OLAC NEWSLETTER
Volume 18, Number 2
June, 1998

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FROM THE EDITOR
Kay G. Johnson

Kudos to Sue for being a great OLAC presidential column contributor and newsletter editing mentor. I expect to milk, uh, receive different kinds of contributions from her as she takes on the role of Past President.

You must look at the 1998 OLAC Conference registration information and Nancy Olson's column in this newsletter. You'll regret it if you don't.

The deadline for the September newsletter is August first.

Hope to see you in either D.C. or Charlotte.

We are saddened to announce that Kenneth John Michael Urbanski, 51, passed away on Sunday, May 3, 1998 after a long battle against the effects of diabetes. Ken was the husband of Verna Urbanski, a pillar and founding member of OLAC whose many accomplishments include being the recipient of the OLAC Award, OLAC past-president, former writer of the Questions and Answers column in the OLAC Newsletter and currently the archivist for OLAC. Ken was born in Buffalo, New York. He earned his doctorate in 20th Century American Literature at the University of Kansas in 1973 and taught college courses in literature composition and grammar at the University of Kansas, the State University of New York, Albany, Florida Community College at Jacksonville, Jacksonville University and the University of North Florida. Ken loved books, music, and interesting people, and will be remembered for his sharp wit, wide range of knowledge and valor. Messages of sympathy and support can he addressed to Verna at 1586 Linkside Dr., Atlantic Beach FL 32233. In lieu of flowers, donations may be made to the Friends of the Library of the University of North Florida or Hospice NorthEast.

FROM THE PRESIDENT
Sue Neumeister

As this is my last issue contributing as OLAC President, I would like to say a few "thank yous" to those who have made this year run so smoothly. This year certainly did go by quickly. It was much easier than compiling and editing the newsletter. A big THANK YOU to Kay Johnson for not only taking over for me last year, but doing a great job of keeping us informed and on our toes. I would also like to thank the outgoing Board members for their many years of excellent service and dedication to OLAC: Richard Harwood (Past President), Pat Thompson (Secretary), and Diane Boehr (CAPC Chair). My appreciation also goes to Cathy Gerhart for her willingness to serve as CAPC Chair after ALA Annual.

Speaking of "willing to serve," my thanks to Wendy Sistrunk, Special Projects Catalog Librarian at the University of Missouri-Kansas City for volunteering to be the OLAC/MOUG liaison for 1997-1999 (e-mail: sistrunw@smtpgate.umkc.edu). I look forward to reading her reports in the *Newsletter*.

Thanks again to our nominating committee Heidi and Johanne. Election results are on p. 5 of this issue. Congratulations to the winners and welcome to the Executive Board.

Soon we will be gathering for the annual ALA Conference in DC. Please check the "1998 ALA Annual Conference Meetings of Interest to AV Catalogers" in this issue (p. 6-8), on the new OLAC-list, Autocat and E-media lists (and, of course, the OLAC Web page).

If I don't see you in DC, I hope you'll be able to attend the OLAC 1998 Conference in Charlotte, N.C. on November 4-7. The hard work of Kevin Furniss (Conference Chair), Ruth Roazen (Web Coordinator) and their entire planning committee has really paid off with a wonderful schedule of events. There are 2 sessions that are new, so even if you have gone to an OLAC Conference before, there is always something different to learn (as well as keep current with the new rules for different formats).

It has been a wonderful year as President. I am looking forward to working with the new Board as Past President.

TREASURER'S REPORT
Third Quarter: January 1, 1998-March 31, 1998
Year-To-Date: July 1, 1997-March 31, 1998
Richard Baumgarten

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OPENING BALANCE              Third Quarter              1997-1998

                              9,699.00                 20,352.69

INCOME                       Third Quarter             Year-to-date

    Memberships               1,356.00                  5,207.00
    Royalties                                             445.28
    Dividends                   152.00                    538.56
    TOTAL                     1,508.00                  6,190.84

EXPENSES                     Third Quarter             Year-to-date
    Rooms-ALA                   180.00                    360.00
    Board Dinner                359.18                    730.38
    Stipends                  1,000.00                  2,100.00
    Mailing and Publishing      456.18                  2,776.53
    Financial Consultant                                  100.00
    OLAC Award                                             96.98
    Labels                                                 50.74
    Account Fees
        Annual Fee                                         80.00
        Other Fees               45.64                    242.90
    Web Stipend                                           850.00
    TOTAL                    (2,141.00)                (7,477.53)


CLOSING BALANCE                                        19,067.00
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The membership database conversion and expansion continues. The data received from the information questionnaire sent to the personal members is being added to the database in preparation of producing the next *Membership Directory*.

OLAC ELECTION RESULTS

And the winners are ...

Mike Esman for Vice President/President-elect

   and

   Meredith Horan for Secretary.

   OLAC congratulates the winners and thanks all of the candidates for their willingness to run.

OLAC ELECTRONIC LIST CREATED

The Online Audiovisual Catalogers (OLAC) list distributes information concerning audiovisual cataloging and the activities of OLAC. The list is restricted to those with OLAC personal memberships or contacts whose institution is a member of OLAC.

The OLAC-list provides information and discussion on timely communications from the AV cataloging community on nonprint material including computer files, graphic materials, interactive multimedia, Internet resources, maps, microforms, motion pictures and videorecordings, music scores, sound recordings, games/toys, and kits.

The list also provides information on OLAC's biennial conferences, AV-related meetings at ALA, job vacancy announcements related to AV cataloging, and new information added to the OLAC Web page:

http://ublib.buffalo.edu/libraries/units/cts/olac
To subscribe to the OLAC-list, send a message to
LISTSERV@LISTSERV.ACSU.BUFFALO.EDU
that reads:
SUBSCRIBE OLAC-LIST [your name]
in the body of the message (nothing in the subject line).

Sue Neumeister
OLAC-list Owner

1998 ALA ANNUAL CONFERENCE MEETINGS OF INTEREST TO AV CATALOGERS

Ed. note: Data are taken from preliminary conference schedules. Please confirm all dates, times, and locations in the final conference program. Because of space and time considerations, it is not possible to list all meetings of interest to AV catalogers in this newsletter. This sample lists the major cataloging meetings plus a few others of long-standing or current popular interest.

OLAC

Cataloging Policy Committee
Friday, June 26, 8:00-10:00 p.m.
Renaissance Washington, Room 10

Executive Board Meeting
Saturday, June 27, 4:00-6:45 p.m.
(Meeting is starting earlier and lasting longer than the stated times in the program)
Washington Convention Center, Room 16

Membership Meeting
Sunday, June 28, 8:00-10:00 p.m.
Renaissance Washington, Room 10, 11

ALCTS MEDIA RESOURCES COMMITTEE
Sunday, June 28, 8:00-9:00 a.m.
Radisson Barcello, Natl. BR

Tuesday, June 30, 9:30 a.m.-12:30 p.m.
Washington Convention Center, Room 29

Audiovisual Producer/Distributor Library Relations Subcommittee
Tuesday, June 30, 8:00-9:00 a.m.
Washington Convention Center, Room 29

Tour of National Geographic's Image Collection
Friday, June 26, 2:00-3:00 p.m. & 3:00-4:00 p.m.

Tour of USA Today Library and Newseum
Friday, June 26, 2:00-4:00 p.m.

