ner, suitable for nontechnical business executives. The book provides considerable quantities of data about suppliers and costs. Planning, staffing, and marketing approaches are also presented. All this is aimed at helping to make decisions as to whether viewdata and online publishing should be in the future of a publisher.

The general introduction points out:

Print publishers are captivated by the almost daily reports of the launch of a new viewdata experiment, the creation of a new online data base, a new development in microprocessing that is driving costs down even further. At the same time publishers are naturally concerned about the almost daily increases in the costs of postage, handling, fulfillment, print and paper.

Quite rightly, they are looking at the promises of technology and computer vendors; with reason they are questioning these promises. This report answers many of the questions print publishers are asking about the new media of viewdata and online services. Perhaps more importantly, it tells print publishers what questions to ask themselves, and how to find the answers.

This promise is fulfilled quite well as long as the alert is kept in mind that:

Readers should be aware that electronic publishing is a rapidly moving field, with changes in prices, services, etc. occurring almost daily. Statistical information in this report is based on data accumulated in spring 1981.

—Allen Kent, University of Pittsburgh.

ABSTRACTS

The following abstracts are based on those prepared by the ERIC Clearinghouse of Information Resources, School of Education, Syracuse University.

Documents with an ED number here may be ordered in either microfiche (MF) or paper copy (PC) from the ERIC Document Reproduction Service, P.O. Box 190, Arlington, VA 22210. Orders should include ED number, specify format desired, and include payment for document and postage.

Further information on ordering documents and on current postage charges may be obtained from a recent issue of Resources in Education.

Center for Research Libraries Study, Concordia University. Final Report. By J. Tallon. 1979. 16p. ED 217 847. MF—$0.83; PC—$1.82.

This discussion of the implementation of services related to the Center for Research Libraries (CRL) if Concordia University Libraries were to join CRL includes policies and procedures designed to assist Concordia in making effective use of CRL's services without sacrificing regular services or incurring large expenses in addition to the membership fee. Included in the report are a history of the CRL proposal; a 1978 report by Derek Robertson recommending that the library join CRL; recommended policies and procedures; recommendations for publicity to make patrons aware of CRL and particular collections that might pertain to their field of research; and recommendations for monitoring and evaluating interlibrary loan benefits (cost savings), user benefits, collections benefits, and the costs involved in membership. Appendixes include a description of CRL's art and architecture collection and a flowchart of interlibrary loan procedures at Concordia.

Comparative Study on the Handling of Serials by ISDS Centres and National Bibliographic Agencies. By Francoise Bouffez and Annette Grousseaud. United Nations Educational, Scientific, and Cultural Organization (UNESCO), Paris (France). 1980. 171p. ED 217 831. MF—$0.83; PC—not available from EDRS.

A survey was conducted in July 1977 of thirty-eight centers of International Serials Data System (ISDS) and of national bibliographic agencies or comparable bodies in the same countries to study the various aspects of the identification and description of standardized bibliographic data by the ISDS and the International Standard Bibliographic Description for Serials (ISBD). Nine requests for information were also submitted to countries considering ISDS membership. Analysis of the survey and materials returned with the questionnaires are reported in five chapters: (1) bibliographic information sources available for establishing an ISDS national center and serial control methods, including both primary and secondary sources and an appraisal of bibliographic control by country; (2) establishment of ISDS centers, re-

viewing structure, background, and location selection; (3) functioning of the centers in terms of personnel and internal organization; (4) a comparative study of the handling of serials by ISDS centers and national bibliographic agencies (NBA); and (5) objectives of the national centers and roles of the NBA and the ISDS network. Provided are a glossary of acronyms and abbreviations, twelve tables, and nine annexes (diagrams and charts).

Report on Investigations into Delays in the Interlibrary Loans Process. By James Tallon. 1980. 10p. ED 217 849. MF—$0.83; PC—$1.82.

