



Lois Mai Chan  
and Athena Salaba

FOURTH EDITION

# Cataloging and Classification

AN INTRODUCTION

# Online Cataloging Classification Introduction Lois Chan

**Eric J. Hunter**



## **Online Cataloging Classification Introduction Lois Chan:**

**Cataloging and Classification** Lois Mai Chan, Theodora Hodges, 2007 Cataloging and Classification Third Edition is a text for beginning students and a tool for practicing cataloging personnel All chapters have been rewritten in this latest edition to incorporate recent developments particularly the tremendous impact metadata and the Web have had on cataloging and classification

**Cataloging and Classification** Lois Mai Chan, Athena Salaba, 2015-12-14 The fourth edition of the late Lois Mai Chan's classic Cataloging and Classification covers the analysis and representation of methods used in describing organizing and providing access to resources made available in or through libraries Since the last edition published in 2007 there have been dramatic changes in cataloging systems from the Library of Congress The most notable being the shift from AACR2 to Resource Description and Access RDA as the new standard developed by the Library of Congress With the help of the coauthor Athena Salaba this text is modified throughout to conform to the new standard Retaining the overall outline of the previous edition this text presents the essence of library cataloging and classification in terms of three basic functions descriptive cataloging subject access and classification Within this framework all chapters have been rewritten to incorporate the changes that have occurred during the interval between the third and fourth editions In each part the historical development and underlying principles of the retrieval mechanism at issue are treated first because these are considered essential to an understanding of cataloging and classification Discussion and examples of provisions in the standards and tools are then presented in order to illustrate the operations covered in each chapter Divided into five parts a general overview record production and structure encoding formats and metadata records RDA subject access and controlled vocabularies and the organization of library resources each part of the book begins with a list of the standards and tools used in the preparation and processing of that part of the cataloging record covered followed by suggested background readings selected to help the reader gain an overview of the subject to be presented This book is the standard text for the teaching and understanding of cataloging and classification

**Introduction to Cataloging and Classification** Daniel N. Joudrey, Arlene G. Taylor, David P. Miller, 2015-09-29 A new edition of this best selling textbook reintroduces the topic of library cataloging from a fresh modern perspective Not many books merit an eleventh edition but this popular text does Newly updated Introduction to Cataloging and Classification provides an introduction to descriptive cataloging based on contemporary standards explaining the basic tenets to readers without previous experience as well as to those who merely want a better understanding of the process as it exists today The text opens with the foundations of cataloging then moves to specific details and subject matter such as Functional Requirements for Bibliographic Records FRBR Functional Requirements for Authority Data FRAD the International Cataloging Principles ICP and RDA Unlike other texts the book doesn't presume a close familiarity with the MARC bibliographic or authorities formats ALA's Anglo American Cataloging Rules 2nd Edition revised AACR2R or the International Standard Bibliographic Description ISBD Subject access

to library materials is covered in sufficient depth to make the reader comfortable with the principles and practices of subject cataloging and classification. In addition, the book introduces MARC BIBFRAME and other approaches used to communicate and display bibliographic data. Discussions of formatting, presentation, and administrative issues complete the book. Questions useful for review and study appear at the end of each chapter.

*Cataloging and Classification* Gretchen L. Hoffman, Karen Snow, 2021-11-24. The cataloging and classification field is changing rapidly. New concepts and models such as linked data, identity management, the IFLA Library Reference Model, and the latest revision of Resource Description and Access RDA have the potential to change how libraries provide access to their collections. To prepare library and information science LIS students to be successful cataloging practitioners in this changing landscape, they need a solid understanding of fundamental cataloging concepts, standards, and practices, their history, where they stand currently, and possibilities for the future. The chapters in *Cataloging and Classification: Back to Basics* are meant to complement textbooks and lectures so students can go deeper into specific topics. New and well-seasoned library practitioners will also benefit from reading these chapters as a way to refresh or fill gaps in their knowledge of cataloging and classification. The chapters in this book were originally published as a special issue of the journal *Cataloging Classification Quarterly*.

**Classification Made Simple** Eric J. Hunter, 2017-03-02. This established textbook introduces the essentials of classification as used for information processing. The third edition takes account of developments that have taken place since the second edition was published in 2002. *Classification Made Simple* provides a useful gateway to more advanced works and the study of specific schemes. As an introductory text, it will be invaluable to students of information work and to anyone inside or outside the information profession who needs to understand the manner in which classification can be utilized to facilitate and enhance organization and retrieval.

