



Newsletter of the LIASA Interest Group for Bibliographic Standards	Vol. 4, no. 3 (Nov. 2007)
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Message from the LIASA IGBIS Committee

We are nearing the end of a very busy year for LIASA IGBIS and library and information science practitioners in South Africa in general. Durban was host to the WLIC 2007 and involved many of us either as delegates or volunteers at the congress.

LIASA IGBIS planned their activities around WLIC 2007 and decided to present two seminars instead of the usual workshop and seminar. Both events were very successful and we would particularly like to thank the KwaZulu-Natal Branch of LIASA IGBIS for all the hard work at the Post-WLIC Seminar: Knowledge Transfer for the Future. They really put a lot of effort into the organization of this seminar and without them the national committee could not have presented the seminar successfully. See the LIASA IGBIS website for reports both seminars presented this year.

For all of those who joined us at the seminars – thank you for your support.
And to all the LIASA IGBIS members – we look forward to seeing you at our events next year!

We wish you a peaceful festive season.
Welna, Hester, Nonnie, Nola, Ansie, Santie, Madely and Susan

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Editorial comment

This issue of LIASA IGBIS-in-touch was originally scheduled for publication in September – unfortunately other work commitments caught up with the LIASA-IGBIS Committee and the publication was delayed. I hope you enjoy this issue of the newsletter.

Any LIASA IGBIS member is welcome to submit articles, news snippets, etc. for inclusion in LIASA IGBIS-in-touch. The deadline for the next issue is 22 February 2008. I look forward to hearing from you.

IGBIS greetings,
Susan Battison

Dewey blog

Have you ever visited the Dewey Blog?

If not – take a look at the entry of 6 October 2007 and read some comments on our Post-WLIC Seminar where Joan Mitchell gave a presentation on DDC.

There is also a discussion of the classification of the African diaspora, and if you are interested wine the Dewey editors are investigating the geographic aspects of wine. A blog well worth visiting.

The address is: <http://ddc.typepad.com/>

Submitted by: Welna van Eeden

ISSN news from NISO Newline Sept 2007

"ISSN Standard Revision Published

The fourth edition of ISO 3297, *Information and documentation - International standard serial number (ISSN)*, has been published and is available for sale from ISO and most standards distributors.

The first three editions of the ISSN standard were applicable only to serials. The scope of the new edition has been expanded to address a new category of resources, continuing resources, which encompasses such resources as updating databases, as well as traditional serials.

The fourth edition also "clarifies and confirms that different media versions of a continuing resource are assigned different ISSN. In recognition of the increasing need in the digital environment to collocate as well as differentiate media versions, this edition of this International Standard introduces a functionality, the "linking ISSN" (ISSN-L), for the purpose of supporting

Be wise, standardise

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services that offer search and delivery functionality across all media versions."

ISO 3297 was prepared by ISO Technical Committee 46, Information and documentation, Subcommittee 9, Identification and description. NISO is the U.S. Technical Advisory Group for ISO TC46. NISO = National Information Standards Organization." – NISO Newsline Sept. 2007.

Submitted by: Martha de Waal

A new look at the Retrocat Project of the National Library of South Africa (NLSA, Cape Town campus)

By Lara Kessler & Helena Coetzee

Introduction

The aim of the Retrocat Project at the Cape Town campus of the National Library of South Africa (NLSA) is to transfer all the bibliographic records presently in the card catalogue to the Online Public Access Catalogue (OPAC). The project is funded by the Carnegie Corporation. The collection includes many very old and valuable items, some of which may well be the only copy in a South African library.

The Cape Town Campus of the NLSA still relies on the old card catalogue for the majority of its records. Only those records which have been added after 1990 have been computerized. STYLIS and ALEPH library systems were used for this, but when the consortium of legal deposit libraries was formed a few years ago, the NLSA changed over to Millennium.

Background

When the project commenced, approximately 25 000 records (16 000 book titles and 9 000 periodical titles) from the card catalogue were already on the OPAC. They had been converted from Aleph, the previous library management system. The total number of cards in the card catalogue, after added entry cards and references were deducted, was estimated at about 300 000.

