SO, YOU WANNA BE A HEMINGWAY

by

BRIAN STRIMAN

with the assistance of

Hugh Moore

I gleans some snippets of wisdom from the AALL Baltimore program "So You Wanna Be a Writer ..." which I want to share with you. Program panelists included Donna Tuke Heroy, Michael Saint-Onge, Peter Beck, Bob Berring and Frank Houdek.

Snippet #1: No Fear!! Don't let those nasty, subtle "fears of publishing" stop you from starting. Nearly all the panelists said that to get started, you must not let any pre-conceived notions of how difficult it is to be an author scare you. It is not difficult. You just need to decide to "Do it!" then DO IT!! How? Read on.

Snippet #2: You need an "Idea Trap." Capture that idea! This is important. You get this opinion, this idea, this "geeze, I wish someone would do something about ...," this "I wonder if anyone has written about ...," but you don't do anything about it. It just walks in one brain cell and goes out the other. So, how do you capture an idea? Write it down, that's what! Scribble it down ... heck, just a few words can do the trick. Don't let the idea slither away like you have in the past. Once you get the thing trapped on a slip of paper or note pad, you have this little acorn so you can go out on a limb and leave your routine work to do a little research and send a refined idea to an editor.

(Cont. on p. 21)
1997-1998
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TSLL EDITORIAL POLICY

Technical Services Law Librarian (ISSN 0195-4857) is an official publication of the Technical Services Special Interest Section and the Online Bibliographic Services Special Interest Section of the American Association of Law Libraries. It will carry reports or summaries of the convention meetings and other programs of the OBS-SIS and TS-SIS, act as the vehicle of communication for the SIS committee activities, and carry current awareness and short implementation reports. Prospective authors should contact the Editor for style information.

Statements and opinions of the authors are theirs alone and do not necessarily reflect those of the AALL, the TS-SIS, OBS-SIS, or the TSLL Editorial Board.

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EDITOR'S NOTE

IN THIS ISSUE: The proverbial "they" say that writing is a lost art, lost not only in the sense of disappearing, but also in the sense of lacking worth or relevancy. Maybe instead of being "lost," the written word is a victim of society. In a technology driven age, pictures seem to be worth more than thousands of words. But for all those pictures, there also seem to be lots of words describing how the technology -- hardware, software, vcrs -- works and the best ways to use it. Whatever the case, this issue of TSLL presents three articles devoted to the written word. Brian Striman (and Hugh Moore) reports on an AALL writers' panel and Brian also submitted an article on the new JRGC. Ellen McGrath's Research and Publications column contains a plethora of writing opportunities. Hopefully, all this exposure to the written word will inspire you to imaginatively and creatively put the pictures into words.

As a special supplement to this issue, we've included a section of the TS-SIS Survey Summary. The Summary will be completed in the upcoming issues.

EDITORS: The TSLL Board invites all OBS-TS members to consider applying for the editorships of TSLL. Please contact the editor for further information.
(ppost@capital.edu), Carol Avery Nicholson (carol_nicholson@unc.edu) and Mary Chapman (chapmann@accluster.nyu.edu). Please contact them to volunteer to serve the Section and to offer your suggestions and comments.

I recently received a copy of the credentials survey being conducted by the Subcommittee on Credentials of the AALL Professional Development Committee. The survey’s purpose is to make certain that our professional training and service meet the highest standards of our profession. It will provide guidance to AALL in planning educational programs presented at the annual meeting, as well as locally, throughout the year.

Leonette Williams, TS Chair, and I are working together on business and committee meetings scheduled for the Anaheim meeting. It will be more difficult than ever to avoid meeting conflicts; we try to pack in so much in the few days available to us.

I hope you check our web site regularly; it is our major vehicle for communication. Through our site you can contact our officers and committee chairs for assistance with questions or help in solving problems. Our Web Committee has done an excellent job in developing our site.

Ellen McGrath, Member-at-large, is our liaison to our newer members. She provides our brochure and Section souvenirs to new members along with information about our services and projects.

Sally Wambold, Past Chair, has been of enormous service to me. She has absorbed some of my responsibility in dealing with bills from our Baltimore meeting and has also provided reminders of various deadlines I must meet. I am eternally grateful to her.

In closing I want to mention that I am in a unique vantage point. Our Section has never had a professionally retired Chair. I don’t want to increase Jack’s burden by shifting Section matters to his administration just yet. However, I also don’t want to impede the active work of the SIS. My focus is on OBS business in addition to my new responsibilities outside the library.

CHECK OUT THE OBS-SIS HOME PAGE

HTTP://WWW.AALLNET.ORG/SIS/OBSIS/INDEX.HTM

TECHNICAL SERVICES SPECIAL INTEREST SECTION
•SERIALS •CATALOGING
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MESSAGE FROM THE CHAIR

LEONETTE WILLIAMS
University of Southern California
lwilliams@law.usc.edu

As I promised in my last column, I will continue to respond to the concerns of the Technical Services SIS as outlined in our
1996/97 membership survey. In this column I will address the following five issues: 1) informing membership of approved programs as soon as they are known; 2) recruiting individuals to fill committee positions; 3) strengthening the new members' outreach program; 4) expanding committees so that subcommittees deal with specific areas; and 5) keeping communications open. I would also like to draw your attention to one part of the 1997/98 membership survey concerning TS-SIS programs and attendance at the AALL annual meetings.

This issue of TSLL contains an article by Regina Wallen, the TS-SIS Education Chair, in which she identifies the TS-SIS programs which were approved by the AALL Annual Meeting Program Selection Committee (AMPSC) for Anaheim. In addition to announcing the programs, Reggie describes the process by which our SIS proposed programs. We feel that TSLL is the fastest means for informing the membership of approved programs. Although the printed version of the newsletter will not be received by members until the end of November, the electronic version of TSLL was available by mid-October. October is nine months before the annual meeting; in this regard I feel that we informed you of the approved programs in an expedient manner.

At both the annual TS-SIS business meeting in Baltimore and in my previous column I asked for volunteers for the ad hoc committee to study the provision of educational programs for technical services law librarians (in addition to those programs presented at the AALL annual meeting). The fact that AMPSC only selected three of the TS-SIS programs, one workshop, and the LC Update for the Anaheim meeting is a good indication that there is a definite need for our SIS to take action for ourselves and determine how we can meet the educational needs of our membership beyond the AALL annual meeting. Yet, even though the request for programs outside the annual meeting was listed in the membership survey as an item of concern and the need for the ad hoc committee is more apparent now in light of the program selection process for the Anaheim meeting, only one person has contacted me about working on the ad hoc committee. This lack of response is not only disappointing, but also requires me to recruit members individually for the ad hoc committee. I will review the membership survey for potential committee members; hopefully, if you receive a telephone call or an e-mail message from me you will respond positively to my request to work on this committee. This committee must start its work now so that it can complete its recommendations before our current Vice-Chair, Joe Thomas, completes his year as chair of TS-SIS.

In addition to individual recruitment for the ad hoc committee, I am also seeking members who are interested in volunteering for the following activities: 1) TS-SIS liaison to TSLL, 2) Nominations Chair, 3) chairing or working on a committee to host our SIS table in the exhibit area, 4) representing TS-SIS at CONELL, and 5) creating a new member program. This last item, taken directly from the membership survey, is one that I fully support. Outside of CONELL, we do not have a formal means of welcoming new members into our SIS. I think a little too often new technical services law librarians attend their first TS-SIS Business Meeting and feel clueless and somewhat isolated. Those of you who have served as volunteers on the AALL Mentoring and Retention Committee know how rewarding it can be. We need to take those same mentoring skills and apply them with our new members. This is one committee where individuals just starting out as technical services law librarians may find a natural niche to lead.

*Newsletter of the Technical Services Special Interest Section and On-Line Bibliographic Services Special Interest Section of the American Association of Law Libraries*
I’m perplexed about the request in the membership survey to expand committees to allow subcommittees to deal with specific areas. I thought we were doing this. An example is a subcommittee of the Cataloging and Classification Committee, which was created spontaneously at the last meeting in Baltimore. I’m interested in hearing a fuller explanation from those of you who submitted this request. From my experience in the various TS-SIS committees, there was never any difficulty in forming subcommittees as they were needed. Most often, subcommittees form within the committee structure as a means to address specific tasks which would not be practical for the entire committee to work on as a whole.

The final issue from the membership survey is the request to keep communications open. I don’t think anyone would disagree; the challenge is to meet the group’s definition of “open.” I believe that my approach and the approach of the current TS-SIS Executive Board is no different from previous chairs and boards in recent years. We communicate with the membership via various means: TSLL, electronically on listservs and e-mail, telephone, and the annual business meeting. In addition, I welcome hearing from you on matters pertaining to the TS-SIS. Please do not hesitate to contact me with issues regarding technical services law librarianship and our SIS. Because the request for open communications was mentioned in the membership, I am assuming that we need to do better. I will make every attempt to improve my communication with the membership and will encourage the same commitment from members of the Executive Board and committee chairs.