*Education and Training for Catalogers and Classifiers* Ruth C. Carter, 1987. *Education and Training for Catalogers and Classifiers* discusses the education of librarians, particularly the teaching of cataloging as part of that education. It argues that relevant, high-quality library education and on-the-job training programs are necessary in preparing librarians to meet the challenges of understanding the issues of bibliographic control and relating a library's catalog to regional, national, and international bibliographic databases.

*Metadata* Richard Smiraglia, 2012-11-12. Find out what makes metadata an exciting addition to resource description. *Metadata: A Cataloger's Primer* provides catalog librarians and students with a comprehensive instructional resource on the ongoing convergence of cataloging and metadata. Equally valuable in the classroom and as a professional reference tool, this unique book serves as an introduction to the concepts of metadata within bibliographic contexts, demonstrating the potential for resource description. The book introduces various metadata schemes, including the Dublin Core Encoded Archival Description (EAD) and Extensive Markup Language (XML), and discusses how to plan and implement a metadata-driven digital library. *Metadata: A Cataloger's Primer* is more than a mere introduction to metadata applications and management. The book's contributors present basic operational definitions and

outline of the evolution of metadata in the cataloging community and a discussion of basic metadata techniques calling on hard earned knowledge gained from their experiences as educators working in cataloging and metadata applications They provide work forms work plans and practical examples that demonstrate the application of metadata for resource description and depository development Metadata A Cataloger s Primer examines data structures MODAL metadata objectives and principles domains and architectural layout framework literary displacement knowledge domains discourse communities information ecologies personal metadata electronic resources authorship attributes cultural information resources instantiation data modeling DTD document type definition digital libraries and much more Metadata A Cataloger s Primer is an invaluable learning resource filled with introductory and theoretical material original research and instructive material for cataloging librarians and students

Cataloging Uncovered William Webb, Dive into the engaging universe of library cataloging with this insightful guide Designed for career professionals this resource presents an exhaustive exploration of the multifaceted world of cataloging in a friendly conversational tone Each chapter weaves intricate narratives delivering invaluable knowledge about different cataloging roles required education and training professional certifications and essential tips for job interviews and resume building This guide doesn t stop at the basics It prepares professionals for the dynamic nature of cataloging highlighting emerging trends the impact of AI and Machine Learning and the evolving roles in the 21st century Real world cataloging project examples provide a practical look into the profession while further chapters underscore the significance of cataloging in enhancing library usage and patron satisfaction The journey culminates with an inspiring message for aspiring catalogers a handy glossary of cataloging terms a list of essential cataloging tools and resources and a recommended reading list for deepening your understanding of this intricate field With a blend of theoretical grounding and practical advice this is an indispensable resource for those wanting to delve deeper into their profession seeking knowledge that goes beyond the surface This guide will empower you to navigate the captivating world of cataloging with confidence finesse and a zest for continuous learning

**The Thesaurus** Sandra K. Roe, Alan R Thomas, 2013-04-15 Use this single source to uncover the origin and development of the thesaurus The Thesaurus Review Renaissance and Revision examines the historical development of the thesaurus and the standards employed for thesaurus construction This book provides both the history of thesauri and tutorials on usage to increase your understanding of thesaurus creation use and evaluation This reference tool offers essential information on thesauri in the digital environment including Web sites databases and software For 50 years the thesaurus has been a core reference book The Thesaurus Review Renaissance and Revision celebrates this history and speculates on the future of vocabulary switching tools This book will familiarize you with contemporary and emerging functions of thesauri including international and multilingual developments The Thesaurus Review Renaissance and Revision provides information and library professionals including indexers abstractors subject catalogers classifiers and reference librarians a historical overview of the thesaurus and its past as well as recent

developments This book also gives patrons readers and researchers more effective techniques in vocabulary management and offers insight on how thesauri are devised and compiled This book addresses changing definitions characteristics functions and applications of thesauri the value of standards evaluation use and review of software and role and work of consultants during thesauri construction and maintenance multicultural issues that affect thesauri creation such as mapping and interoperability education and training The Thesaurus Review Renaissance and Revision also provides you with extensive bibliographies related to issues and problems in thesaurus construction and design such as developing standards in support of electronic thesauri

*The Organization of Information* Arlene G. Taylor, Daniel N. Joudrey, 2008-12-23 This third edition of Taylor's modern classic continues to articulate the theory principles standards and tools behind information organization As with previous editions it begins with strong justification for the continued importance of organizing principles and practice Following a broad overview of the concept and its role in human endeavors Taylor and Joudrey provide a detailed and insightful discussion of such basic retrieval tools as inventories bibliographies catalogs indexes finding aids registers databases major bibliographic utilities and other organizing entities and subsequently trace the development of the organization of recorded information in Western civilization from 2000 B C E to the present Standards of codification MARC SGML and various DTDs controlled vocabularies and ontologies and Web 2 0 technologies are but a sample of its extensive topical coverage The Organization of Information remains the title of choice for students and professionals eager to embrace the heritage immediacy and future of this fascinating field of study

