

U.S. Government Information at the University of Maryland Libraries



www.lib.umd.edu/guides/us_governmentinformation.pdf ♦ 2011 - 2012

What Are Government Documents?

- Information created, collected, processed, or disseminated by or for the United States federal government.
- Common examples of government documents include Congressional hearings, legislation, regulations, tax forms, treaties, census data, technical reports, maps, statistics, and reports from federal agencies.

How Do I Find Government Information?

UM LIBRARIES' CATALOG

Use the Catalog (<http://catalog.umd.edu>), to find government documents from the 1990's to the present, as well as some older government documents. To search *only* the U.S. Government Information collection: Use **advanced search**. Set the location to **U.S. Government Information (all)**. Note: Some government documents may be located in other areas of the Libraries.

CATALOG OF U.S. GOVERNMENT PUBLICATIONS

Use the Catalog of U.S. Government Publications (<http://catalog.gpo.gov/F>) to find government documents from 1976 to the present. Look for the SuDoc number (see reverse) to find the document in McKeldin Library, or click the link for Internet Access (if available).

INDEXES & GUIDES

Use indexes and guides to locate items on a specific topic. See the U.S. Government Information, Maps & GIS Services web site for a list of guides: <http://www.lib.umd.edu/GOV/guides.html>.

RESEARCH PORT

Access Research Port from the Libraries' home page (<http://www.lib.umd.edu>). Select **Government Documents** from the **databases by subject category** tab and choose databases from that list (e.g., LexisNexis Congressional, ERIC). Remote access to Research Port is limited to UM students, faculty, and staff. Signing in requires use of your UM Directory ID and password.

INTERNET

Use web sites like USA.gov (<http://www.usa.gov>) to find recent government information. More government resources: <http://www.lib.umd.edu/GOV/GIO/index.html>

U.S. Government Information in McKeldin Library:



Finding Congressional Hearings

1. Use the library catalog to identify the hearing's call number—it will begin with **Y4**—and the Congress in which it took place. Hearing dates indicate the Congress. Use the charts posted in the Y4 area on the 4th floor to convert dates to Congresses.

Examples:

1887-1889 = 50th Congress
1987-1988 = 100th Congress
2005-2006 = 109th Congress

2. Locate the appropriate Congress (e.g., 109th Congress) within the Y4 area of the SuDoc stacks.
3. Within the appropriate Congress, search for the hearing by call number.

SuDoc Call Numbers

- Government documents use a unique call number system called the **Superintendent of Documents (SuDoc)** system. In the Libraries' Catalog, the SuDoc number will be listed next to the material's **location**:

UMCP McKeldin Library ⓘ US Government Information SU Docs | Y 4.EN 2:S.HRG.105-15

SuDoc call numbers always contain a **colon**.

- In the SuDoc system, government publications are **grouped together by issuing agency** rather than subject, so all publications from a particular government department or agency are shelved together.

Locating a Document by SuDoc Call Number:

SuDoc call numbers are arranged **alphabetically** starting with letters at the left:

A
AE
D
HE

The next number is read as a whole number and arranged **numerically**:

E 1.
E 75.
E 101.
ED 21.
ED 180.

The number between the period and the colon is a whole number—not a decimal—and is arranged **numerically**:

HE 20. 2:
HE 20. 45:
HE 20. 130:

If a number is amended by a / or a -, follow this rule: **nothing comes before something**:

HE 20. 50:
HE 20. 50/2:
HE 20. 50/2-3:

If there are letters and numbers, **letters always come before numbers**:

HE 20. 50/A:
HE 20. 50/2:

Years are often abbreviated to **two or three digits**. If you see what may be an abbreviated year, convert it to four digits and treat it as a whole number.

C 3.233/11:980 (*"980" corresponds to "1980"*)
J 32.8:St8/992 (*"992" corresponds to "1992"*)
S 1.1:01/v.5 (*"01" corresponds to "2001"*)

Common SuDocs:

A	Agriculture Dep't.
C	Commerce Dep't.
C 3	Census Bureau
D	Defense Dep't.
E	Energy Dep't.
ED	Education Dep't.
EP	Environmental Protection Agency
GA	Gov't Accountability Office
GS	General Services Admin.
HE	Health & Human Svcs.
HE 20	Food & Drug Administration
HS	Homeland Security Dep't.
I	Interior Dep't.
I 19	U.S. Geological Survey
J	Justice Dep't.
JU	Judiciary
L	Labor Dep't.
LC	Library of Congress
NAS	NASA
PrEx	Executive Office of the President
S	State Dep't.
SI	Smithsonian Institution
T	Treasury Dep't.
T 22	Internal Revenue Service
TD	Transportation Dep't.
VA	Veterans' Affairs Dep't.
X	Congress
Y	Congress
Y 4	Congress (hearings)

Need help?

Visit: McKeldin's 1st floor
Information Desk

Call: 301-405-9075

E-mail: govdocs@umd.edu