In conclusion, I’d like to draw your attention to three questions pertaining to the AALL Annual Meeting asked in the recently mailed 1997/98 Membership Survey. The first three questions in part II of the survey ask you to comment on your attendance at the annual meeting. Specifically, we are trying to determine if the number of programs dealing with technical services issues influences your decision to attend the annual meeting. If the responses to these questions indicate a direct correlation between attendance by TS-SIS members at the annual meeting and technical services programs, we will have the data to support an argument calling for a greater number of programs at the annual meeting. If the survey results show this correlation to be true, we will use it in our discussions with the 1999 Washington, D.C. annual meeting program selection committee to lobby for more program coverage. If you have not already submitted your survey, please do so immediately – we need all members of our SIS to respond. Our Vice-Chair/Chair Elect, Joe Thomas, did an excellent job with this year’s survey. He anxiously awaits your response.

ACQUISITIONS

JOANN HOUNSHELL
Northwestern University Law Library
jhounshell@nwu.edu

MARLA SCHWARTZ
American University Law Library
mschwar@american.edu

As the new editors of the Acquisitions column, we would like to thank Jean Eisenhauer for being such a hard act to follow.

In her last TSLL column (v. 22, no. 4, June 1997), Jean alerted us to Amazon.com <http://www.amazon.com> as a verification tool potentially more useful than Books in Print. This was one of the hot topics at the Acquisitions Roundtable during the Baltimore Convention. In this column, Rachel
Pergament, Collection Development - Acquisitions Librarian, the University of Southern California Law Library, further expands this topic and discusses her use of Amazon for both searching and ordering.

We thank Rachel for her contribution and encourage any of you to contact either one of us if you would like to contribute an article for the column.

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AMAZON.COM: Verification and Ordering Tool

RACHEL PERGAMENT
University of Southern California
rpergame@law.usc.edu

How often are you confronted with the following scenario?

To rpergame@law.usc.edu
From Yourfavoritefaculty@law.usc.edu
Subject Book I want now

Recently, I saw this book review on (pick your topic) I'm not sure of the title of the book or the author's name. I really think that the library needs to buy a copy of this now. Before you send it to the shelf, could you send it to me?

Signed Anxiously awaiting some good news

As the Acquisitions Librarian at the University of Southern California Law Library, I shudder when these requests show up in my e-mail. Because I have worked with attorneys in various settings for the past ten years, I always think silently to myself, "Hey, you know better than that! Who's the author? What is the date you think this was published? A clue to where you saw this, please!" After I finish my silent tirade, I begin my search. Past experience has taught me that specific forms of Internet searching utilizing publisher websites are not possible with this type of request. Because of the broad nature of this request, the first place I begin to search for clues about recently published monographs is Amazon.com <http://www.amazon.com> Amazon.com is great because it is easy to use and I can search by title, author, or ISBN. Boolean searching is also available. Amazon.com provides the name of the book, author, ISBN, date of publication, price, and availability. Sometimes there are short reviews from the New York Times Book Review, Publisher's Weekly or individuals who have read the book and want to express their opinion about it. Often there are related topics to search which help to expand on subjects I might not have considered. I am often able to generate a list of titles which match the topic for which I am searching and which I can show to the faculty member who originated the request. The faculty member may be able to recognize the title of the book or provide me with additional information from this list.

Another reason I have come to depend on Amazon.com has been the changes that have taken place in the Accounts Payable (A/P) department at the University of Southern California. In 1996, the A/P department searched for a way to cut down on the amount of paper and work that was generated from all invoices submitted by all the departments on the U.S.C. campus. The solution that the A/P department adopted was to issue, on a trial basis, university procurement cards to certain selected departments. A procurement card is a credit card issued to a faculty or staff member at U.S.C. which the cardholder may use to purchase items. The university is solely responsible for the payment of the monthly statement. The card is used in place of purchase orders and invoices. The A/P department has placed certain restrictions on what may be purchased with the cards; for instance, I cannot use the procurement card issued in my name to pay for restaurant
meals, airline tickets, or, surprisingly, government documents.

In 1997, the A/P department discovered that the procurement cards substantially reduced the amount of paperwork that was previously generated by purchase orders and invoices. As a result, the department began to encourage many university departments, including the Law Library, to use the procurement card for library purchases whenever possible.

Because the A/P department did not place a limit on the number of procurement cards issued to the librarians in our library, we were able to request three separate cards and designate those cards to three separate accounting funds: monographs, continuations, and computing. The card that is issued in my name is tied to the fund that is maintained only for purchase of monographs. By assigning a specific fund to a specific procurement card, we are able to identify and organize the invoices and payments easily.

Since the only way to purchase books through Amazon.com is to utilize a credit card, U.S.C.’s policy of encouraging the use of the procurement card meshed very well with my increasing reliance on Amazon.com. Amazon.com allows the book buyer to set up an account which specifies shipment address, payment method, and type of delivery needed (standard or rush). After an order is placed, Amazon.com acknowledges the order by sending an e-mail confirming the book order, requested delivery method, and price. Because the A/P department never established guidelines on how to manage the paperwork associated with purchases made using the procurement card, the Law Library has adopted many of the methods and procedures used for managing invoices and purchase orders to the paper work generated by credit card purchases. Through trial and error, we devised a system of collecting and organizing Amazon.com invoices as well as copies of e-mail confirmation of orders. We have adjusted to the fact that the bank which issues the procurement card sends only one statement to U.S.C.’s A/P department. This has forced us to rely on the monthly statements prepared by the A/P department as a way to ensure that the books we have ordered are in fact the books the university is paying for.

Another reason that we have come to depend on Amazon.com is the discounts that Amazon.com offers on books. Amazon.com discounts many books by as much as 30 percent off the retail price. Another area where we save money is on sales tax. Amazon.com is located in Washington state; because we are located in California, we pay no state sales tax on the books we purchase.

Amazon.com is a helpful way to obtain information on authors, titles, ISBN, prices and availability quickly and easily. Amazon.com also offers great service. For example, if a book is ordered but the price is not available, Amazon.com will hold the order until the price is available and e-mail with price information and a request to confirm the order. This allows me to cancel the order if the book is too expensive or no longer needed.

I feel that Amazon.com is not only one of the best Internet resources available, but also is just a great bibliographic resource.

To Myfavoriteteaculty@law usc edu
From rpergame@law usc edu
Subject: Book request

Dear Professor Anxious

The following book titles were found on Amazon.com and match the topic that you requested I search. Let me know if one of these titles is the book you are looking for and I will order...
a copy for the library and route it to your office.

Rachel*

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*Disclaimer: Although I admit that I am an enthusiastic Amazon.com user, no money, favors, or books were exchanged for writing this article.

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DESCRIPTION AND ENTRY

MELODY LEMBKE
Los Angeles County Law Library
melody@lalaw.lib.ca.us

Haven't publishers just made catalog maintenance a joy! I recently noticed one record for a loose-leaf publication, now issued by a publisher to be left unnamed, that had changed publisher statements three times in the last year. Until 1997, "Imprint varies" was not a note that I'd ever considered using on a loose-leaf publication.

The Bender binder replacement project is coming to a close, but have you finished all your bibliographic maintenance associated with that publisher's decision? I lost track of how many new binders came with new edition statements, but of course, they weren't always complete new editions. Notes had to be added such as "Updated to 3rd ed., 1997." But perhaps my favorite change had to do with what was no longer there: series statements. Several Bender titles that were originally issued in a numbered series "lost" the series on the new binders and title pages. What does one do about the missing series? At LACLL we had originally thought we'd use the technique that appears on Practising Law Institute series when the serial program handbooks jump series:

490 1 1983-1996: Title of series
490 1 1997-: Title of series
830 0 Title of series.
830 0 Title of series.

How would the Library of Congress deal with this problem? Judy Kuhagen of LC's Cataloging Policy and Support Office replied via email:

We considered using the same approach used in serial cataloging, i.e., 490 with the coverage span, etc., but that technique didn't "seem right" for looseleafs. We decided on the following actions:

In a 500 note give information about the series title and the time period. Trace the series in an 8XX field.

A couple of the forms for the 500 note that she suggested included:

500 Series on t.p. from 1988-1994:
Title of series.

At LACLL we used one of the suggested notes on Franchising by Gladys Glickman, LC 76010835.

1997: Business organizations ; v. 15, 15A-15C.
830 _0 Business organizations ;$v v. 15, 15A-15C.