Data on interlibrary loan transactions occurring during July and August 1979 were analyzed to determine comparative turnaround and delivery times for five Quebec and eleven Ontario universities. The numbers of working days of positive responses for loans and photocopies and the numbers of positive and negative responses for combined loans and photocopies were calculated by subtracting the date that a request was made from the date when the request item or negative response was received. It was found that there is a considerable difference in turnaround times between Quebec and Ontario universities and for photocopies and loans; negative responses constituted 25.7 percent of the replies to requests made to Ontario universities and 27 percent of the requests to Ontario universities. Discussion of the findings includes suggestions for the improvement of interlibrary loan services, and four tables of data are appended.

Report on the Utilization of the CAN/OLE Online Document Ordering System (CAN/DOC) in Interlibrary Loan Operations. By James Tallon. 1980. 12p. ED 217 851. MF—$0.83; PC—$1.82.

The study reported was conducted at Concordia University after using the CAN/DOC ordering system to procure documents in the sciences directly from the Canada Institute for Scientific and Technical Information (CISTI) to assess the efficiency of interlibrary loan (ILL) procedures using this system. This study focuses on the relative turnaround times and costs of CAN/DOC and possible alternatives. Present ILL procedures are described, a de-

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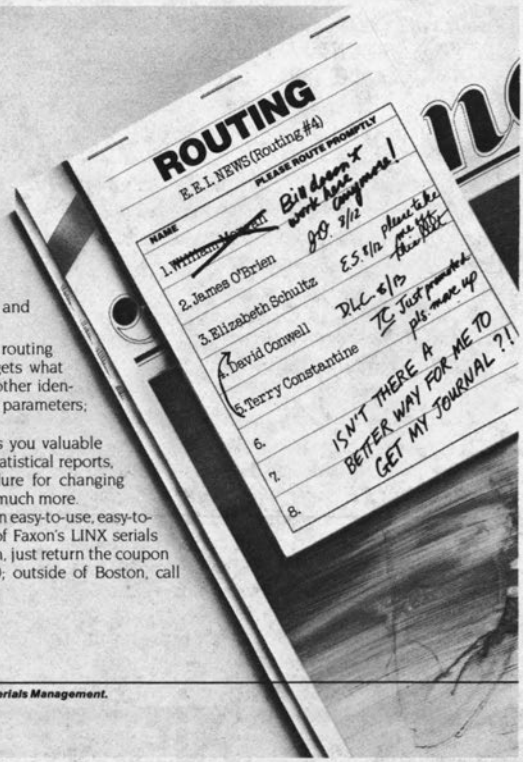

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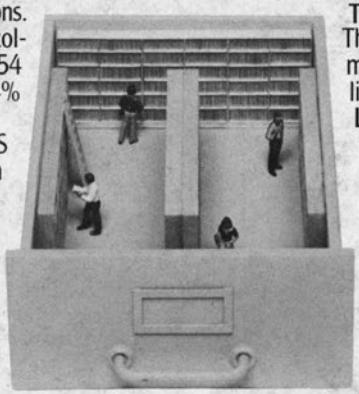

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tailed breakdown of the average delays and cancellations is given, and costs are analyzed. The costs of four alternative models for the ordering of requests available at CISTI are outlined. It is recommended that requests of scientific documents available at CISTI be ordered via Telex, with CAN/DOC used only in special circumstances, because of the 50 percent saving in cost per document ordered; that preference be given to ordering from CISTI over Quebec or Ontario university libraries because of the faster service provided by CISTI; that the use of CAN/OLE for document verification be continued; and that efforts be made to encourage CISTI ILL and government officials responsible for its operation to improve the interlibrary loan service. Data are presented in five appended tables.

Report on the Use of REFCATSS for Interlibrary Loan Processing. By James Tallon. 1980. 9p. ED 217 850. MF—$0.83; PC—$1.82.

The database contents, search features, and costs of two services offered by UTLAS (University of Toronto Library Automation Systems) are compared to determine which of the two should be used for interlibrary loan (ILL) processing at Concordia University. A review of studies of CATSS (Catalogue Support System) is provided, as well as a description of the search facilities common to CATSS and REFCATTS (Public Service Support System), and a comparison of the costs of interlibrary loan searching on the two systems. It is recommended that, by virtue of the greater suitability of REFCATSS and ILL use and the dubious cost advantage of CATSS given the anticipated level of use, that REFCATSS be used for ILL searching. Also discussed are arrangements for access to terminals on the three campuses to avoid the high cost of registering an additional terminal for ILL use, and the costs of setting up and training for REFCATSS. Estimates of one-time and ongoing costs are provided, and procedures for implementing the use of the system are outlined. Seven references are listed.