ALCTS COMPUTER FILES DISCUSSION GROUP
Saturday, June 27, 11:30 a.m.-1:00 p.m.
Washington Convention Center, Room 24
ALCTS DIGITAL RESOURCES COMMITTEE
Friday, June 26, 2:00-4:00 p.m.
Holiday Inn Capitol, ColumbiaS,N

Saturday, June 27, 9:30 a.m.-12:30 p.m.
Loews L'Enfant Plaza, Solarium

ALCTS-CCS CC:DA
Saturday, June 27, 2:00-4:00 p.m.
Sheraton City Centre, NewHamp. BR

Monday, June 29, 8:00 a.m.-noon
Holiday Inn Capitol, ColumbiaS,N

Metadata Task Force
Sunday, June 28, 8:30 a.m.-12:30 p.m.
Renaissance Washington, Room 6

ISBD (ER) Task Force
Sunday, June 28, 2:00-4:00 p.m.
Capitol Hilton, Ohio

ALCTS-CCS SUBJECT ANALYSIS COMMITTEE
Sunday, June 28, 9:30 a.m.-12:30 p.m.
Holiday Inn Downtown, Capitol

Monday, June 29, 2:00-4:00 p.m.
The Madison, Exec. Ch. I, II

One-Size-Fits-All Subject Access Systems:
Tailoring General Schemes to Meet the Needs
of Specific Communities of Searchers
Saturday, June 27, 2:00-4:00 p.m.
Hotel Washington, Ballroom

ALCTS-SS
Preconference: Jump Start: Theory & Practice for
Cataloging Electronic Serials
Friday, June 26, 8:00 a.m.-5:30 p.m.
Gallaudett Univ.-Kellogg Conf. Ctr. Auditorium

LITA/ALCTS/RUSA MARBI
Saturday, June 27, 9:30 a.m.-12:30 p.m.
Washington Hilton & Towers, Hempshere

Sunday, June 28, 2:00-5:30 p.m.
Washington Hilton & Towers, Thoroughbred

Monday, June 29, 2:00-4:00 p.m.
Holiday Inn Capitol, Columbia N.

MAGERT
ALCTS-CCS/MAGERT Map Cataloging Disc. Grp.
Sunday, June 28, 8:00-9:00 a.m.
Washington Courtyard by Marriott, Oak Room

Cataloging & Classification Committee
Sunday, June 28, 9:30-11:00 a.m.
Washington Courtyard by Marriott, Oak Room

Issues in Map Cataloging: Form/Genre & Digital Materials
Saturday, June 27, 9:30 a.m.-12:30 p.m.
Washington Hilton & Towers, LincolnW

**OLAC '98 CONFERENCE
AV MATERIALS: FROM THE LIBRARY'S
ORPHAN CHILD TO CINDERELLA
November 4-7, 1998, Charlotte, North Carolina**

Come join your colleagues in Charlotte, North Carolina, November 4-7 for the 8th Conference of the Online Audiovisual Catalogers Association, to be held at the Radisson Plaza Hotel Charlotte. Charlotte (pop. 450,000) is located in the south central part of the state, about 10 miles from the South Carolina border. Interstate highways 77 and 85 run through Charlotte, and Interstate 40 is approximately one hour to the north. Charlotte/Douglas International Airport, a hub for USAir, services 500 flights daily and is located 7 miles from Uptown Charlotte at the intersections of both I-77 and I-85. For information about Charlotte and its many attractions check out Charlotte's Web at http://www.charweb.org/.

The conference program proper begins Thursday, November 5th with keynote speakers Lynne Howarth, Dean, Faculty of Information Studies, University of Toronto, from whom we received the Conference title, and Deb Tracy-Proulx, Cataloger, Yahoo! Corporation. The workshops we are offering this year include:

- Computer files
- Internet resources
- Maps
- Non-print serials
- Sound recordings
- Subject analysis of non-book materials
- Toys, kits, games and realia
- Videorecordings

Sheila S. Intner, Professor, Simmons College of Library and Information Science, will be giving the closing remarks and conference wrap-up.

Continuing from our 1996 Conference, we will also feature poster sessions.

[NOTE: the receipt deadline for poster session abstracts has been extended to July 15, 1998. The notification deadline has been extended to August 1, 1998. See the March 1998 *OLAC Newsletter* for full details.]

For those arriving on Wednesday, November 4th we have planned two guided tours: the Public Library of Charlotte & Mecklenburg County (1995 Library Journal Library of the Year) and the Afro-American Cultural Center. On the evening of November 5th we will host a reception at the Museum of the New South, and on Friday, November 6th we have organized a tour of the Mint Museum of Art (or, you could go shopping!).

Registration Information

Carefully remove the yellow registration form from the center of this newsletter issue or make a good copy of the registration form. Complete and mail with the registration fee to Kevin Furniss at the address shown on the form. Make checks payable to OLAC, Inc. You can also access the registration form and complete 1998 OLAC Conference information at:

http://152.20.25.1/ruthr/olac/olac98info.html

Feel free to contact Kevin Furniss by phone: 803-323-2131; by FAX: 803-323-3285; or e-mail: furnissk@winthrop.edu, Pat Ballard (ballardp@winthrop.edu), Jan Mayo (mayoj@mail.ecu.edu) or Ruth Roazen (beloviczr@uncwil.edu) if you'd like more information or if you'd like to assist with the conference. We look forward to seeing you in Charlotte.

Travel and Hotel Information Conference Hotel

The Radisson Plaza Hotel Charlotte is a 15 floor, 365 room hotel located in uptown Charlotte at Trade and Tryon Streets. Much of uptown is connected with the Radisson Plaza by glass enclosed skyways. These skyways can direct you to the Plaza shopping mall with over 70 boutiques, specialty shops, and restaurants; the North Carolina Blumenthal Performing Arts; and Founders Hall for shopping. This begins the Arts and Cultural District, which features art galleries, plus Discovery Place, a hands-on science museum, the Omnimax Theatre, and Michael Smith Planetarium. Hotel amenities include a heated rooftop pool and sundeck, exercise facilities, Concierge service, fax and other business services, and complimentary parking (subject to availability). Azaleas American Grill Restaurant, the Lobby Court Lounge, and Room Services are available daily. In room amenities include computer modem access, phone, and voice mail.

Room Reservations

Reservations should be made either directly with the Radisson Plaza Hotel Charlotte (704-377-0400, fax 704-347-0649) or through Radisson's Reservations Worldwide service (1-800-333-3333). The hotel's address is 101 S. Tryon Street, Charlotte, NC 28280-8000. Conference rates for all rooms are $95 (single or double). Please identify yourself as an Online Audiovisual Catalogers (OLAC) conferee and specify the number and name(s) of people per room when making your reservation.

Airport Transportation

Airport transportation is available through Universal Transportation. The shuttle runs every 15 minutes and costs $8.00 per person, one way; $15.00 by Town Car and Limousine service is available as well.

Driving directions to the Radisson Plaza Hotel Charlotte

From I-85 North or I-85 South
Take Exit 38 (I-77 South) to Exit 10B (Trade Street, Downtown).
Follow Trade Street for approximately one mile. The Radisson Plaza Hotel Charlotte will be on your right once you pass the intersection of Tryon Street.

From 1-77 North or I-77 South
Take Exit 10B (Trade Street, Downtown).
Follow Trade Street for approximately one mile. The Radisson Plaza Hotel Charlotte will be on your right once you pass the intersection of Tryon Street.

* The hotel parking deck can be entered off of College Street or Trade Street *

From Airport
Take Airport Road to South Billy Graham Parkway. Follow to 1-77 North.
Take Exit 10B (Trade Street, Downtown). Follow Trade Street for approximately one mile. The Radisson Plaza Hotel Charlotte will be on your right once you pass the intersection of Tryon Street.