*Moving Image Cataloging* Martha M. Yee, 2007-10-30 Libraries archives and museums hold a wide variety of moving images all of which require the same level of attention to issues of organization and access as their print counterparts Consequently the people who create collection level records and metadata for these resources need to be equally conversant in the principles of cataloging Martha Yee covers both descriptive AACR2R AMIM and FIAF rules and subject cataloging with a focus on LCSH In the process the reader is encouraged to think critically and to be prepared to make decisions in ambiguous situations where solutions to problems are not always obvious or clearly dictated by specific rules

**The Organization of Information** Daniel N. Joudrey, 2025-09-04 Organizing information is at the heart of the information professions and the fifth edition of The Organization of Information is a key resource for anyone seeking up to date guidance For millennia information organization has been central to the functioning of libraries and other information institutions The fifth edition of The Organization of Information provides a timely detailed introduction to organizing in a variety of information contexts including library cataloging archival description indexing museum registration metadata creation for digital collections organizing on the web linked data and the development of the Semantic Web Examining how and why information professionals organize information in contemporary libraries archives museums and in a variety of online settings expert Daniel N Joudrey addresses the types of retrieval tools used throughout information organizations the functionality of information systems and the role and effect of technology on

information organization A discussion of encoding follows explaining the basics of the MARC format several XML schemas and the developing BIBFRAME standard A section on the principles and functionality of metadata covers metadata types metadata characteristics and tools used to manage metadata projects A timely new chapter on conceptual models and frameworks articulates the visions behind the Library Reference Model LRM Records in Contexts RiC and the Semantic Web including a discussion of RDF as its underlying structural model Finally the latter portion of the book describes practices related to the creation of descriptive metadata Providing a thorough overview of the field s major issues challenges and standards The Organization of Information is an essential resource for students in library and information science programs as well as for established professionals who want to refresh their knowledge of the latest developments in the field

*Cataloging the Web* Wayne Jones, Judith R. Ahronheim, Josephine Crawford, 2002 These papers presented at ALCTS July 2000 Preconference on Metadata for Web Resources by a virtual who s who of the digital world provide a timely overview of the challenges and difficulties of bringing order to a most unruly medium Topics range from carefully considered viewpoints to possible standards to actual how to s

**Libraries, Literatures, and Archives** Sas Mays, 2013-11-26 Not only does the library have a long and complex history and politics but it has an ambivalent presence in Western culture both a site of positive knowledge and a site of error confusion and loss Nevertheless in literary studies and in the humanities including book history the figure of the library remains in many senses under researched This collection brings together established and up and coming researchers from a number of practices literary and cultural studies gender studies book history philosophy visual culture and contemporary art with an effective historical sweep ranging from the time of Sumer to the present day In the context of the rise of archive studies this book attends specifically and meta critically to the figure of the library as a particular archival form considering the traits that constitute or fail to constitute the library as institution or idea and questions its relations to other accumulative modes such as the archive in its traditional sense the museum or the filmic or digital archive Across their diversity and in addition to their international standard of research and writing each chapter is unified by commitment to analyzing the complex cultural politics of the library form

**Organizing Library Collections** Gretchen L. Hoffman, 2019-08-05 Libraries organize their collections to help library users find what they need Organizing library collections may seem like a straightforward and streamlined process but it can be quite complex and there is a large body of theory and practice that shape and support this work Learning about the organization of library collections can be challenging Libraries have a long history of organizing their collections there are many principles models standards and tools used to organize collections and theory and practice are changing constantly Written for beginning library science students *Organizing Library Collections Theory and Practice* introduces the theory and practice of organizing library collections in a clear straightforward and understandable way It explains why and how libraries organize their collections and how theory and practice work together to help library users It introduces basic cataloging and metadata theory describes and evaluates

the major cataloging and metadata standards and tools used to organize library collections and explains in general how all libraries organize their collections in practice Yet this book not only introduces theory and practice in general it introduces students to a wide range of topics involved in organizing library collections This book explores how academic public school and special libraries typically organize their collections and why It also discusses standardization and explains how cataloging and metadata standards and policies are developed Ethical issues also are explored and ethical decision making is addressed In addition several discussion questions and class activities reinforce concepts introduced in each chapter Students should walk away from this book understanding why and how libraries organize their collections

