lists events, anniversaries and holidays. In addition to the name of the event there’s also brief to long descriptions and history.


This book is useful as a quick guide to holidays and occasions. In addition to a brief summary, there’s a bibliography and websites connected to each holiday.


Reaching beyond America to include world celebrations, this book covers every aspect of the Christmas holiday. There are explanations of symbols, traditions, different incarnations of Santa Claus and more.

Online Resources

A. Christmas lore  urbanlegends.about.com/msubxmas.htm

B. Christmas movies  www.auburn.edu/~vestmon/christmas_movie.html

C. Christmas urban legends  www.snopes.com/holidays/christmas/christmas.asp

D. TravelOK Festivals & Events  www.travelok.com/festivals-and-events

Concordances (Bible)


Like the title suggests, this is the most exhaustive bible concordance.

Online Resources

A. Blue Letter Bible  www.blueletterbible.org

B. Unbound Bible  unbound.biola.edu

Mythology, Folklore, and Legend

This classic text is an essential purchase. Covering myths from many regions of the world, it not only serves as a translation of the stories, but as an easily accessible guide to mythology in general.


This encyclopedia covers many different aspects of folklore, from stories to holidays to historically legendary people and artifacts. It is not a comprehensive work and only focuses on the United States. However, it is a good introduction and quick reference source.


This book examines the more commonly used archetypes and motifs through detailed analysis. It uses the Thompson motif-index to group together and discuss motifs.


Another classic, this one focuses primarily on the stories of Greek myths, though Roman and Nordic gods are touched on. These translations are readable and clear; includes family charts and an index.


This inclusive dictionary highlights myths and deities from around the globe. It’s separated into seven main regions: West Asia, South and Central Asia, East Asia, Europe, America, Africa, and Oceania.


All of the classic urban legends plus a few more are in this collection. The stories are listed categorically. Brunvand includes some history, alternative telling and cited sources with each story.

Online Resources

A. Encyclopedia Mythica  www.pantheon.org
B. Snopes Urban Legends Reference Page  www.snopes.com

**Philosophy**

This dictionary offers a concise, broad look at philosophy. The almost 30,000 entries cover ideas and definitions from both Western and Eastern philosophers (though more emphasis is put on the former).

B. Borchert, Donald M. *Encyclopedia of Philosophy*. Gale. 2nd ed. 2006. 10 vol. $1,162.00.

Though it’s expensive, this encyclopedia is highly recommended for those libraries that can afford it. It’s the most up-to-date and comprehensive philosophical encyclopedia available.

Online Resources

A. Internet Encyclopedia of Philosophy  www.iep.utm.edu
B. Stanford Encyclopedia of Philosophy  plato.stanford.edu
Religion


This latest edition features 27 full color maps and 81 full color illustrations. The atlas covers the entire Biblical timespan and offers readers a geographical context. An index is included.

*B. *One copy each of the Bible, the Torah, and the Koran.*


This book explores the world’s major religions including Christianity, Judaism, Buddhism and Islam. Using charts, photographs, quick facts and symbols to supplement the text, it is an easy-to-read introduction to comparative religion.


This topic is often in high demand and the encyclopedia contains thousands of entries on people, cults, theories and happenings. A bibliography is included.


Written for a general audience, this version brings the *Harper’s Bible Commentary* up to date. It includes essays, commentary and bibliographies on each book in the bible.


This handbook gives a brief description of many denominations in the United States. Statistics on popularity and historical changes are listed.


This encyclopedia covers, in detail, more than 1,500 religious entities, denominations, and affiliates in American religion.


Though this dictionary is more weighted toward Christianity, it does offer information on other world religions such as Shinto, Islam, Judaism, and Buddhism.


Though not recommended for researchers, this dictionary is a good choice for general readers.

Visual Arts

Architecture

This dictionary lists both architecture and construction terms dealing with all aspects of building. The book includes laws, materials, theories and styles.

Online Resources
A. Art and Architecture Thesaurus www.getty.edu/research/conducting_research/vocabularies/aat

Art

Dictionaries
This dictionary spans the globe with over 6,000 entries on modern, classic and ancient art. Artists, theories, techniques, and other practices are also covered.

—or—

Along with over 2,000 entries on style, theories, techniques and history, the dictionary also includes brief artist biographical information. Unfortunately, the topics only refer to Western art. However, it is a useful companion to heavier texts on art or as a quick reference for those interested in the topic.

This standard work contains brief biographical sketches of over 8,000 American craftsmen. Though it is somewhat out-of-date, many American artists, considered minor craftsmen and not listed anywhere else, can be found here.

Online Resources
A. Art and Architecture Thesaurus www.getty.edu/research/conducting_research/vocabularies/aat

Encyclopedias and Histories

—or—

Though neither of these titles are traditional reference works, they are standards in the area of art history. Both are solid choices with illustrations and bibliographies, though Jansen's is now regarded as the most authoritative.

