

READING ROOM

The Archives and Special Collections Reading Room is situated on floor 02 of the Library.



REPROGRAPHICS

All reproductions are subject to copyright legislation and in all cases must be referred to staff to establish that no restrictions apply and that the item is physically suitable for copying.

Photocopying of **Special Collections** items, where authorised, is self-service on floor 0. Standard charge: 6p per A4 photocopy.

Photocopying and scanning of **Archive materials** (manuscripts, maps, slides and photographs), where authorised, is carried out by Archive staff.

Charges:

10p per A4 photocopy

20p per A3 photocopy

50p per scan

30p per CD-R

£1 per CD-RW

Plus VAT (where applicable)

Plus postage (where applicable)

Minimum of £10 for invoiced users

Local **microfilm** printing: 6p per copy.

OPENING HOURS

The Reception is open 09:30-16:30 Mon-Fri. Please check separate booking procedures for the different materials.

PERSONAL IDENTIFICATION

We will need to see a campus card or other photographic identification for all users of Archive and Special Collections materials.

FINDING US

UEA Library,
Floor 02 (left at the bottom of the main staircase)

HOW TO CONTACT US

Archives and Special Collections,
The Library, University of East Anglia, Norwich Research Park, Norwich, Norfolk, England, NR4 7TJ

Email: archives@uea.ac.uk

Tel: + 44 (0) 1603 593491

WEBSITE ADDRESSES

UEA Archives www.uea.ac.uk/is/archives

UEA Special Collections www.uea.ac.uk/is/speccoll

UEA Microfilm www.uea.ac.uk/is/microfilmcollections

UEA Library blog www.taguelibrary.wordpress.com

UEA Library Twitter: @uealibrary

Archives HUB: www.archiveshub.ac.uk

National Archives: www.nationalarchives.gov.uk

East Anglian Film Archive: www.uea.ac.uk/eafa

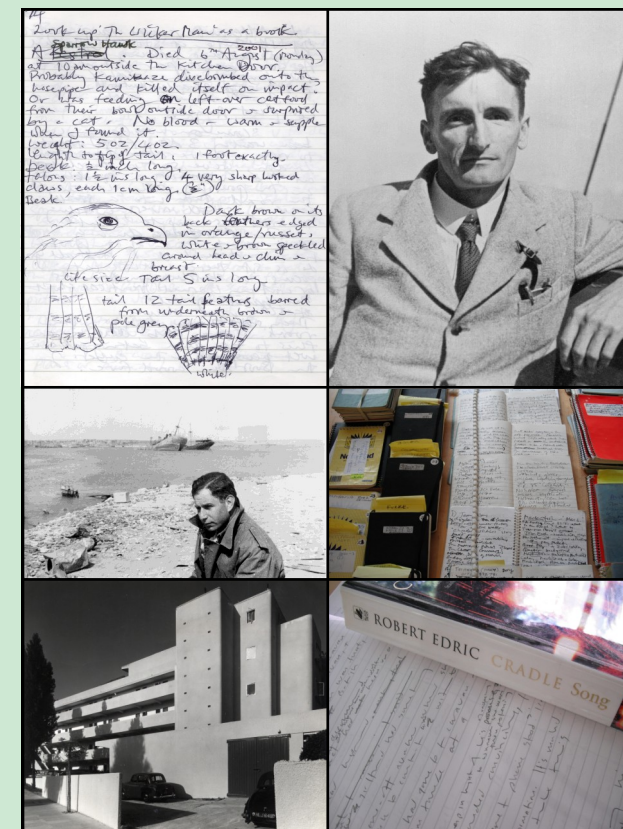
Norfolk Record Office www.archives.norfolk.gov.uk

USEFUL ELECTRONIC RESOURCES

- [19th Century British Library Newspapers](#)
- [Burney Collection 17th-18th Century Newspapers](#)
- [Early English Books Online \(EEBO\)](#)
- [Eighteenth Century Collections Online \(ECCO\)](#)
- [House of Commons Parliamentary Papers \(HCPPP\): 1715 -](#)
- [The Times Digital Archive: 1785-1985](#)

03/2012

ARCHIVES, SPECIAL COLLECTIONS and MICROFILM COLLECTIONS



ARCHIVES

The Library holds several important collections of archives. These are mainly manuscript collections. In addition we hold a small collection of public documents relating to the University of East Anglia.

