



National Archives and Records Administration

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June 6, 2003
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NN3-CIR-98-001

User Note

Balch Institute June 2003 Transfer:
Germans to America, 1850-97; Italians to America, 1855-1900;
Russians to America, 1834-97

Donated Materials of the Center for Immigration Research,
Balch Institute, Temple University
Donated Materials Group CIR

File Format: On June 4, 2003, the Electronic and Special Media Records Services Division (NWME) received replacement data for the immigrants to America series originally received in July 2000. The materials were provided as a series of 22 tables (4 data files, 3 summary statistic reports, and 15 code table files) in MSAccess 2000. On May 9, 2003, staff of NWME exported the 15 tables out of MSAccess 2000 to the ASCII comma separated values (.CSV) format for purposes of archival preservation. The summary statistic and code files were also printed.

The specific format in which the files were saved was the CSV (comma separated values) format. The following description of the CSV format is from the Microsoft homepage section for Excel:

CSV (Comma delimited) format

The CSV (Comma delimited) file format saves only the text and values as they are displayed in cells of the active worksheet. All rows and all characters in each cell are saved. Columns of data are separated by commas, and each row of data ends in a carriage return. If a cell contains a comma, the cell contents are enclosed in double quotation marks.

If cells display formulas instead of formula values, the formulas are converted as text. All formatting, graphics, objects, and other worksheet contents are lost.

Note If your workbook contains special font characters such as a copyright symbol (©), and you will be using the converted text file on a computer with a different operating system, save the workbook in the text file format appropriate for that system. For example, if you are using Windows and want to use the text file on a Macintosh computer, save the file in the CSV (Macintosh) format. If you are using a Macintosh computer and want to use the text file on a system running Windows or Windows NT, save the file in the CSV (Windows) format.

The resulting files are (Balch Institute June 2003 Transfer= acronym CIR0603):

CIR0603_HDRSDAT	CIR0603 – Manifest Header Data
CIR0603_GRM_Y5097	CIR0603 – Germans to America, 1850-97 Passenger Data
CIR0603_ITL_Y5500	CIR0603 – Italians to America, 1855-1900 Passenger Data
CIR0603_GRM_PBYR	CIR0603 – German Annual Passenger Statistics
CIR0603_ITL_PBYR	CIR0603 – Italian Annual Passenger Statistics
CIR0603_RUS_PBYR	CIR0603 – Russian Annual Passenger Statistics
CIR0603_RUS_Y3497	CIR0603 – Italians to America, 1834-97 Passenger Data
CIR0603_AGECD	CIR0603 – Age Code Table
CIR0603_PRTCD	CIR0603 – Port of Arrival Code Table
CIR0603_CTYCD	CIR0603 – Country Code Table
CIR0603_GGRPCD	CIR0603 – German Group Code Table
CIR0603_IGRPCD	CIR0603 – Italian Group Code Table
CIR0603_LITCD	CIR0603 – Literacy Code Table
CIR0603_DSTCD	CIR0603 – Destination Code Table
CIR0603_GVILCD	CIR0603 – German Village Code Table
CIR0603_IVILCD	CIR0603 – Italian Village Code Table
CIR0603_RVILCD	CIR0603 – Russian Village Code Table
CIR0603_OCCCD	CIR0603 – Occupation Code Table
CIR0603_PTOCD	CIR0603 – Port of Embarkation Code Table
CIR0603_RGRPCD	CIR0603 – Russian Group Code Table
CIR0603_TRNCD	CIR0603 – Transit Code Table
CIR0603_TRVCD	CIR0603 – Travel Code Table

Record Layouts: When the 22 tables of the Balch Institute June 2003 transfer MSAccess 2000 database were converted to .CSV format, the first record of each file (the field headers) was retained. The first record contains the data element acronyms for the fields recorded in each of the files. The following lists the fields and field descriptions for each of the 22 files of the Balch Institute June 2003 transfer.

