## DOC Search Instructions: Maps

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## **Digital Collections**

DOC is an online catalog, like a digital version of a card catalog, and contains no images. If you are looking for images of maps from our collections visit <u>NC Maps</u>, a joint project between the State Archives of North Carolina, Outer Banks History Center, and the North Carolina Collection at UNC-Chapel Hill. Some maps related to World War I or World War II can be found in their digital collections within the <u>North Carolina Digital Collections</u>.

## Browsing the Map Collection

If you don't know the name or call number of the map you're looking for, try browsing the catalog.

- 1. Go to <u>https://archives.ncdcr.gov/doc/search-doc</u>
- 2. On the left hand side of the screen are sorting and browsing options we call facets. Scroll past the Repository options to Collections. Click on "More..." to open other collection options.
- 3. Scroll down and click on the Map Collection link.
- 4. DOC will give you a list of materials identified as part of the Map Collection (see below). You can browse this list to find items of interest.

Repository	Record Se	eries and Collections			
State Archives of North Carolina (5283)	Find: ex. Alamand	ee Wills earch options		Q	Clear
Outer Banks History Center (1526)	6809 results	<b>1</b> 2 3 4 5 6 7 8 9 10 454 Next	Sort: View:	by Relevan Detail View	nce v
Collection	State Highway	System of North Carolina			
Map Collection	Creator Entity: Nor Record ID: MC 150	th Carolina State Highway Commission			1933
NC Railroad Surveys (1)	This map was prepa printed by the William	red by C. M. Sawyer and W. W. Hampton for the ms & Heintz Co. of Washington on "paper made ir	State Highwa n North Caroli	y Commissi na." A leger	on and
Creator Type	appears in the lower Parent Records:	right corner of the map and an index to			

## Searching the Map Collection

If you don't want to browse the entire Map Collection, you can also search it.

- 1. Follow all the steps listed above to browse the Map Collection.
- Once you have a browsable list of maps, type the word or phrase you wish to search for in the Search Box (beside the word "Find") and either press "Enter" on your keyboard or click on the magnifying glass in the search box. This will search only the Map Collection for that word or phrase.

Repository	Rec	ord Seri	es and Collections			
State Archives of North Carolina (93)	Find: Show	Charlotte	noptions		Q	Clear
Outer Banks History Center (7)			1	Sort:	by Releva	nce
Collection	01	lotte's tradin	a territory			
Conection		lotto's tradin	d territory			
Map Collection	Creato	r Entity: Charlott	e Chamber of Commerce		Ica, 191	8 - 1928
Map Collection	Creato Record	or Entity: Charlott d ID: MC.195.C47	e Chamber of Commerce '9.1923c		[ca. 191	8 - 1928
Map Collection Creator Type	Creato Record Map ind	or Entity: Charlott d ID: MC.195.C47 icludes three maps	e Chamber of Commerce '9.1923c s showing Charlotte as the geographic, inc	lustrial, and trad	[ca. 191 ing center o	8 - 1928 f the
Map Collection Creator Type Person (42)	Creato Creato Recorc Map ino Carolin Parent Re	or Entity: Charlott d ID: MC.195.C47 Includes three maps has. Map shows m ecords:	e Chamber of Commerce '9.1923c s showing Charlotte as the geographic, inc iills, factories, textile mills, paper mills, mar	dustrial, and trad nu- facturing pla	[ca. 191 ling center o nts, cotton r	8 - 1928 f the nills.

5. In the above example, we searched on "Charlotte" and got a smaller set of results that reference that word. You can use the same method to search the maps by county.

## Browsing the Map Collection by County and Viewing Child Records

- 1. Follow all the steps listed to browse the Map Collection.
- 2. Type the name of the county you want to browse as "[county name] County" (for example, "Catawba County") in the Search Box (beside the word "Find") and either press "Enter" on your keyboard or click on the magnifying glass in the search box.

