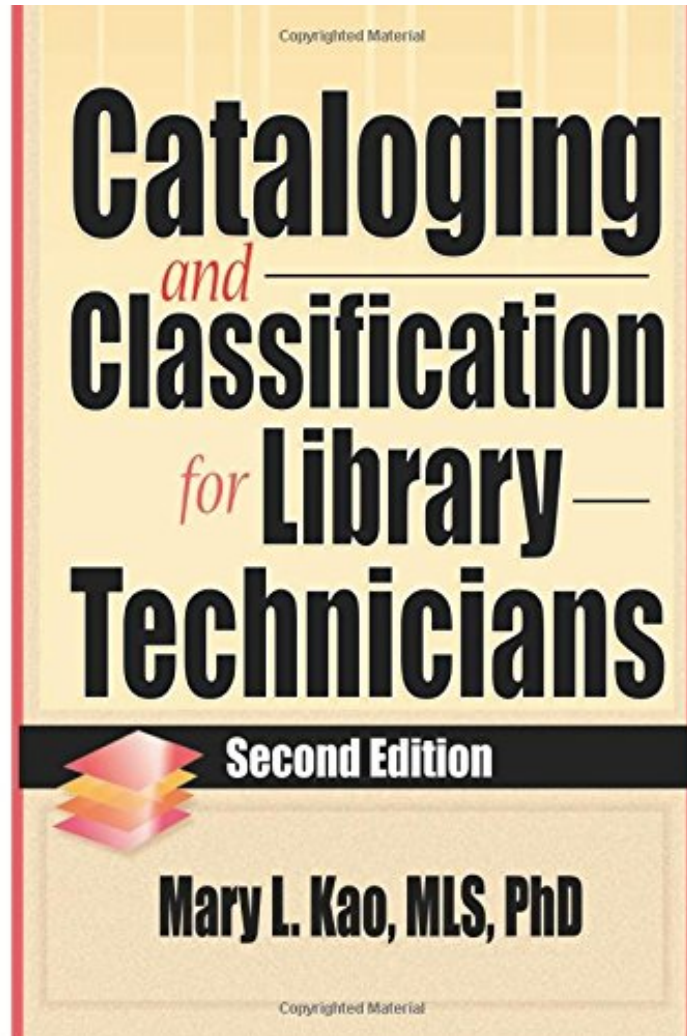


Cataloging and Classification for Library Technicians, Second Edition

Mary L. Kao

audiobook / *ebooks / Download PDF / ePub / DOC



#2392815 in Books The Haworth Press 2001-02-15 2001-05-24 Original language: English PDF # 1 8.50 x .37 x 6.141, .55 #File Name: 0789010631146 pages | File size: 56.Mb

Mary L. Kao : Cataloging and Classification for Library Technicians, Second Edition before purchasing it in order to gage whether or not it would be worth my time, and all praised Cataloging and Classification for Library Technicians, Second Edition:

0 of 0 people found the following review helpful. A good start to learning catalogingBy Cherie ReichI read Mary L. Kao's Cataloging and Classification for Library Technicians to learn more about cataloging. Although a good basis for library terms, I found the writing to be dry, boring, and a tad overwritten and repetitive. The book has some history of cataloging and talks about the basics of what every book needs to be cataloged, but I wish it had more about MARC

records and LCC numbers. Even though this book came out in 2001, I was surprised it didn't focus more on computer-based cataloging as opposed to card cataloging and the like. *Cataloging and Classification for Library Technicians* by Mary L. Kao is a good start for a librarian learning cataloging, but perhaps something more current would be more useful. 2 of 2 people found the following review helpful. A Decent Introduction to Cataloging By LOTR Librarian The book provides a good introduction to the confusing (for many) world of cataloging. However, because of its size, it does not go into necessary depth for individuals in a LTA position. If you are completely unfamiliar with the language of cataloging and classification, start with this book, then get Wynar's *Introduction to Cataloging and Classification* or Lois Mai Chan's *Cataloging and Classification: An Introduction*. If you're feeling adventurous, just skip to Wynar or Chan. 3 of 3 people found the following review helpful. Good place to start By Miss Jenny I got this book when I first begun my Library Technician qualification. It is excellent for a overview and introduction to the concept of cataloging and classification of library materials. Just a note, this is not a replacement for books such as AACR2 or DDC 21 which are more detailed and are needed if you are wanting to learn the ins-and-outs of a job in a library.

Structure your workload with this comprehensive guide to the role and responsibilities of library technicians! More than basic instructions on how to do library classification, this classic work is a how-to handbook covering all aspects of a library technician's job. *Cataloging and Classification for Library Technicians, Second Edition*, gives step-by-step instructions for all aspects of cataloging and classification of library materials (book and non-book), emphasizing copy cataloging but also discussing original cataloging. Because much has changed in the library field since the first edition of this valuable resource was published in 1995, each chapter has been revised and updated, and an entire new chapter has been added to discuss computer cataloging in the MARC format and cataloging of Internet materials. *Cataloging and Classification for Library Technicians, Second Edition*, interprets and explains cataloging rules and how they should be applied. Kao describes library organization and personnel patterns to illustrate the relationship between library technicians and other library staff. Library technicians will find many helpful features in *Cataloging and Classification for Library Technicians, Second Edition*, including: definitions of relevant terminology review questions to focus learning a list of suggested readings routines and responsibilities of library technicians issues and trends in library cataloging and classification detailed tables and figures to enable easier learning many convenient Web addresses for up-to-date information *Cataloging and Classification for Library Technicians, Second Edition*, is an ideal text to use in programs for library technical assistants and a handy reference for practicing library technicians.