Other Hotels in the Area
Charlotte Marriott City Center -- 100 West Trade Street, Charlotte, NC 28202 (704) 333-9000 or (800) 228-9290

Days Inn Central -- 601 North Tryon Street, Charlotte, NC 28202 (704) 333-4733 or (800) 325-2525

Dunhill Hotel -- 237 North Tryon Street, Charlotte, NC 28202 (704) 332-4141

Holiday Inn City Center -- 230 North College Street, Charlotte, NC 28202 (704) 335-5400 or (800) 465-4329

Inn Uptown -- 129 North Poplar Street, Charlotte, NC 28202 (704) 342-2800 or (800) 959-1990

Westin Hotel Charlotte -- 222 East Third Street, Charlotte, NC 28202 (704) 377-6664 or (800) 937-8461

Reception and Tours Reception

Please join us for a reception at the Museum of the New South from 7 p.m. 9 p.m. on Thursday, November 5th. Located in the heart of the Cultural District of uptown

Charlotte, the Museum of the New South is Charlotte's only regional history museum focusing on the New South period. During your visit you can hear, touch, and see artifacts and stories of the Piedmont Carolinas from post-Reconstruction to the present. Linger over a light dessert, chat with your colleagues, and enjoy the displays. Your registration badge will be your ticket. Additional tickets may be purchased for $10 each.

After the reception, for those who wish to investigate what uptown Charlotte has to offer, the Museum of the New South is within walking distance of shopping plazas, fine bars and restaurants, and a variety of dance emporia.

Tours

Tour of the Public Library of Charlotte & Mecklenburg County
On Wednesday, November 4th, from 1 p.m. - 3 p.m. we're offering a free tour of the Public Library of Charlotte & Mecklenburg County, which won the Library Journal/Gale Research Inc. Library of the Year Award for 1995. The Library features a "Virtual Library", a 20 workstation computer learning laboratory for the Charlotte community; an international Business Library that includes worldwide databases, market research, company information, and one-to-one consultation with an international business information specialist; and the Carolina Room, which includes a rich collection of African American family albums from the earliest settlers to the 1950's.

The Library is located at 310 North Tryon Street, approximately 3 blocks from the Radisson Plaza Hotel Charlotte. There is no charge for this tour.

Afro-American Cultural Center
On Wednesday, November 4th, from 3 p.m. - 5 p.m., there will be a guided tour of the Afro-American Cultural Center. Located in uptown Charlotte in a former historic church, the Afro-American Cultural Center is the region's showcase for African- American art, music, theater, film, and cultural education. In the visual arts, the Center's permanent gallery displays a collection of African artifacts; a second gallery features changing exhibitions of local, state, and national artists including painting, sculpture, photography, and mixed media presentations. Two "shotgun houses", built in the 1890's, have been placed behind the Center. This tour is free of charge.

Mint Museum of Art
On Friday, November 6th, from 2 p.m. - 5 p.m. we have organized a tour of the Mint Museum of Art. The Mint is one of the premier fine arts museums of the Southeast, with American and European paintings, pre-Columbian art, regional crafts, historic costumes, African art, gold coins minted in Charlotte, and one of America's outstanding collections of pottery and porcelain. The special exhibition on view during our tour is entitled "William Littler: An 18th Century English Earth Potter". This exhibit explores Littler's work in soft paste porcelain and salt glazes. For more information about the Mint Museum of Art you can check out

their web page at http://www.mintmuseum.org. Please mark this tour on your conference registration form if you are interested. Cost is $9.00 round trip per person, subject to refund if pre-registration is insufficient. THERE WILL BE NO REFUNDS FOR NO SHOWS.

PLENARY ADDRESSES: ABSTRACTS AND BIOS

Keynote Speaker: Lynne Howarth
Where Have All the Wallflowers Gone!; or, A/V Cataloguing Meets Virtual Reality

As the slow, though gradual, evolution of cataloguing codes reflects, the introduction of audio-visual materials into the mainstream of library collections was a cautious, sometimes reluctant process. Not quite the ready "fit" of print resources, so-called non-book items were often problematic to acquire and process, and viewed as a somewhat onerous challenge by less than intrepid cataloguers. With the relatively recent meteoric rise of Internet accessibility and use, audio and visual resources have become the digital darlings, offering yet more unique bibliographic twists to be unraveled by those responsible for creating representative surrogates. In this brave new world of cataloguing e-A/V what are the lessons from the past which we can bring to bear on effective bibliographic control and access!

Lynne Howarth completed her Ph.D. in library and information science and was appointed to the Faculty of Information Studies, University of Toronto in 1990, becoming Dean in 1996. She has taught at McGill University (Montreal), Ryerson Polytechnical University (Toronto), and in the Library Techniques diploma program at three colleges of applied arts and science in Ontario. Current teaching and research are focused on the creation and application of bibliographic tools and standards, the organization and management of knowledge-based systems, and modeling technical services operations in libraries. As part of a nationally-funded collaboration with Joan Cherry, she is co-investigating the design of more effective bibliographic record content and displays in Online and Web-based catalogues. She has published several articles on the management of technical services, on the application and use of bibliographic standards, and on the content and quality of bibliographic records.

Keynote Speaker: Deb Tracy-Proulx
Classifying Hamster-Cams: Yahoo!'s Approach to Internet Cataloging

Deb will explain the Yahoo! submission process, including the information they require users to supply in order to help them classify the site. She will discuss the 'bottoms up' versus 'top down' approach Yahoo! uses in maintaining its directory hierarchy, and finally talk about the various issues surrounding the web site medium [URLs that change day to

day, content that can change by the minute, the variety of software applications and programming languages that can alter a web site's content/ appearance, etc].

As Lead Cataloger for Yahoo! Metros, Deb Tracy-Proulx is responsible for the quality, organization, and presentation of content in Yahoo!'s local properties. Prior to joining Yahoo!, Deb received her BA in art history from UC Santa Cruz in 1990. After graduation, while working at the university library as the interlibrary loan lending coordinator, she began attending San Jose State University's School of Library and Information Sciences in 1993, and received her MA in library science in 1996. At Yahoo!, in addition to her work as a cataloger, Deb has also been involved in outreach programs to educate the local community on how to use Yahoo! and find information on the Internet.

Closing Remarks: Sheila S. Intner
Back to the Future for AV

It has been about 50 years since films & videos--once the principal audiovisual materials--began to be collected by libraries, just poor orphans in the midst of great book collections. After a long, hard struggle for shelf space, budget dollars, and staff recognition, AV succeeded in gaining a little respect. They flew off library shelves, built circulation statistics and satisfied patrons. Now the happy ending may turn into a new generation of deprivation as digital resources upstage the old media in a familiar struggle for space, budget and recognition. Can we find a key to future happiness in a visit to the past!

Sheila S. Intner, Vice-President/President Elect of ALCTS, is Professor at Simmons College of Library and Information Science, where she teaches cataloging, collection development, preservation management, and professional scholarly writing. In 1992-93 she won a Senior Fulbright grant to Israel, where she taught these courses at Haifa University and the Hebrew University of Jerusalem She is editor of *Technicalities and Frontiers of Access to Library Materials*. She is the author or principal editor of 14 books. As a consultant Professor Intner conducts evaluations and advises libraries on strategic planning for technical services. Since 1994 she has consulted for, among others, the New York Academy of Medicine, Smith College, the Jewish Vocational Services of Boston, and Central China Normal University in Wuhan, China.

WORKSHOPS: ABSTRACTS AND BIOS

Cataloging Computer Files / Michele Behr

This session will present an introduction to descriptive cataloging and MARC tagging practices for monographic computer files. Topics include: identifying sources of

information, constructing system details notes, coding fixed field information, etc. Emphasis will be on the application of Chapter 9 of *AACR2R*, and relevant Library of Congress Rule Interpretations. Rules, guidelines, and definitions will be illustrated with extensive examples.