ERIC Processing Manual. Rules and Guidelines for the Acquisition, Selection, and Technical Processing of Documents and Journal Articles by the Various Components of the ERIC Network. By Ted Brandhorst, ed., and others. Educational Resources Information Center (ED/NIE), Washington, D.C.; ERIC Processing and Reference Facility, Be-

thesda, Md.; ORI, Inc., Bethesda, Md. Information Systems Division. 1980. 788p. ED 219 082. MF—$1.51; PC—$48.32.

This loose-leaf manual provides the detailed rules, guidelines, and examples to be used by the components of the Educational Resources Information Center (ERIC) network in acquiring and selecting documents and in processing them (i.e., cataloging, indexing, abstracting) for input to the ERIC computer system and subsequent announcement in *Resources in Education* and *Current Index to Journals in Education*. It also covers the procedures to be followed in maintaining the indexing vocabularies (the *Thesaurus of ERIC Descriptors* and the *Identifier Authority List*). The major sections of the manual are entitled "Acquisitions," "Selection," "Handling and Shipping," "Cataloging," "Abstracting/Annotating," "Indexing," "Vocabulary Development and Maintenance" (Part 1, descriptors; Part 2, Identifiers), "Database Changes" (post-publication). There are two appendixes: "ERIC Clearinghouse Scope of Interest Guide"; glossary of terms. This manual will be of interest to all organizations that use the ERIC database. A detailed index facilitates its use.

Library Research Manual: The Health Sciences. By Emily Montez Bryson and Roland Dale, eds. Chicago State Univ., Ill. 1981. 52p. ED 217 853. MF—$0.83; PC—not available from EDRS.

This independent study workbook is intended to acquaint students of the nursing and allied health professions with the use of Douglas Library of the Chicago State University and to introduce a search strategy for gathering information for research papers. Consisting of nine instructional chapters, the workbook provides information on the card catalog, the Library of Congress classification system, how to find books, encyclopedias, biographical sources, periodical indexes, and the serials holdings list, news indexes, government documents, and quick-answer sources. A concluding chapter discusses term-paper research strategy, and nine multiple-choice answer assignments are attached.

Use of Scientific and Technical Information in Brazil. By Victor Rosenberg and Murilo B. Cunha. Univ. of Michigan, Ann Arbor. School of Library Science. 1981. 234p. ED 219 072. MF—$0.83; PC—$15.32.

This study was conducted to assess the availability and use of scientific and technical information in Brazil, identify characteristics of information which are unique to developing nations, and help determine what technologies and policies would be most useful in improving resources available in the country. It concentrated on professionals who have direct or indirect access to automated bibliographic systems to examine the impact of computer technology. Information was gathered through structured personal interviews on specific concepts related either to broad issues needed to formulate effective policies or to factors affecting policy, e.g., language, knowledge of libraries and information services, evaluation of information services, economics, sharing policy, optimism, cosmopolitanism, influence, dependence, and confidence in library services. The report includes a literature review, a discussion of the interview methodology, a presentation of results, and a general discussion of the findings. An appendix contains the study interview format and coding in English and Portuguese, including fifty-eight questions for the individual interviewed and twenty-one questions for the interviewer on the subject of availability of information for scientific work in Brazil. A bibliography lists more than 250 references.