This encyclopedia has a worldwide scope which can limit the depth of some entries. However, it does cover many topics that other encyclopedias miss, such as jewelry, architecture, and Eastern and African art. Bibliographies, an index, photographs, and reproductions are included.
Online Resources

A. Artcyclopedia  www.artcyclopedia.com
B. Art History Timeline  www.metmuseum.org/toah
VI. Science

General Sources


—or—


—or—


Each of these encyclopedias covers the broad field of science and technology. The McGraw-Hill complete encyclopedia is the most comprehensive. However, the concise version and Van Nostrand’s provide thousands of quality entries and are a fine alternative for libraries who cannot afford or do not wish to purchase the McGraw Hill encyclopedia. Bibliographies are included.

D. Notable Black American Scientists and Inventors. Thomson Gale. 2nd ed. 2010. $185.00.

The lives and work of over 250 African-American scientists, inventors, and physicists are highlighted here.


There are over 100,000 terms defined in this dictionary. It serves as a nice supplement to the encyclopedia or as a quick alternative for those just needing a basic explanation.


This comprehensive compendium brings together 3400 scientists who have made major contributions to science. It contains helpful resources such as a pronunciation guide, cross references, quotations, a subject index, timeline of key scientific events, and list of useful websites.

Online Resources

A. Proceedings of the Oklahoma Academy of Science digital.library.okstate.edu/OA5
B. Science.gov www.science.gov
D. World of Science scienceworld.wolfram.com
Astronomy


The illustrations are what set this dictionary apart from others of its kind. Using pictures and diagrams alongside the definitions and constellations helps a general reader navigate and comprehend the material.


This useful book serves as a resource for the amateur astronomer. It includes information on what to look for, star charts, and other tools. The enlarged version includes many diagrams, illustrations and photographs.

Online Resources

A. NASA  [www.nasa.gov](http://www.nasa.gov)

Biology


—or—

*B. Lawrence, Eleanor. *Henderson’s Dictionary of Biology.* Benjamin Cummings. 14th ed. pbk. $41.60.

Each of these dictionaries is acceptable. Henderson’s has long been known as a biology authority. The Henderson Dictionary is more comprehensive, but both cover the major topics and include terms, timelines, and classification charts or diagrams.

Online Resources

Oklahoma Biological Survey  [www.biosurvey.ou.edu](http://www.biosurvey.ou.edu)

Botany


—or—


Besides price, the difference in these two books is scope. *Westcott’s* is an authoritative diagnostic and treatment handbook for most, if not all, plant diseases. It covers a wide range of plants and is appropriate for landscapers, farmers, gardeners, and those who work in orchards. Libraries serving rural, farming communities should purchase this one. For other libraries, the *Gardener’s Guide* describes about 50 common plant diseases and recommended treatments.

A great resource for anyone researching, planting or identifying Oklahoma trees, this book has been continually updated since its first publication in the 1920’s. It contains over 150 descriptions and illustrations, as well as an index and champion tree registry list.


Though this is the most up-to-date plant name dictionary, libraries with older dictionaries should be fine and do not have to replace them. This dictionary is complete with common and scientific names, descriptions, medicinal value, region, flowers/leaves and other useful information about plants, trees and shrubbery.


Featuring full-color pictures and identification tips, this guide is a handy reference. There’s also an index to leaves and tree names (both scientific and common).

**Online Resources**

A. Plants Database plants.usda.gov

B. Tree Identification www.arborday.org/trees/whattree

C. Trees of Oklahoma www.forestry.ok.gov/ok-tree-guide

### Chemistry


This standard title covers the major areas of chemistry, such as organic and inorganic chemistry. There is an extensive list of properties.


Most useful as a quick reference or a fact checker, this handbook lists many formulas, elements and tables used in chemistry and physics.


This comprehensive encyclopedia contains thousands of articles on chemistry and related fields. It covers more modern topics like fuel cells and environmental chemistry, as well as the standard subjects.

**Online Resources**

A. Chemistry Webbook webbook.nist.gov/chemistry

B. Periodic Table www.webelements.com

Earth Science


—or—


Choosing between these two dictionaries is a matter of scope. The *Dictionary of Earth Sciences* covers a broad range of topics, but does a good job of defining geological terms. The *Dictionary of Geology and Mineralogy* is focused on geology only; it is taken from the *McGraw Hill Dictionary of Scientific and Technical Terms*.


Geared mainly toward rock collecting amateurs, this book includes many full-color photographs identifying over 300 rocks and minerals. Tips on collecting, testing and storing are also discussed. For a more scholarly text, *A Field Guide to Rock and Minerals* (*Peterson Guide Series*) is still in print.


The almanac covers 108 U.S. cities, presenting maps, recent weather and statistics. Illustrations, a glossary and an index are included.