Michele Behr holds the position of OCLC Services Coordinator at SOLINET in Atlanta, GA. In this position she conducts and develops training sessions on the MARC format; OCLC Cataloging and Union Listing subsystems and software, *AACR2, Dewey Decimal Classification*, the cataloging of computer files, sound recordings, audiovisual materials, etc. Previously Michele worked as a Member Services Librarian at the Bibliographical Center for Research (BCR), in Denver, Colorado. BCR is the OCLC-Affiliated Regional Network covering six states in the Rocky Mountain region. At BCR she taught a variety of OCLC workshops, as well as workshops on *AACR2*, BiblioFile software, AV cataloging, authority control, etc. She was also an adjunct faculty member in the library school at the University of Denver and taught a core course on organization of information. Before moving to Denver she worked as the Cataloger for Social Sciences and Humanities at Carnegie Mellon University in Pittsburgh, PA. She also held positions in Public and Technical Services at the University of Michigan in Ann Arbor, Michigan. She holds a B.A. and M.I.L.S. degrees from the University of Michigan.

Cataloging Internet Resources /Joe Cox

This session will cover the basics of cataloging Internet resources, with attention paid to relevant sections of *AACR2R*, and MARC coding and tagging. Discussion will include electronic discussion lists; home pages; electronic journals; bibliographic, holdings, and OPAC displays; hard copy and electronic versions; and metadata.

Joe Cox is currently Co-Manager of Inforum: The Integrated Library and Information Studies Laboratory at the Faculty of Information Studies at the University of Toronto. He has extensive experience in cataloguing a variety of formats and provides cataloguing assistance and expertise to students enrolled in the MISt program at the University of Toronto. With Jane Beaumont, he is the author of *Retrospective Conversion: A Practical Guide for Libraries*. Joe is presently a member of the research team investigating the use and display of bibliographic elements in on-line public access catalogs. He is also a member of the Canadian Committee on Cataloguing. He has given numerous workshops and demonstrations on topics ranging from MARC formats to CD-ROM applications in cataloguing. He is presently teaching the course, Creation and Organization of Bibliographic Records, at the Faculty of Information Studies, University of Toronto.

Maps / Cathy Gerhart and Paula Moehle

An introductory session on how to catalog maps. It will address such specific "map-related" problems as scale, main entry, chief source of information, extent, and notes fields.

Catherine Gerhart is Head, Special Materials Cataloging Section for the University of Washington Libraries. She received her AMLS from the University of Michigan. She began her professional life as a music cataloger, and has since branched out in a number of directions including maps, media, and computer files. While not a regular map cataloger, she provides cataloging help to map catalogers and enjoys the challenges that map cataloging offers.

Paula Moehle joined the staff of the University of Georgia Libraries as a Map / Media Cataloger in January, 1996. She previously cataloged photoprints and photonegatives for the Florida State Archives Electronic Imaging Project. Paula has been a member of OLAC since 1996, and is currently OLAC's liaison to the Association of Moving Image Archivists.

Cataloging Non-Print Serials / Pamela Simpson

It has been said that cataloging print serials is like trying to nail jello to a wall. It's even more challenging to provide meaningful bibliographic control for electronic and other non-print format serials. This session will discuss issues in bibliographic control of non-print serials from both a philosophical and a practical point of view, including specific examples and discussion of relevant MARC fields and an update on the emerging redefinition of seriality in the electronic environment.

Pamela Simpson is Serials and Electronic Resources Cataloging Librarian at the Pennsylvania State University, where she is also library selector and liaison for the Departments of French and Comparative Literature. She came to Penn State in 1994, after three years as an ISSN cataloger for the National Serials Data Program at the Library of Congress. She has a master's degree in French Literature from Auburn University and an MLIS from Louisiana State University. Pamela has published articles and led workshops both locally and nationally on cataloging electronic serials. She is currently chair of one of the CONSER task forces for revision of *AACR2*. She works closely with systems, selectors, and public service librarians at Penn State to develop policy and provide access to electronic resources.

Toys, Games, Kits and Realia / Nancy Olson

A session on the ins and outs of cataloging toys, games, kits, and realia. Helpful suggestions aimed at resolving common cataloging problems will be discussed. You are invited to bring examples of these delightful but sometimes pesky formats to catalog.

Nancy Olson is Professor at Mankato State University in Mankato, Minnesota. She has 28 years of experience in audiovisual cataloging. She received the OLAC Founders Award in 1986 and the 1980 Esther J. Pierce Award from ALA for outstanding contributions to librarianship in the field of technical services. She is the author of *Cataloging of Audiovisual Materials*, now in its 4th edition (Minnesota Scholarly Press, 1998), and *Cataloging Internet Resources* (2nd ed., OCLC, 1997). She serves as a consultant to the OCLC Office of Research project on cataloging Internet resources.

Cataloging Sound Recordings / Margaret Kaus

This workshop assumes basic knowledge of *AACR2R* cataloging rules and MARC formats for sound recordings. Included will be such topics as MARC field 007, chief sources of information, statements of responsibility, choice of entry, and when to input a new record. Discussion will be guided by audience questions, and examples will be provided.

Margaret Kaus is Associate Librarian at the University of North Florida, and is responsible for cataloging music scores, sound recordings, and music videos. From August through December 1997 she took a sabbatical at the Library of Congress Special Materials Cataloging division where she cataloged long-playing analog discs and 78's. She is a member of the NACO-Music project, and recently became independent in the creation of name and name/title authority records while at the Library of Congress. Margaret holds an MLS in music librarianship from Indiana University.

Subject Analysis of Non-book Materials / Heidi Lee Hoerman

Determining what a document is about is easiest when print text says, "This is about." The problems multiply when the information carrying object (ICO) is visual or audio, mixed media, hypermedia or interactive. This presentation will discuss the special challenges of applying subject analysis to non-print and electronic materials.

Heidi Lee Hoerman has been a member of the University of South Carolina College of Library and Information Science faculty since 1995. She teaches technical services, cataloging, and indexing and abstracting, and does continuing education workshops on these topics and grantwriting. Her dissertation work at Indiana University looks at the relationship structures among the Library of Congress Subject Headings. Prior to her move to library and information science education, she had a fifteen year career in academic library technical services.

Videorecordings / Jay Weitz

Presents the basics of video cataloging with the application of *AACR2R*, MARC tagging and LC rule interpretations, and will include subject access and choice of entry. Materials discussed will include music videos, unpublished items, and episodes of television series. Discussion will be guided by audience questions, focusing on specific cataloging problems. A packet of examples will be provided.

Jay Weitz is Consulting Database Specialist in the WorldCat Management Section of OCLC. Among his responsibilities are OCLC's Enhance Program; the Duplicate Detection and Resolution Project; and quality control for the visual materials, score, sound recording, and computer files formats. His professional activities include: OCLC liaison to the Music OCLC Users Group, and OCLC representative on the Music Library Association's Bibliographic Control Committee and MARC Formats Subcommittee. He is author of *Music Coding and Tagging: MARC Content Designation for Scores and*

Sound Recordings (Soldier Creek Press, 1990), a 2nd edition of which is in progress. He is performing arts critic for *InnerArt* (http://innerart.com).

CONFERENCE REPORTS
Mary Konkel, Column Editor

OCLC USERS GROUP MEETING
Liaison Report
Submitted by Robert O. Ellett, Jr.
Armed Forces Staff College

The theme of the OCLC Users Council meeting held in Dublin, Ohio on February 8-10, 1998 was "Integrate, Innovate, Internationalize and Inform: Affirming OCLC Membership Values While Implementing New Strategic Directions." Each of the speakers addressed one or more of these 4 "I"s.

Dr. K. Wayne Smith gave his traditional report to the Users Council as he prepares to retire this summer. He emphasized OCLC's role in the research and development of new technology and lamented that OCLC was losing many of its technical personnel. He commented that OCLC is actively recruiting for over 100 technical positions and added that this type of employment search was common to many small and large corporations. He announced that the Electronic Collections Online Service will soon become a database available on FirstSearch. He reviewed OCLC's role in educating library professionals and discussed emerging initiatives in respect to electronic archiving and metadata.