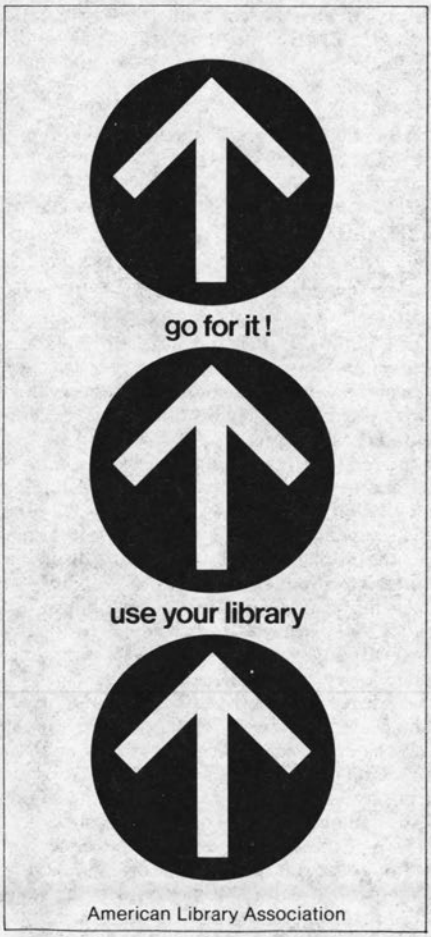
Collection Assessment Manual. By Blaine H. Hall. Brigham Young Univ., Provo, Utah. Library. 1981. 171p. ED 217 852. MF—$0.83; PC—not available from EDRS.

This manual is designed to help bibliographers, librarians, and other materials selectors plan and conduct systematic collection evaluations suing both collection-centered and client-centered techniques. Topics covered in five chapters are: (1) planning the assessment; (2) collection-centered techniques, comprising the compilation of statistics, checking lists, catalogs, and bibliographies, direct observation, and the application of standards; (3) client-centered techniques, including availability and accessibility, user surveys, and periodical use study; (4) specialized assessments, consisting of weeding decisions and approval programs; and (5) reporting assessment results, which includes three examples. Advantages and disadvantages are discussed for each technique as well as step-by-step procedures for its application. Interspersed in the manual are various forms and surveys, e.g., those specific to English, chemistry, and Latin American collections. Appendixes include a list of agencies accrediting academic programs at Brigham Young University, American Library Association standards for university libraries, statistical aids,

and selected sources on collection assessments. Six references are provided.

Signs and Guides: Wayfinding Alternatives for the EMS Library. By Johanna H. Johnson. 1981. 152p. ED 217 840. MF—$0.83; PC—$10.82.

Concerned with increasing the accessibility of the collection of the Engineering/Math Sciences (EMS) Library at the University of California at Los Angeles through the use of self-guidance systems, this practical study focused on the problem context, general library guides, and library signage in reviewing the literature, and conducted a survey of library users to identify orientation problems. Discussion of general library guides covers the advantages and disadvantages of such guides, costs, design and format, organization, contents, and distribution. Signage is discussed in terms of existing problems in locating materials, the overall plan of a sign system, signage hierarchy, communication, and typography and layout, and recommendations are included for a modifiable system. The development of the survey questionnaire and its administration are described in detail, and recommendations based on responses to the questionnaire are provided. Additional materials on the survey are provided in the first appendix, including copies of the pretest and the questionnaire, as well as raw data. The second appendix contains a library guide evaluation sheet, the old EMS guide, and a first, rough draft for a new EMS guide. Definitions, a thirty-seven-item bibliography, and sixty references are included.



Iowa Statewide Disaster Recovery Plan. By Barry L. Porter, ed. Iowa State Library Commission, Des Moines. 1981. 21p. ED 217 834. MF—$0.83; PC—$1.82.

The purpose in developing a statewide disaster recovery plan for libraries is to encourage librarians at the local level to develop their own plans to be used in time of disaster and to provide information about resources that can be used in an emergency. This manual provides self-assessment forms for identifying staff members and sources of off-site services, equipment, and supplies to be contacted in the event of a disaster; an upkeep checklist; a form to establish priorities for salvage of materials; a questionnaire to assess types of fire and insurance coverage needed by libraries, including the library building, internal features, library operations, physical and financial protective measures, and loss experience; a listing of individual members of a disaster recovery team and their areas of expertise; and sources of equipment such as refrigerator trucks and freeze-drying services. A brief bibliography lists references on disaster prevention, fire protection, and procedures for saving water-damaged materials.