You can now take a look at other loose-leaf records like the above example on the Los
Angeles County Law Library Web opac at <http://lalaw.lib.ca.us> A keyword search of "series on t.p." will get you quite a few other examples to consider.

Here's a wish for the new year: a lot of new cataloging records in our databases and a lot less maintenance caused by publisher consolidations and "improvements."

PRESERVATION

CHRISTOPHER ANGLIM
South Texas College
anglim@stcl.edu

PERMANENT PAPER IN LAW COLLECTIONS

Part II will be published in the next issue of TSLP

PART ONE: AN OVERVIEW

You open a late nineteenth century copy of a statutory volume, case reporter, or volume of the Century Digest and discover, despite a durable binding which seems sturdy enough to last forever, yellow, brittle pages which fall apart in your hands. Pages begin to tear loose from the binding and disintegrate into dust. Thus, not only is the book itself "unavailable," but the information which the patron needs is "unavailable."

Undoubtedly, permanence of paper has long been recognized as crucial to library users who are concerned about access to vital legal information published in older materials.

I. THE CRUMBLING COLLECTION

Acidic paper, in use since the 1850s, has resulted in about 20 percent of the world's stored literature now being in a state of such dilapidation that it cannot be accessed. Leading surveys of library collections generally indicate that approximately three quarters of the books have acidic paper and two percent of the pages are very brittle. Indeed, crumbling paper is the main preservation problem in libraries today.

Paper deteriorates from frequent use, becomes brittle and brown with age, and is affected by the chemical content of printing inks and writing materials. The primary cause of embrittlement is the acid hydrolysis of the main chain of the cellulose molecule. Many papers produced in the last century were made with an alum rosin, which is acidic. Over the years the residual acid acts on the cellulose and degrades it. Lignin, a naturally binding agent in wood, also causes paper discoloration, if there is sufficient exposure to light.

Efforts by preservationists to preserve materials against this type of degradation include the use of permanent paper. Alkaline paper lasts ten times longer than the customary acidic paper, which crumbles after about 40 years. Permanent paper is an improved form of acid-free paper and has a life expectancy of at least 500 years or more. Paper becomes permanent when it is made alkaline and an alkaline size is used with a so-called "alkaline reserve," generally in the form of a calcium carbonate. This protects the cellulose from acid hydrolysis and even from acidic pollutant gasses. Using permanent paper, like chemical strategies such as mass deacidification and polymer grafting techniques, is one of the techniques which delay the degradation process.

Preservationists believe that all books and documents and archives should be printed on permanent paper. This would be a major step.
in ensuring the future preservation of these materials.

Permanence of paper is evaluated as follows: by the folding endurance and by the pH measurements by a cold extraction. Categorization of the durability of the paper is done according to the classification of William James Barrow (1904-1967). For multivariate analysis of the measured features of a tested sample over time, divide into time periods such as decades, use the method of cluster analysis, and apply the single linkage method, according to the Lance-Williams formula.

Non-acidic paper has been available since the 1950s. However, because most paper is produced for wrappers and newsprint and other non-book items, paper manufacturers have had little market pressure to switch to non-acidic or alkaline paper. Thus, only a small percentage of books are printed on durable, permanent paper.

The urgency of the brittle book problem galvanized many constituencies, from paper producers and publishers to public consumers, to take action. At least by the late 1980s, publishers began the trend toward switching to alkaline paper. Permanent paper had become cheaper to make and proved to be kind to paper-making machinery. The United States market demanded more permanent paper. Increasingly, more and more books appeared with the term, “acid-free” on the copyright page.

II. EFFORTS TO ADOPT EFFECTIVE PRESERVATION STANDARDS

The Oxford Dictionary defines a standard as “a thing or quality or specification by which something may be tested or measured.” The use of standards ensures that procedures and products will meet certain requirements, and that these procedures and products will remain consistent.

Preservationists argued that permanent paper was an area where standards were most needed. Standards and their application were essential to maintain a professional approach to preservation. Preservationists also argued that standards on the use of stable alkaline paper should be promoted. There have been several efforts throughout the world to design standards for permanent paper for documents.

In 1984, The American National Standards Institute (ANSI) Standard for Permanent Paper was established. This standard states that the chemical and physical properties of paper must adhere to certain criteria for permanence of uncoated paper. The paper meeting the requirements for pH, alkaline reserve, and freedom from groundwood described in this standard should last at least several hundred years without significant deterioration under normal library use and storage conditions. The sign of compliance with the standard was the infinity symbol.

A version of ANSI Z39.48 199x, which was circulated for balloting and comments from December 10, 1990 through March 11, 1991, received two negative votes and a number of critical comments. The National Information Standards Organization (NISO) Standards Committee II (SCI2) revised and carefully considered all comments and commissioned and reviewed the results of additional testing on the effects of lignin in alkaline paper. Based on these deliberations, the Committee amended the proposed standard. The standard, as revised, established criteria for coated and uncoated paper that will last several hundred years without significant deterioration under normal use and storage conditions in libraries and archives. This standard identified the specific properties of such paper and specified the tests required to demonstrate these properties.
ANSI/NISO Z39.48-1992 is the current American National Standard for permanence of paper for Publications and Documents in Libraries and Archives. This standard applies to coated and uncoated paper used in the production of publications and documents acquired and retained by libraries and archives. Examples include:

- Important works of fiction and nonfiction.
- Scholarly periodicals, monographs, and reprint editions.
- Collected editions.
- Encyclopedias, dictionaries, bibliographies, directories, indexes, abstracts, and other reference works.
- Government documents.
- Titles not appropriate for transfer to other formats.
- Original documents, records, and forms, including computer output and photocopy replacements.
- Printed musical scores.
- Original art and art reproductions.

Since 1987, the International Organization for Standards (ISO) has worked to set standards for the preservation methods and file management. The first result is an international standard for permanent paper. The key international standard is ISO 9706 Information and Documentation - Paper for Documents - Requirements for Permanence.

III. THE PUBLISHERS

Preservationists argue that the ultimate solution to the brittle book/page problem is to convince book publishers to use alkaline paper. Several sectors of the paper market, however, discourage wider use or availability of acid-free paper. One reason is cost. Alkalinity is just one factor that goes into the pricing of paper. In addition, mills have little incentive to change because book paper accounts for only about 5 percent of the annual total 20.5 million-ton paper for the printing market.

On the other hand, plants making alkaline paper produce less pollution than their acid counterparts. And in some cases, alkaline paper is competitive in price with acid stock. An additional question is what incentive publishers would have to use acid-free paper when the Library of Congress plans to deacidify new books anyway.

On the federal level, the Government Printing Office (GPO), National Archives, and the Library of Congress had attacked the problem of brittle books through a plan developed by the GPO to increase the use of alkaline and permanent papers by the Federal Government.

Other governments, including many states, answered the brittle book problem by passing statutes to require the use of permanent paper for official documents.

RESEARCH AND PUBLICATIONS

*ELLEN MCGRATH
University of New York at Buffalo
emcgrath@acsu.buffalo.edu

BRIAN STRIMAN
University of Nebraska-Lincoln
brians@unllib.unl.edu

*Ellen McGrath writes:

Brian Striman mentioned the "So You Wanna Be a Writer .. " session presented at AALL in Baltimore in July. I now have a copy of the program tape which I am willing to lend, so please contact me if you are interested.

As I write this in late October, I have recently returned from my chapter annual conference (ALLUNY). In more than one session, the
mantra was repeated that one should contact our chapter newsletter editor if s/he is willing to write for the newsletter and that any type of submission is welcome. So don't forget about your chapter newsletters, where I am willing to bet, the same holds true.

I was disappointed when I returned from Baltimore to discover that the LAW-TECH listserv had died. The listowner, Michael Cassidy, explained to me that this occurred for various technical reasons. I really liked the idea that I could reach other law technical services librarians on a listserv, and I did try to use it frequently to gather feedback on particular legal cataloging and/or processing questions I encountered in my daily work. I am not sure others felt the same way that I did and LAW-TECH was not utilized enough, in my opinion. But there had actually been discussions in Baltimore about using LAW-TECH more, so perhaps the need does exist. Anyway, this could be viewed as a "publishing" opportunity, if someone is willing to get another listserv off the ground. Just a thought ...

Moving right along, I have a lot of colleague publications and publishing opportunities to highlight in this column, so I will get right to it.

Recent publishing accomplishments of our technical services colleagues include, in a non-law forum, Alva Stone's article "Up-Ending Cutter's Pyramid: The Case for Making Subject References to Broader Terms," published in Cataloging & Classification Quarterly v. 23, no. 2 (1996): pp. 5-16.