Two speakers discussed trends in education and technology. Paul Hardin, Head of the Technology Association Group at the University of Illinois, spoke on "Invocation Technologies for Education: Changing the Paradigm of Teaching and Learning." He cited several changes which have occurred during the past 30 years in higher education. He focused on the topics of financial investment, teaching styles (from lecture only to use of technology) and research and publishing, He asserted that the university would change priorities not because of military demands, government spending or religious needs as in the past, but would change based upon economic need.

Students desire to develop professional skills at schools having a pragmatic, business orientation. His final comment, "Libraries are here to stay, it's the books that will disappear," precipitated much discussion among the group of librarians.

Patrick O'Brien, Director of Libraries, Alexandria Library and member of the OCLC Board of Trustees, spoke on "Current and Future Education Trends: Implications for Libraries." After reviewing historical patterns in public and higher education, O'Brien spent time forecasting library scenarios. For example, according to O'Brien, the academic library in 2018 will be focused more on the virtual setting rather than upon the physical building. Over 60% of the library's collection will be in digital format and over 75% of the library's budget will be spent on access license fees. Librarians will become information experts and authenticators of data sources and that OCLC will assume the role of a national archive.

I also attended the Technical Services Interest Group meeting, where presentations were made on OCLC's automated copy cataloging and OCLC projects on authority control. OCLC staff updated the group on the merging of OCLC's authority control service with Blackwell North America's software, which OCLC has acquired. A discussion then followed on the future of technical services in libraries. The debate centered around whether technical services would focus upon "making collections accessible" or "making collections coherent."

A discussion of what constituted "access" then followed. Distance learning was the topic of discussion in the Technical Service Interest Group's last meeting. Various delegates described distance learning initiatives from linking high schools to the university using 2-way video classrooms, MLS programs, and Internet access to rural schools.

KNOWLEDGE ACCESS MANAGEMENT:
TOOLS AND CONCEPTS FOR
NEXT-GENERATION CATALOGERS
Submitted by Richard Baumgarten
Johnson County Library
Shawnee Mission, Kansas

The ability to allow others to retrieve Internet resources either through library catalogs or through search engines is one of the hottest topics in cataloging today. To help catalogers meet the challenge, the OCLC Institute began offering *Knowledge Access Management: Tools and Concepts for Next-Generation Catalogers*. The first 9 offerings were at OCLC in Dublin, Ohio and 222 have attended. The last class at Dublin was April 6-8, 1998 and, by coincidence, among the attendees were three OLAC board members, Pat Thompson, Kay Johnson and Richard Baumgarten.

The seminar began with a history of the Internet and a history of the meetings that resulted in the Dublin Core. Ann Sandberg-Fox then gave an overview of the key rules in cataloging Internet sites as well as the Dublin Core elements. The rest of the day was devoted to resource description framework and other projects and tools used to organize and access Web sites. On Tuesday, the class worked on exercises in using the expanded

list of possibilities in the 256 field that is in the ISBD (ER) and in Nancy Olson's book on cataloging the Internet. There was also an exercise in creating PURLs. We had a working lunch and broke into small groups discussing Identifying and Selecting Internet Resources and Information Display of Internet Resources in OPACs. After an overview and discussion of various tools used in Web sites including SGML and its many derivatives. Also, the Text Encoding Initiative and other tools were mentioned. We next compared traditional library cataloging tools (MARC/AACR) with the Dublin Core. I found this extremely interesting as each method has different strengths and weaknesses. To try to insure that people won't forget everything once they go back to their jobs, attendees were asked to do a distance learning project. I chose to catalog 9 sites in OCLC and using the Dublin Core and compare the ease of use and which can lead to better access. They would like the projects completed in 4-6 weeks.

People could then tour the main building of OCLC or tour RetroCon and TechPro. Wednesday morning, we broke into small groups and each group listed what they considered to be key issues in various aspects of the future of "knowledge access management."

A few additional comments by Kay G. Johnson ...

The Knowledge Access Management seminar is designed to inspire catalogers to think beyond the traditional cataloging universe-indeed, to become "knowledge access managers" rather than catalogers. The seminar confirms that presently there is no single solution to intellectual access of Internet resources, but only different alternatives to explore. I found it thought-provoking and particularly appreciated both the formal and informal discussions with other library colleagues.

While *Knowledge Access Management* is a great introduction to Dublin Core, Internet cataloging and PURLS, the seminar may be too simplistic for librarians already actively involved with various methods of Internet resource access and indexing. I catalog Internet resources, so was more interested in seeing methods that are less familiar or new to me-such as Dublin Core templates and the Iowa State University project that maps elements from the MARC catalog record of an Internet resource to a separate subject web page. The seminar was very worthwhile to me, and I have been motivated to improve my library's catalog access to Internet resources as well as participating in redesign of our traditional subject web pages.

As Richard Baumgarten puts it, the *Knowledge Access Management* seminar is now doing its road show away from Dublin, Ohio. Check the OCLC Institute Web site for the location nearest you.

UPDATE FROM WLN
Submitted by Christine Zuger, WLN

NEW WLN SYSTEM UPDATE:

In May 1997, WLN and Ameritech Library Services announced a joint project to build the next generation of software to run bibliographic utilities and cooperatives using Ameritech's client/server Horizon software. WLN staff have already begun to enhance the Horizon Cataloging module. Other modules such as Interlibrary Loan and Acquisitions will follow. The Cataloging module includes: staff searching; a version 3 Z39.50 server; multiple database capabilities; Unicode handling of the full ALA character set; Chinese, Japanese, Korean, and other languages support; ability to handle multiple MARC formats; and other union catalog features. This module is scheduled for testing in the Summer of 1998.

WORLD WIDE WEB ACCESS PRODUCTS:

WLN will offer two new products through the World Wide Web named WebLN and WebLN PAC. WebLN, an easy-to-use Web interface to the WLN Database, will provide access to WLN's 11 million MARC record database. Library staff can download MARC records for use in their own catalogs aided by advanced searching techniques, including sophisticated Boolean searching. With WebLN PAC, WLN will provide customized Web PAC's for individual library and library consortia bibliographic databases. Names, graphics, displays, help screens, searches, and indexes are all customizable. WLN's staff will maintain and operate the WebLN PAC for the library or consortia. The two products will be available June 1998.

MARC RECORDS FOR BOOKS ON TAPE:

WLN announced December 1997 that MARC records for titles distributed by Books on Tape, Inc. are accessible in the WLN Database. The company, a producer and distributor of audio books to libraries, has a catalog of over 3,500 titles. It is updated with approximately 20 new titles each month. The records for these audio tapes will be loaded quarterly.

BLACKWELL'S TABLE OF CONTENTS:

Blackwell's Table of Contents (TOC) records are now available through WLN's MARC Record Service. Blackwells TOCs are available for U.S./Canadian editions or English language titles since Spring 1992 and U.K./European editions of English language titles since the Fall of 1995. The TOC file currently consists of 185,000 records with approximately 800 added each week. The data can be received in one of three formats: a basic 505 contents field; an enhanced 505 field; or chapter level 9xx field that some local systems can display as a facsimile of a book's table of contents page.

NEW LC MARC SUBSCRIPTIONS:

In January 1998, WLN began subscribing to three new Library of Congress MARC subscriptions: Books Hebrew, Books Arabic, and Serials CJK. The retrospective files for these three record sets have been loaded , and current files are now loaded on a regular basis. Approximately 18,700 Books Hebrew, 12,200 Books Arabic, and 6,450 Serials CJK bibliographic records have been added to the WLN Database since the beginning of the year.

