

>> Please stand by for realitme captions.

>> Hello this is Jamie. We will get started in about five minutes.

>> Good afternoon and welcome to the FT LP Academy webinar. My name is Jamie and with me is Ashley who will be tech support. We also have Joe and John. First we will do some introductions. Joe is the chief editor of the public papers of the president series. He has worked death a writer and editor in the publications unit at the office of the Federal Register national archives administration since 2010. From 1995 to 2009 he worked as a reporter and editor at Reader's Digest magazine. Born and raised in New York City he received a bachelor's degree in history and a PhD in political science from Fordham University. John is the director of publications and service division at the office of the Federal Register. He manages the production of 10 publications including the public papers of the president and the daily compilation of presidential documents. Fire to working at the Federal Register he spent over 13 years with the New Mexico state record center and archives in Santa Fe, New Mexico. He served as an archivist and the state directors administrator or agency director. He has a voucher of arts magna laude from Brigham Young University and a Master of arts in U.S. history from the University of Texas in Austin. So let me go over some housekeeping notes. If you have any questions for the presenters or if you have any technical issues please feel free to use the chat box located at the bottom right-hand corner of your screen. I will keep track of all the questions that come in and at the end of the presentation Joe and John will respond to each of them. We will also record today's session and we will email a link of the recording and slides for everybody that registered for the webinar. We will also send you a certificate of participation using the email you used to register for the webinar. If anybody needs additional certificates because multiple people watch the webinar with you please email FT LT outreach and include the title of today's webinar one with the names and email addresses. If you need to zoom in you can take on the bottom of your screen. Mouse over the blue bar at the top of your screen so it expands. Then click on the blue return button to get back to the default via. Finally at the end of the session we will send out a webinar satisfaction survey we will let you know when it is available and the URL will appear in the chat box. We very much appreciate your feedback after this session including any comments on the presentation style and value of the webinar. With that I will handed over to Joe and John who will take it from there.

>> Hello everyone. This is John Martinez. Thank you for having me and let's start talking about the public papers of the president. Today I first want to introduce the office of the Federal Register and some of the things that we do. I also want to explain and give you a little history on the publication and what it contains. I also want to describe the digitization project and then we want to explain about the weekly compilation of presidential documents in the daily compilation of presidential documents. Then at the end Joe will explain how we put all of these together and he will also provide a demonstration on how to find these publication so let's talk a little bit about the office of the Federal Register.

First off we are part of the national archives and records administration although we are currently physically located in the GTO building so we just had walked downstairs to come I give this presentation. We were created in 1935 and our first publication was the Federal Register that came out in March 1936. The Code of Federal Regulations came out soon after that and since that time more and more publications have been added to the office. Some other things that we do is we administer the electoral college. We act as intermediary between the states and the Congress to make sure that the certificates for the elections from the states get to the Congress so they can conduct the final official tally. We are also responsible for receiving and holding constitutional amendments. Here is a list of some of our main publications. You recognize the Federal Register and towed a federal regulations. We also to the public inspection list. That's for everything that is published is available the day before it is published. We also produce a number of indices and finding aids. We produce the United States government manual which

is the blue. Federal government. It is basically a listing of all of the agencies in all branches. Something else that we do that many people do not know is that we produce information for bills and laws that are passed. We compile those into the United States statutes at large. The two publications we will be talking about today are the public papers of the president and the daily compilation of presidential documents. Let's get started on those. Let's get

talking a little bit about the public papers of the president. It contains papers and speeches and remarks given by the president and what is now during six months. Some of them are longer than six months or shorter but the last number of administrations there are two books per year containing six months ago it also includes photos of the president. At the start of the book there is a nice piece that you can select. There is a four word from the president signed by the president. There is also a photo portfolio in the middle of the book and we also add three indices at the back. One for subjects and another for names and the last one for document categories. It is considered a special edition of the Federal Register even though it is his own publication record due to regulation it is defined as a special edition of the Federal Register. So to give a little history James T Rupert Richardson compiled the messages and papers of the president covering the time period of 1789 through 297. He did that under congressional authority and they were published by the Congress between 1896 and 1899. And the early 20th century some early private compilations of presidential documents were published by private entities. The most notable of that was the FDR papers. By the mid-20th century many of them are only available as mimeographed if anybody remembers what that is.