E. *The Old Farmer’s Almanac.* see Applied Sciences, Energy and the Environment


Online Resources

A. National Weather Service www.nws.noaa.gov
B. United States Geographical Survey (USGS) www.usgs.gov
C. Weather Channel www.weather.com
D Oklahoma Geological Survey www ogs.ou.edu

Mathematics


This comprehensive guide covers all areas of math including algebra, geometry and calculus. Along with definitions and theories, there is an entire chapter devoted to formulas, tables and functions. *The Handbook of Mathematics* is another acceptable source based on the same German book as the *Oxford User’s Guide*.


Written in a clear language, this dictionary defines terms and briefly discusses all areas of math. A quick reference for anyone wanting an introduction to mathematical concepts.
Online Resources

A. Math Forum (note: some areas are by purchase only)  mathforum.org

Medicine

Dictionaries


—or—

*B. Dorland’s Illustrated Medical Dictionary. Saunders. 31st ed. 2007. $49.95.

—or—


Each of these comprehensive dictionaries is known for its accuracy and authority. The illustrated dictionaries include full color diagrams and pictures to assist understanding.

Online Resources

A. Mayo Clinic  www.mayoclinic.com

Drugs


Relatively easy to read and use, this is the book for patrons seeking drug information. It lists FDA approved drugs by brand and generic names along with any dangerous interactions, warnings or side effects associated with the drug.


Long considered the authority on FDA regulated and approved drugs, the PDR provides detailed information on over 2,500 drug products, including formulas, generic/brand names, effects, side effects, dosage and more. Parts of the PDR may be hard for the average reader to understand, but it is still an excellent and informative source.


With over 5,500 drug listings, this handbook lists interactions, dosages and potential reactions for children and adults. There’s a topical appendix, an index and a list of the top drugs. It is written for medical professionals.


The unique features of this handbook are the lists of major drugs and dosing recommendations, the descriptions of medicinal herbs, and other topics specific to nursing. It also includes much of the information found in other drug handbooks, such as brand/generic name and possible side effects. It is written for medical professionals.
Online Resources
A. PDRhealth Online  pdrhealth.com
B. RxList  www.rxlist.com

Encyclopedias

This encyclopedia focuses on the special concerns, treatments and diseases affecting children. The articles cover both physical and psychological ailments, drugs, and diagnosis. Bibliographies, charts and tables supplement the entries. Another less expensive option is *The Encyclopedia of Children’s Health and Wellness* from Facts on File.


Written for medical professionals, this guide lists the symptoms, treatment recommendations, and other information for over 600 diseases and disorders. It is supplemented with diagrams and illustrations.

Online Resources
A. Centers for Disease Control  www.cdc.gov
B. Genetics Home Reference  ghr.nlm.nih.gov
C. Medline Plus  medlineplus.gov

Handbooks

Written in layman’s language, this guide is meant to help the average person understand symptoms, treatments, and causes of illness, disease and afflictions. Charts, illustrations and diagrams are included.


This handbook lays out symptoms, injuries and, most importantly, steps to first aid. The steps are written as lists with detailed descriptions and illustrations.


This book covers a wide range of patient symptoms, treatment and recommendations. However, it is written for professionals. There is a home edition available that is specifically for people who aren’t medical professionals, but it’s not as extensive.

This quick reference handbook, lists a short summary, diagnosis and treatment for dozens of poisons. Poisoning effects on children, plants and animals are included. The number for Oklahoma Poison Control is 1-800-222-1222.

E. *American Hospital Association Guide to the Health Care Field.* see General Sources, Directories

Online Resources

A. AMA Find a Doctor webapps.ama-assn.org/doctorfinder
B. Family Doctor familydoctor.org/online/famdocen
C. Kaiser Family Foundation State Health Facts www.statehealthfacts.org
E. Oklahoman Annual Summary of Infectious Diseases www.crossroads.odl.state.ok.us/u?/stgovpub,1592
F. Oklahoma Child Abuse and Neglect Statistics www.crossroads.odl.state.ok.us/u?/stgovpub,6705
G. Oklahoma Preventing Teen Pregnancy Facts and Statistics www.crossroads.odl.state.ok.us/u?/stgovpub,1339
H. Oklahoma Rural Health Works www.okruralhealthworks.org
I. State of the State’s Health www.crossroads.odl.state.ok.us/u?/stgovpub,4537
J. World Health Organization www.who.int

Physics


—or—


Both the encyclopedia and the handbook cover important concepts, theories, and rules through articles, diagrams and tables. The encyclopedia is more comprehensive and is recommended for libraries that can afford it.

C. *CRC Handbook of Chemistry and Physics.* see Chemistry

Technology


With technology constantly evolving, it is important to keep an up-to-date dictionary. While Barron’s is not as clearly written as some, it is the most current and therefore, most useful. It includes thousands of definitions, terms, theories and concepts related to computers and the Internet.

This encyclopedia details over 40,000 programs. The information includes versions, price, hardware, operating system requirements and more. An extensive index and “best of” lists are included.