More information on these topics is available at WLN's home page on the World Wide Web: http://www.wln.com

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NEWS & ANNOUNCEMENTS
Barbara Vaughan, Column Editor

OCLC GUIDELINES ON THE CHOICE OF TYPE AND BLvL
FOR ELECTRONIC RESOURCES NOW AVAILABLE

Changes in the definition of Type of Record (Leader/06) announced in *USMARC Update* no. 3 have resulted in considerably different treatment of many electronic resources. In February 1998, OCLC issued *Cataloging Electronic Resources: OCLC-MARC Coding Guidelines* (available on the OCLC Web site at:

http://www.oclc.org/oclc/bit/212/feb98.htm#Cataloging_Electronic_Resources

In response to requests for more information, OCLC has now issued *OCLC Guidelines on the Choice of Type and BLvL for Electronic Resources* (available at http://www.oclc.org/connexion/documentation/type.htm). This latter document, which advises users on how to catalog and code records for electronic resources and how to deal with existing records, includes references to other relevant Library of Congress and CONSER documents for further guidance. Nancy B. Olson's *Cataloging Internet Resources: A Manual and Practical Guide*, 2nd edition, is still available in electronic form at: http://www.purl.org/oclc/cataloging-internet. You may also request a print copy of the Olson manual at no charge from OCLC by sending an e-mail request to orders@oclc.org. Include the title of the work, your name, and your complete mailing address.

CODING ELECTRONIC SERIALS: CONSER POLICY

Originally distributed to the SERIALST, CONSERLST and AUTOCAT lists in February 1998. Reprinted and augmented with permission from Jean Hirons.

By now you will have seen the document *Cataloging Electronic Resources OCLC-MARC Coding Guidelines* that was sent to various lists by Rich Greene and forwarded to CONSRLST. These guidelines mean that CONSER libraries can now begin to use the revised definition of leader code "m" which will result in CONSER being able to resume using the serials format for most of our electronic serials! Applying OCLC's guidelines will require the use of the computer file field 006 when a record is created for an electronic resource in the serials format. This should not be a problem because this is the same data that we have been coding in the 008 on computer file records.

The guidelines also make it possible to optionally use field 007 in a print record when the single record option is being used. The lack of the computer file 006 in the record makes it clear to OCLC that the record is not primarily for an electronic resource. The same would be true for accompanying material.

The changes in our current policy are as follows:

1. We will now have to determine a primary format when cataloging a computer file. The majority of serials are textual in nature and will be cataloged using the serials format. However, those that are primarily software will be cataloged as computer files using leader/06 "m" and the computer file format. Other types of non-print serials (e.g., cartographic, sound recording, etc.) are not affected by the redefinition of code "m".

2. When cataloging an electronic resource that is primarily textual: use type code "a" and bib level code "s" (i.e, the serials format on OCLC).

   Also input fields 006 and 007 for the computer file characteristics.

3. When noting an electronic resource on the record for the print using the single record option, you now have the option of also giving field 007 for the computer file. But DO NOT give field 006.

These guidelines can be implemented immediately for new records. I understand that Robert Bremer will at some point reconvert existing records. Please let me know if you need further instructions. For convenience, I am restating the new definition of code "m" that was also contained in the OCLC guidelines and is in *USMARC* Update 3.

"Code "m" indicates that the content of the record is for the following classes of electronic resources: computer software (including programs, games, fonts), numeric data, computer-oriented multimedia, online systems or services. For these classes of materials, if there is a significant aspect that causes it to fall into another Leader/06 category, code for that significant aspect (e.g., vector data that is cartographic is not coded as numeric but as cartographic). Other classes of electronic resources are coded for their most significant aspect (e.g., language material, graphic, cartographic materials, sound, music, moving image).

In case of doubt or if the most significant aspect cannot be determined, consider the item a computer file."

For further information see an excerpt from the next *CONSER Editing Guide* update on the CONSER Web site at http://lcweb.loc.gov/acq/conser/ffuse.html

Jean Hirons
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THE OCLC INSTITUTE ANNOUNCES:
UNDERSTANDING AND USING METADATA

The OCLC Institute invites you to participate in an intensive 2 1/2-day theoretical and practical exploration of metadata and its applications.

After participating in this seminar you will be able to:

- Understand the foundations of resource description and its application to the Internet
- Understand emerging Web standards such as XML, RDF, and the Dublin Core and their application in resource description systems
- Evaluate your information management needs and determine the appropriateness of metadata for a variety of applications
- Use Dublin Core metadata in a real-world application

This seminar consists of lectures, structured lab exercises, and receive an overview of Web-based resource description systems and detailed instruction in the Dublin Core metadata. Then, as a member of a small project team, you will design and implement a MARC - or webserver - based resource description system using metadata records for a real-world collection. Finally, you will evaluate the resource description system in terms of design and functionality, including data input, storage, retrieval, and display.

How You Will Benefit:

- You will understand the current state of metadata and learn about expected long-term developments.
- You will gain hands-on experience creating and working with several metadata systems.
- You will be able to compare and evaluate the results of alternative approaches.
- You will be able to plan, implement, or extend your use of metadata in your own environment.

This seminar is designed especially for:

- Internet/metadata catalogers
- Systems librarians
- Intranet managers
- Knowledge managers
- Anyone managing an information resource on an intranet or the Internet

For complete details, including seminar dates and location information, and to register online, visit the OCLC Institute home page at http://purl.org/oclc/institute, or contact Erik Jul at:
jul@oclc.org,
(614) 764-4364, or
(614) 718-7132 Fax.

Erik Jul
Associate Director
OCLC Institute

EASIER WAYS TO GET *OCLC TECHNICAL BULLETINS*

OCLC staff often hear from users who wonder if they have the latest *OCLC Technical Bulletins*. They often also want to know if there's a way to know when a new TB is issued and to get it more quickly. Here are some possibilities:

Current OCLC Technical Bulletins are available on the OCLC Web site at http://www.oclc.org/oclc/menu/tb.htm. This web page also allows users to sign up to receive an email message every time the page changes.

Technical bulletins are also available via anonymous FTP at ftp.rsch.oclc.org. The directory is /pub/documentation/tb/txt . FTP provides faster access to the text of large or heavily illustrated bulletins.

ASCII text versions of *Technical Bulletins* are distributed via the list server TECHBUL-L. Use the URL: http://www.oclc.org/oclc/forms/listserv.htm to subscribe to TECHBUL-L or to other OCLC lists.

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BOOK REVIEWS
Vicki Toy-Smith, Column Editor

Cataloging Internet Resources: a Manual and Practical Guide.
2nd edition.
Nancy B. Olson, editor.

Cataloging Internet Resources came out of a project that OCLC initiated with support from the U.S. Department of Education to have libraries volunteer to identify, select and catalog Internet resources using the USMARC format and *AACR2* cataloging rules. Changes from the first to the second edition include adopting the ISBD(ER) expanded list of terms to be used in the File characteristics area, including examples that include a broader variety of types of resources, and noting whether MARC fields are repeatable or non-repeatable. The examples in the book follow OCLC MARC rather than USMARC. The guidelines have been expanded in some cases to "include CONSER and ISBD(ER) modifications to practice."

This manual includes enough detail that it can be used by those who are not experienced catalogers or those who do not have prior experience in cataloging electronic resources. It has a discussion of the chief source of information for this material and a discussion of each field of the MARC record through the 500 fields. These explanations and accompanying cataloging examples are very clear. This section is followed by a discussion of main entry, added entries, the System Details Access field (753) and the Electronic Location and Access field (856), and short discussions on subject headings, classification and holdings.

The next section includes eleven complete examples with MARC tags from OCLC's WorldCat for different types of Internet resources, including print resources with related Web material (e.g. table of contents). Appendix A gives a definition and scope of field 856 Electronic Location and Access as well as detailed usage guidelines for its indicators and subfields. Appendix B is a selected bibliography.

