



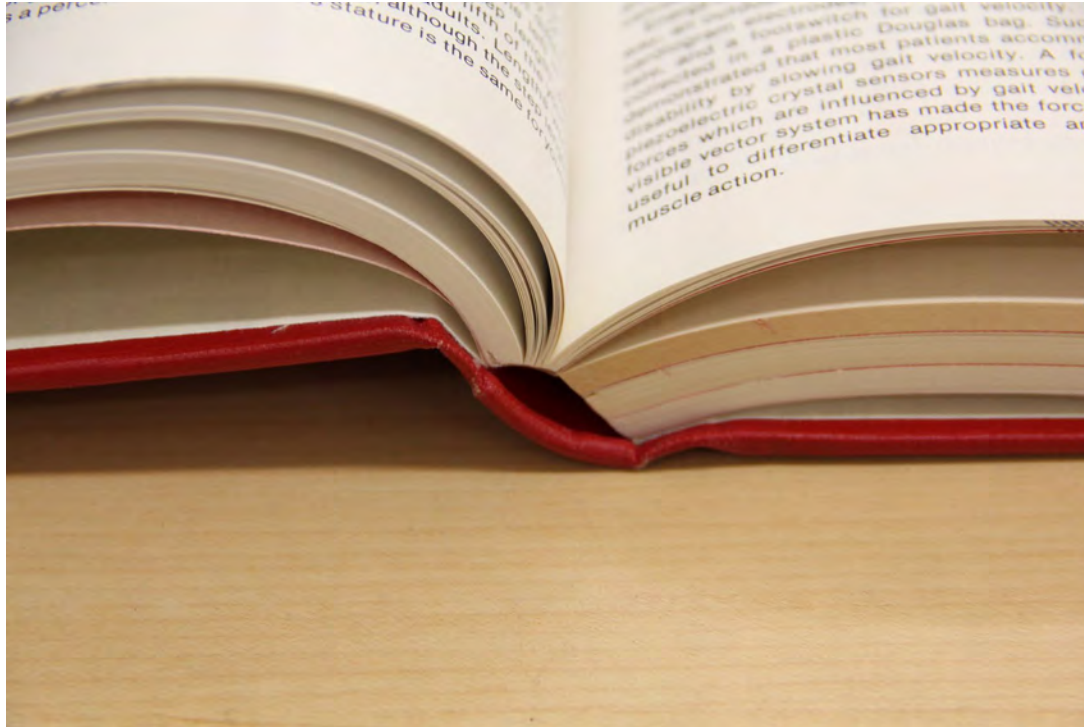
A Visual Guide to Assessing a Publication's Condition

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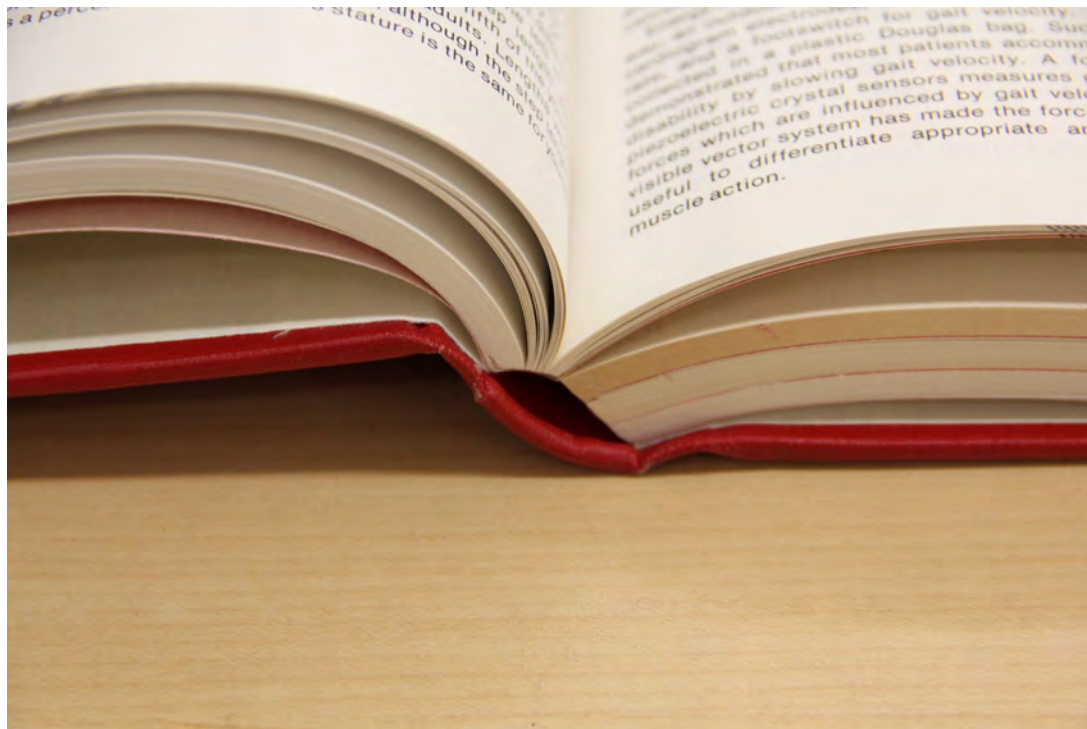
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Fine

