

self-deprecating and soul-searching when he should have been decisive. Stevenson also gave some poor speeches at crucial times, such as after receiving the 1956 Democratic nomination for president.

Despite its shortcomings, the book is a remarkable accomplishment. Unlike the broadly thematic and interpretive earlier biographies by Alden Whitman, Herbert J. Muller, and Bert Cochran, Martin's book draws upon the primary sources. The author's personal acquaintance with Stevenson, full access to his papers, and interviews with nearly all his friends and associates have enabled him to perform the biographer's task of evaluating Stevenson the man, the politician, and the diplomat in the context of his times.

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Transcribing and Editing Oral History. By Willa K. Baum. (Nashville: American Association for State and Local History, 1977. Pp. 127. Figures, bibliography, 33 $\frac{1}{3}$ RPM record. Paperbound, \$6.75.)

One dubious legacy of the American Bicentennial orgy was a veritable explosion of grass roots oral history projects. Throughout the country local history enthusiasts eagerly produced oral history tapes. Most of these spontaneous and amateur efforts have quietly and deservedly perished, but many survived and today face the sobering and tedious task of transcription and editing. It is for such worthy individuals that this slender and useful book was designed.

The author is a veteran in the field and director of the Regional Oral History Office at the University of California, Berkeley. She also is author of a popular companion volume that concentrates on the preliminaries and interviewing phases of oral history.

Transcribing and editing are tiresome jobs, but this book reduces them to manageable steps. Willa K. Baum offers straightforward transcribing instructions, a reasonable approach to editing, and step-by-step advice on recordkeeping. There also are helpful sections on narrator's review, legal considerations, finishing touches, and depository arrangements. One third of the book consists of sample transcripts, model forms, and other illustrations.

It is unfortunate if not ironic that a manual on editing and proofreading is itself the victim of editorial carelessness. There

are numerous lapses in spelling, punctuation, and grammar. The slang and clichés that abound were probably inserted to enliven the text, but they only debase it. Without intending it, the author and publisher have given beginners a bonus proof-reading and editing exercise—the book itself.

Within the oral history guild some practitioners may differ with Baum over terminology, her sequence of steps, or her recommended editing style. But the inquiring novice may safely overlook such quibbling. Oral history methodology remains sufficiently eclectic for beginners to adopt any of several sensible approaches. This book offers one sound prescription, based on considerable experience. Its advice is practical, reasonable, and understandable, making it a good investment for newcomers.

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