State Archives of North Carolina	Find: Catawba Count		Q Clear	r
(49)	Show advanced searc	ch options		
Collection	49 results	<b>1</b> 2 3 4 Next	Sort: by Relevance View: Detail View	>
Creator Type	Catawba County Creator Entity: Federal	Writers' Project	[ca. 194	40]
State Government 22)	Record ID: MC.021.194 This map was prepared	40u by the Federal Writers' Project. It portrays	Catawba County and shows cities	
Person (20)	and towns, U.S. and sta Parent Records:	te highways, and major waterways.		
United States Government (4)	North Carolina Maps	North Carolina County Maps   Catawba	a County Maps	
Other (2)	Catawba County	Maps		
Privato	Creator Entity: Unknow	vn		

3. As you scroll through, you may see that some search results have a number and the phrase "child records" in blue underneath their description. In those instances, you can click that phrase to see more maps underneath the level that showed up in your results.

United States	North Carolina maps   North Carolina County maps   Catawba County maps
Other (2)	<u>Catawba County Maps</u>
Private Companies (1)	Creator Entity: Unknown Record ID: MC.021 These are maps showing all or parts of Catawba County. The first portion of the call number (MC.021)
Record Begin Date	assigned to these maps is the same numerical class assigned to the original county records and county reference books. The second line is the date or
1700 - 1799 (6)	Parent Records:
1800 - 1899 (15)	North Carolina Maps   North Carolina County Maps
1900 - 1999 (24)	Catawba County, North Carolina
Record End	Creator Entity: State Highway and Public Works Commission       1938         Record ID: MC.021.1938n       1938

Collection		1.0 Mart		
Map Collection	24 results	Z Next	View: Detail View	~
(24)	Map of Catawba (	County, North Carolina		
Creator Type	Creator Entity: Yoder, F Record ID: MC.021.188	Robert Anderson 86v2		1886
State Government (18)	This map was surveyed Gaylord Watson of New	I, drawn, and published by Robert Anderson V York. It portrays Catawba County and sho	on Yoder (1853-1911) and engrows landowners, mills, post off	raved by ices,
Person (4)	ferries, churches, schoo Parent Records:	ols, roads, and waterways		
United States	North Carolina Maps	North Carolina County Maps   Catawb	a County Maps	
Government (2)	10 and attin Community			
Record Begin Date	Creator Entity: Dept. of Record ID: MC.021.196 This man is one of a set	f Conservation and Development. Division 68ng	n of Geodetic Survey	1968
1800 - 1899 (3)	Development, Division of	of Geodetic Survey to show triangulation o	or traverse points and bench m	arks of
1900 - 1999 (20)	the state coordinate sys	stem in each county. These		
Record End Date	North Carolina Maps	North Carolina County Maps   Catawb	a County Maps	
4900 4900 (2)	Creator Entity: State H	lighway and Public Works Commission		1938

### Browsing the Map Collection by Series or Level

- 1. Type "North Carolina Maps" in the search box and either press "Enter" on your keyboard or click on the magnifying glass in the search box.
- 2. Scroll down to the North Carolina Maps (Record ID 3) and click on the collection's name.

North Carolina (148728)	Find: North Carolina Maps Q Clear
Outer Banks History Center (7216)	156309 results         1 2 3 4 5 6 7 8 9 10 10421         Next         Sort: by Relevance           View: Detail View
Western Regional Archives, State Archives of North Carolina (254)	North Carolina Map       1958         Creator Entity: Futrell, Madlin       1958         Record ID: N.58.10.38-39       1958         Drawing of the state of North Carolina, showing the county names and the county borders.       1958         view finding aid       1958         Parent Records:       1958
(60933) State Records	North Carolina Maps     1584       Creator Entity: Unknown     1584
Audiovisual Materials (14432)	Record ID: 3 The State Archives of North Carolina's Map Collection consists of manuscript maps, reproduced maps, blueprints, lithographs, engravings, blue line prints, tracings, soil surveys, geological surveys, culture
Military Collections (7593) Foreian Archives	maps, road maps, railroad maps, etc. These 23 child records

This will take you to the description of the Map Collection. Scroll down and click on the record's child list to expand it.