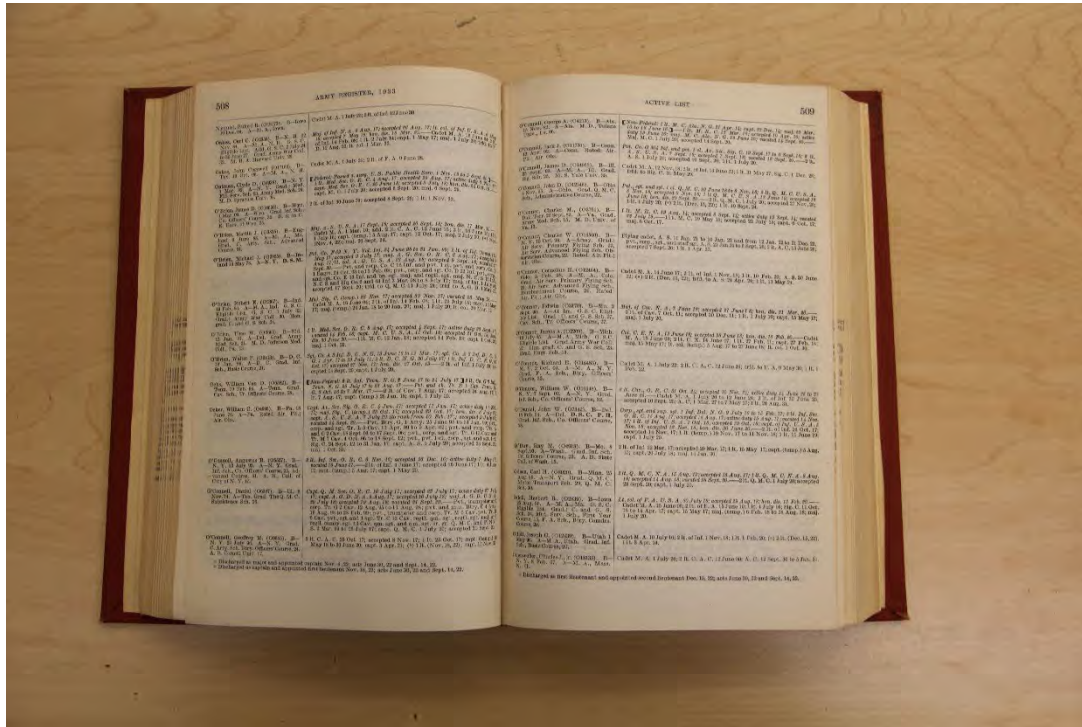
The publication looks new. The binding is tight without any sign of wear. The pages show no sign of tears, dirt, mold or marking of any kind. All maps and foldouts are present without any tears. Supplementary material is present, without any sign of wear and housed in the original pockets or enclosures.