Cataloging Internet Resources is paperbound and has holes so that it can be inserted in a three-ring binder. It is well-organized and clear and should be very helpful to anyone starting to catalog Internet resources.

Published in 1997 by: OCLC Online Computer Library
Center, Inc. (viii, 55 p.) ISBN 1-55653-236-9.
Also available on the OCLC Web site at
http://www.purl.org/oclc/cataloging-internet.

Reviewed by: Katherine L. Rankin, University of Nevada, Las Vegas

EVERYTHING YOU ALWAYS WANTED TO KNOW
ABOUT AV CATALOGING ...
PLEASE ASK!
By Nancy B. Olson

I've gathered together a number of questions that have arrived on my desk: some are brief, some are not, and some need input from you.

At long last the 4th ed. of my AV cataloging book is done; however, the very day it was shipped from the printer to the publisher, OCLC issued their guidelines on the choice of type for electronic resources (published elsewhere in this issue). So I am now preparing an update to the 4th edition of *Cataloging of Audiovisual Materials and Other Special Materials*. It will be shipped with future orders -- if you receive (or have received) a copy of the book without an update, contact me and I'll supply one. Another indication of how fast our cataloging world changes!

CC Symbol on Interactive Multimedia

The other day I was cataloging *The Magic School Bus Explores in the Age of Dinosaurs*, an interactive multimedia package. There on the container was the little "CC" in a box, the closed captioning symbol. Sure enough, the guide gave directions on how to display the captioning.

The appropriate note is as for videos:

```
   246     Closed-captioned.
```
But the only subject headings available are:
```
   650  0 Films for the hearing impaired.
   650  0 Video recordings for the hearing impaired.
```
So, another task for CAPC. We need a subject heading.
```
   650  0 Interactive multimedia for the hearing impaired?
   650  0 Visual materials for the hearing impaired?
```
I used:
```
   650  0 Hearing impaired $x Audio-visual aids.
```

DVD Advice Needed

One of the participants in my Pittsburgh AV cataloging workshop from last year emailed a question to me. While attending a roundtable on cataloging nonprint materials at the Public Library Association conference, she heard the moderator refer to a new type of material as a DVD-ROM. It was said to be the same size as a CD-ROM, cost only about

$20.00, but required a special player that cost at least $500.00. The moderator did not have an example with her.

I replied that all the literature I've seen refers to these as DVD rather than DVD-ROM. The ones I have here do not say DVD-ROM on them; they say DVD Video. The DVD stands for Digital Video Disc, or Digital Versatile Disc (no standardization on this yet). I do have an example in my new book. They do require a special player, though they may be played through a computer of some type in the future. Have any of you seen anything in the literature calling these DVD-ROMs! If so, please send me xerox copies.

Addendum:
After writing this and emailing it off, I went home and picked up the current Newsweek. There, in an ad for the Gateway computer system, was the DVD-ROM designation. "So we built her one and added a DVD-ROM to play movies anywhere." Later, in fine print, it says "... added ... a removable combo DVD-ROM and 3.5" diskette drive (for movies, games and software)." I suspect the first sentence needs the word "drive" added after DVD-ROM.

ISBNs for Videos

A question about ISBNs on videos was referred to me. The person hesitated to code the 020 field for an ISBN appearing on a video for fear the same number might also, or later, be used on a book; were the ISBNs "unique enough to be safe to code in the 020 field!"

First a little history. ISBNs (International Standard Book Number) were developed for use on books, with ISSNs (International Standard Serial Number) for serials. There were plans to develop other kinds of standard numbers for audiovisual material, in fact, several different kinds of standard numbers were proposed and/or in development at one time. But as ISBNs became more accepted and widespread, they began to be used for all other kinds of material and plans to develop other kinds of numbers died.

An ISBN is made up of several parts, with the parts separated by hyphens. The first part stands for the country/continent. The next part identifies the publisher while the third part is a sequential number within the publisher's assigned block of numbers. A prolific publisher will have very few digits in their identifier to allow for a large block of numbers in the sequential portion of the ISBN. The last portion is a check digit. (And the first digit of the publisher number is tied to the number of places allowed for sequential numbers; another bit of data the computer can check.)

Publishers who apply to be part of the ISBN program are assigned a publisher identifier part of the ISBN and are furnished with a list of complete ISBN numbers. Because of the check digit, one cannot create ISBNs on your own -- you must use them from your assigned list. The idea is to cross them off as you use them. And once used, they are not to be used again. So there should be no danger of duplication from one publisher to another, or from one publication to another, as long as the publishers follow directions,

do not reuse numbers, and do not make typos when transcribing the numbers or creating the barcode form of the number.

So ISBNs, when used correctly (and most are), are unique and important to transcribe into MARC field 020 when doing original cataloging. They are the simplest of access points for acquisitions and cataloging searching, and a valuable part of the bibliographic record for all types of material.

"Computer diskette?"

A request for information was addressed to the Autocat list in mid-February. The requester noted that I had (in my AV cataloging book) used the term "computer disk" to apply both to 3 1/2 and 5 1/4 inch disks, and wanted to know if "computer diskette" could be used, or might have been used at some time. The person also wondered if that designation applied only to a certain size of disk, and wondered what other libraries might be doing about this.

First of all, those of us cataloging through OCLC or other utilities must follow *AACR2*. It has established the term "computer disk" for magnetic disks and "computer disc" for optical discs, regardless of size.

The term "diskette" came into use, as I recall, at a time when computer data was being stored, in magnetic form, on rigid disks that were 10 inches in diameter. So the 5 1/4 inch size was smaller, and was called, in the terminology of the time, a "diskette" or a "floppy" or "floppy diskette" because the larger ones were rigid. Then came 3 1/2 inch disks ("micro-diskette, mini-diskette") and smaller sizes were proposed. I have never been comfortable with "cute" language for these materials, and refuse to use the term "diskette" when speaking or writing. In one of my books, I quote from James Bond after he stole computer simulations from SPECTRE: "Bond packed up the equipment and took it down to the car, locking it away in the boot but leaving the cloned programs in a FloppiPak disk mailer, wryly contemptuous of the revolting nomenclature of trade items such as this" (John Gardner, Role of Honor (New York: Berkley Books, 1984), p. 125.)

In any case, we must use the language permitted by *AACR2* and its revisions and interpretations. If we disagree with something in the rules, we should work to get the rules changed rather than do as we please. We may, however, edit information for our local users if our local system permits, and our local users need an alternative term or information badly enough to justify the work involved.

Country for Fixed Fields for Videos

Recently I received an email with a question about CTRY in the fixed fields for visual materials.

For all other materials except film/video, the fixed field CTRY is coded for the country of publication. For film/video, it is coded for the country in which the film/video was produced. This (again, the history) goes back to the original use of this format by LC for its motion picture collection, and film people are interested in where the film was made; not by whom it was or is distributed. (It may help to recall the comments over the years about Oscar awards being given to British films over American ones, and the special awards to foreign films.) Where a film is made is important, and the fixed field is the only place in which that information can be coded in a bibliographic record.

The OCLC format document says to code CTRY based on the country of production as given in the statement of responsibility; if nothing there, use the country given in the 260.

This is somewhat of a simplification -- the production company may be given in the statement of responsibility; it may instead be given in a note along with other responsibility-type information. The country is not often stated; one must know where the production company is based. There are film reference sources that give this type of information for old and new feature films, and I have used them on occasion.

For educational films, the producer is often the distributor as well, so the information in MARC field 260 becomes the basis for coding CTRY in the fixed field.

For video copies of feature films, we still base CTRY on the country in which the original film was produced, not on anything related to the transfer of film to video, or distribution of the video.

Going in Circles?

