



SCHEDULE A RESEARCH VISIT

About us

The Wisconsin Historical Society Library and Archives is the North American Library for the University of Wisconsin – Madison. While we specialize in North American history, we assist in all kinds of research. One benefit to visiting is access to hundreds of subscription databases for free. **Come research with us!**

Complete the pre-visit steps below to make the most out of your visit!

Perform the following pre-visit steps:

The Wisconsin Historical Society Library and Archive is resource-rich! We ask students come prepared to make the most out of their time.

1. Visit library.wisc.edu – this is the home search page
2. Make sure students search within: “Wisconsin Historical Society Library” and “Wisconsin Historical Society Archives”
3. Get familiar with call numbers, searching features, filtering, where to find citation information, etc. [Watch these online tutorial videos!](#)
4. Distribute copies of our “WHS Research Guide” to students to start tracking sources
5. If topic is outside North America, identify [key databases](#) to search on site.
6. First visit? Teachers ONLY make an account here: <https://bit.ly/2k2dvDx>

Email us to get started!

DATE

Contact us as early as possible with a few dates that work for you. We need a minimum of two weeks notice.

Things to keep in mind:

- ⇒ Open year round except State holidays
- ⇒ Limited space during UW finals (Mid December and Late April)

TIME

We suggest at least three hours to get the most out of your visit.

Things to keep in mind:

- ⇒ We give brief orientations to using the library and archives
- ⇒ There is some material staff must retrieve upon arrival; takes time to sort through
- ⇒ Feel free to break for lunch at the Union (WHS does not have lunch facilities)

SIZE

Maximum group size 45 students*

*Two chaperones required for groups 20+ (recommended for all groups)

TOPICS

Please send a list of narrow research topics no later than 2 weeks prior to your visit so our staff can pull archival materials. Topics should be as specific as possible so we can help students be focused and successful.

Narrowing Example: “Civil Rights Movement” to “1961 Freedom Summer”

TECH

We highly recommend students bring a laptop, tablet, or smart phone (along with a flash drive) to help with searching and saving. With a limited supply of public-use computers in the library, we cannot guarantee students will have access.