I am very happy to say that I didn't have to go far to encounter lots of others in our own Law Library Journal and AALL Spectrum:

- LLJ v. 89, no. 2 (Spring 1997), the article "A Day in My Law Library Life, Circa 1997" includes the essays of at least seven (by my count) technical services law librarians: Ladd Brown, Anna Belle Leiserson, Carol Avery Nicholson, Janice Shull, Alva Stone, Brian Striman, and Leonette Williams.

Vol. 2, no. 2 (October 1997) of AALL Spectrum was full of goodies:

- "We Don't Need It, We Can't Afford It, Shut Up, Go Away" by William Benemann, p. 14.

On p. 25, Peter Beck, Editor of the Spectrum details "General Information for Contributors." Peter encourages us to take the plunge and write, then submit a piece to him. He gives tips on how to approach it best for this particular publication and he advises potential writers to communicate with him early on in the process.

I must say I was thrilled to pick up this issue and see so many pieces submitted by technical services colleagues! And they represent a range of approaches: a report of a tour/meeting, a description of daily cataloging work concerns with a plea for help in a cooperative project, and a report from an AALL rep. These illustrate quite nicely that we don't have to go way out of our way to think of something to write about. All we need to do is step back a bit, look at what we are already doing, and get it down on paper.
There are plenty of opportunities to publish out there. I know this because I have forwarded the ones I see on listservs to the distribution list (not a listserv) that I use to pass these along to those who have attended the past few OBS/TS Research Roundtable meetings at AALL. I think just since July, I must have sent along about 20-30 announcements. They are a real mix of calls for papers to be presented, for book/media reviews, and for reports of meetings attended, as well as solicitations for applicants for research awards. If anyone is following up on these and has a chance to drop me a line saying as much, I would love to know about it.

Here are just a few for which there either is no deadline, or if there is one, it should not have expired by the time you read this:

- An upcoming double issue of *Journal of Library Administration* will address the topic of the "blurring" of lines between public and technical services and, most importantly, the managerial issues that managers (middle and upper) are facing now and will be facing in the future as lines slowly, or in some libraries rapidly, disappear. **Contact**: Dr. Christine E. Thompson, 205-348-1488,cthompso@gorgas.lib.ua.edu
- Fred Shapiro posted a call to LAW-LIB on October 17, 1997 on behalf of Greenwood Press. Greenwood is seeking an author to compile a book-length bibliography of biographical material in legal periodicals. **Contact**: fred shapiro@yale.edu
- Hein is looking for writers to submit a pathfinder to be considered for inclusion in their Legal Research Guide Series. **Contact**: Brian A. Jablonski; 800-828-7571; wsheinco@class.org
- The Comparative Labor Law & Policy Journal is interested in publishing thorough bibliographies of publications in English on selected topics in comparative labor law, comparative employment law (e.g. job training, privacy, discrimination) and social security (e.g. pensions, benefits) as a regular feature. **Contact the journal**: University of Illinois College of Law, 116 Law Building, 504 E. Pennsylvania Ave., Champaign, IL 61820, Attn: Linda Payne.
- And that reminds me, I received a memo from the book review editor of our law review (*Buffalo Law Review*) seeking submissions; some book titles awaiting review were even listed. I think it is safe to say that other law reviews that feature book reviews would also be happy to hear from you, so keep that avenue in mind.
- One of our own, Rob Richards, is the Editor of the "Biz of Acq" column in *Against the Grain* and he would like contributors to his column. Rob even has a list of potential ideas already collected! **Contact**: Rob; 303-492-7535; richard@stripe.colorado.edu
- A special topic issue of the *Journal of the American Society for Information Science* on "Integrating Multiple Overlapping Metadata Standards" is in the works. **Deadline**: April 30, 1998. **Contact**: Zorana Ercegovac, 310-206-9361, zercegov@ucla.edu
- The Library Administration and Management Association (LAMA) Occasional Paper Series includes papers on topics related to the managerial aspects of librarianship such as facility planning and management, personnel, public relations, fiscal planning and management, middle management and statistics in all types of libraries. **Contact**: series editor, Judy Adams; 716-645-2816, adamsj@acsu.buffalo.edu
- "The Digital Libraries '98 — The Third ACM Conference on Digital Libraries" will be held in Pittsburgh in June 1998. A lengthy call for papers, panels, short papers, demos, posters, tutorials, and workshops was posted to the LITA-L listserv on August 25, 1997. **Contact**: me if you would like a copy or...
Program Chair, Ian Witten, ihw@rimu.cs.waikato.ac.nz
◆ There was an ad in the May 1997 issue of The Journal of Academic Librarianship for a new journal coming in 1998, The Internet and Higher Education. It will be published by JAI Press. The editors are Michael H. Harris, Stan A. Hannah, and Pamela C. Harris. The only specific contact information given was for the editorial offices:

hidakota@njcenter.com

Be sure to read Brian Striman's column on the Joint Research Grant on page 25 of this issue and consider applying for it! The funding of this grant by the OBS-SIS and TS-SIS definitely shows that research and publishing is a major concern of those SISs, as it is of AALL. I know there never seems to be enough time, but I would like to issue a challenge to each of you reading this column if you have never published or you have not done so recently. At least submit a brief article to your chapter newsletter in the next six months. Or better yet, follow up with one of the items I have listed above, perhaps a slightly more ambitious undertaking. As the saying goes, just do it!

SERIALS

MARGARET MCDONALD
University of San Diego
maggie@acsd.edu

CHRISTINA TARR
University of California, Berkeley
tarrc@boalt.berkeley.edu

The following serial title changes were recently identified by the University of San Diego Legal Research Center serials staff and the University of California, Berkeley Law Library cataloging staff:

BNA's employee relations weekly
Vol. 1, no. 1 (Sept. 5, 1983)-v. 15, no. 35
(Sept. 15, 1997)
Changed to: Human resources report
Vol. 15, no. 36 (Sept. 22, 1997)-

Dicta (San Diego County Bar Association)
v. 44, no. 7 (July 1997)
Changed to: San Diego lawyer
Vol. 1, no. 1 (Sept. 1997)-

Directory of legal employers (1985)
Changed to: National directory of legal employers
1996-1997-

Financial transactions concerning streets and roads of cities and counties of California:
annual report
1994-95
Changed to: Streets and roads annual report
Fiscal year 1995-96-

Financial transactions concerning transit operators and non-transit claimants under the Transportation Development Act: annual report
1994-95
Changed to: Transit operators and non-transit claimants annual report
Fiscal year 1995-96-

The following serial cessations were identified by the University of San Diego Legal Research Center serials staff and the University of California, Berkeley Law Library acquisitions staff:

Irish human rights yearbook
Ceased with: 1995

Journal of products and toxics liability
Ceased with: v. 17, no. 4 (1995)

Probate law journal
Ceased with: v. 14, no. 1 (1997)

Reconstruction (Cambridge, Mass.)
Ceased with: v. 2, no. 3 (1994)
State court journal
Ceased with: v. 20, no. 2 (1996)

SUBJECT HEADINGS

ALVA T. STONE
Florida State University
atstone@law.fsu.edu

Many thanks to Paul G. Weiss of the Library of Congress for responding to several questions which were recently sent to him regarding LCSH authorities and practices. A record of these "Q-and-A's" is printed below.

Question: Would it be possible to add a scope note to the authority record for ELECTRONIC INFORMATION RESOURCES? I am confused about the term's relationship to COMPUTER NETWORK RESOURCES and to DATABASES and to INFORMATION STORAGE AND RETRIEVAL SYSTEMS. Of course, this is a fast changing area of terminology, but I'm concerned that we may be limiting access to desired information if we do not explain the differences among these subjects.

LC Response: ELECTRONIC INFORMATION RESOURCES is the broader heading that encompasses all three of the more specific types, as indicated by the BT references. (We have just added it as a BT to INFORMATION STORAGE AND RETRIEVAL SYSTEMS. It was already present as a BT for COMPUTER NETWORK RESOURCES and for DATABASES.)

Question: When we are dealing instead with a specific topic, those form statements are assigned as subdivisions; for example, LAW--COMPUTER NETWORK RESOURCES, or LAW--DATABASES. However, in some other cases the form is presented as the main heading followed by a subdivision for the specific discipline, as in INFORMATION STORAGE AND RETRIEVAL SYSTEMS--LAW, or, REFERENCE BOOKS--LAW. Why is the topic given as the lead term in some cases, but as a subdivision in other cases?

LC Response: Those [latter example] are "old style" headings of the type that we never establish anymore. If we were establishing them as new headings, the topic would come first. We hope someday to get rid of all these "backward" headings, if time and resources permit.

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LC Response: Those [latter example] are "old style" headings of the type that we never establish anymore. If we were establishing them as new headings, the topic would come first. We hope someday to get rid of all these "backward" headings, if time and resources permit.

