

Government of Madras.

EDUCATIONAL DEPARTMENT.

Recd.

Regd.

} 1908.

Enclosures

Spare copies

Letter, No. 708, 12th October 1908.

Catalogue of books.

Transmitting to the Government of India a — registered during the second quarter of 1908 and stating that the improvements suggested by the Government have been carried out in this catalogue.

GOVERNMENT OF MADRAS.
EDUCATIONAL DEPARTMENT.

No. 708.

From

H. D. TAYLOR, Esq., I.C.S.,
Secretary to the Government of Madras,
Educational Department,

To

THE SECRETARY TO THE GOVERNMENT OF INDIA,
HOME DEPARTMENT.

Dated Ootacamund, the 12th October 1908.

SIR,

I am directed to transmit a copy of a Catalogue of Books registered under the Press and Registration of Books Act, 1867, during the second quarter of 1908 containing the particulars specified in section 18.

2. With reference to Mr. Ross's letter No. 1684, dated 20th August 1908, I am directed to state that in the catalogue now forwarded, the improvements suggested in the Home Department letter No. 2275, dated 29th November 1907, in regard to typography and the spacing of the columns have been carried out. As regards the numbering of the publications according to the subjects under which they are classified, the Registrar of Books states that it will be difficult to correct the numbering now. Effect will therefore be given to the instructions on the point from the commencement of next year.

3. With regard to the titles of publications which are printed in oriental languages and of which the author's name is unknown, I am to say that these have been printed in the original scripts at the beginning of their descriptions in column 2 of the catalogue now forwarded. The catalogues of the various provinces, however, do not seem to follow the same plan of entry in regard to these publications. In Bombay, as in Madras, these publications are introduced in their places in the alphabetical order along with publications the names of whose authors are known, while in Bengal, they are collected together and arranged in alphabetical order at the end of each subdivision in each language. I am therefore to request that definite instructions may be issued as to where these publications should be shown so as to secure uniformity in respect of this matter also.

4. An extract from the report of the Registrar of Books is annexed.

I have the honour to be,

Sir,

Your most obedient servant,

H. D. TAYLOR,
Secretary to Government.

[annexure.]

ANNEXURE.

Letter—from Rao Bahadur M. RANGACHARYA, M.A., Registrar of Books, Madras.
To—the Secretary to Government, Educational Department (through the Director of Public Instruction).
Dated—the 4th September 1908.
No.—804.

The publications received and registered during the quarter are 427 in all, and of these, 270 are grouped as "Books" and 157 as "Periodicals".

2. Distributed according to languages, English is represented by 139 works including diglot editions, Italian by 1, Tamil by 121, Telugu by 73, Malayalam by 17, Kanarese by 9, Uriya by 4, Toda by 1, Hindustani by 3, Lushai by 1, Arabic by 2, and Sanskrit by 56, comprising those printed in Telugu, Grantha and Nāgari characters.

3. A little more than 17 per cent. of the registered collection consists of works designed for educational purposes.

4. The total number of copyright entries made during the quarter under report is 113 including those that are appended to the accompanying catalogue and were delivered for registration in previous quarters.



Port St. George.

12-10-1908

Educational No. 708

To

THE SECRETARY TO THE

GOVERNMENT OF INDIA,

HOME DEPARTMENT.

Sir,

I am directed to transmit a copy of a catalogue of books registered under the Press and Registration of Books Act, 1867, during the second quarter of 1908 containing the particulars specified in section 18.

4. An extract from the report of the Registrar of Books is annexed.

I have the honour to be,

Sir,

Your most obedient Servant,

Assistant Secretary to Government.

2. With reference to Mr. Ross's letter No. 1684, dated 20th August 1908 I am directed to state that in the Catalogue now forwarded the improvements suggested in the Home Dept. letter No. 2275 dated 29th November 1907, in regard to typography and the spacing of the columns have been carried out. As regards the numbering of the publications according to the subjects under which they are classified, the Registrar of Books states that it will be difficult to correct the numbering now. Effect will therefore be given to the instructions on the point from the commencement of next year.

3. With regard to the titles of publications which are printed in Oriental languages and which have no real authors I am to say that these have been printed in the original scripts at the beginning of their descriptions in column 2 of the catalogue now forwarded. But the catalogues of the various provinces do not seem to follow the same plan of entry in regard to these publications. In Bombay, as in Madras, they introduce them in their places in the alphabetical order along with publications ~~of the same language~~ authors, while in Bengal collect all of them together and arranged them in alphabetical order at the end of each sub-division in each language. I am therefore to request that definite instructions may be issued as to where these publications should be shown so that uniformity might be secured in respect of this matter also.

name is unknown

known

via known

7.H.

24-9-08

24-9-08

7.H.
30-9-08As
1/10/08

Annexure

Pres
2079 with 100 pages
2079 with 100 pages

Government {1902} of Madras. EDUCATIONAL.

From

THE SECRETARY TO THE GOVERNMENT OF MADRAS,
EDUCATIONAL DEPARTMENT,

To

THE SECRETARY TO THE GOVERNMENT OF INDIA, HOME DEPARTMENT

Letter No.

