

A section from the first draft of a "Guide for Contributors to the Handbook of North American Indians."

Tribal Entries

Authors are urged to plan the organization and emphases of their articles to reflect the unique or important aspects both of the culture and culture history they are describing, and of anthropological knowledge about these. These entries should not be mere catalogues of features according to a standard plan (see Henning Sivert's review of the "Ethnology" volumes of the Handbook of Middle American Indians, in American Anthropologist 72 (4):872-876, 1970). Nevertheless, because this is an encyclopedia for reference use, some attention must be given in each tribal entry to a standard range of topics. Each entry should cover at least the subjects listed below. The amount of space devoted to each will depend on the nature of the data and on what is covered in the more general and topical articles in the same volume. The ordering of topics and the subheadings used should be chosen according to what seems most appropriate to the individual case--the analytical index at the end of the volume will guide the searcher to specific data. However, the first four and the last three items on the outline below should appear in the indicated positions.

1. Tribal name. The spelling chosen here will be the standard one used throughout the Handbook.
2. English pronunciation of this name, in the Smith-Trager orthography as outlined, for example, in An Introduction to Descriptive Linguistics; by H.A. Gleason, Jr., in chapters 2-4,16 of the first edition (N.Y.: Holt, 1955) or chapters 2-4,19 of the second edition (N.Y.: Holt, Rinehart & Winston, 1961).
3. Linguistic affiliation.
4. Footnote to (3) above: brief description of the systematic orthography used (the Editors can have this prepared by a linguist).
5. Definition of social boundaries, nature of the group treated. This is especially relevant for situations where independent bands or small tribes are being grouped here simply for convenience.
6. Outline of component local groups--subtribes, bands, towns or villages, reservation or trading post communities, etc.
7. Culture sketch or culture summary, covering all the major aspects of culture (material, social, mental). This may be done in terms of some specified ethnographic baseline at a time period for which the data are good.

8. Culture history (culture change), and political and social history, from the earliest known period to the present. This may be done separately, or integrated with the culture sketch above. Much detail may be summarized in a diagram with time along the vertical axis and aspects of culture and history shown in separate columns.
9. Socio-cultural situation as of the 1960's.
10. Population estimates for various dates (best done as a table).
11. Map of areas occupied or used. If there were radical changes over time, locations at several dates should be shown on the same or several maps. If possible show villages (and hunting territories if known) rather than simply the usual area maps.
12. Brief essay on sources--historical and anthropological (including museum collections). Brief evaluation of the state of knowledge.
13. Etymology, history and synonymy of the tribal name. This will be set in smaller type. See the details under "Orthographies etc." in this Guide.
14. Bibliography: each title on a separate 3" x 5" (x cm) slip. (Not counted in the assigned word limit for the article.)

MUSEUM OF ANTHROPOLOGY
UNIVERSITY OF CALIFORNIA
STAFF LIBRARY
YRAGALL STATE