Guidelines on Studies of Information Users (Pilot Version). By Geoffrey Ford and Colin Harris, eds. Sheffield Univ. (England). Centre for Research on User Studies. 1981. 68p. ED 217 832. MF—$0.83; PC—not available from EDRS.

Preliminary guidelines are presented to provide a methodology for conducting user studies in the information field, particularly in developing countries. Topics covered include: user

needs in planning a national information system; the identification of user groups; the design and organization of user studies, including background research survey objectives, resources, survey organization, selection of data collection methods, and sampling and response rate; data collection methods including documentary sources, diaries, questioning, and observation; evaluation of data on information needs; and the nature and content of survey reports. Ten figures, thirty-five references, and an eleven-item bibliography are provided. Appended are eleven sample questionnaires, designed for such audiences as the staff of educational institutions, library users, and small and large firms or establishments.

OTHER PUBLICATIONS OF INTEREST

Bibliography of Loyalist Source Material in the United States, Canada, and Great Britain. Ed. by Gregory Palmer. Westport, Conn.: Meckler Books, 1982. 1,064p. $115. LC 80-19682. ISBN 0-930466-26-8.

Cooperative Services: A Guide to Policies and Procedures in Library Systems. Ed. by Helen A. Knievel. New York: Neal-Schuman, 1982. 275p. $24.95. LC 81-22406. ISBN 0-918212-56-1.

Educational Software Directory: A Subject Guide to Microcomputer Software. Comp. by Marilyn J. Chartrand and Constance D. Williams for Corporate Monitor. Littleton, Colo.: Libraries Unlimited, 1982. 292p. $22.50 U.S./ $27 elsewhere, paper. LC 82-20400. ISBN 0-87287-352-8.

Encyclopedia of Information Systems and Services. 5th ed. Ed. by John Schmittroth, Jr. Detroit: Gale, 1982. 1,248p. $260. LC 82-18359.

European Americana: A Chronological Guide to Works Printed in Europe Relating to the Americas, 1493–1776 and *Vol.II: 1601–1650.* Ed. by John Alden and Dennis C. Landis. New York: Readex Microprint, 1982. 954p. LC 80-51141. ISBN 0-918414-09-1.

Fishburn, Katherine. *Women in Popular Culture: A Reference Guide.* Westport, Conn.: Greenwood, 1982. 267p. $29.95. LC 81-13421. ISSN 0193-6859. ISBN 0-313-22152-9.

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Inventory of Data Sources in Science and Technology: A Preliminary Survey. Comp. by CODATA, Committee on Data for Science and Technology of the International Council of Scientific Unions. Paris: Unesco, 1982. 229p. ISBN 92-3-102048-X.

Library Education across the Boundaries of Cultures: A Festschrift. Ed. by Anis Khurshid. Karachi, Pakistan: Department of Library Science, University of Karachi, 1981. 190p. $12 U.S. Z688 020.7.

Manual on the Use of the Dewey Decimal Classification: Edition 19. Ed. by John P. Comaromi and others. Albany, N.Y.: Forest Press, 1982. 551p. LC 82-1516. ISBN 0-910608-32-6.

McFeely, Mary Drake. *Women's Work in Britain and America from the Nineties to World War I: An Annotated Bibliography.* Boston: G. K. Hall, 1982. 140p. $24.95. LC 82-9281. ISBN 0-8161-8504-2.

Microéditions de la Biblothèque: Catalogue 1982. By Richard Thouin. Montréal: Bibliothèque Nationale du Québec, 1982. 190p. ISSN 0707-848X.

Public Works History in the United States: A Guide to the Literature. Ed. by Suellen M. Hoy and Michael C. Robinson. Nashville, Tenn.: American Association for State and Local History, 1982. 512p. $49 cloth/$39 to members of the American Public Works Association and the Public Works Historical Society/ $36.75 to members of AASLH. LC 81-19114. ISBN 0-910050-63-5.

Women's Periodicals and Newspapers from the 18th Century to 1981. Ed. by James P. Danky. Boston: G. K. Hall, 1982. 376p. $38. LC 82-11903. ISBN 0-8161-8107-1.

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