C. *McGraw-Hill Concise Encyclopedia of Science and Technology.* see Science, General Sources, Encyclopedias

D. *McGraw-Hill Dictionary of Scientific and Technical Terms.* see Science, General Sources, Dictionaries

E. *McGraw-Hill Encyclopedia of Science and Technology.* see Science, General Sources, Encyclopedias

Online Resources

A. Tech Dictionary  www.techweb.com/encyclopedia

**Zoology**


This volume contains information on registering dogs along with breed descriptions, photographs, and official standards (146 American Kennel Club identified). It is the official publication of the AKC. There is also a section on dog care, a glossary and an index.


Oklahoma is “horse country” and most libraries will need this title. Along with the standard entries on horse breeds, this book includes many photographs and sections on anatomy, care, and famous horses.


This guide is part of the Peterson’s guide series and claims to cover all reptile and amphibian species. Maps, paintings and photographs aid in identification.


This visual guide is filled with photographs designed to help the non-entomologist quickly identify insects. Along with the photographs, information about the insect is given in a clear and fascinating manner.


The Peterson guides are classics, but some are out-of-date. Fortunately, this guide was recently updated, combining the eastern and western guides into one volume. Many new painted illustrations are included alongside the informative text.


This guide is specific to Oklahoma birds and includes many photographs and descriptions of identifying features.

This volume with its photographs and bird distribution maps will be popular with your bird watching enthusiasts. It also includes information on plumage, habitat, nesting habits, eggs and the young. This is a reference guide for birders, ornithologists, and natural resource specialists.

Online Resources

A. NatureServe Explorer Online Species Encyclopedia  www.natureserve.org/explorer
VII. Social Sciences

Anthropology and Sociology


This dictionary is a brief look at sociology. It is intended for a quick reference, not necessarily for extensive research.

—or—


Over 400 essays make up this encyclopedia which generally serves as a broad introduction to many aspects of sociology. Bibliographies are included throughout. For those libraries that can afford it, or that have a college community near them, this set is highly recommended.


The famous Gallup Polls are collected in this annual volume. Arranged by date, they cover a wide variety of topics including politics, lifestyle, and economics. A brief description of the poll and its findings precede the statistics. An index is included.

Online Resources

A. Business and Human Rights Resource Center  www.business-humanrights.org/Home

B. Gallup Poll Online  www.gallup.com

C. Intute Social Sciences  www.intute.ac.uk/socialsciences

Archeology and Geography

General Sources


Concise and comprehensive, this dictionary offers more than 6,000 entries on physical and, interestingly, cultural geographical terms. The FactFinder appendix contains quick facts and statistics.


Part history, part geography, part travel guide, this unique book is the authority on Oklahoma place names. The names are arranged alphabetically with a brief “biography” revealing the location, current status and other known names. Several maps and a bibliography round out the work.

This three volume set offers a good overview of archaeology in four sections: discipline, practice, history and everyday life. The text is written in a clear manner. Illustrations provide a nice supplement to the text. Highly recommended for libraries with very little or out-of-date archaeology reference sources.

D. *Europa World Yearbook.* see General Sources, Almanacs and Yearbooks


F. *Statesman's Yearbook.* see General Sources, Almanacs and Yearbooks

G. *Time Almanac.* see General Sources, Almanacs and Yearbooks

H. *World Almanac and Book of Facts.* see General Sources, Almanacs and Yearbooks

Online Resources

A. BBC Country Profiles news.bbc.co.uk/2/hi/country_profiles/default.stm

B. Oklahoma Archeological Survey www.ou.edu/cas/archsur

**Atlases**

**Oklahoma**


This atlas/gazetteer contains large, detailed road maps with information on historical sites, campgrounds, parks and more.

*B. *Historical Atlas of Oklahoma.* see History, Oklahoma, Atlases.

Online Resources

A. Oklahoma's Official State Map  www.okladot.state.ok.us/hqdiv/p-r-div/maps/state-maps

**United States**


This well-known and authoritative atlas is updated yearly. It includes road maps of the three countries and their states/provinces.

Online Resources

A. National Atlas  www.nationalatlas.gov

**World**


—or—

—or—


In addition to the useful maps, each of these atlases include gorgeous full color spreads and encyclopedic entries on global topics such as climate. The Oxford atlas is updated annually.

Online Resources

A. Google Maps \url{maps.google.com}
B. National Geographic Online Atlas \url{maps.nationalgeographic.com/map-machine}

Gazetteers


With over 170,000 entries, this gazetteer is an authoritative encyclopedia of geographical places and features. If you can afford it, this is the best researched gazetteer available.

B.  \textit{Oklahoma Atlas and Gazetteer}. see Archaeology and Geography, General Sources, Atlases, Oklahoma.

Travel Guides

*A.  \textit{Mobil Regional Guides}. Mobil Travel Guide. 2009. annual. pbk. $17.95  $18.99.

Each of these regional guides include maps, destinations, and hotel and restaurant rankings. Each library should purchase the Great Plains guide, which includes Oklahoma.

