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Overview to the Institutions, Asylums, Etc. Binder Catalogue

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Overview to the Institutions, Asylums, Etc. Binder Catalogue

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For the final project, I compiled a few different tables, graphs, and indexes that cover the Institutions, Asylums, Etc. binder. I also made a glossary that covers some of the names of the institutions for which definitions may not be obvious. The intention was that these can be added to the binder for future researchers.

Graphs:

These graphs are available in an associated searchable, customizable Excel Document, or they can be found online at the following address: https://docs.google.com/spreadsheets/d/1kAyXTDskYqPwQFFyo_Ux369u3VUiB8IXUx2OfDgKy4A/edit?usp=sharing

These can be printed and added into the front of the binder for future researchers.

Sheet 1: Name Index

This index includes a list of all 337 postcards in numerical order. This sheet includes the postcard number, full name of the institution featured on the card, the name type, the postmark date (if one exists), and the state the institution is located in. I chose to include the full name of the postcard for reference, but also separate them into other more general categories such as “insane asylum” or “orphanage.” I kept the original wording of the name as it is shown on the postcard in almost all cases.

Sheet 2: Names by State

I wanted to make a visual graph that represented the names and their corresponding states, but with so many postcards to input, the graph was too confusing to look at. Instead, I organized the original index by state in alphabetical order, so that if someone was looking for postcards in only a specific state, they could locate the state in the index and see all corresponding institution names together. I included the postcard number, as well, so that someone could easily locate the postcards in the binder.

Sheet 3: Name Type Alphabetical

This sheet organizes the postcards by name type, in alphabetical order. Like sheet 2, it provides a way for researchers to see the data grouped together. If someone was looking only for postcards of “Orphans Homes,” they would be able to go to that point in the index and see all the postcards featuring “Orphans Homes” together.

Sheet 4: Name Frequency Chart

This chart provides a visual representation of the institution names featured on the postcards. From this chart, one could see which names show up the most or the least in the collection. This will be most useful for Justin’s website, as it provides a visual for the data.

Sheet 5: Postmarked Cards

Though we were originally interested in finding out which institution names are featured in what time periods, we realized this would be extremely time-consuming. Instead, I picked out the cards that have postmarks, so that at least we could see when the postcards with these names were being sent. This chart organizes the cards by year and is color-coded to more easily tell the difference between the years the postcards were sent. The majority come from 1908-1920. There are very few postcards sent past 1930, but the entire collection spans from 1901-1965. This chart does not include the postcards that were not sent or that had illegible postmarks.

Glossary (Word document)

This can be printed off and included in the binder for reference. I also created a glossary for the binder. Many of these titles are no longer used for institutions, so I made a glossary with definitions for them. There were also a few institutions with unfamiliar titles, such as “Odd Fellows Homes” or “Home for Friendless Children.” This could be useful to researchers as well as the general public, in that it provides short and easy to comprehend definitions for titles of institutions that may not be familiar today.