The collections are generally available to scholars and to interested members of the public. Arrangements to visit should be made in advance, and written application is advised.

Visits by appointment may be made 09.30-16.30 Mon-Fri.

Enquiries and requests to consult the collections should be made to the Archives Department archives@uea.ac.uk tel: 01603 593491.

Visit our webpage for further descriptions of the collections: www.uea.ac.uk/is/archives

THE COLLECTIONS

- Archives of Modern Writing and Literary Translation
- Charles Pick Archive (publishing)
- Everest Collection (photographs & slides of 20th century travel; WWII service)
- G.S. Callendar Archive & H.H. Lamb Archive (global warming; climate change & weather)
- Hill Papers (John E.B. Hill; Conservative MP)
- Holloway collection (pamphlets, leaflets, etc. of contemporary culture)
- Kenney Papers (suffragettes)
- Literary archives: Doris Lessing, Roger Deakin, JD Salinger, Lorna Sage, Robert Edric, Anthony Grey, Peterborough Literary Society
- Local theatre collections
- Pevsner Art catalogue collection
- Pritchard Papers (modernism; furniture design; architecture; the thirties)
- Stefan Muthesius' Papers (architecture)
- Theatre Quarterly Archive (magazine publishing)
- UEA Collection
- Zuckerman Archive (air operations in WWII; wound ballistics research; the evolution of operational research; British science and technology policy)

SPECIAL COLLECTIONS

THE COLLECTIONS

Special Collections contains over 10,000 rare, valuable or illustrated monographs and pamphlets in all subject areas and includes a number of named collections listed on our website

www.uea.ac.uk/is/speccoll

All Special Collections items are described in the [Library Catalogue](#); there is no separate listing.

HOW TO BOOK

Special Collections are kept in closed storage and are Reference Only.

Requests for any of these items should be pre-booked using the on-line booking form as linked from the Special Collections webpage www.uea.ac.uk/is/speccoll, or requested in person by completing a blue request form at the Special Collections Reception desk.

COLLECTION TIMES

Requested items are available at 9:30 and 14:00 each day. Requests should be made at least 15 minutes beforehand.

We will wherever possible endeavour to fulfil urgent requests at short notice.

SPECIAL COLLECTIONS ITEMS ARE REFERENCE ONLY AND MAY ONLY BE READ IN THE READING ROOM BETWEEN MON-FRI 09:30-16:30.

Cover illustrations:
Roger Deakin notebooks.
G.S. Callendar, 1934.
Solly Zuckerman, Tobruk, 1943.
Lawn Road Flats, 195- (Pritchard Papers).
Manuscript of *Cradle Song* by Robert Edric.

MICROFILM COLLECTIONS

The microfilm collections can be found on floor 02 near the Archives Reception desk. The collections are housed in cabinets within rolling stack and all are described in the Library catalogue together with their reference number.

Microfilm is still a good medium for preserving materials and all sorts of works can be found on microfilm: theses, parliamentary and cabinet papers, works of fiction, statistics, newspapers and journals.

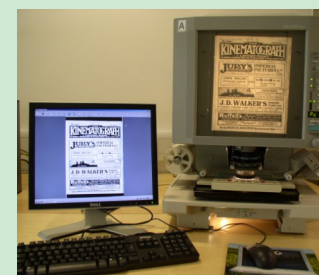
The microfilm reading machines can also be found on floor 02. One of the reading machines will provide paper prints (6p a copy, pay with cash at Archives Reception), the other has Locator scanning software attached. This allows the scanning of images which can then be saved to a USB memory stick or to the Central Filestore. It also allows scanned images to be sent to the Library network printer.

We are open Mon-Fri 09:30-16:30. Special arrangements may be made with staff if you wish to use materials out of these hours.

It is not necessary to pre-book the machines but if you would like to reserve a machine then please contact us by phone (01603) 593491 or email: archives@uea.ac.uk

For further information see www.uea.ac.uk/is/microfilmcollections

Minolta microfilm reader attached to a pc with Locator scanning software



Minolta microfilm reader attached to a pc with Locator scanning software