

# *Public Papers of the Presidents of the United States*

## Helpful Hints

The *Public Papers of the Presidents* series was begun in 1957 in response to a recommendation of the National Historical Publications Commission. Noting the lack of uniform compilations of messages and papers of the Presidents before this time, the Commission recommended the establishment of an official series in which Presidential writings, addresses, and remarks of a public nature could be made available.

Volumes covering the administrations of Presidents Hoover, Truman, Eisenhower, Kennedy, Johnson, Nixon, Ford, Carter, Reagan, Bush, and Clinton are included in the *Public Papers* series, though they are not all available online at this time. For a list of volumes currently available online, consult the scroll box on the search page.

### Basic Navigation

A menu bar on the left side of the screen is provided for basic navigation among the major features of the *Public Papers* online. Simply click on a feature to open it. (When you are on a page, the link for that feature disappears temporarily from the menu.)

- “About this Service” provides basic information about the *Public Papers* series and its online version.
- “Search Page” opens the simple search interface. Enter a query in the search-terms box to search the full text of the database(s) that you have highlighted in the scroll box. You may search one or multiple volumes with a single query. Please note that the photographic portfolio(s) will not be searched. See below for sample searches.
- “Photographic Portfolios/Contents/Indexes/Presidential Documents Published in the *Federal Register*” presents a table of direct links to the following sections in the *Public Papers*: table of contents, photographic portfolio, Presidential documents published in the *Federal Register*, subject index, name index, and document categories list. Simply click on a link to open an HTML version of the corresponding section within a given volume. All sections except the photographic portfolio contain links to Portable Document Format (PDF) files in the *Public Papers* or the *Federal Register*. Please note that these PDF files consist of only the first page of the selected document; therefore, the navigational tools “previous page,” “next page,” and “go to page” are needed to view each subsequent page or to return to an earlier page.
- “Resource Links” presents a list of links to related Government Web sites and online services, such as the *Code of Federal Regulations*, *List of CFR Sections Affected*, *Federal Register*, *Privacy Act Issuances*, public laws, *U.S. Government Manual*, and *Weekly Compilation of Presidential Documents*.

In addition, a link to Adobe’s Web site is provided on the menu bar for users who need to download Adobe Acrobat in order to view the *Public Papers* PDF files.

### Table of Contents

The table of contents is part of the preliminary pages of a volume of the *Public Papers*. It presents the sections in that volume, including the foreword, preface, list of cabinet members, appendices, indices, and document categories list. The main body of the volume is designated simply “Public Papers” (e.g., “Public Papers of William J. Clinton”) in the table of contents; documents in this section are arranged chronologically by date.

Links to PDF files in the *Public Papers* are included in the HTML file for the table of contents. Please note that the PDF files retrieved from links on the HTML table of contents page consist of only the first page in a given section; therefore, the navigational tools “previous page,” “next page,” and “go to page” are needed to view each subsequent page or to return to an earlier page. For example, if you click on the link for appendix A, which begins on page 853, you will retrieve a PDF file of page 853 only. To view the remainder of the pages in that appendix in order, as if you were reading straight through, you would have to use the “next page” or “go to page” function to retrieve separate files for pages 854, 855, and so on. (In contrast, PDF files retrieved from a search contain all of the pages in a given document, making this type of navigation unnecessary.)

Retrieve the table of contents as an HTML file by clicking on the appropriate link in the table of sections. You may also retrieve the table of contents by performing a full-text search for the word “**contents**” and opening the file entitled “Public Papers of the Presidents of the United States.”

### **Photographic Portfolio**

The photographic portfolio contains photographs of the President at various events throughout the year. Captions that describe the action and supply the date of each event accompany the photographs. However, please note that the text of these captions has not been indexed in the database that is accessed for a full-text search.

Retrieve the photographic portfolio by clicking on the appropriate link in the table of sections.

### **Appendices**

The appendices to the *Public Papers* contain additional material that has been previously published in the *Weekly Compilation of Presidential Documents*. A companion to the *Public Papers* series, the *Weekly Compilation* was begun in 1965 to provide a broader range of Presidential materials on a more timely basis to meet the needs of the contemporary reader. This expanded coverage in the *Public Papers* provides a listing of the President’s daily schedule and meetings, when announced, and other items of general interest issued by the Office of the Press Secretary. Also included are lists of the President’s nominations submitted to the Senate, materials released by the Office of the Press Secretary that are not printed full-text in the book, and proclamations, executive orders, and other Presidential documents released by the Office of the Press Secretary and published in the *Federal Register*.

Retrieve the appendices by performing a full-text search for the word “**appendix**.” Each appendix appears in the results list as a separate file.

Also see “Presidential Documents Published in the *Federal Register*” directly below.

### **Presidential Documents Published in the *Federal Register***

A list of Presidential documents published in the *Federal Register*, such as proclamations and executive orders, comprises one appendix to the *Public Papers*. The listing for each document consists of a subject; effective date; *Federal Register* page number; and proclamation, executive order, or document number, when applicable. Links to PDF files in the *Federal Register* are included in the HTML file for this appendix. Please note that these PDF files consist of only the first page of the selected document; therefore, the navigational tools “previous page,” “next page,” and “go to page” are needed to view each subsequent page or to return to an earlier page.

Retrieve the list of Presidential documents published in the *Federal Register* by performing a full-text search for the phrase “**presidential documents**”, enclosing the phrase within quotation marks. You may also retrieve this appendix as an HTML file by clicking on the appropriate link in the table of sections.