190 .

Subject.

TRANSMITTING a copy of a catalogue of books registered during the quarter
of 190 together with an extract from the report of the Registrar of Books

P. & L.
42.
1,500-10-8-08.

ORDINARY.

PRESS SLIP.

PREFERENCE.

URGENT (a)

EDUCATIONAL
LEGISLATIVE DEPARTMENT.

Current No., dated 190 .

G.O., No. 708, dated 12-10-1908.

Number of MS. pages sent { Correspondence including order or orders
(b)
(b¹)
Notes.

Docket. Catalogue of Books - Transmitting
a copy of a registered during the 2nd quarter
1908 stating that the catalogue has been
improved the improvements suggested by the
of 5 have been carried out in this catalogue.

Number (c) of copies required when struck off (not including
copies for volumes and editors' table which are retained
in the Press).

Complete
Correspondence
and orders.

Notes

FOR RECORD.*

Madras Records	...	...	...	...	20
Ooty Records	...	...	...	...	6
For filing with original	...	...	...	...	1
Total	...	...	...	...	27

FOR ISSUE.†

For Issue.†		Letter only.	Complete G.O.	(b) Special issue copies of G.O.		Notes
				No.	Papers.	
Signature copies.....						
India Office.....						
Govt. of India.....Dept.						7
Public Department.....						
Judicial Department.....						
Financial Department.....						
Revenue Department.....						
Public Works Department.....						
Local and Municipal Department.....						
.....Dept.						

INSTRUCTIONS FOR THE SECRETARIAT.

(a) If a paper is marked to be printed
urgently, the Superintendent of the section
concerned should sign the Press slip. The
Superintendent should exercise a careful discre-
tion in the matter.

(b) Each letter, memorandum, or order, or set
of orders, in the file of correspondence should be
headed in succession with the Roman numeral I,
II, III, etc., the number being written in red ink
or blue chalk above the item. The particular
papers to be printed in the special issue-copies
should be indicated by the Roman numeral (I,
II, etc.) by which that item has been headed in
the correspondence file. All matter, including
marginal remarks or references, to be printed
should be written in ink and matter which should
not be printed should be encircled. Initials and
signatures that are not quite legible should be
re-written distinctly.

(b¹) For rules regarding printing of notes,
see the rules in G.O., No. 1220, Public, dated
30th November 1900.

(c) The number of copies and the details of
distribution should be filled in by the Superin-
tendent or Referencer concerned.

(d) In the absence of special instructions to
the Press to keep matter standing for a specified
period, ordinary papers of 8 pages and under
will be kept standing for one week, and larger
papers for two weeks only. The type of notes
and of all confidential papers is distributed
immediately after striking.

(e) This slip, properly and completely
filled in, should accompany every paper sent to
Press; it will be returned by the Press when
proofs are furnished; it should be sent to the
Press when a call is made for revised proofs or
when a corrected proof is sent for striking.
When finally returned by Press it should be
filed with the original order or letter.

INSTRUCTIONS FOR THE PRESS.

(a) If, in the opinion of the Superintendent of
the Press, a paper has been marked urgent
unnecessarily, he should send the Press slip to
the Deputy Registrar with a remark to that
effect.

(b) Unless a note to the contrary is made
against the matter, pencil entries should not
be printed. The Superintendent of the Press
may bring to the notice of the Deputy Registrar
any instance of incomplete or careless editing.

(c) Signature copies of letters to the
Secretary of State or to the Government of
India should be printed on hand-made paper.

(d) This slip should be returned by the Press
to the Secretariat when proofs are furnished; it
will be sent back to the Press when proofs
are returned corrected and should be finally
returned to the Secretariat when struck-off
copies are supplied.

(e) The names of the Secretary and Members
should be printed in full when they occur on
the right hand side, but only the first time when
they appear on the left side, the initials alone
being printed later.

* Copies distributed on.....*(Press Clerk.)

† Copies distributed on.....*(Despatcher.)

* To be initialed and dated.



A
Please send proof in triplicate. The papers have been carefully edited.

B
Proof returned corrected. Please strike off and send number of copies as indicated.

C
As the matter is clear manuscript and has been carefully edited, (b) proof need not be sent. Please print and supply number of copies as indicated.

Type may be released after usual interval at once.

Type may be released after usual interval.

..... Clerk.
..... Supdt.

..... Clerk.

..... Supdt.

..... Clerk.

..... Supdt.

(b) Three copies of proof of all notes should be sent for approval, except when instructions are given to the contrary.

SPECIAL INSTRUCTIONS.

TO BE FILLED IN BY THE PRESS.

Diary.		Initials of Press official.	
Received in Press on.....	16/10/08	LT	
First proof furnished on.....	19/10/08	PB	
Call for revised proof received on.....			
Revised proof furnished on.....			
Corrected proof received for striking on.....			
Final copies supplied on.....	21/10/08	LB	

Account of copies.	Complete copies.	Notes.	Issue copies.
Supplied to Secretariat for Record.....	26		
" " " Issue.....	7		
For Volumes.....	10		
For E. T.....			
Total ...	37		