Passenger Data Files (CIR0603_GRM_Y5097; CIR0603_ITL_Y55_00; CIR_RUS_Y3497)

<u>Acronym</u>	<u>Description</u>
LN	Last Name
FN	First Name
AGE	Age Code (see table CIR0603_AGECD)
SEX	Sex Code (values = M-Male, F-Female, U-Unknown)
OCC	Occupation Code (see table CIR0603_OCCCD)
LITR	Literacy Code (see table CIR0603_LITCD)
COUNTRY	Country of Origin Code (see table CIR0603_CTYCD or CIR0603_GGRPCD; CIR0603_IGRPCD; or CIR0603_RGRPCD)

LRES	City/Town of Last Residence (see table CIR0603_GVILCOD; CIR0603_IVILCOD; or CIR0603_RVILCOD for editing purposes)
DEST	Destination City/Country (see table CIR0603_DSTCOD for editing purposes)
PASG	Transit or Travel Compartment Code (see table CIR0603_TRNCOD or CIR0603_TRVCOD)
MID	CIR Manifest Identifier (link to table CIR0603_HDRSDAT)

Manifest Header Data (CIR0603_HDRSDAT)

<u>Acronym</u>	<u>Description</u>
MID	Manifest ID Number (see CIR0603_PRTCOD for Port of Arrival based on Manifest ID Number)
SHIP	Ship Name
PORT	Port of Departure (Embarkation) (see table CIR0603_PTOCOD)
ARR_DATE	Date of Arrival (MMDDYYYY HH:MM:SS)
COUNT	Number of Passengers

Annual Passenger Statistics (CIR0603_GRM_PBYR; CIR0603_ITL_PBYR; or CIR0603_RUS_PBYR)

<u>Acronym</u>	<u>Description</u>
YEAR	Year
COUNT	Total Count of Passengers

Age Code Table (CIR0603_AGECD)

<u>Acronym</u>	<u>Description</u>
AGE	Age
TIP	Age interpretations for non-standard

Port of Arrival Code Table (CIR0603_PRTCOD)

<u>Acronym</u>	<u>Description</u>
PORT	Port Name
MID_MIN	Manifest ID Minimum Number
MID_MAX	Manifest ID Maximum Number

Country Code Table (CIR0603_CTYCOD)

<u>Acronym</u>	<u>Description</u>
CODE	Country of Origin Code
COUNTRY	Country Name

German Group Code Table (CIR0603_GGRPCOD)

<u>Acronym</u>	<u>Description</u>
CODE	German Group Code
SN	Short Name
LN	Long Name

Italian Group Code Table (CIR0603_IGRPCOD)

<u>Acronym</u>	<u>Description</u>
CCODE	Italian Group Code
G	unknown/not used
COUNTRY	Name

Russian Group Code Table (CIR0603_RGRPCOD)

<u>Acronym</u>	<u>Description</u>
CODE	Russian Group Code
PROVINCE	Province Name

Literacy Code Table (CIR0603_LITCOD)

<u>Acronym</u>	<u>Description</u>
LITR CODE	Literacy Code
LITERACY	Literacy Code Meaning

Destination Code Table (CIR0603_DSTCOD)

<u>Acronym</u>	<u>Description</u>
DESTT	Name of Destination
P	Primary Name Identifier (*)
CODE	Code

German, Italian, or Russian Village Code Table (CIR0603_GVILCOD; CIR0603_IVILCOD; or CIR0603_RVILCOD – VIL, CODE, P in Italian and Russian files)

<u>Acronym</u>	<u>Description</u>
VIL	Name of City (Town) of last residence
P	Primary Name Identifier (*)
CODE	Code

Occupation Code Table (CIR0603_OCCCOD)

<u>Acronym</u>	<u>Description</u>
CODE	Occupation Code
OCC	Occupation Code Meaning

Port of Embarkation Code Table (CIR0603_PTOCOD)

<u>Acronym</u>	<u>Description</u>
CODE	Port Code
PORT	Port Code Meaning

Transit Code Table (CIR0603_TRNCOD)

<u>Acronym</u>	<u>Description</u>
CODE	Transit Code
NAME	Transit Code Meaning

Travel Code Table (CIR0603_TRVCOD)

<u>Acronym</u>	<u>Description</u>
CODE	Travel Code
NAME	Travel Code Meaning

Note that the code tables CIR0603_DSTCOD and CIR0603_GVILCOD; CIR0603_IVILCOD; and CIR0603_RVILCOD contain multiple variations on the spellings of destinations and towns/villages. The code tables are identified in the documentation as “table for editing purposes.” Therefore, users of these tables should be aware that these two code tables contain a field ‘P,’ which identifies the primary spelling of the destinations and towns/villages with an asterisk (*) in the ‘P’ column.

Note that the LAST NAME field in 24 records in the CIR0603_ITL_Y5500 is blank.

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