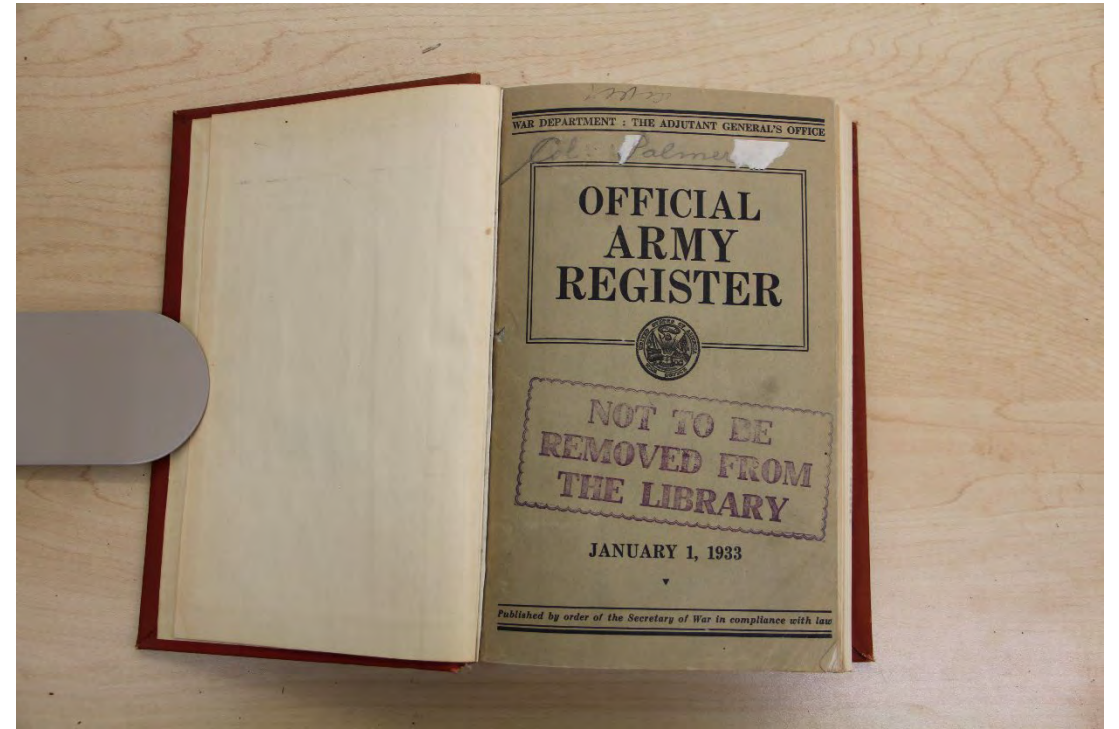
Good

The publication shows signs of use. The binding may show signs of wear to coverboards, hinges, and spine, but all pages are tightly bound. Binding boards and pages may show signs of having been bumped and bent at the edges (dog eared), but no other damage is present. Maps and foldouts may show wear at the folds, but all information is clearly legible. All supplementary material is present, but has clearly been used and may have been misfolded when returned to the pockets or enclosures.