A little more than a year ago I printed out a message from Autocat in which the requester stated: "Due to problems of software/hardware maintenance, downtime, preservation problems, and especially space (computer terminals take up a prohibitive amount of room) our library has decided to microfilm library related World Wide Web sites most commonly accessed by our staff. Does anyone have experience with this or ideas as to how to implement it!" (Posted 3 April 1997 with apologies for not getting it out two days earlier as intended)

A few months later there were some messages on Autocat about cataloging locally printed-out copies of Internet resources.

While the first message was designed as an April fool, the second was not. And while I was thinking "how ridiculous" I began work on the new shipment of Minnesota document microfiche, for which I put records into OCLC. The next item I picked up to catalog made me wonder.

A Minnesota state agency had put a document on their web site. It was then printed out, filmed, and distributed in microfiche to all Minnesota depository libraries. The paper

copy was cataloged by the Legislative Reference Library, with a note indicating its history. And I cataloged the microfiche, with a further note and an 856 for the original document.

So, while this train of thought began with an April fool joke, the reality has, perhaps, outstripped the joke itself.

"If readily available ..."

Last winter there were questions on Autocat, followed last month by a flurry of activity on the Music Library list, about whether or not a bibliographic record should say "stereo" if the information was not given on the item. So often one little question leads to another and another; it may open up an entire can of worms!

At one point I was cited as the source of information about how to handle this question of whether or not to supply information not given on the item. I wish to point out how uncomfortable this makes me feel -- In all my writing I cite rules and rule interpretations and attempt to follow them. Some of those who use my books seem to miss this distinction; I do not write the rules, nor do I write the rule interpretations --I use them as written. I try to make a clear distinctions between the actual words of the rules and/or rule interpretations, what I may do as an extension of the rules and/or rule interpretations, and what I may think the rules should be changed to say.

When *AACR2* rules for cataloging audiovisual materials were developed, there were [at least] two trends that differed from previous practice. One was to omit information "standard for the type of item", such as playing speed for an analog tape cassette (6.5C3), groove characteristics of an analog disc (6.5C4), number of tracks for an analog cassette (6.5C6), size of a standard sound cartridge (6.5D4) or sound cassette (6.5D5), projection speed for a sound or silent film (7.5C5), the dimensions of a 2 x 2 in. slide (8.5D5).

The other was to record information "if the information is readily available" such as "mono." or "stereo." for sound recordings (6.5C7), playing time "as stated" (1.5B4a), or playing time if "not stated on the item but is readily ascertainable" (1.5B4b). This "readily available" concept was carried over into the cataloging of computer files, where the cataloger does not always have access to the equipment and/or software needed to mount and/or run all types of files, where some files must be installed on the computer on which they are to be used, or where the cataloger really does not have the time or training to handle this.

Much of this goes back to the basic concept of descriptive cataloging using *AACR2*; we transcribe information found on the item, as directed by the rules. Written information may be found on sound disc labels, containers, and inserts; on video cassette labels, containers, and guides/manuals; on computer disk/disc labels, containers, guides/manuals, packaging, etc. Spoken introductions and/or narration may given

additional or different information about the title of the work, names of those involved, etc.

In our daily work of cataloging, we must take into account [and I consider the following order of importance] the needs of our patrons, our own workload and other demands on our time, the availability [or not] of technical, clerical, student or volunteer help, the size of the collection, and the availability of equipment. I do view the video and transcribe information, but I do not listen to a sound recording, unless there is no information with it, as sometimes happens with local recordings. And I do not run any computer file, though I do, rarely, ask a knowledgeable student to print out a "readme" file on occasion.

I do use notes to indicate the source of title for all computer files (required) and for anything with a cataloger- supplied title, or with a title announced or on a title frame that does not match that on the container or label. I think this is a courtesy to other catalogers for original cataloging input into OCLC, and a help to patrons who may wonder when searching the catalog why a title they find does not match that cited by an instructor.

So "readily available" depends on local needs and resources as well as one's interpretation of the rules.

Yes, ideally it would be nice to view/run/listen to all these resources to make sure I had all the descriptive cataloging right, the summaries complete and correct, and every possible access point, but I don't have the time to do that and get anything else done. And, as a full professor with 29 years here at Mankato State, I don't think I could justify the expense of this. I try to balance things out as best as I can, concentrating my expertise on the original cataloging, and on carefully editing existing copy. I tend to focus on the LC classification number, the title(s), summary, and subject headings and added entries. Anything with a Minnesota connection gets special attention.

Stereo. or Not?

With all that said, back to the question of recording stereo, or not for sound recordings. The rule says to record this information if "readily available" and, to me, that means stated on the label, jacket, insert, or whatever. Some on the MLA list stated they do, indeed, listen to those recordings that don't state whether stereo. or mono. Others assume everything produced after a certain date will be stereo. Another wondered if the information is really that important, though others insisted it is of great importance.

Deta Davis, Team Leader of Music and Sound Recordings Team I, Special Materials Cataloging Division at the Library of Congress, responded to the MLA list as follows (27 April 1998): "This question covers two fields of the bibliographic record, the 300 subfield b and the 007. MCD [music cataloging decision] 6.5C7 gives very clear instructions for the 300 field: 'When the number of sound channels is not stated explicitly, do not record any term.' To interpret -- if the word is not on the item, it should not be in the bibliographic description. LC music catalogers also have the instruction in

our inputting manual regarding the coding of the 007/ 04. The note says, 'For CDs, LC practice is to use code s unless the item is known to be other than stereo.' This determination was made because of the advanced technology utilized in recording CDs we presume, unless other information is present, that the item was recorded in stereo."

In the United States, those using OCLC are to follow LC practice, and this practice is clearly stated above. If you want to do more for your patrons, that is always permitted, though you might consider the cast/benefit ratio for the work involved.

538

There was a discussion on Autocat in April about the value of MARC field 538 in bibliographic records for computer files, and about the contents of such fields. Writers also discussed the usefulness of MARC fields 256 and 516, with many thoughtful comments.

NLM has announced that it is not providing the 538 field for non-CONSER records because they think it is of "questionable value." NSDP has indicated they intend not to use fields 538, 256, and 516.

My first reaction to the NLM and NSDP announcements is a mixture of outrage and disappointment. How can anyone, especially a national library, totally ignore the rules that require field 538 be used when cataloging computer files? If a field seems useless, the appropriate action (in this country) is to request that it be made optional (or obsolete) through CC:DA; if supported, the request would then go on to JSC and the other countries involved. Meanwhile, at least a minimal field should be input, and this can be done by use of a macro so the cost to the organization doing the input is very little.

I was encouraged by the Autocat responses concerning field 538, especially as many of them were by catalogers whom I have learned to respect through their postings on this list. When doing original cataloging, I tend to provide all the information I can find relating to system requirements for the use of the item being cataloged. While I don't always understand the information given, I assume the patrons considering use of the item do understand the terms provided in the bibliographic record. We provide this information so patrons can make a preliminary decision on use of an item based on information given in the bibliographic record. In editing existing records, I do tend to remove mention of a standard CD-ROM drive for a cataloged CD-ROM, figuring that item is a "given" but I leave in mention of any special CD-ROM drive and anything else. Yes, specification of a mouse is important, as not all systems are set up with a mouse. Certainly the patron needs to know if any special software is needed to run an item, or to print it, and these needs extends to Internet resources as well.

And then there are the recent MARBI decisions to code for content rather than format for, first, map computer files, and then (the camel having gotten its nose in the tent) for

language material, graphic, cartographic material, sound, music, or moving image content. I'm afraid I can't be polite about those decisions yet. More next issue.

Send questions and documentation to Nancy Olson at her addresses found on the inside front cover of the *OLAC Newsletter* (or phone 507-389-2155).

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