Question: Will ELECTRONIC INFORMATION RESOURCES be established as a free-floating subdivision under subjects, as was done for COMPUTER NETWORK RESOURCES and for DATABASES?

LC Response: As of now, we haven't cataloged any works that would require establishing it as a subdivision. There is no reason why we couldn't if we ever need to.

Question: For the book, Criminal procedure: arrest and investigation / Arnold H. Loewy (c1996), LC has assigned a 650 line: POLICE-UNITED STATES-CASES. Since SCM:SH 1154.5 tells us that the subdivision -CASES can only be used under law-related headings, shouldn't the subject heading be POLICE-LEGAL STATUS, LAWS, ETC.-UNITED STATES-CASES?

LC Response: We've always treated the police as part of the legal system, like judges, lawyers, etc., and therefore we don't use -LEGAL STATUS, LAWS, ETC. after this heading.

Question: For the following "inherently legal" subject headings, can you add 450-tagged references: PUBLIC CONTRACTS-LAW AND LEGISLATION, use: PUBLIC CONTRACTS; and, SALES-LAW AND
LEGISLATION, use: SALES? (On the other hand, has the word "sales" evolved in the common usage to mean something broader or different than simply the legal definition? If yes, then maybe LC would consider establishing SALES—LAW AND LEGISLATION as a heading in its own right.)

LC Response: I will add the 450s to PUBLIC CONTRACTS and SALES, and will also clarify the language in the scope note under SALES.

Suggestion: Another see-reference which would be useful: MARINE RESOURCES AND STATE.

LC Response: We will change the heading MARINE RESOURCES AND STATE to MARINE RESOURCES—GOVERNMENT POLICY.

In late 1997, each OCLC member institution should receive its complementary copy of the OCLC Communications & Access Planning Guide, 1997 edition. The new edition describes all the user interface options, including OCLC TCP/IP dedicated and dial access. It will also be made available on the Web, at:
＜http://www.oclc.org/oclc/man/6857ca/frames_man.htm＞
for dedicated TCP/IP users:
＜http://www.dedip.oclc.org/oclc/man/6857ca/frames_man.htm＞

PRODUCT SERVICES ON THE WEB

OCLC’s Product Services Menu (PSM) is now available in a Web version, via any TCP/IP access method. It uses a point and click interface, rather than menu commands. The Web version includes: Records and reports, Macros, Scripts, Questions and Support, Software Updates, and Welcome. “Records and reports” provides access to all the reports available on the MENU, and some reports that are not, such as the OCLC ILL Management Statistics Reports. However, to upload records to OCLC, you must still use the MENU interface, as you can’t upload records via the Web. To access “Records and reports,” any current OCLC authorization number will work (in nearly all cases). The Web version may be found at: ＜http://psw.oclc.org/psw＞

More information may be found in Technical Bulletin 225, at:

The “Macros” section includes information on uploading and downloading macros; A hot-linked list of macros (both OCLC and user-supplied) is offered at:
＜http://www.oclc.org/oclc/passport/download.htm＞ I can definitely recommend the “authwfm.mk," a macro which creates a skeletal authority record from headings appearing on bibliographic records. It eliminates much of the routine keying, and even is savvy enough to add some standard cross references, such as an x-ref from the
last element of a compound surname. Primarily intended for NACO libraries to assist in the creation of new name and series authority records in the LC/NACO authority file, it can also be used to expedite the creation of local authority records, via cutting and pasting from OCLC into a local catalog. (Although I don’t think this will work too well from OCLC into a text-based INNOPAC catalog).

Having trouble with creating macros, or not sure where to begin? Check out the FAQs section of the Product Services Web, under “How do I create and assign a PRISM shortcut (function) key?” <http://www.oclc.org/oclc/passport/faq/faq_fkeys.htm> (last section). The instructions are perhaps a little too abbreviated, but not hard to figure out. I got stuck on doing a few macros containing “xpo” commands. The problem is explained (with a solution!) in the last FAQ of the Exporting section. (Somehow, much to my surprise, I had managed to get the macros to work on my own, but OCLC’s solution is a lot easier).

CATALOGING

Core-level records: According to current OCLC guidelines, core-level records can only be created if all headings can be verified in the authority file, regardless of who created the record. The guidelines have recently been revised to state that only records created by Program for Cooperative Cataloging (PCC) BIBCO participants must be so verified. The online version of Bibliographic Formats has been updated to reflect the changes; revision pages will be distributed for the print version of the manual. Non-PCC core-level records can be identified by Encoding Level “K,” Source “d,” and “core” in field 039. PCC core-level records can be identified by Encoding Level “blank,” Source “c,” “core” in field 039, and “pcc” in field 042. Frankly, I’m hard put to understand the value of a “Core record,” with unverified headings. It might be better than a plain ‘ole vanilla “K” level record, but how much? (Maybe they should be renamed “Bore-level records” instead).

Review of the OCLC Cataloging Label Program: I had a chance to check out the Label Program, shortly before submitting this article. As my initial observation I would suggest reading through the fairly intelligible instructions provided at the Web site <http://www.oclc.org/oclc/man/101741bl/readme.htm> (easy also to access from the OCLC Home page). You can either download the files to four diskettes (hitting “shift click” on 16 file names!), or, more expeditiously, to your hard drive. Then you need to install the files (usually to the Group “OCLC Applications”). The “Tour guide” offers the same information as the Web site. It’s “not step-by-step instructions for using the Label Program”; it’s “Not a tutorial, but follows the outline of a typical workflow for producing labels using the label program”; its purpose is to “Provide a brief overview of important functions” (Installation instructions). Too bad, a step-by-step guide would be quite helpful for at least one user. However, the Tour guide does give you some basic idea of what’s offered in the software program. What isn’t explained particularly well is how to import the labels from Passport for Windows to the label program, and what to do once the labels have been imported.

The following tips might be helpful:

◆ When you have performed the label display of your choice for a bibliographic record on OCLC, instead of printing the label right away, use the “SaveBlock Macro.” If you haven’t used it before, you may need to assign a function key. (If you are unsure of how to do this in PpW, refer to instructions 6-13 in the above-mentioned “How do I create and assign a PRISM shortcut (function) key.” The macro appears on the macro list as “PRSMUTIL!SaveBlock”). But make sure you
have the updated version of the macro, which appears in version 1.10a of PpfW. If you have an earlier version, you'll need to download the file “Save mbk” from the Product Services Menu or Product Services on the Web (The earlier version of the macro supposedly inserts an extra blank line between labels).

Once you have used the SaveBlock macro to save all the labels you need, open the OCLC Cataloging Label Program. Choose File, and then Import. You'll get a menu “Import file.” On top, to the right of “Look in.”, there is a box which should display “Oclcapapps” (or whatever you named your group) Under this box there will be several choices, one of which should be “Labels svvs.” Double click on Labels svvs (Definitely not on “Screevs.svvs”), or click on “open” at the bottom, if the file name reads “labels.”

The “import file format” box should appear with your choice of label display (SL4, etc.) selected If not, select the desired format, and click on “OK.” You should get a message “Import successful,” “x” labels imported, and another message “Delete C:\oclcappps\labels svvs?” Normally, answer “yes.”

After importing the labels, you are somewhat unhelpfully back at a blank screen in the labels program. To display what labels are in the file, select File, then Search. At this point, you can search by author, title, or call number for a specific label, or limit by labels edited/not edited, printed/not printed/Marked for print. Or you can use List all, to display the entire list of labels you have imported, sorted by date/time (the default), spine (call no.), author, or title. Then you can edit any of the labels individually, print them right away, or mark them to batch print at a time of your convenience. The label editing is fairly sophisticated. You can make multiple copies, use any captions you want, and even instruct it to print labels for v.1-v.3, and a label for v 4-5, i.e., for two volumes bound together.

However, the software won't tolerate v. 4/5, v. 4/v. 5, etc., as a print constant; in order to create such iconoclastic labels, you'll need to edit the individual spine and pocket label displays, rather than employ the print constant function. (You can also use the “create a new label” function (Edit, then Create Label). By going into Options, and then Print, you can choose among various fonts, select printers, choose boldface, etc. Several of the fonts produced quite high quality labels: the smaller fonts Courier New and ALA BT Courier (the default), when combined with the bold option; the larger fonts, Arial and Times New Roman, when done without the bold option. (We found that the legibility suffered when printing these two fonts in bold). Arial (without bold) produced the most legible and easy to read, unfussy labels, in the opinion of my staff. On our rather venerable KXP1124 Panasonic, it took about one minute to print a label set. (Not so much of a problem if you batch print the labels at your own convenience).

I'm quite pleased with OCLC's new label software. It's definitely a step forward. To further streamline the process, we developed several simple macros, which execute the SL6 command, add the specific library location on the spine label on the line above the call number, perform the SaveBlock macro, and save the bibliographic record.