Online Resources

A. Currency Converter \url{www.xe.com/ucc}
B. ePodunk County/City profiles \url{www.epodunk.com}
C. Fodor’s Online \url{www.fodors.com}
D. GeoData \url{gos2.geodata.gov}
E. Oklahoma Tourism \url{www.travelok.com}
F. Traffic Information \url{www.traffic.com}
G. Travel Information and Profiles \url{www.ersys.com}
H. TSA Information for Traveler’s \url{www.tsa.gov/travelers}

Business and Economics

Dictionaries

Much like a traditional dictionary, this work provides quick definitions of accounting terms, including taxes, auditing, technical software and more.


This dictionary contains over 7,000 entries geared toward managers and those interested in business practices. The most recent version has been updated to reflect the times, terminology and technology.


Though this reference may be out of the price range for some libraries, this collection is highly recommended. The latest edition includes over 1,500 entries composed by leading economic scientists. There is an online version that is available at varying levels of depth and pricing.

Handbooks


Davidson attempts to breakdown and translate the financial pages for the average reader. It explains and defines the terms, concepts and numbers behind the reports.

*B. *North American Industry Classification System (NAICS)*. Bernan Associates. 2007. $59.00

This book lists official industry codes used by organizations, businesses, government offices and individuals to file tax returns and other requests. It’s also useful for comparing and contrasting data.


This is a collection of many diverse business plans, along with practical advice by the authors of the plans.


The first of the two volumes in this set is the guide, and the second volume is the index. Inside there are large maps of each state with information on population, manufacturing status, incomes, and more.

E. *Corporate Directory of U.S. Public Companies*. see General Sources, Directories

F. *Foundations Directory Online*. see General Sources, Directories

G. *Headquarters U.S.A* see General Sources, Directories

Online Resources

A. Bureau of Labor Statistics  stats.bls.gov

B. County/Metro/Zip Code Business Patterns  www.census.gov/econ/cbp

D. GlobalEDGE International Business  globaledge.msu.edu
E. Yahoo Finance  finance.yahoo.com

Education

All public and school libraries have access to the education database ERIC through EBSCO.  www.odl.state.ok.us/prairie

General Sources

*A. Wallace, Susan. *A Dictionary of Education*. Oxford University Press. 2009. $120.00.
This dictionary provides terms used in the field of education. It is from a British publisher, but is relevant for an American reader.

A comprehensive look at education in America, this eight volume set includes over 800 articles on topics such as legislation, testing, people and theories. It is recommended for large public libraries.

C. *Complete Learning Disabilities Directory*. see General Sources, Directories

Online Resources

A. Investing in Oklahoma (from the Department of Education)  www.crossroads.odl.state.ok.us/u?/stgovpub,228
B. National Center for Education Statistics  nces.ed.gov
C. Oklahoma Directory of Education  www.crossroads.odl.state.ok.us/u?/stgovpub,4644
D. Oklahoma Office of Accountability (query for individual school report cards)  www.schoolreportcard.org/reports.htm#school
E. Oklahoma School Profiles  www.crossroads.odl.state.ok.us/u?/stgovpub,4867
F. School Data Direct  www.schooldatadirect.org

Career Guidance

With data given in easy to read tables, this is an invaluable source for anyone seeking authoritative information on wages in America.

This annual publication includes statistics and general information on more than 200 occupations. It is a necessary source for anyone looking for a career path or a career change.

This five volume set gives detailed information on more than 1,000 occupations.

Online Resources

A. Career One Stop (US Department of Labor)  www.careeronestop.org
B. Occupational Outlook Handbook Online  www.bls.gov/oco

Higher Education


The Peterson's guides are essential to anyone researching colleges in the United States. They are published and need to be purchased—annually. They not only contain contact information, but also advice and tips on getting in, staying in and graduating from college.

*F. College Board Book of Majors. College Board. 4th ed. 2009. annual. pbk. $25.95.

This guide looks at all aspects of a major. Where the best schools are, what jobs are available for people with that major, and advice on what major might work for different types of individuals.


This handbook contains much of the same information as the Peterson's guides though it is not as comprehensive or well-organized. However, it is yet one more source that future college students might like to consult.


While the Scholarships, Grants and Prizes focuses primarily on loan free options, this handbook goes into greater detail about obtaining money for college, including parent and student loans. It explains the financial aid process along with a rough idea of what college will cost.


This guide covers the main topics of online learning, such as what online learning is, where to get a degree, and how the process works.

Online Resources

A. Fastweb Scholarships and Financial Aid  www.fastweb.com
B. Official Guide to Oklahoma Colleges and Universities  www.crossroads.odl.state.ok.us/u7/stgovpub,7396
C. Peterson's Online  www.petersons.com

Genealogy

The overwhelming interest in this subject requires libraries to have at least one title on the subject. Both these titles discuss research in depth, from how to begin, where to look, what records are needed and more. Since *Tracing your Ancestry* is a reprint it does not include Internet research. However, it is still a practical guide.