There were White House releases or as reported to the press so there was no Central Point or one publication to see

what the president have done or said. So the national publications and mission so there's a series that would contain remarks of a public nature. That recommendation was incorporated into the regulations by the administrative community of the Federal Register. That is the entity that they report to.

They made a regulation saying we are going to make them addition of the Federal Register that will contain these important documents so that the public can have access to them. It is codified in the Code of Federal Regulations under title I part 10. The office of the Federal Register first produced the public papers of the president in 1957 in response to the and HPC recommendation and also because there was no regulation mandating it. The administrations prior to 1957 were published retroactively. As I mentioned in the past some years have one, two, or three books so they were not only six months but now the standard is two books per year covering six months. Prior to the Carter administration what was included in the public papers was more narrow. During the Carter administration they expanded to include additional material which was available at that point from the weekly compilation of presidential documents and we will explain what that is in just a few minutes. So some of the things that were added for the White House announcements, nominations submitted to the Senate, and presidential documents published in the Federal Register. The public papers were first placed on -- I guess it was GPO access at that point and now it is got info. So GPO did a wonderful service by deciding to digitize all of the books up until 1991. In 2009 1991 through the current books were placed online. GPO found copies of all of these books and did a quality check and then digitized all of the books. That includes Herbert Hoover who had four books. Harry Truman had eight books. John Kennedy had three? Lyndon Johnson had 10. Gerald Ford had six. I did not think he was in office that long. It was the bicentennial. Jimmy Carter had nine, Ronald Reagan had 15 and George HW Bush have four books that have been digitized because the remainder were already available online. Those were placed online last month July 2019. A big hand to GPO. That was a monumental effort and we greatly appreciated. It is the reason why we are having this presentation today. Let's talk a little bit about the compilation of presidential documents. When you go to got info it has a general term compilation of presidential documents but it actually includes two publication which was changed over time. The first one is the weekly compilation of presidential documents and the Mark Grant is that daily compilation of presidential documents. These

documents are edited for accuracy and annotated with additional information to provide an authoritative record

. They are also published more rapidly than public papers are so they are available to the public sooner. This is also considered a special edition of the Federal Register. So you can see the documents that are included here. It includes everything that is published. Other public speeches and remarks that were made. Press conferences, communications the Congress and federal agencies. Statements about refining or vetoing bills. Reorganization plans. It's been a while since we have had those. Resignations, retirements, asked by the president. Nominations submitted to the Senate, White House announcements and press releases. So this is codified in title one chapter 10 of the Code of Federal Regulations away are required to make this publication. In 1965 we started the weekly compilation which was a few years after 1957 when we started the public papers. By this point it was realized that it would be advantageous to get these important documents out to the public sooner than what was happening with the public papers where they are compiled for six months and then published. Also, it provided a broader range of materials that were not being captured in the public papers at that time. As I mentioned before, during the Carter administration in the 70s many of those documents were also been included in the public papers. The weekly compilation was a print publication for two week and it was superseded January 20, 2009 so the first day of the Obama administration by the daily compilation of presidential documents which is only available online. So with that I will pass it over to Joe and he can explain how we get these documents and what we do with them and how we move them through the process.

>> Thank you. This is Joe. As was mentioned before on the chief editor of the public papers series so I will try to walk through the basic points of how we put these together and what the editorial processes. I will start with even though the focus of the presentation is public papers and going to start with the the CBD because it is short of the initial effort to get these documents published. It is sort of a feeder publication into the public papers which is sort of the final product. With that I will try to highlight some of the key points in the process. The first thing to keep in mind is that the only documents that are published in the DC beauty and public papers are those that are released to the White House office of the Press Secretary. That is what defines the content of the public papers. So when the OFR receives these documents and as they receive them from the press office we assign a number to each document of the DC PT number which has the year of the document and sequential numbering system. The numbers basically reflect chronology of those documents and then within that they are assigned based on the type of documents. Documents released on the same day certain types of documents will be numbered first and others later. Essentially it's a chronological reflection of the chronology of the document.

