

**Materials Request Form Guide**

If you are uncertain about what to fill-in, or the information is not available, please contact staff for assistance at [cartoons@osu.edu](mailto:cartoons@osu.edu).

To find materials, you will want to search the Collections page: <http://cartoons.osu.edu/collections/>

1. If you found materials in the library catalog (<http://library.ohio-state.edu/search>), please look for the following information and fill in the appropriate fields.

**Title:** Cartoons Magazine

**Author/Creator:**

**Call Number/Finding Number/Box & Folder Number:** NC1300 C32 v.13

**Year/Date:** 1918

**Location:** Billy Ireland Cartoon Library & Museum Stacks

The screenshot shows the OSU library catalog interface. At the top, there are navigation links for 'OSUL Home' and 'Catalog'. Below this, there are utility links like 'Catalog Home', 'My Library Account', and 'Off-campus Sign-in'. A search bar is present with a dropdown menu set to 'TITLE' and the search term 'cartoons magazine'. The search results show 'Record 1 of 2' and 'Record: Prev Next'. The main record details include 'Title: Cartoons magazine' (circled in red), 'Publish Info: [Chicago, Ill. : H. H. Windsor, Editor and Publisher,]', and 'Copy Status' tabs for 'Details', 'Find Similar Items', and 'Full Record'. A table below lists individual items with columns for 'LOCATION', 'CALL NO', 'YEAR', 'STATUS', and 'NOTE'. The first row is circled in red, showing 'Billy Ireland Cartoon Library & Museum Stacks', 'NC1300 .C32 v.13', '1918', 'ASK AT DESK', and an empty 'NOTE' field.

LOCATION	CALL NO	YEAR	STATUS	NOTE
Billy Ireland Cartoon Library & Museum Stacks	NC1300 .C32 v.13	1918	ASK AT DESK	
Billy Ireland Cartoon Library & Museum Stacks	NC1300 .C32 v.1no.1	1912	ASK AT DESK	
Billy Ireland Cartoon Library & Museum Stacks	NC1300 .C32 v.1no.2	1912	ASK AT DESK	
Billy Ireland Cartoon Library & Museum Stacks	NC1300 .C32 v.1no.3	1912	ASK AT DESK	

2. If you found materials in the Art Database (<http://cartoons.osu.edu/http://cartoons.osu.edu/> and select “[Art Database](#)”), please look for the following information and fill in the appropriate fields.

**Title:** Blood red sea


**Author/Creator:** Thomas Nast

**Call Number/Finding Number/Box & Folder Number:** CGA.IMCA.084.002

**Year/Date:** 1881-09-24

**Location:** Billy Ireland Cartoon Library & Museum Stacks

**Additional Information:**




**Billy Ireland  
CARTOON  
Library & Museum**  
THE OHIO STATE UNIVERSITY LIBRARIES

**Object Record**

[Click & Search](#)  
[Keyword Search](#)  
[Advanced Search](#)  
[Random Images](#)  
[Search Results](#)  
[Help](#)

[Previous Record](#) [Next Record](#) [Print](#) [Email Page](#)



Copyright restrictions may apply

<a href="#">Finding Number</a>	CGA.IMCA.084.002
<a href="#">Title</a>	Blood red sea
<a href="#">Creator</a>	Nast, Thomas, 1840-1902
<a href="#">Date</a>	1881-09-24
<a href="#">Start Date</a>	1881
<a href="#">End date</a>	1881
<a href="#">Genre</a>	Magazine cartoon
<a href="#">Object Type</a>	original art
<a href="#">Subject</a>	United Kingdom England

3. If you found materials in the manuscript collections (<http://ead.ohiolink.edu>), please look for the following information and fill in the appropriate fields.

Example 1

**Title:** Military Comics


**Author/Creator:**

**Call Number/Finding Number/Box & Folder Number:** Box WEE 1 / Folder 11

**Year/Date:** 1941

**Location:**

**Additional Information:** From the Will Eisner Collection



**OhioLINK Finding Aid Repository**

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**Will Eisner Collection**

[Descriptive Summary](#)  
[Biography of Will Eisner, 1917-2005](#)  
[Scope and Contents](#)  
[Index Terms](#)  
[Related/Separated Materials](#)  
[Administrative Information](#)  
[Detailed Description/Box and Folder Listing](#)

Series I: Early work

**Series II: Correspondence and Notes**

Series III: Photographs

Series IV: Published works, including production materials

Series V: Original art, including pre-production materials

Series VI: Sound Recordings

Series VII: Awards and Certificates

Series VIII: Memorabilia

**Series II: Correspondence and Notes**

**Box WEE 1 / Folder 8**  
Bill Silver. Agreements (correspondence; photos), 1940-1941  
Scope and Content: Contains correspondence with business partners, publishers, acquaintances, fans, and others on various topics.

**Box WEE 1 / Folder 9-10**  
E. M. Arnold correspondence. Iger correspondence, 1940-1941

**Box WEE 1 / Folder 11**  
Military Comics, 1941

**Box WEE 1 / Folder 12**  
Army cartoons, 1942

Example 2

**Title:** A. Piker Clerk  
**Author/Creator:** Clare Briggs  
**Call Number/Finding Number/Box & Folder Number:** SFT46  
**Year/Date:** 1903-12-16  
**Additional Information:** From the San Francisco Academy of Comic Art Collection

- A, Titles beginning with**
- [B, Titles beginning with](#)
- [C, Titles beginning with](#)
- [D, Titles beginning with](#)
- [E, Titles beginning with](#)
- [F, Titles beginning with](#)
- [G, Titles beginning with](#)
- [H, Titles beginning with](#)
- [I, Titles beginning with](#)
- [J, Titles beginning with](#)
- [K, Titles beginning with](#)
- [L, Titles beginning with](#)
- [M, Titles beginning with](#)
- [N, Titles beginning with](#)
- [O, Titles beginning with](#)
- [P, Titles beginning with](#)
- [Q, Titles beginning with](#)

**A, Titles beginning with**

A. Piker Clerk, Clare Briggs , 1903-1904.  
[Reference Image \(71K\)](#)  
 Quantity:  
[View detailed listing of holdings](#)

Abbie an' Slat, Raeburn Van Buren , 1937-1967,  
[Reference Image \(65K\)](#)  
 Quantity:  
[View detailed listing of holdings for 1937-1949](#)  
 Quantity:  
[View detailed listing of holdings for 1950-1967](#)

	<b>A. Piker Clerk</b> <small>Title of feature</small>		<b>Claire Briggs</b> <small>Creator(s)</small>		<b>1903</b> <small>Year</small>							
<b>Size</b> Most dailies: (sizes and formats vary)												
* Indicates date is uncertain. % Indicates strip is on verso of another feature.												
Sundays appear in red and bold.												
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SFT46

SFT46

4. If you found materials in the topic files (<http://cartoons.osu.edu/topic-files/>) or subject files (<http://cartoons.osu.edu/subject-files/>), please look for the following information and fill in the appropriate fields.

**Title:** Economy

**Author/Creator:**

**Call Number/Finding Number/Box & Folder Number:** Topic Files

**Date:**

**Location:** Billy Ireland Cartoon Library & Museum Stacks

E\_\_

Economic Depressions

Economy

Education

Egypt

Eisenhower Administration

EnergyEnergy

Energy Crisis (1970s)

England

Environment

Environmental Issues

Environmental Movement of the 1970s and 1980s

Ethiopia

Euro

European Union