**Online Resources**

A. Ellis Island Search  [www.ellisisland.org](http://www.ellisisland.org)


C. Roots Web  [www.rootsweb.ancestry.com](http://www.rootsweb.ancestry.com)

**History**

**Oklahoma**

**Atlases**


Even libraries with the older editions will want to purchase this latest version. Alongside articles about the state from ancient to current times, are gorgeous full-spread photographs, maps, and tables. The topics include geology, culture, politics and much more. An index is included.

**Biographies and Encyclopedias**

*A. Burke, Bob. *A History of the Oklahoma Governor’s Mansion.*

Oklahoma Heritage Association. 2005. $34.95.

Both beautiful and informative, this book traces the life of the Governor’s mansion as well as the people who lived there. Arranged chronologically, it contains photographs (many full color), interesting facts, and an index. The governors covered includes the Henry administration.

*B. Baird, David W. *Oklahoma: A History.*


—or—

*C. Baird, David W. *The Story of Oklahoma.*

University of Oklahoma Press. 2nd ed. 2006. $45.00.

Written by the same authors, each of these books offer a comprehensive history of Oklahoma. Their differences are in presentation. *Oklahoma: A History* is a narrative of Oklahoma’s history. It is thorough and engaging, but has little supplementary material like pictures, illustrations or maps. *The Story of Oklahoma* reads like a textbook, with a lot of information packed into topics alongside pictures, further reading and sidebars.

D. *Oklahoma Almanac.* see General Sources, Almanacs and Yearbooks
E.  *Oklahoma Place Names.*  see Archeology and Geography, General Sources

F.  *Indian Tribes of Oklahoma: A Guide.*  see Social and Special Interest Groups, Native Americans

Online Resources

A.  *Encyclopedia of Oklahoma History and Culture*  digital.library.okstate.edu/encyclopedia

B.  Oklahoma History Center  www.okhistorycenter.org

C.  Oklahoma Historical Society  www.okhistory.org

D.  Oklahoma State University Historical Map Collection  okmaps.library.okstate.edu

**United States**

**Atlases**


This full-color atlas tells the story of American history from ancient peoples to the modern age. Many maps depict topics such as culture, politics, war and more.

**Chronologies and Encyclopedias**


This eleven-volume encyclopedia covers U.S. history from ancient times to the present. Listed chronologically, entries on events, people, concepts, society, and battles are clear and interesting. The material is supplemented with bibliographies, illustrations, maps, and photographs. An index is included.


This gazetteer covers the history of major cities and towns in the United States. Arranged alphabetically by state, the gazetteer lists events, local history and other facts about the states, cities, counties, townships and municipalities.


Each state is given equal weight in this history of how the states became states. The three volume set includes maps, charts and other aids designed to help the reader understand the circumstances behind the path to statehood.

**Online Resources**

A.  Documents for the Study of American History  www.vlib.us/amdocs

B.  Making of America  quod.lib.umich.edu/m/moagrp

**Dictionaries and Handbooks**

This comprehensive set and quality resource is brought up-to-date. It covers all of American history from the pre-colonial days to the present era and looks at history from many points of view, including race, gender and class. Also included in this edition are maps, illustrations and first-person documents. *American Libraries* magazine calls it an “indispensable” resource.


Good for both general and ready reference, this book lists all things “state” associated: seals, nicknames, symbols, flags, etc. The lists go back to the beginning of the colonies through the present day.


This classic text on the civil war is still a good, solid source. It includes strong biographical data, detailed battle descriptions and troop movements with text, diagrams and maps.


This book is a catch-all of American History. Arranged alphabetically, the entries provide brief, interesting factual information on American politics, military, people, events and everything in between.

*E. Facts about the Presidents.* see General Sources, Facts, Records and Statistics

*F. Time Almanac.* see General Sources, Almanacs and Yearbooks

*G. World Almanac and Book of Facts.* see General Sources, Almanacs and Yearbooks

**Online Resources**

*A. American Local History Network  www.alhn.org*

*B. Library of Congress  
American Memory Collection  memory.loc.gov/ammem
Local Legacies  www.loc.gov/folklife/roots/ac-home.html*

*C. National Archives  www.archives.gov*

*D. Presidents of the United States (POTUS)  www.ipl.org/div/potus*

**World**

**Atlases**


Using full-color maps, this atlas focuses on major historical events. The visual appeal of the atlas extends to the numerous charts and diagrams depicting various statistics and timelines.

**Online Resources**

*A. Maps of War  www.mapsofwar.com*
Encyclopedias


The more than 300 articles in this set cover world history from ancient times through the present. The scope is broad and shallow. However, it does include some bibliographies for further reading. School Library Journal notes some issues with organization and quality, but it remains the best up-to-date encyclopedia. Another option might be the Berkshire Encyclopedia of World History. As long as libraries have an encyclopedia updated or revised within the last ten years, it should suffice.


An impressive collection of major and minor battles throughout history, this three volume set spans time and the globe to describe who, what, when and where. The battles are accessed chronologically or by name. An appendix is included.

