

Contents

VOLUME 1

General Introduction	XI
Acknowledgements	LXXI
List of Illustrations	LXXII
Abbreviations	LXXIII
Titles, Reign Names, and Dates	LXXXI
1 Works of a General Nature	1
1.1 General Admonitions to the Bureaucracy	1
1.1.2 <i>Ledgers of Merit and Demerit</i>	22
1.2 Collections of Exemplary Biographies, Anecdotes, and <i>Dicta</i>	34
1.3 Anthologies of Quotations from Earlier Handbooks	82
1.4 Explanations of the Administrative Structure and Overviews of the Government	112
1.5 Works on the Government of Particular Provinces	136
1.6 Miscellaneous Works	154
1.7 Career Autobiographies	183
2 Handbooks for Local Administrators	199
2.1 Handbooks for Generalist Officials	199
2.1.0 <i>For Assistant Officials</i>	199
2.1.1 <i>For Magistrates</i>	203
2.1.2 <i>For Prefectural Judges</i>	335
2.1.3 <i>For Prefects</i>	336
2.1.4 <i>Others</i>	337
2.2 Handbooks for Private Assistants	354
2.2.1 <i>For Private Secretaries</i>	354
2.2.1.1 General Works	354
2.2.1.2 Works for Fiscal Specialists	365
2.2.1.3 Works for Law Specialists	378
2.2.2 <i>For Private Servants</i>	382
2.2.3 <i>For Clerks</i>	389
3 Handbooks Dealing with Metropolitan Agencies	399

4	Handbooks Specializing in Particular Techniques	409
4.1	Law and Justice	409
4.1.1	<i>Explanations of the Penal Code</i>	409
4.1.2	<i>Rearranged and Simplified Presentations of the Code and Regulations</i>	536
4.1.2.1	Rearranged and Summarized Presentations	536
4.1.2.2	Rhymes	558
4.1.2.3	Synoptic Tables	565
4.1.3	<i>Handbooks on Judicial Procedure</i>	596
4.1.4	<i>Collections of Leading Cases and Memoranda</i>	622
4.1.5	<i>Anthologies of Judicial Sentences and of Model Cases</i>	683
4.1.5.1	Phrase Models and Handbooks for Examination Candidates	754
4.1.6	<i>Autumn Assizes</i>	768
4.1.7	<i>Forensics</i>	797
4.1.8	<i>Handbooks for Litigation Masters</i>	845
4.1.9	<i>Miscellaneous</i>	866

VOLUME 2

4.2	Water Conservancy and Irrigation	895
4.3	Famine Relief	906
4.4	Public Works	970
4.5	Schools and Examinations	970
4.6	Salt Administration	977
4.7	Military Affairs	978
4.7.1	<i>General Works</i>	978
4.7.2	<i>Local Defense</i>	1018
4.7.2.1	Baojia and Militia	1052
4.7.3	<i>Coastal Defense</i>	1062
4.8	Others	1070
5	Records of Administration and Celebratory Compilations	1093
6	Anthologies of Administrative Documents	1137
6.1	By Capital Officials	1137
6.2	By Provincial Officials	1141
6.3	By Prefects and Magistrates	1207
6.4	Miscellaneous	1354
6.5	Anthologies of Documents by Several Authors	1375

- 7 Specialized Collectanea 1385
 - 7.1 Works by Individual Authors 1385
 - 7.2 Works by Several Authors 1392

Secondary Works Cited 1413

List of *Congshu* 1438

Index of Authors/Compilers and Preface/Postface Authors 1445

Index of Works 1471