

**Materials Request Form Guide**

This guide will show you what information to gather for your materials request. If you are uncertain about what information is needed, 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 books, serials and other material 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/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 buttons for 'Catalog Home', 'My Library Account', and 'Off-campus Sign-in'. A search bar is present with a dropdown menu for 'TITLE' and a search button. The search results show 'Cartoons magazine' as the title. Below the title, there is a table with columns for 'LOCATION', 'CALL NO.', 'YEAR', 'STATUS', and 'NOTE'. The first row is circled in red, showing the location 'Billy Ireland Cartoon Library & Museum Stacks', call number 'NC1300 .C32 v.13', and year '1918'.

OSUL Home Catalog

Catalog Home My Library Account Off-campus Sign-in

(Search History) [v]

TITLE [v] cartoons magazine Search Full Catalog [v] Search

Record 1 of 2  
Record: [Prev](#) [Next](#)

Title Cartoons magazine

Publish Info [Chicago, Ill. : H. H. Windsor, Editor and Publisher,

Copy Status

Id	LibHas
CALL #	NC1300C32
Location	Billy Ireland Cartoon Library & Museum
Lib. Has	v.1(1912)-v.20(1921)

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 original art and other materials in the Art Database (<http://osucartoons.pastperfectonline.com/>), please look for the following information and fill in the appropriate fields.

**Title:** Blood red sea


**Author/Creator:** Thomas Nast

**Call 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

About the Art Database   Keyword Search   Creator Search   Advanced Search   Browse Images

### Object Record

[Return To Search Results](#)    Email to a Friend

	Title	Blood red sea
	Creator	<a href="#">Nast, Thomas, 1840-1902</a>
	Date	1881-09-24
	Call number	CGA.IMCA.084.002
	Start Date	1881
	End date	1881
	Genre	Magazine cartoon
	Format	tear sheet

3. If you found materials in the manuscript collections (<http://cartoons.osu.edu/collections/inventories-for-selected-collections/>), 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



[Home](#) | [Return to Search Results](#)

[Persistent Link](#) | [Print View](#)

**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/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/>) list or subject files (<http://cartoons.osu.edu/subject-files/>) list, please look for the following information and fill in the appropriate fields.

**Title:** Economy

**Author/Creator:**

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

**Date:**

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

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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