



Hunt Institute for Botanical Documentation
5th Floor, Hunt Library
Carnegie Mellon University
4909 Frew Street
Pittsburgh, PA 15213-3890
Telephone: 412-268-2434
Email: huntinst@andrew.cmu.edu
Web site: www.huntbotanical.org

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About the Institute

The Hunt Institute for Botanical Documentation, a research division of Carnegie Mellon University, specializes in the history of botany and all aspects of plant science and serves the international scientific community through research and documentation. To this end, the Institute acquires and maintains authoritative collections of books, plant images, manuscripts, portraits and data files, and provides publications and other modes of information service. The Institute meets the reference needs of botanists, biologists, historians, conservationists, librarians, bibliographers and the public at large, especially those concerned with any aspect of the North American flora.

Hunt Institute was dedicated in 1961 as the Rachel McMasters Miller Hunt Botanical Library, an international center for bibliographical research and service in the interests of botany and horticulture, as well as a center for the study of all aspects of the history of the plant sciences. By 1971 the Library's activities had so diversified that the name was changed to Hunt Institute for Botanical Documentation. Growth in collections and research projects led to the establishment of four programmatic departments: Archives, Art, Bibliography and the Library.

UNIVERSITY of PENNSYLVANIA

PHILADELPHIA 4

The College

Division of Biology
BOTANICAL LABORATORY

April 23, 1963

Dear Mr. Zinn:

I have been thinking of the question you raised about periods inside or outside a parenthesis. Here is my thinking on the matter. It may help to explain the seeming inconsistency, even though it may not change your editorial practices.

If a journal citation was given separately, following the title of the article, the citation was treated as a whole and the period was placed inside the parenthesis. Example:

Jones, John

1940. The orchids of Mexico. (Amer. Jour. Bot. 4: 31-32.)

If, however, a journal citation was included in a sentence, example below, the period was placed after the parenthesis, at the end of the sentence. Example:

Jones, John

1940. The orchids of Mexico. (Amer. Jour. Bot. 4: 31-32.) The article was translated into Spanish and published in (Bol. Soc. Bot. Mex.

4: 9-10, 1942). Does this make sense?
Maybe in a case like this, there ought
to be a period inside and outside the
parenthesis.?

Sincerely,

Joe Longman

UNIVERSITY of PENNSYLVANIA PRESS

3436 Walnut Street



Philadelphia 4, Pa.

THOMAS YOSELOFF, DIRECTOR

Editorial Offices
8 East 36th Street
New York 16, N.Y.
June 17, 1963

Mrs. Ida K. Langman
Botany Department
University of Pennsylvania
Philadelphia 4, Pennsylvania

Dear Mrs. Langman,

Just a note to make sure we didn't get our signals crossed at my hasty departure the Thursday you were here. Were you going to send me a typed style sheet that I could give to the copy editor? Or were the pencilled additions to his style sheet meant to be the final word?

Hope to hear from you so that we can get on with the next drawer.

Sincerely yours,

A handwritten signature in cursive script that reads "Theodore Zinn".

Theodore Zinn
Editor

UNIVERSITY of PENNSYLVANIA

PHILADELPHIA 4

The College

Division of Biology
BOTANICAL LABORATORY

June 19, 1963

Dear Mr. Zinn:

I wondered why I hadn't heard from you. The day after I was in New York, I turned over to Mr. Yoseloff, along with my usual contribution of another drawer of entries, and additions and corrections to be made to material already in your hands, two small sheets. One contained some notes for you (if I recall correctly) and another was suggestions for the copy editor (along with comments on some of the questions he had raised.) Mr. Yoseloff probably put it all in the box of entries he took that day; but I did point out to him that one of the sheets was for you and one for the copy editor. (And he hadn't realized that the sheets of changes I was giving him each week were for earlier material and not for the box in which he put them.)

I have about two weeks' work here checking spelling of species names (the first chance I've had to do this), but I'll be waiting to hear from you as to when you'll be ready to have me do more checking.

Sincerely,

Ida K. Lavin

UNIVERSITY *of* PENNSYLVANIA PRESS

3436 Walnut Street



Philadelphia 4, Pa.

THOMAS YOSELOFF, DIRECTOR

Editorial Offices
8 East 36th Street
New York 16, N.Y.
July 3, 1963

Mrs. Ida Langman
Botanical Laboratory
Division of Biology
University of Pennsylvania
Philadelphia 4, Pennsylvania

Dear Mrs. Langman,

Just a note to let you know we have not forgotten about the bibliography. The copy editor was delayed by a crash project, but is back at it (the bibliography) now. Will call you early next week.

Sincerely yours,

Theodore Zinn
Editor

UNIVERSITY of PENNSYLVANIA PRESS

3436 Walnut Street



Philadelphia 4, Pa.

THOMAS YOSELOFF, DIRECTOR

Editorial Office
8 East 36th Street
New York 16, N.Y.
October 10, 1963

Mrs. Ida Langman
Botanical Laboratory
Division of Biology
University of Pennsylvania
Philadelphia 4, Pennsylvania

Dear Mrs. Langman,

I made your corrections in the jacket (or slipcase) copy and sent it on. If it turns out to be slipcase copy, the last page, giving the table of contents, won't be used.

Thank you for your kindness in offering to include Mr. Yoseloff and me in the Acknowledgments. I gave that letter to Mr. Yoseloff so he could approve it, but he has not said anything to me about it. When he does, I will either include it or not as he sees fit.

I agree with you in preferring the second alternative you gave for the dedication. Unless you have any final thoughts on it, I will put it into the ms.

Received two more corrections from you yesterday, which I made in the cards.

A final point: Please check Kuntze, Georg, 1891, No. 11906. Is it out of place, or is the first name wrong? (Mr. Redstone came across this in deleting the duplication of names.)

Sincerely yours,

Theodore Zinn

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3436 Walnut Street



Philadelphia 4, Pa.

THOMAS YOSELOFF, DIRECTOR

Editorial Offices
8 East 36th Street
New York 16, N.Y.
October 14, 1963

Mrs. Ida K. Langman
Botanical Laboratory
Division of Biology
University of Pennsylvania
Philadelphia 4, Pennsylvania

Dear Mrs. Langman,

Got your last three corrections and put them in the cards. I also put in your credit to Mr. Yoseloff and me, and your dedication.

I will tell you when to stop sending corrections. The front matter is in our Production Department and the cards are still here. Mr. Redstone has three more drawers to go in his deletion of name-duplications. I may be able to put in corrections for a short time even after the cards go to the Production Department.

Sincerely yours,

A handwritten signature in cursive script, appearing to read "Ted Zinn".

UNIVERSITY of PENNSYLVANIA PRESS

3436 Walnut Street



Philadelphia 4, Pa.

THOMAS YOSELOFF, DIRECTOR

Editorial Offices
8 East 36th Street
New York 16, N.Y.
November 18, 1963

Dear Mrs. Langman,

Thank you for Fortune's rhododendron.

In reply to your query regarding the progress of the book (expressed in an earlier card), it seems that Mr. Yoseloff is still somewhat concerned regarding what the eventual size of the index will be, and whether it will have to go in a separate volume. Apparently there is some difficulty in designing a book while as important a part of the total picture as this is missing. However he did not say that he had abandoned the idea of having the first part set before the index is ready. Perhaps you could discuss it with him directly this Friday.

In the meantime, I have made all the corrections you have sent; and it is really no trouble at all.

Sincerely,

Ted Zinn