## Indices

The information contained in the *Public Papers* is indexed in two ways: by subject and by name. The subject and name indices are mutually exclusive; that is, names are not listed in the subject index, and subjects are not listed in the name index. The index entry for each subject consists of a word or phrase that identifies the subject and one or more *Public Papers* page numbers. The index entry for each person consists of his or her name and one or more *Public Papers* page numbers. Links to PDF files in the *Public Papers* are included in the HTML files for these indices. Please note that these PDF files consist of only the first page of the selected document; therefore, the navigational tools “previous page,” “next page,” and “go to page” are needed to view each subsequent page or to return to an earlier page.

Retrieve the indices by performing a full-text search for the phrase “**subject index**” or “**name index**”, enclosing the phrase within quotation marks. You may also retrieve the indices as HTML files by clicking on the appropriate links in the table of sections.

## Document Categories List

The document categories list lists, by document type, the titles of all of the documents that are printed in full in a given volume of the *Public Papers*. The listing for each document consists of a title and a *Public Papers* page number. Links to PDF files in the *Public Papers* are included in the HTML file for the document categories list. Please note that these PDF files consist of only the first page of the selected document; therefore, the navigational tools “previous page,” “next page,” and “go to page” are needed to view each subsequent page or to return to an earlier page.

Common document categories are listed below:

- Addresses to the Nation
- Addresses and remarks
- Appointments and nominations
- Bill signings
- Bill vetoes
- Communications to Congress
- Communications to Federal agencies
- Executive orders
- Interviews with the news media
- Joint statements
- Letters and messages
- Meetings with foreign leaders and international officials
- Proclamations
- Resignations and retirements
- Statements by the President

Retrieve the document categories list by performing a full-text search for the phrase “**document categories**”, enclosing the phrase within quotation marks. You may also retrieve the list as an HTML file by clicking on the appropriate link in the table of sections.

## Sample Searches (4)

The following sample searches are provided as guides to general types of searches in the *Public Papers* databases. Unless otherwise indicated, the searches are performed in the database for volume one of President Clinton’s 1997 *Public Papers*. For the sake of space, only the top three hits in each results list are included with each example below.

## 1. Search by Subject

This type of search returns documents that are related to a specific subject. The word(s) that you enter as your search term(s) may appear anywhere within the document.

Query: **commencement**

Results: Remarks at a Commencement Luncheon at the University of California San Diego in La Jolla June 14, 1997  
Commencement Address at the United States Military Academy in West Point, New York May 31, 1997  
Commencement Address at Morgan State University in Baltimore, Maryland May 18, 1997

Performing a search with a subject keyword may produce different results than consulting the subject index, because a search returns all documents that contain the literal search term as little as one time, whereas the subject index has been created to identify documents that are substantially concerned with a particular subject.

## 2. Search by Document Type

This type of search returns documents that are of a certain type. You may want to include subject keywords to narrow your search.

Query: **conference and Bosnia**

Results: The President's News Conference in Denver June 22, 1997  
The President's News Conference With Prime Minister Tony Blair of the United Kingdom in London May 29, 1997  
The President's News Conference With President Boris Yeltsin of Russia in Helsinki March 21, 1997

When you are interested in a specific type of document, you may also consider consulting the document categories list. However, some document types, such as transcripts of conferences, do not have their own category in the list. In this kind of situation, a traditional search may be more effective than use of the document categories list or a similar tool.

## 3. Search by Name

This type of search returns documents that contain a specific name. Results may vary greatly depending on how your query is constructed. See the three searches below for a comparison.

Query: **Albright**

Results: Remarks at the Swearing-In of Madeleine K. Albright as Secretary of State and an Exchange With Reporters January 23, 1997  
Statement on Senate Confirmation of Madeleine K. Albright as Secretary of State and William S. Cohen as Secretary of Defense January 22, 1997  
[1997 Public Papers of the Presidents--Vol. 1] Appendix C--Checklist of White House Press Releases  
*Total hits: 28 documents*

Query: **Madeleine adj Albright**

Results: Remarks at the Swearing-In of Madeleine K. Albright as Secretary of State and an Exchange With Reporters January 23, 1997  
Statement on Senate Confirmation of Madeleine K. Albright as Secretary of State and William S. Cohen as Secretary of Defense January 22, 1997  
[1997 Public Papers of the Presidents--Vol. 1] Appendix C--Checklist of White House Press Releases  
*Total hits: 9 documents*

Query: **Albright adj Madeleine**  
Result: [1997 Public Papers of the Presidents--Vol. 1] Name Index  
*Total hits: 1 document*

In the three searches above, the differences in the format and content of the queries account for a fairly wide disparity in the number of relevant documents returned. "**Albright**" is the least restrictive query, because it requires only that a document contain the Secretary of State's last name; thus it returns the largest number of hits. "**Madeleine adj Albright**" returns 19 fewer hits than the first search, because it is more restrictive; it returns only the documents that contain the phrase "Madeleine Albright" and does not return documents that make reference to the Secretary of State by only her title or last name. The most restrictive query is "**Albright adj Madeleine**," because it requires that the Secretary of State's last name precede her first name within a document. The single hit for this final search is the *Public Papers* name index, which lists her as "Albright, Madeleine." For more information about the "adj" Boolean operator and proximity relationships, see "General Searching Instructions."

To search for documents by an individual's name, you may also consult the name index directly.

#### **4. Search by Country**

This type of search returns documents that are related to a specific country. The country could be the subject of a document, or it could be the location where an event, such as a meeting or news conference, was held.

Query: **Canada**  
Results: The President's News Conference With Prime Minister Jean Chretien of Canada April 8, 1997  
Remarks at a State Dinner Honoring Prime Minister Jean Chretien of Canada April 8, 1997  
Message to the Congress on Canadian Whaling Activities February 10, 1997