As soon as we receive those documents from the press to office which we do now via email. In the old days it was hard copies but now we do it by email. We take the text from those original White House releases and reload the text into our own customized template which is a word document and that template and formatting is what you see when you look at the at the CBD item online. We assign and compose headings to each of the items. We add where appropriate subheadings as well as editorial notes and text notes. Sometimes within the document to explain certain things that are happening but always at the end of the document as well. Where we indicate if it is remarks we indicate the time and location of those remarks. Then we also add identifying information of individuals who may be referred to in the remarks or if there are acronyms or other things that may be unclear we will explain what those are things are. Once the documents are set up within the template we enter that into the editorial flow where editors check remarks against the audio

or now more often video resource. We check the original White House or press office transcript against the recording and then we make corrections or changes to the transcript as needed in order to reflect what is actually said in the video. Signed documents and statements and letters etc. are checked against

the original copy of those documents when they are available. Then each document in the editorial process is then reviewed by a second editor. There are two layers of review going on and they are listening again to the audio resource or video source to make sure that the transcripts reflect as accurately as possible what the president said. As far as the editorial nature of the editing that is a question that I often get. It is what you would typically think of as proofreading a copy editing where we are editing for style, spelling, capitalization, treatment of words, whether numbers are spelled out with a is to figure or that type of thing. We are mainly guided by the GPO style manual as well as our own internal guidelines for things that may not be addressed sufficiently or appropriately for our needs in the manual. We do not correct the presidents grandma. We do not correct other types of verbal mistakes that the resident may make unless it is indicated as something that wants to be corrected. We want to portray the president's words as accurately possible in addition to the editing we do quite a bit of research on these documents. I mentioned editorial notes earlier. A lot of research goes into identifying individuals who the president may mention or refer to. Even if that person is not named by the president if we can find out who he is referring to we will include an identification of that person and that person would be indexed as well. So the effort goes into that and then we also on a weekly basis write and compile what is referred to the CBD. That is kind of a running schedule of the travel and meetings and phone conversations etc.. Those are based on statements and materials that are released publicly by the press office. We call through those sources and put together a narrative form with a digest of the presidents activities. Then there is a whole indexing component. Each document, once the editing part is done has gone through by OFR editors. That is in the public papers. The indexing action. All of those terms are compiled at the end of the documents those are sort of online searches. Maybe that does not appear fully in the presidential remarks but it will still pull the document up. Than these indexes earn the basis of the standard indexes at the back of

that. They create a package for each document which includes the word file that is kind of in a nutshell. These items are uploaded into the desktop publishing software that is an Adobe product we are building each current volume as we go along we also took those that we created in DCBD. We added the appendices to the back of the volumes. Those are also taken from and also deadly nominations submitted to the centers Senate. Then we add what is not part of DCPD which is a listing of documents that are published in the general registry. Those are proclamations and executive orders in most memorandums and notices etc. Those Federal Register documents that is in the daily federal registry issues. You can access those types of presidential documents. The text there is identical. We do not then include those documents again in the public paper partly because we have published them twice. We do not want to be too redundant so we include that listing. You can at least use that as a reference tool. As far as the editing process. We are looking for stylistic consistency. We might have treated a certain topic in the heading in one way earlier on. Maybe we start referring to it as something else we stabilize that content we are making sure that it will be testing and crosschecking their. It's just typical stuff that you would do in book editing. A lot of work goes into that. The OFR editors work on the photographic presentation it's an eight page photo layout. We select those photos from your White House account. Prior to that there was a more direct working with the White House in terms of providing photos to us. As you can imagine the process was opened up. We select those photos from a Flickr account and we worked closely with the graphic designer team at GPO to put the layout together. We also compose the captions for those photos and the caption information is used very closely to the information that is provided by the White House for each photo. We may reformat in terms of the editorial style but the information and data in there is coming directly from the White House. Finally, once the editorial process on the books is done formatting has been done properly and the book is in the shape that we wanted and the indexes have been cleaned up and double and redundant tax that may have been there we are ready to go we create a PDF and resend it to GPO for printing and binding. Then in addition to the cost volumes that everyone is familiar with that are released to the public a handcrafted leather

volume personalized is created by book finders here that are trained in the very old fashion techniques of leather bookbinding. Personalized letter volume is created for the president and delivered to the president. Then lastly they editors create an XML version of the book and we submit that along with the final PDF and the photographic portfolio to the GPO team to put up on the of info. So that is as streamlined away as I can present the editorial process. We hope that you have found that useful. Do we want to do questions now?