Good





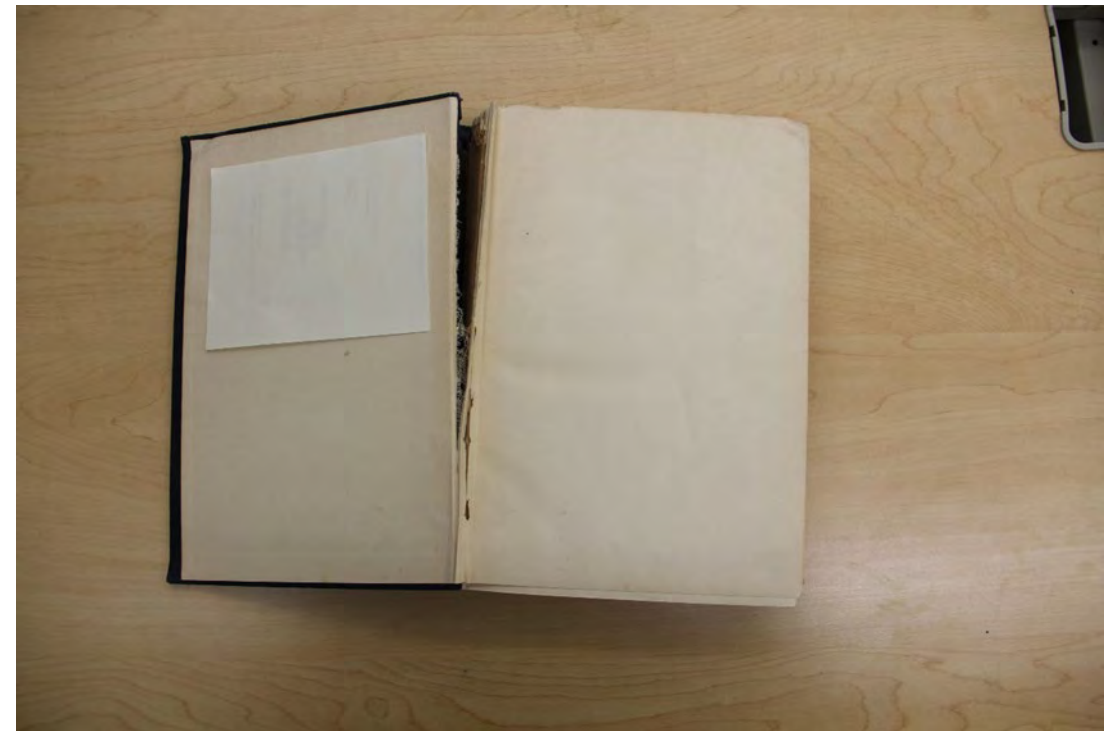
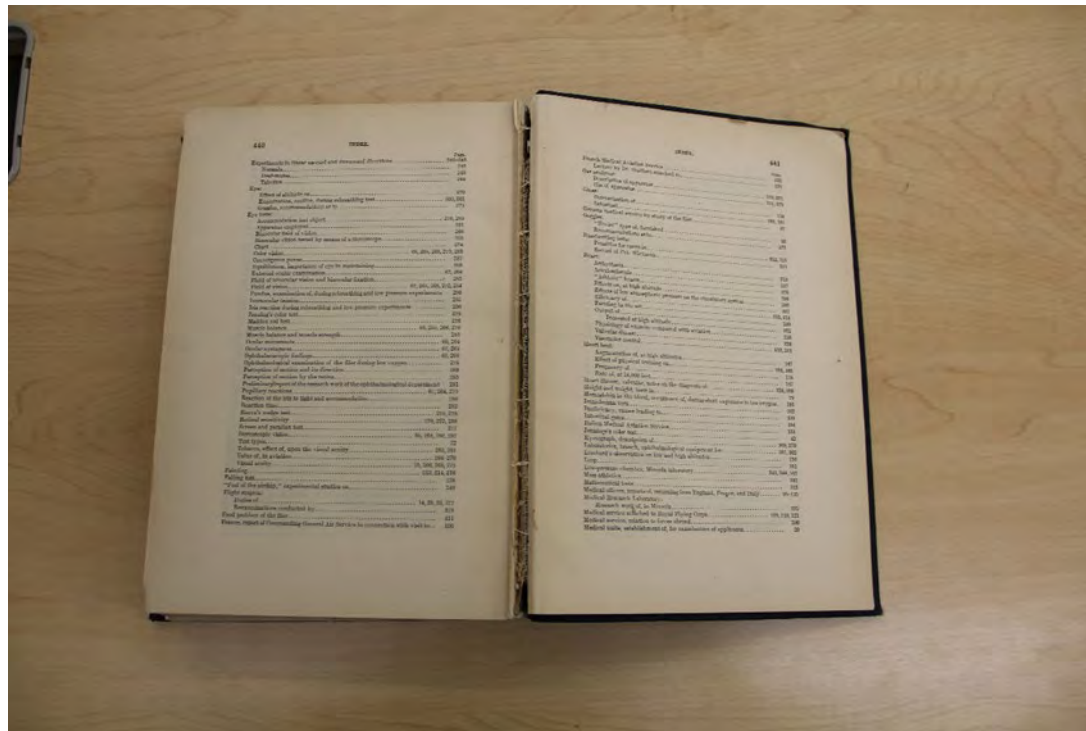
Fair

The publication shows signs of heavy use. Cover boards and spine may be loose, but are still attached. End pages may be loose or missing. The binding boards and pages may be scuffed or show signs of dirt, foxing, or other markings. The spine may be pulled away from the text block at the top. Pages, maps and foldouts may be torn, but all information is still present.





Fair





Fair

Good binding brittle paper



- Brittle paper may be independent of the condition of the binding.
- A book may have a binding in good repair, but be in Fair condition due to brittle paper. This may be especially true where volumes have seen little use.
- Volumes with intact bindings and brittle paper may last many years in a non-circulating collection with low use.
- The paper in books published from 1850 to 1950 may be brittle due to the mechanical wood pulp paper used in most government and commercially printed publications
- A corner fold test may be used to determine if circulating volumes are brittle and may need to be reformatted



Poor

The binding shows signs of severe wear, such as loose or missing cover boards or missing spine piece. End papers may be loose or missing. The text block is loose within the cover boards. The binding has failed resulting in loose or missing pages. Pages are torn. Pages are brittle and cannot maintain an attachment within the binding. Maps, foldouts, and supplementary material may be torn or missing.





Poor