FIRSTSEARCH DEVELOPMENTS

The Information Access Company (IAC): IAC will be offering three full-text databases via FirstSearch: “Health Reference Center,” designed for the lay person, “Health Reference Center—Academic,” and “Informe!,” a Spanish language reference tool, which provides indexing and full-text access to the most popular and well-read titles among Hispanic library users.

The “ATLA Religion” Database: This comprehensive reference tool, produced by the American Theological Association, should be added to FirstSearch in early 1998. The
The FirstSearch Web interface: The interface has been enhanced. Both the "Basic" and the "Advanced" search screens now allow users to select indexes from drop-down menus. Also, there's a new "Search history" feature, which can be used to combine a new search with sets of results from previous searches. FS WorldCat now displays diacritics, both in brief record lists and the records themselves. These enhancements, and several others, can be seen in the revised FS "Guided tour," and sample databases, available at: http://www.oclc.org/oclc/menu/fs.htm No ID or password is necessary to access the sample databases.

Kluwer Academic Publishers: Kluwer, publisher of more than 300 journals in applied, natural, and social sciences, agreed in late August to participate in FirstSearch's Electronic Collections Online (ECO). This service at first attracted primarily scientific and medical publishers. OCLC, however, has been attempting to woo more publishers in the areas of social science and the humanities. On October 10, 1997, OCLC announced that four publishers in these areas have agreed to contribute their journals to the service, including Jossey-Bass Publishing, Ohio State University Press, Plenum Publishing, and Sage Publications. As of early November, 21 publishers have joined the service, making available online more than 850 journals. Electronic Collections Online is expected to grow in the next couple of years to include several thousand journals, as more publishers become committed to digitize all or the majority of their publications. OCLC's Techpro has pledged to catalog all the titles available through the service.

Internet Protocol (IP) address recognition for both FirstSearch and ECO via the Web is now available. By adding a service keyword to the Reference Services URL, a patron's address and service type will be checked, before automatically logging on the user. To take advantage of this new feature, a participating library must complete an online form and send it to OCLC, which will normally make any necessary changes or add new authorizations within 48 hours of receiving the form. For more information, refer to: <http://www.oclc.org/oclc/forms/ipaddr.htm> or call Tam Dalrymple or Nita Dean at OCLC.

Direct Journal Access. Since September 1997, ECO subscribers can create hypertext links from their Web page or Web OPAC to the journals available through the service. Users are authenticated through IP address recognition or through WebScript. Direct Journal Access is already used by OCLC in two FirstSearch databases, WorldCat and OCLC Union Lists of Periodicals, to link records in these two databases and journals in ECO.

INTERLIBRARY LOAN/UNION LIST DEVELOPMENTS

The second edition of OCLC Interlibrary Loan User Guide (MAN8149) is due out in late 1997, with a revised reference card. New to this edition will be information about Customs Holdings, ILL Fee Management, and ILL Management Statistics. The Guide will be made available on the Web at about the same time.

OCLC ILL direct request has been introduced. Its basic features were described in my September 1997 TSLL column. More information may be found at <http://www.oclc.org/oclc/menu/drill.htm>
N.B The URL noted in the last issue is no longer valid. In November 1997, the Interlibrary Loan Direct Request Planning Guide (MAN2469) will be published. Copies may be requested from your Network Office. G.P.

SO, YOU WANNA BE A HEMINGWAY

(Cont. from p. 1)

Snippet #3 - Mail, e-mail, voice mail, or fax your idea to someone who knows best what to do with it. Don't worry about an editor stealing your idea. All of the panelists stressed over and over again that editors want you to send them ideas. Editors will work closely with you to reach the best audience and to help make your final product look good. Good articles reflect not only on your skill and expertise as an author, but also, and perhaps more importantly to the editors, make their publication look good.

Snippet #4 - To whom do you send your idea for publishing? Well, start with any of these experienced editors, all of whom are in the AALL directory: Peter Beck, Frank Houdek, Donna Tuke Heroy, Michael Saint-Onge, Brian Striman, Ellen McGrath. Or (you're gonna love this!), look at the list in the back of the AALL directory and you'll find AALL SIS Chairs (they know the SIS newsletter editor) and AALL Chapter presidents (they know their chapter's newsletter editor). Look at Dennis Benamati's and Evelina Lemelin's title Publication Opportunities for Law Librarians. An Author's Guide, or scan Research and Publications columns in past TSLL issues for names.

Snippet #5 - So we have the table set for a good research and publication "dinner," but no recipe. Gad! Let's look at some ingredients to help you out with what should be a scrumptious meal. Suggested ingredients include:

- Write about what you know: write about what gets your stew boiling; write something opinionated. Remember, editors are looking for interesting, eye-grabbing, attention-getting materials that will reach the greatest numbers of their readership.
- Be concise: avoid repetition, avoid being superfluous, avoid verbosity, avoid digressions, avoid vagueness.
- Do not repeat. No one wants to read rambling. It's important to say just what needs to be conveyed and not to repeat the same thing you just said.
- Avoid fillers, frills, runs, drivels, airs. Keep to the most important elements in your topic.
- Write about something in which you are interested. Sounds almost stupid to say, but it's true! An author's interest in a topic is the motivation to begin an article or book and continue on with it. If you can't think of a topic, ask yourself what you like most and what you like least about your job, and don't hesitate to ask your colleagues for some help. They'll be glad to help you.

Maybe you need an example for this snippet stuff. Let's say you're an acquisitions librarian and you haven't a clue about what to write. On your desk sit half a dozen CD-ROM license agreements and you hate them. You don't know whether to take them seriously, toss them, or keep them. But, if you keep them, where and how do you keep them, and so on. Well that could be the stuff of a fantastic article, and it's right under your nose! The topic might be "What is the law regarding libraries and CD-ROM license agreements?" or "What are other law libraries doing with them?" You may need to send a survey to other law libraries to do some preliminary research, but it will be a valuable contribution to all those other librarians who are just like you, scratching their collective heads about license agreements.
Snippet #6 - Toss your ego out the door when you put on your writer's cap. Keep your ego in check throughout the entire process, from drafts to finished printed product. Be patient and continue to work with your editor and be sure to keep the dialog open. There simply is no room for posturing about writing style, what constitutes correct grammar, etc. Editors and publishers are in their positions for good reason. You need to trust their judgment and do what needs to be done to get your material published, without needless delays.

Snippet #7 - Consider a co-author. You don't have to tackle your first few writing projects single-handedly. Get a colleague to work on the project with you. "Co-for it!"

Finally, the single-most important facet to becoming an author is to re-read the first snippet above. Yep, that's what the panelists kept saying.

*********

Ellen McGrath has the program tape and will send it to members who request it.
B.S.

WHO ARE WE?

JOE THOMAS
Notre Dame Law School Library
thomas.2@nd.edu

At the time of this writing, I am beginning to get back some of the 714 surveys I mailed to members of the Technical Services SIS. (Since you are reading this after the deadline has passed, you should be feeling either guilty for not sending your survey back or incredibly pleased for contributing your time and knowledge). One of the striking characteristics of the results is the wide variety of titles chosen by us (or for us) to describe our individual jobs. Some titles are straightforward: Cataloger, Acquisitions Librarian. Some titles are traditional: Head of Technical Services, Associate Director. Other titles reflect name trends that seek a fuller explanation of the work involved: Bibliographic Control Librarian; Collection Manager.

I am curious about the connection between what we call ourselves and what we do. And, as most of us in the TS-SIS recognize ourselves as technical services librarians of one kind or another whether we call our departments Technical Services or Bibliographic Resources or the Back Room, I am especially curious about the functions of technical services departments as a whole. The question arises: Have our essential functions changed now that we have automated, connected to the Internet, integrated into the networks of our larger organizations; abandoned our Kardineers, "whit-out," and, Nicholson Baker forgive us, our card catalogs; and lived through some monumental changes in the way our workplaces and tools behave?

A typical library school textbook * tells us that technical services departments are responsible for five activities:
1) Identifying potentially worthwhile items,
2) Selecting the identified items to be added to the collection;
3) Acquiring the selected items;
4) Organizing the acquired items; and
5) Preparing the items for use and storage.

Some of us may not do some of these things, e.g., selection may be done by a bibliographer outside the department, and some of us do more than is implied here, e.g., paying the bills. But I think nearly all of us recognize the activities being delineated, and we appreciate that they generally fall somehow into our part of the library. These are the behind-the-scenes jobs that support the more visible work of the library. These are the activities that are not obvious even to many sophisticated users.
of the library's public spaces and resources. These are the complicated tasks that use up enough space and personnel that visitors into our departments are likely to say, "I had no idea all this was going on back here."