>> Are there any questions

>> Of the demonstration. We were going to demonstrate some quick search examples for those of you who may not be familiar with that I'm not sure how much you all have used it. So here is the info. The first thing I will do we will pull up the document from that weekly one. As it was explained earlier the print version of the daily copy but it is also available online. They will pull the document from a paper volume as well. Of what I will do to search the compilation which will allow you to go to the search tab and you can select an individual publication. If you are looking for a daily compilation specifically make sure you select that because you are pulling out everything that they publish what you really do not want to do. I thought for the George W. Bush what came to mind initially was his remarks after the September 11 attacks when he was at the World Trade Center sites. You will probably remember that and the way to do that if you are looking for something specific that you know of you can go right -- I already looked it up. I know roughly when it was so I will put I know that it was sometime in September so I will just put October 1. I will put a search term in here. I will turn the key phrase like World Trade Center and lo and behold it is in various formats remember this is basically from what was a print publication there are the remarks when somebody yelled I can't hear you and he said I cannot hear you etc. Some historical relevance there. Here so that that we indicated if I want to pull up the same document from public papers I would come back and go to the browse function. There are various ways to get to the publications but at this point the easiest is to go to browse and pull up all the publications and I will pull public papers down here and I will go to George W. Bush and I will get a 2001 book two. There is a nice listing by document here. You can do that or you could pull up the entire thing. Since I know what I am looking for I will scroll down to September there it is. You can see a slightly different appearance but the item is the same. Then just to illustrate I will go back and since we talked about the photos there was actually a photo of this particular event that was sort of iconic. You can see it right there. You can see in each of the formats how this document was made available to the public. Then I will go to the DC PD. Let's look. I'm going to go back to the main page and go to advanced and back to compilation because both of them are together under the compilation let's look for President Obama's second inaugural how about that. That will be in January 2013. I will put inaugural address

>> I miss pulled inaugural. So that will come right up. You see the frame also comes up is has mentioned it he referred to his inaugural address so it comes up as a keyword or not is a document that happened to be the heading of that. You can see the difference between what was the WC PD text or what that page look like versus the DCPD. I said in the beginning when we receive the documents from the press office without the text into the template. We have the item head the particular format and font that we use are noted at the end. There is the inaugural and you can see at the end of the document as I mentioned before. We have the editorial note and time and location as well as identifying individuals. Is a useful search terms. So I want to find for 2013 and there it is. We have nice formatting here. And the note at the end. There is the JPEG. Do we have time for one more document? We will pull up no searching from the Trump administration. How about a news conference because that illustrates additional elements of the editorial product. So here I am just going to do a keyword. You could search for border security or any type of issue or phrase. I pull that up because it's what I'm looking for and we can pull that up in the heading. It is a really versatile search engine. I will not do a date range because I will use this function which allows you to group by different elements. I will look from date new to old which will bring up the most recent ones. This will also bring up if you go hundreds of pages. There are

news conferences through all the administrations going back. Through the ones that are online but since we are looking

for Trump we will have recent ones here. Let's see what I can pull up here about Teresa may. So here is a news conference where you have two speakers. The prime minister and the president and later question. What you will see here is in addition to their opening remarks once the questioning starts from the reporters -- maybe I can blow this up. Here is where for these types of documents when there is a Q and a type of situation we put in these subheads here that are kind of reader aids to give you a general topic of what the president is talking about. It is important to note that these headings are guided by what the president says, not necessarily what the questioner asks. These headings will reflect his words

so the question asks one thing and he responds with something else that headings only going to guided what he said but nevertheless hopefully useful reader a. So we put those in for each new question where new series of topics are addressed. Then at the end again you will have your know. Here's a longer editorial note that provided the time and location the individuals here that the president referred to and we identify with the full title and name of these UK officials which the president may have just referred to them obliquely or may have used part of their name or part of the title and we provide the full identification of that person here. As well as

who a reporter referred to in this case. All of the index terms compiled at the end categories names subject these become the index is at the end of the book. So that's what I was going to demonstrate. The whole impetus of this webinar was the digitalization process so we pulled up a copy of the first book from 1961. I thought that we can look at JFK's first inaugural address just for the heck of it. These look a little bit different from ours because they are digitized copies obviously. They are an incredible resource that we did not have before and can certainly be searched with control F you can search keywords just doing it that way. So this is going to be the first item will be his inaugural because it's at the very start of his administration. This is a listing of all of the items which we don't have. There it is. JFK's inaugural address.