C. Gorman, Robert F. Great Events from History: The Twentieth Century. Salem Press. 2007. 6 vol. $495.00.

This six volume set focuses on the twentieth century, especially the first half. Major world events are covered from battles to personal triumphs. Each essay includes all the facts and extra resources, such as an index, bibliography and timeline.

D. Time Almanac. see General Sources, Almanacs and Yearbooks

E. World Almanac and Book of Facts. see General Sources, Almanacs and Yearbooks

Online Resources

A. Biography Channel www.biography.com

B. HyperWorld History Online www.hyperhistory.com/online_n2/History_n2/a.html

C. In the First Person www.inthefirstperson.com/firp/index.shtml

Political Science and Law

Oklahoma


While these statutes are available online, every library should also have a print copy. Contact the Clerk at the House of Representatives (405-521-2711) to see if your library is eligible for a free copy.

B. Oklahoma Almanac. see General Sources, Almanacs and Yearbooks

Online Resources


B. Oklahoma Department of Libraries Agency Hotlinks www.odl.state.ok.us/okgov/oklinksearch.asp
C. Oklahoma Department of Libraries Law Resources  www.odl.state.ok.us/lawinfo/lawlinks.htm
D. ABC: Oklahoma State Agencies, Boards and Commissions  www.crossroads.odl.state.ok.us/u/?stgovpub,6658
E. Oklahoma State Driver’s Manual  www.crossroads.odl.state.ok.us/u/?stgovpub,5976
F. Oklahoma Election Results and Statistics  www.crossroads.odl.state.ok.us/u/?stgovpub,9947
G. Oklahoma State Government Publications  www.crossroads.odl.state.ok.us/shell/div-okpubclearinghouse.php
H. Oklahoma Legislature  www.lsb.state.ok.us
I. Oklahoma Uniform Crime Report  www.crossroads.odl.state.ok.us/u/?stgovpub,4911
J. Oklahoma U.S. Senators/Representatives  www.odl.state.ok.us/usinfo/congress

**United States**


Updated to include the election and presidency of Barack Obama, this almanac contains biographic and political information on every president, congressman and governor. It also covers the fifty states and 435 districts, creating a thorough and essential reference source.


The dictionary strives to provide accurate and concise definitions of legal terms. The 8th edition was updated to include new laws concerning technology and the Internet.

*C.* *Budget of the United States Government.* Executive Office of the President. 2008. annual. pbk. $39.00.

Though it is difficult to read and understand, every library should have a copy of the budget. There are books available, such as *Understanding the United States Budget,* that can help the public decipher the numbers.

*D.* *Guide to Congress.* CQ Press. 6th ed. 2007. 2 vol. $365.00.

This guide focuses on the Congress, providing in-depth articles on history, pay, lobbyists and power shifts as well as many other topics. It is a useful research tool.


This reference source covers the major laws and treaties from the country’s birth to 2002. The entries include the law number, history and a number of helpful websites. It is a good ready reference and report writing tool.


The entries in this dictionary are arranged by topics, including political ideas, civil liberties, foreign policy and international affairs. It may be somewhat out of date, but the general political information is still very useful.


This two volume encyclopedia offers chronological lists, political analysis and biographical information about the U.S. cabinet through the Clinton Administration.
The encyclopedia covers major law topics like “Homeland Security.” The second volume is an index. It is more extensive in its coverage of the topics than *U.S. Laws, Acts and Treaties*, but it is harder to use and *Booklist* notes some surprising gaps.

I. *Book of the States.* see General Sources, Facts, Records and Statistics

Online Resources

A. ABA Legal Research Selected Starting Points  www.abanet.org/tech/ltrc/lawlink/home.html
B. American Presidency Project  www.presidency.ucsb.edu
C. Fact Check  www.factcheck.org
D. Internal Revenue Service  www.irs.gov
   Internal Revenue Service forms  www.irs.gov/formspubs
E. Thomas  thomas.loc.gov
F. United States Government  www.usa.gov
G. United States House of Representatives  www.house.gov
H. United States Senate  www.senate.gov
I. The White House  www.whitehouse.gov

World

*A. United Nations Handbook: An Annual Guide for those Working with or within the U.N.*
   United Nations Office of Public Information. 46th ed. annual. pbk. $32.95.

This annual publication lays out the structure, policies, purposes and work of the United Nations.


Each of the volumes in this set covers a different region of the world, with one book devoted to the United Nations. Besides political information like leadership, government structure and major policies or laws, the information includes some cultural and physical information about each nation.

Parapsychology


This book offers brief, but comprehensive, coverage of a popular subject. Illustrations, an index and a glossary are included.

B. *Encyclopedia of Occultism and Parapsychology.* see Humanities, Philosophy, Myth and Religion, Religion

C. *The Only Astrology Book You’ll ever Need.* see Games, Recreation and Sports, Recreation, Astrology
D. *Parker’s Astrology.* see Games, Recreation and Sports, Recreation, Astrology

## Psychology


This comprehensive dictionary holds over 25,000 entries of definitions, theories, practices and more. It is written for professionals, but is clear enough that general readers shouldn’t have a problem.