On 6 March 2006, a team consisting of a project leader and five qualified but inexperienced cataloguers, started work on the Retrocat Project in Cape Town. In August 2006 and in March 2007, two additional part time cataloguers were added to the team. At the end of June 2007, three team members resigned and left and one is on extended sick leave. Two new appointments were made and one more will be appointed shortly, bringing the team up to full strength.

The first eight months were devoted to adding shelf numbers to the records without shelf numbers already on the OPAC, as well as upgrading those not up to standard. As time went by, it was realized that the progress made by the team was far too slow to enable them to meet Carnegie's deadline of 30 June 2008. Up to the end of April 2007, only 35 590 records were added by the team. In May and June 2007 13 383 records were added, bringing the total done to just under 50 000.

Planning a new approach

The present team of a project leader, three full time and two part time cataloguers, was working as hard as possible, and it was not possible to employ more, due to a lack of work stations and the availability of suitable applicants. It was ascertained that there was money available – what was needed was more time, which we did not have.

Because progress made was clearly not enough to enable the team to meet the deadline of 30 June 2008, a new look was taken at the project. It was decided to look into the possibility of outsourcing the entry of records into the OPAC. The team would still continue adding records and also help with the quality control of records done by the teleworkers. Although outsourcing and teleworking are not new concepts, the NLSA had not considered it before, but it might prove to be useful in the future.

Many details had to be sorted out to make this possible. The extent of the records still to be done had to be established. A thorough survey was done, counting the cards left in the card catalogue and subtracting added entry cards and references. The logistics of ensuring the security of drawers full of catalogue cards, keeping statistics, payment, etc. also had to be sorted out. A proposal was formulated and signed. The planning of the new model took only a month to put into place, and is promising impressive results.

Suitable software had to be identified and ways of downloading records created by the teleworkers onto Millennium had to be set up and tested. MarcEdit was identified as suitable. It is freely downloadable, and the creator, Terry Reese was most helpful when approached for more information. This software was created for similar conversion projects in the United States, and could be (and was) easily adapted to suit our purpose. The template was adapted and tested. The NLSA network team created the necessary links between MarcEdit and Millennium, which solved the problem of downloading records created offline on to Millennium. With the help of Ros Hattingh at Sabinet Online, and extensive technical assistance from Susan Battison and Suzette Nel at the Pretoria Campus of the NLSA, problems were overcome one by one.

The next step was finding people who could do the work. The security of the cards was ensured by not employing individual teleworkers (although that could easily be done), but by outsourcing the project to a firm which specializes in library support services. Lexinfo's usual business is doing administrative tasks for small law libraries, and was perfectly suited for this project.

Daphne Burger, who runs Lexinfo was consulted. She was convinced that the new model could work. An agreement was reached on how much time would be spent on entering one record and how payment would be made. A quotation was submitted, accepted and an agreement signed. Lexinfo undertakes adding 50 000 records by the end of the year and a possible further 50 000 in the next six months. Work will be done in its offices and the catalogue cards will be safe when out of the library. The staff is bright, computer literate, and pays good attention to detail. As most of the intellectual tasks of cataloguing were already performed when the cards were made, the LexInfo staff does not need library qualifications in order to perform the tasks that we required.

The team on the Cape Town campus will also continue adding records to Millennium. The present rate is about 5000 per month, thus adding a further 30 000 before the end of the year.

Comprehensive guidelines on MARC, MarcEdit and local cataloguing procedures were made available to Lexinfo staff and four people came to the Cape Town campus to be trained. They were given files with all relevant information as well as examples. Contact information was given to enable them to contact staff on the Cape Town Campus by e-mail, telephone and cell phone.

Within a week the first files in MarcEdit was downloaded onto Millennium and into review files. The loading proceeded without any hitches. Two team members will initially be responsible for

quality control of these records. The quality of bibliographic information on the cards is very good and not many problems are expected.

23 July 2007

Current IGBIS membership: 156 members

Visit the LIASA IGBIS Website:

http://www.liasa.org.za/interest_groups/igbis.php

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