So this is as we set a new resource that is available for all of these past presidents so we hope that they will be a great interest as well to our participants. They are digitized at the book level. So you have a PDF of the entire book plus individual PDF of each document. It was published in that book. We downloaded this because it takes a little bit longer for these larger files to download.

>> Kenny close out the window so people can chat.

>> There are just two more slides. So just some explanations for the public papers as we mentioned before the papers were done by a private organization so the federal government does not have the right to produce those

and also as I mentioned 91 was the first born digital on their. We have the PDF of the entire documents prior to that.

>> Are there any questions?

>> So we will take questions so feel free to chat them in the box on the right-hand side. We have a couple questions that have come in. We will read them off. The first question since presidential tweets are quite likely the most highly consumed presidential literature of our age how will this information be summarized or included verbatim. They set up the public papers and instability that the documents that I received from the press office. The tweets don't come from the press office so they are not included in those documents. Will they rely on tools like Trump Twitter archive.com until the end of the presidential term? >> That is possible. We went around and around early on in the administration with what how to handle the tweets and our legal counsel was very clear that the regulation stipulates it must come from the press office and that is our obligation of the press office and also limitation.

>> I got a comment. The compilation excludes an important tweet in which the president fired FBI director James Comey. There are references to the tweet. That means that the official record lacks contextual information and content that is critical to the historical record.

>> I believe that there was a note that the tweet existed in there but again we are limited by the regulation and if it does not come from the press office we do not publish it in either of these publications.

>> Okay.

We have another question. If you do a general search will it search the older digitized books or do you have to open a book and search within each one?

>> You would definitely want to limit some of the search and make sure that you were not searching all of it. Go down to either the publication type or even a date range but you can search the digitized documents are they have the image of what was scanned but then behind it they have a digital underlay of the text that was due and through OCR and my understanding that it was also approved to make sure that it was correct so those are searchable. You can also search the book through Adobe Acrobat. >> Will the pre-1993 WC Pete Pete digitized and included in the government for?

There are not plans right now for that but it definitely could be a possibility in the future.

>> What about remarks at rallies?

>> So the -- in the Trump administration the remarks at rallies. So in lieu of that we indicate those rallies occurred in the digested White House announcement.

>> Other presidential remarks transcribed verbatim at the fall starts at half words.

>> That's a great question. We have some internal policies

>> So fall starts where birds are spoken and then there is a change in direction so those are included. So if they start with a couple words there will be like a -- and started the next on after that. Sort of verbal tics like and sort of --

sort of them likes are typically included. The you knows. Typically we do not at those and unless that has substantive meaning. I do not know if that answer is totally clear that we have to make some judgment calls following internal principles that we have but they typically would not be.

>> What is the White House press office current policy on releasing the schedule to you. How comprehensive visit.

>> The schedule is released publicly by the press office. That is what we work from.

>> Okay. I do not see any more questions. We will couple cover a couple of webinars that we have coming up. Enjoy the vacation and find a new hobby. Government resources on travel recreation and safe and interesting hobbies. It looks like we do have some questions I the audio recordings accessible to compare with the transcripts.

>> We use the YouTube channel for the White House so they are available to everybody.

>> Ashley is sending out the survey. Please consider taking the survey.

>> Referring to the question about the digitized copies about the public papers in Adobe Acrobat in addition when he opened it up in Adobe itself

there's a table of contents that will appear on the left-hand side that is clickable you can search on that so it is a very useful tool so it was put into that document.

>> Are there any plans to get access to FDR's papers.

>> Those are privately owned so they are available through that private entity but my understanding is that there is no effort at this point for the federal government to get those because they are available through a private source.

>> That looks like all of the questions. I want to thank Joe and John for coming in presenting this wonderful webinar on public papers of the president. We will see you next time. Thank you.

>> [Event Concluded]