*B.* *Diagnostic and Statistical Manual of Mental Disorders (DSM-IV).* American Psychiatric Association. 4th ed. 2000. $89.00.

Though it is written for professionals, this standard manual is often in high demand. Disorders are listed along with features, patterns and other measures to aid diagnosis and treatment.

*C.* *Publication Manual for the American Psychological Association.* see Humanities, Literature, Style Guides and Writing

## Online Resources


## Social and Special Interest Groups

### African Americans


These five volumes cover African American history and culture from the days of “separate but equal” through the Presidential election and appointment of Barack Obama. In over 1,000 entries on people, events and each state, the information contained is thorough and authoritative. It is the most complete collection of African American history, coming highly recommended for all libraries.

—or—


Though it does not contain the depth that the Encyclopedia of African American History does, this atlas does go back further. Included are photographs, maps and statistics alongside entries on culture, important events, literary movements and more.


Though many deserving people may be left out of this volume, the ones that are profiled provide essays on their life, work and contributions to the African American community, the United States and the world at large. Bibliographies, illustrations and photographs are included.

Perfect for reports, this book highlights the achievements the first African Americans to break through barriers such as the Academy Awards, in government, and through science. It is fun and informative though it obviously does not include the recent election of President Barack Obama.

E. *Notable Black American Scientists and Inventors*. see Science, General Sources, Biographies

**Gay, Lesbian, Bisexual, and Transgender**


This guide covers the rights of GLBT people afforded under the law. Topics include military service, workplace equality, privacy, and hate crimes.

**Online Resources**

A. GLBTQ Encyclopedia  [www.glbtq.com](http://www.glbtq.com)

**Latin Americans**

*A. Anuario Hispano  Hispanic Yearbook*. TYIM Publishing. 20th ed. 2007. $29.95.

This yearbook serves as a guide for the Hispanic community. It lists resources for employment, health, government, education and more. Contact information and websites are included. The book is in Spanish and English.


This guide lays out the basic steps, along with some advice, needed to immigrate. The entire volume is written in Spanish.


This atlas not only covers the United States, but Canada, Mexico and South America as well. A long span of history is told through text, maps and photographs.


This four volume encyclopedia has entries on history, current events, people and movements that impacted the United States. These entries are supplemented with photographs, documents, bibliographies, websites and an index.

**Online Resources**

A. Latin America Network Information Center  [www1.lanic.utexas.edu](http://www1.lanic.utexas.edu)
Native Americans

This informative book covers both people and events of the twentieth century. It includes many topics not covered other places and is very up-to-date.

Maps are used as a jumping off point for information about Native American history. Though the book doesn't go into the history of specific tribes, there are discussions of war, culture and important figures. A bibliography is included for further reading.

This classic work examines the removal of 60,000 Native Americans from the southern states and their adaptation to a new home within what is now the State of Oklahoma.

This book profiles the 40 tribes of Oklahoma. Each tribe entry describes the name, location and government, businesses, number of members, suggested readings and current situation. An index is included.

This work is part directory, part bibliography and part encyclopedia. It lists tribal entities, organizations and leaders for both the United States and Canada.

This guide lays out the rights of tribes and the special civil and criminal rights of reservations. It is written in a clear and comprehensible language.

*G. Trigger, Bruce G. Cambridge History of the Native Peoples of the Americas: Volume 1, North America. Cambridge University Press. 2 parts. 1996. $163.00.
This two part set offers a broad but extensive history of the Native Americans. Beginning in ancient times and running through the present, topical essays cover early civilization, western expansion and more. It does not reference specific tribes but as a general history, it is useful.

Online Resources

A. Access Genealogy Native American Indian Genealogy  www.accessgenealogy.com/native
B. American Indian Library Association Online Resources  www.ailanet.org/other/index.htm
C. American Indian Research and Policy Institute  www.airpi.org
D. Bureau of Indian Affairs  www.bia.gov
F. Kappler’s Indian Affairs, Laws and Treaties  digital.library.okstate.edu/kappler
Older Americans


This is a handy resource handbook for older adults and their families. Most of the information is centered on Central Oklahoma services and facilities. Call 405–943–4344 for 2010 copy.


This guide offers retirees and soon-to-be-retirees helpful tips, strategies, tables, lists and much more. Written in a clear, concise language and brought up to date through the latest recession, it is a helpful book on a complicated topic.

Online Resources

A.  AARP  [www.aarp.org](http://www.aarp.org)

B.  National Institute of Health—Information for Seniors  [nihseniorhealth.gov](http://nihseniorhealth.gov)


Women


This ACLU guide helps layout what protections the law affords women. It addresses the issues of reproductive rights, workplace equality, domestic violence and more.


Winner of the 2006 Outstanding Achievement Award by the National Association of Commissions for Women, this 564-page book is the first ever almanac to focus exclusively on the women of Oklahoma. To order a copy, go to almanac.okstate.edu.
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