**Moving Beyond the Presentation Layer** Joan S. Mitchell, Diane Vizine-Goetz, 2013-05-13 Can the Dewey Decimal System meet the needs of the rapidly changing information environment Moving Beyond the Presentation Layer explores the Dewey Decimal System from a variety of perspectives each of which peels away a bit of the presentation layer the familiar linear notational sequence to reveal the content and context offered by the DDS Library professionals from around the world examine how the content and context offered by the DDS can evolve to meet the needs of the changing information environment with a special focus on the impact of the Internet on current and future developments Moving Beyond the Presentation Layer examines whether the Dewey Decimal System is a rigid structure best suited to a physical information environment or a polymorphic one that can be adapted to meet a variety of physical and virtual needs This unique book reviews the 40 year history of the online use of classification systems the development of the Relative Index over 22 editions of the DDC recommendations to ensure the viability of the DDC in a time of mass digitization using DDS in an environment where it hasn't been used before teaching the DDS special issues related to the use of the DDS in Europe North America and Africa and the future of online classification Topics examined in Moving Beyond the Presentation Layer include using the DDC as the browsing mechanism for resource discovery classification as an online cataloging tool classification as an online end user tool browser behavior in a DDC based Web service the role of the DDS in the ongoing HILT High Level Thesaurus project using the DDS to organize Web resources localization and interoperability in knowledge organization mapping terminologies to classification systems the DeweyBrowser and much more Moving Beyond the Presentation Layer is an essential professional resource for librarians information scientists computer scientists and metadata and Web services specialists

**Fostering Family History Services** Rhonda L. Clark, Nicole Wedemeyer Miller, 2016-02-22 Here is everything you need to promote your library as a center for genealogical study by leveraging your collection to help patrons conduct research on ancestors document family stories and archive family heirlooms Websites social media and the Internet have made research on family history accessible Your library can tap into the popularity of the do it yourself genealogy movement by promoting your role as both a preserver of local community history as well as a source for helping your patrons archive what's important to their family This professional guide will teach you how to integrate family history programming into your educational outreach tools and services to the



community The book is divided into three sections the first introduces methods for creating a program to help your clients trace their roots the second provides library science instruction in reference and planning for local collections and the third part focuses on the use of specific types of resources in local collections Additional information features methods for preserving photographs letters diaries documents memorabilia and ephemera The text also includes bibliographies appendices checklists and links to online aids to further assist with valuating and organizing important family mementos

**More Innovative Redesign and Reorganization of Library Technical Services** Bradford Lee Eden,2008-12-30 This book follows the author s successful Innovative Redesigns and Reorganizations of Library Technical Services with even more case studies and surveys As before it focuses on ways that technical services departments in libraries are meeting the challenges of new formats new work duties and changing jobs in the wake of less money and a decreasing job force Bradford Eden s international cast of contributors represent the best in practice and topics cover such essentials as the impact of computers and technology on workflow enhancement particularly Web 2 0 changing staff roles and communications challenges All in all a plethora of new ideas for tech services heads and staff in libraries and larger organizational institutions determined to maintain the relevance of their department

**Introduction to Foreign Legal Systems** American Association of Law Libraries,1994 Introduction to legal systems Chapters include The common law from a civil lawyer s perspective by Filippo Bruno Comparative law academic perspectives and practical legal realities by Daniel L Wade Introduction to civil law systems by George A Zaphiriou The French legal system by Claire M Germain The Mexican legal system by Rubens Medina Introduction to Asian law systems by James V Feinerman The Japanese legal system by Sung Yoon Cho The Chinese legal system by Constance A Johnson The Republic of China Taiwan legal sytem by Wendy I Zeldin Customary law and western legal influences in modern day Africa case studies from Ghana and Nigeria by Victor Essien Building a medium to large foreign law collection by Daniel L Wade Acquiring foreign legal materials focus on Europe by Margareta Horiba Acquiring material from difficult jurisdictions Eastern Europe and the Former Soviet Union by Nicholas Thormer Foreign law in translation problems and sources by Amber Lee Smith Beyond books and libraries providing foreign comparative and international legal information in the 1990s and beyond by M Kathleen Price International Legal Information Network ILIN by Rubens Medina Library of Congress Class K for law by Jolande E Goldberg LC classification in the USMARC format by Rebecca S Guenther The Library of Congress legal bibliographic database on CD ROM by Elizabeth A Leahy Sources of assistance

**Foundations of Library and Information Science, Fourth Edition** Richard E. Rubin,2017-11-22

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