But are we still doing those five old-fashioned-sounding things? I think we are. I believe they described what we did in technical services 40 years ago and what we do today, not because our work hasn't changed, but because we have adapted our traditional duties to work with new forms of information. When electronic versions of text showed up on diskettes or CDs, we did not say, "These aren't books, we can't deal with them." We found the good ones, bought them for our libraries, cataloged them, and made them available to our users. Despite our reputation for overly scrupulous rule-following, technical services librarians have demonstrated as much flexibility dealing with digitized information as our colleagues in reference have in integrating digital and print resources into a full offering of available information. The somewhat silly exercise many of us went through in our first semester of library school when we were told to catalog ourselves did, at least, emphasize a great fact about the organization of knowledge: you can catalog anything.

But what about Internet resources? Are we actually selecting, acquiring, and organizing them in the same way we did other formats? And preparing? Preparing what? There are some bits of information out there in the other somewhere which for now can be accessed by people with the right kind of equipment and connections, but in what sense is that information part of our collection? Again, I don't think we are dealing with new duties for ourselves, but with new information delivery systems. There is a source out there on the Internet. We discover its name and address, we point to it, we describe it, we make it available for use by our patrons. Of course, it's more complicated than that. The name and address might change, it may cease to exist, the content may change into something we don't want for our library. But those are not possibilities unique to Internet materials. There will always be the ugly items that require creative approaches. Those are the things that require well-trained professionals in technical services.

Have our duties expanded beyond the traditional core as stated in Evans' five functions? If we bother to create catalogs and link records in those catalogs to sources outside the library, are we obliged to do more? Should we make a more permanent version of those inherently ephemeral entities? Do we have a duty to in some way indicate every possible source available to our patrons as they sit at a computer connected to the Internet? It's easy to get carried away when the entire universe of information possibilities is before us. Concentrating on our core functions will help us to keep the proper perspective. The whole of the Internet is not the service for which most of our patrons come to us for help in gaining access. They are still primarily interested in print materials, locally housed, logically organized, and readily available. The key for us is to know our limits. Where in the stack of 300 million Web pages are the few that will be most useful for the particular clientele of my particular library? Does the electronic information I'm providing complement, enhance, or backup the other kinds of information in the library? Who in the library decides which sources are for us and which aren't? Is a link on our library page enough, or should it show up in the catalog? Fortunately for me, I cannot know any other library's limits, and so I am not compelled to provide answers to these questions for any other library.

So, the question of who we are is not posed in order to reveal any great change in our
functions, but to ask further questions about how our functions fit in the current information scheme. You cannot be surprised that a person working at Notre Dame would use a football analogy. So, here is mine. We are the offensive linemen of the library. We lay the groundwork and we set up the play so that those with the more visible roles can gain the yardage. We do a lot of the nitty-gritty stuff necessary to make the whole unit move forward. We are the grunts. That, of course, means that we don’t get much of the glory. Everyone knows who the quarterback is. How many left tackles can you name? But, don’t plan on getting far without us.

As long as there is a need for the services we have traditionally provided, there will be technical services librarians — no matter what name we are called.


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HOW TO GET TO ANAHEIM

REGINA WALLEN
Stanford University
wallen@leland.Stanford.edu

TS SIS surveys are filled out; program ideas are submitted; proposals are written. What happens to all those program proposals? Well, as Education Chair for TS-SIS, I thought I would describe the process of getting programs accepted for the annual meeting.

In Baltimore, AALL's Annual Meeting Program Selection Committee (AMPSC) held planning meetings and distributed a 36-page *Program Planner's Handbook*. AMPSC would not guarantee program timeslots for the SISs, but "... would work with every SIS to make certain that at least one program specifically addresses a concern of theirs." Education Chairs were encouraged to submit "strong" programs related to four identified subject themes: management, technology, information, and law. The *Handbook* listed suggested programs under these themes. Not one related directly to technical services because the source for these suggested programs was the 1996 AALL Membership Survey which ranked topics of interest to the members: technology (68 percent) and technical services (16 percent).

In addition, AMPSC identified six program topics that were pre-approved for Anaheim: knowledge management systems, economics of information, business information sources, consumer advocacy, GPO & technology standards, and admissibility of electronic evidence. The more I worked with the *Program Planner's Handbook*, the more I realized TS-SIS was unlikely to get programs approved. It was very discouraging.

Prior to the Baltimore meeting, the Preservation Committee submitted three programs to the TS-SIS Education Committee. During the meeting additional draft proposals were given to me. Several TS-SIS members volunteered to serve on the committee. After I returned to work, the process of refining, rewriting, choosing coordinators, and speakers began. Each program proposal had to include at least two "learning outcomes" following specific guidelines in the *Handbook*. These were the most difficult to write since words such as "understand" or "learn" were considered weak. We were also encouraged to use creative formats, for example, a case study or debate. It was very hectic as AALL's submission deadline of August 18 was fast approaching. By the deadline, TS-SIS submitted four program proposals, one workshop, and "ghost-wrote" the LC Update program proposal. Proposals included:
Behind Closed Doors: Moving a Product from Thought to Development, a Discussion of Issues Publishers Face When Developing New Products and Updates.


Studies in Scarlet: A Case Study in Digitization, Concerning the Cooperative Project Between RLG and Law Libraries.

New Horizons: New Schemes for New Regimes: Understanding and implementing JZ and KZ. (This is a one day workshop).

AMPSC received 122 program proposals and 17 workshop proposals. I received word September 22 that our program Shattered Shelves! and the WJZ workshop were accepted. I also learned that a separately submitted program on approval plans for law libraries and the LC Update were accepted. AMSPC gave me feedback on the programs that weren't accepted, which I shared with those who proposed the programs. AMSPC suggested that we schedule "New Horizons in Access" for our SIS roundtable slot on Wednesday.

What lessons did we learn for Washington DC and 1999? Once our annual survey is compiled, the TS-SIS Education Committee will contact the volunteers so we can begin the program planning process in the spring. We will also work with the standing committee chairs to determine the most relevant program topics. I plan to have solid program proposals ready to present to the TS-SIS members by Anaheim. If you are as unhappy with the number of tech services programs in Anaheim as I am, then help us translate good ideas into great program proposals for 1999. If you want to volunteer for the committee or have program suggestions please contact me. It's a team effort!

RESEARCH GRANTS FOR TECHNICAL SERVICES LAW LIBRARIANS

BRIAN STRIMAN
University of Nebraska-Lincoln
brians@unlib.unl.edu

You have no excuse now. Years ago, it was because you weren't sure what to research or what topic to write about in the area of technical services law librarianship. We created the Research and Publications column which appears in each TSLL issue with tons of ideas. Then you wished you had some kind of annual forum to discuss issues of research and publications. Five years ago we created the annual AALL OBS-TS Research Roundtable. Then you made faces because you and/or your organization didn't have money to support the research you needed to do so that you could write about some burning issue in our field. Now we've created the JRGC.

What is JRGC? It's okay to pronounce JRGC like the word "jerk." The concept is to JERK you into becoming an author and to make a contribution to our literature of our profession. (You can read about it on page 28 in the October 1997 issue of SPECTRUM). JRGC is our new OBS-TS Joint Research Grant Committee (JRGC). It has wings thanks to OBS and TS members who voted unanimously in favor of creating a joint committee for the purpose of awarding funds to AALL members who seek help to support their research activities. Applicants must qualify for the grants of up to $1,000 per year (with equal allocations coming from OBS and from TS per grant) and the research must benefit technical services law librarianship.

JRGC's six members are Brian Striman, Chair; Sue Welch and Georgia Briscoe,
representing OBS; Corinne Jacox and Julie Stauffer, representing TS; and Richard Amelung, Member-at-Large (but he's gonna work as hard as the rest of the members). The purposes of the Committee are:
◆ to promote the grant;
◆ to review applications;
◆ to help applicants with the process of the terms of the grant and to understand the guidelines and deadlines of their project to the final submission of publication;
◆ to award the grants.
In the case of multiple grant applications, there will be selection guidelines, including a project's potential audience (projects should have wide appeal). These projects will be handled on a first-come, first-served basis. Preference will be given to OBS and TS members, but shall not be limited to those SISs. However, applicants must be members of AALL. The final copy of the completed work must be in English. Applications must be submitted to the Committee on the official grant form, available from Brian Striman. Grant agreement and application forms will be available on a Website to be announced in TSLL.

Oh, I guess I forgot about the other excuse, that you just haven't the time to research and go through the hoops to get published, and your institution won't grant you the work time you need for research and writing projects. Yeah, that's a tough one. Look at it this way. You get an idea about a topic, you apply for a research grant, the JRGC finds that you meet all the criteria and you filled in all the forms, and we approve the grant. Imagine the great leverage of that grant when you go your employer and say, "Hey, look, I got awarded a grant to do research. Can you help me out by giving me some time to complete this worthwhile project?" It might just be the ticket to getting you the time "off" from your normal busy schedule to do some research and writing. Think about it.