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Record ID: 3 From Date: 1584

Extent: 3097.479 gigabytes Creator: <u>Unknown</u> Repository: State Archives of North Carolina

#### Scope and Content

The State Archives of North Carolina's Map Collection consists of manuscript maps, reproduced maps, blueprints, lithographs, engravings, blue line prints, tracings, soil surveys, geological surveys, culture maps, road maps, railroad maps, etc. These maps are quite diverse in size, condition, and quality, both in terms of the work involved in the map's creation and in the medium it is on. When preparing the Map Collection for online access, some re-cataloging has been necessary to bring order to the collection and to make it more accessible.First, the archival materials of evidential value to their integrity, that had been removed from their original collection and placed in the Map Collection, have been separated when possible and treated as separate units. Secondly, material in the Map Collection such as building plans and elevations of buildings and forts have been removed from the Map Collection and added to the collection of building plans and ...

More

Child Records (23)

▼ Child Records (23)					
Record Id	Series Title	Date From	Date To	Entity Name	
MC.150	North Carolina Colony and State Maps	Not available	Not available	Department of Natural and Cultural Resources. Office of Archives and History. Division of Archives and Records.	
MC.151 - MC.157	Regional Maps	Not available	Not available	Unknown	
MC.158	Sandhills Area	Not available	Not available	Unknown	
MC.195	Municipal Maps	Not available	Not available	Department of Natural and Cultural Resources. Office of Archives and History. Division of Archives and Records.	
MC.159	Piedmont Plateau Region	Not available	Not available	Unknown	

4. At this point you can scroll through all the child records or levels below the Map Collection. When you find one you want to read more about, click on the Series Title.

## **Municipal Maps**

North Carolina Maps > Municipal Maps

Record ID: MC.195

Extent: 591.000 gigabytes Creator: Department of Natural and Cultural Resources. Office of Archives and History. Division of Archives and Records. Repository: State Archives of North Carolina

#### Scope and Content

These are maps and plans of individual cities and towns in North Carolina or parts thereof. They are cataloged alphabetically by the name of the municipality and then chronologically. The category MC.195 has been assigned to all of these maps. The second part of the call number is an alphanumeric designation from the Cutter-Sanborn Author-Marks that reflects the name of the city or town. The last section of the call number reflects the date of the map and the initial or initials of the mapmaker

#### Arrangement

Alphabetical, then chronological

#### **Physical Access**

Select records in this series have been duplicated electronically to facilitate access. Please consult the reference staff for more information.

5. If you scroll down and see a child records tab at this level, you can repeat the process to browse and select additional records.

#### 

Select records in this series have been duplicated electronically to facilitate access. Please consult the reference staff for more information.

Child Record	s (167)			
Record Id	Series Title	Date From	Date To	Entity Name
MC.195.A285	Ahoskie, NC	Not available	Not available	Department of Natural and Cultural Resources. Office of Archives and History. Division of Archives and Records.
MC.195.A329	Albemarle, NC	Not available	Not available	Department of Natural and Cultural Resources. Office of Archives and History. Division of Archives and Records.
MC.195.A819	Asheboro, NC.	Not available	Not available	Department of Natural and Cultural Resources. Office of Archives and History. Division of Archives and

# Albemarle, NC

North Carolina Maps > Municipal Maps > Albemarle, NC

Record ID: MC.195.A329

Creator: Department of Natural and Cultural Resources. Office of Archives and History. Division of Archives and Records. Repository: State Archives of North Carolina

#### Scope and Content

These are maps of all or part of municipality of Albemarle. The category MC.195.A329 has been assigned to all of these maps. MC.195 is assigned to all municipal maps. The second part of the call number (A329) is an alphanumeric designation from the Cutter-Sanborn Author-Marks for the name of the city or town. The last section of the call number reflects the date of the map and the initial or initials of the mapmaker.

#### Arrangement

Chronological

Child Records (4)

### Beyond the Map Collection

While the Map Collection may have the largest concentration of maps in our holdings, maps can be found in other collections as well. For example, if you're looking for maps related to military campaigns, you should check the Military Collection.

## What to Do When You Find Something

- 1. Whether you search or browse, you can click on the names of the materials in your results to see more information about them.
- Once you have found an item you want to see, you can either visit the repository that holds the item to see it in person or you can email <u>archives@ncdcr.gov</u> to order a copy. Learn more about the procedures and costs of <u>ordering copies</u> on our website.