CONTENTS

| | Preface | 8 |
|---|--|-----|
| 1 | Introduction: the state of the art | 11 |
| 2 | Time, place, type of library, type of activity | 29 |
| 3 | The individual library | 45 |
| 4 | The biographical approach | 61 |
| 5 | Compiling and editing | 77 |
| | Reference aids to study and research | 85 |
| 7 | Preparing a text for submission | 99 |
| | Notes and references | 108 |
| | Index | 112 |