MISSING ISSUES

Contact:
LORRAINE LORNE
501-575-5834
**TS/SIS Survey Summary**

The Technical Services SIS Survey is the basis for long term planning for the Board. The 1996-97 Board has compiled this synopsis of the Survey for the benefit of all SIS members.

**Respondent Profile**

(See Attached Chart labeled PART I: Respondent Profile Pages 1-3)

**Conferences Programs Projects**

(See Attached Chart labeled PART II: Conferences, Programs and Projects : Pages 4-5)

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**PART II: CONFERENCES, PROGRAMS, PROJECTS**

**Question:** What types of TS-SIS programs have you found the MOST informative/useful/enjoyable from past AALL Conventions?

- **ACQUISITIONS**
  Budget, Foreign vendor information, Programs, Publisher forums, Publisher information, Publisher pricings, Roundtable, Vendor relations, Workshop,

- **AUTOMATION**
  Problems and Solutions, Programs, Reorganizing technical services for automation, Updates on current technology

- **CATALOGING**
  Advanced problems, Authority control, Changes in rules, Classification, Discussion groups on difficult cataloging, Electronic resources, Hot topics, Institute, Issues, Management, MARC, Meetings, Practical programs, Roundtables, Serials control, Share experiences, Updates, Workshops

- **CLASSIFICATION**
  Issues, New schedules, Updates, Workshops

- **COLLECTION DEVELOPMENT**
  Programs

- **COMMITTEES**
  Learning and interacting

- **COPYRIGHT**

- **DONATIONS**
  Politics of giving to law libraries
ELECTRONIC RESOURCES
Access, cataloging

FORMAT INTEGRATION

GENERAL
Current awareness, Discussions, Hot topics, Information updates, Leading edge issues, New or changing areas, Practicums, Programs, Seminars, Share experiences, Technical Services track at annual meetings, Workshops

INFLATION
What is causing looseleaf cost increases

INTERNET

LAW
Comparative legal systems

LC
7 AM slots too early, Jolande Goldberg presentations, Updates

MANAGEMENT
Current awareness, Discussion groups, Issues, Methods, New ideas, Personnel, Statistics, Workflow

MARBI

MARC
Updates

OUTSIDE SPEAKERS

OUTSOURCING

PRESERVATION
Panel discussions, Workshops

ROUNDTABLE
Informal discussions, Programs

SERIALS
ABA Statistics, Programs

SUBJECT HEADINGS
Issues

SYSTEMS
Conversion, Migrations, Programs, Workshops

TECHNICAL PROGRAMS
Details at various levels, Speakers, Specific issues

TS/SIS Survey Page 2
**TECHNICAL SERVICES**
Departmental geared meetings, Heads, Practical programming

**TECHNOLOGY**
New technology, Practical applications

**THEORETICAL PROGRAMS**
Combine theoretical with practical

* * *

**Question:** What types of TS-SIS programs have you found the LEAST informative/useful/enjoyable from past AALL Conventions?

**AUTOMATION**
Comparing systems, how to automate

**CATALOGING**
Academic, Changes in rules, Programs too technical, PLL TS is fine, Public services staff appreciation, Pure cataloging

**CLASSIFICATION**

**DONATIONS**
Programs

**FORMAT INTEGRATION**
Outdated, Waste of time last year

**GENERAL**
Basic programs, Boring speakers, Business meetings, Inaccurate descriptions of programs, Introductions, Joint PS/TS programs, Lectures instead of hands on, Noncataloging, Overviews, Poor handouts, Practical sharing of experiences, Problems are presented but no solutions, Program/Discussion combos

**INTERNET**

**MARC**

**OUTSIDE SPEAKERS**

**SURVEY PROGRAMS**

**TECHNICAL PROGRAMS**
Poor visual aids with large audiences, Too detailed, Too specific

**TECHNICAL SERVICES**
Discussions of large departments

TS/SIS Survey Page 3
THEORETICAL PROGRAMS
History, Too specific to apply elsewhere

Once the previous programs evaluations are done, then the
work begins on compiling requests for future ones.

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Question: What types of programs would you like TS-SIS to
sponsor?

- Acquisition lists
- All aspects of TS-serials, acquisitions, cataloging, systems
  management
- Authority control
- Cataloging practicums
- Cataloging oddities - Bender's binders, vendor changes,
  changes in formats
- Cataloging problems - advanced institutes
- Cataloging vendors
- Cataloging/Technical Services in small libraries/law firms
- Changing workflows in TS
- EDI
- Electronic Materials cataloging
- Format integration
- Forums on sharing ideas
- Hands on programs not overviews
- Internet materials and cataloging
- LC updates
- Legal bibliography for the technical services librarian
- Lone cataloger/TS person resources available
- Management issues in maintaining a database
- Management issues in personnel
- Moving from print to electronic information
- Practicum on cataloging in Windows
- Preservation specific like fiche storage
- Programs in conjunction with electronic
- Programs to make job easier or enhance services offered
- Public Relations for TS
- Rare book cataloging
- Review of cataloging changes at annual meeting
- Scheduling and integrating MARC formats
- Serial problems
- Serials check in of government publications
- Statement standards with explanation of drafting, etc.
- System migration
- Web issues - cataloging, etc.
Workshops for new catalogers/tech. services librarians
(cataloging internet resources, selection of integrated
library systems)

Writing job descriptions for positions transformed by
automation

* * *

Question: What type of Convention programs would you like
TS-SIS to sponsor?

- Acquisition topics conflict with CRIV in programming
- Cataloging maintenance
- Cataloging related LC classification developments, problems
- Changing environments (CD-ROMs, etc.)
- Current awareness in all areas
- Education and training for catalogers
- Electronic journals and treatises
- Future for TS Librarians after outsourcing of cataloging
  and/or utilizing vendors' MARC records
- Internet for TS
- Issue orientated
- LC activities
- Management for TS people
- New developments
- Next generation systems
- OPAC issues
- Personnel issues
- Practical programs
- Processing electronic published journals or other electronic
  resources
- Programs that deal with TS more broadly—how different units
  relate, workflow issues, cross training
- Rare books and special collections
- Reprofessionalization of TS
- Research by TS Librarians
- Reorganizing TS
- Time management
- Vendor dialogue type programs
- Web
- Who's counting follow-ups
- Workstations

* * *

Questions: What projects would you like the Section to
consider doing?

- Acquisition tools evaluation
- Biographical directory on the Internet
- Continuing Education outside of the convention
Directory with email addresses
Employment clearinghouse
Evaluate charges of all committees
Foreign vendors directory
Fund raising
Guidelines to prevent cataloging blunders
Internet directory of experts in TS (lawtech access?)
Mentor directory
Monitor other listservs and post to lawtech
Organization of TS departments in law libraries
Procedure manuals for TS
Serials pricing
Serials statistics subcommittee results
Survey for electronic submission
TS SIS web page
TSLL complete runs
Union list committees
URL directory
Vendor relations with CRIV

***

Question: Would you be willing to be contacted for questions about specific areas of Technical Services? What are your areas of expertise?

(See Attached Chart labeled: PART II: Conferences, Programs and Projects: Pages 31-36)

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PART III: OFFICERS AND COMMITTEES

Question: What can the officers of TS-SIS do to provide more opportunities for membership involvement?

Annual TS/SIS regional meetings for those that cannot attend the National meeting
Define discreet, short term tasks for members
Encourage participation at chapter level, since Public Services is usually the focus for CLEs.
Establish regional TS-SIS
Expand committees so subcommittees deal with specific areas
Individual recruitment to fill positions
Inform membership of approved programs as soon as it is known
Keep communications open
Meetings which are open to everyone
New member outreach program
Online chat group
Orientation for newcomers before business meeting or reception
Post to LAW-TECH
Publish summary of this survey
Specialty programs every other year
Surveys
Web page development

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PART IV: TECHNICAL SERVICES LAW LIBRARIAN

TSLL
(See Attached Chart labeled: PART IV: Technical Services Law Librarian: Page 50)

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Question: Are there other topics not being covered in TSLL which you would like to see addressed?

- Accounting
- Cooperative projects
- Individuals informed that cannot attend national meeting
- Innovative services
- Integrate all aspects of Technical Services
- LAN environment
- Management issues
- New members column
- Private law firm issues, where they have many duties simultaneously
- Stress management
- System migration issues
- Uninviting format presently
- Updating of useful technical services resources on the Internet
- URLs of interest
Newsletter of the Technical Services Special Interest Section and On-Line Bibliographic Services
Special Interest Section of the American Association of Law Libraries