

The **CIS INDEX** covers virtually all publications of the United States Congress 1970 to the present except for bills and the *Congressional Record* (debates). Indexed are reports, documents, hearings, committee prints, executive reports, treaty documents, special publications and public laws.

The index has three parts, **Index**, **Abstracts**, and **Legislative Histories**. The **Legislative Histories** volumes are used to identify which Congressional publications relate to a particular public law. See the section below labeled "Using the Legislative History Volumes" for an explanation of these volumes.

## USING THE INDEX AND ABSTRACTS VOLUMES

To search:

1. Start with the **Index** volume.
2. Write down the accession number of the document needed. Example: S261-71.2.
3. Go to the **Abstract** volume and locate the document abstract using the accession number.
4. Read the document abstract for relevance, writing down the page number(s) in the document where the needed information is located, if page numbers are given.
5. Before leaving the Abstract volume to find the document, be sure to write down its call number.

There are two possible call numbers and locations:

- a. If the document abstract contains a solid black dot (next to *Item*), the document is probably available in printed format. Write down the government documents call number, which is the number with the small open circle in front of it (example: ○ Y4.C72/7:96-105), or a document or report number (example: ○ S. Rpt. 96-655). The report and document numbers are incomplete call numbers, and for these you need to stop at the Reference Desk for assistance before going to the Documents Department on the first floor to retrieve the document.
- b. If the document abstract does *not* contain a black dot, the document should be available on microfiche. Write down the accession number and the name and date of the index. Example: **CIS** 1980 S261-71.2. Go to the first floor and locate the document in the cabinets labeled **CIS INDEX**.

Some comments about the using the indexes:

To Find:	Use:
Witness testimony by name of witness	<b>Index</b> of Subjects & Names
A committee's or subcommittee's publication knowing the chair's name	<b>Index</b> of Committee and Subcommittee Chairmen
A committee's publications <i>not</i> knowing the chair's name	<b>Abstract</b> volume table of contents under name of committee
A subcommittee's publications <i>not</i> knowing the name of the chair	<b>Index</b> of Subjects & Names under "Subcommittee on _____"

### USING THE LEGISLATIVE HISTORY VOLUMES

These are arranged by Public Law number (P.L.#), with subject and bill number indexes in the back of the volume. Entries include citations to the full text of the law in *Statutes at Large*, Congressional reports, hearings and other Congressional publications related to the law when it was still a bill; and debates about the bill in the *Congressional Record*. Prior to 1984 the legislative histories are bound in with the **Abstract** volumes, at the back of the volume.

The **CIS INDEX** is also available electronically as *Congressional Universe*, via the Library's home page [<http://library.unomaha.edu>]. Select the "Electronic Resources" link.