EXPANDING TECHNICIANS' WORK WITHIN AND BEYOND THE ILS: "WHOEVER HAS THE ITEM/ INFORMATION COMPLETES THE WORK"

Technical Services Workflow Efficiency Interest Group
February 2, 2015
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University of Baltimore
Technical Services and Content Management Dept.
July 2012

2 library faculty:

Myself (Dept. Head)

Electronic Resources Librarian

2 library technicians:

"Acquisitions Technician" (Library Tech II)

"Cataloging Technician" (Library Tech II)

Early Changes – Within ILS

- Receipt of standing orders
  - The technician who checked in the volumes now also completed the item record creation and physical processing (barcode, security, label, etc.) instead of passing it on to the other technician
  - This necessitated the purchase of a second spine label printer – but it was worth it!

- Tracking value of gifts added to the collection
  - The technician who did the copy cataloging created an order record in the Acquisitions module (using a Gift fund) and entered the amount found in Amazon

Next – Augmenting the ILS

- Consortium implementation of "vintage" Aleph system
  - Shared bibliographic record
  - Local data in "special" fields so would only display in "your" catalog
  - And only in the Aleph catalog (not very visible in WorldCat Local record)
  - Started a program to add a note that someone was a UB faculty author – great idea but hard to see in catalog:

USMAI - other catalogs - Mozilla Firefox

File Edit View History Bookmarks Tools Help

Langsdale Library - University of Balti... | USMAI - other catalogs

catalog.umd.edu/F/H3Q2AUTST5CSQYPE3BE9K61D5C1QB2QY6IP6T2EJEHKUEBYP9L-17251?func=file&file_name=base-list

catalogusmai

sign in | end session | my

basic search | advanced search | recent searches | results

CATALOG JOURNALS NEW TITLES choose campus

You are here: Catalog - USMAI (all campuses) usmai home

Choose campus: USMAI catalogs | non-USMAI catalogs

USMAI Catalogs

USMAI (all campuses)
catalog | journals only | new titles only

Bowie State University
catalog | journals only | course reserves | new titles only

Center for Environmental Science
catalog | journals only | new titles only

Coppin State University
catalog | journals only | new titles only

Frostburg State University
catalog | journals only | course reserves | new titles only

Morgan State University
catalog | journals only | course reserves | new titles only

Salisbury University
catalog | journals only | new titles only

St. Mary's College of Maryland
catalog | journals only | course reserves | new titles only

Towson University
catalog | journals only | new titles only

The Universities at Shady Grove
catalog | journals only | course reserves | new titles only

University of Baltimore
catalog | journals only | new titles only

University of Baltimore Law Library
catalog | journals only | new titles only

University of Maryland Baltimore County (UMBC)
catalog | journals only | new titles only

University of Maryland, College Park
catalog | journals only | new titles only

University of Maryland Eastern Shore
catalog | journals only | course reserves | new titles only

University of Maryland Health Sciences and Human S
catalog | journals only | new titles only

University of Maryland Law Library
catalog | journals only | new titles only

University of Maryland University College
catalog | journals only | new titles only

Baltimore - Full View of Record - Mozilla Firefox

File Edit View History Bookmarks Tools Help

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catalog.umd.edu/F/H3Q2AUTST5CSQYPE3BE9K61D5C1QB2QY6IP6T2EJEHKUEBYP9L-07327?func=full-set-set&set_number=011650&set_entry=000009&fc

catalogusmai

sign in | end session | my

basic search | advanced search | recent searches | results

CATALOG JOURNALS NEW TITLES choose campus

You are here: Catalog - University of Baltimore library home

Full View of Record

add to my saved items | save/e-mail

Choose display: standard | named MARC tags | MARC tags

Record 9 out of 17 find it

title	The globalization of supermax prisons / edited by **Jeffrey Ian Ross** ; foreword by Loïc Wacquant.
published	New Brunswick, N.J. ; London : Rutgers University Press, c2013.
description	xvi, 220 p. : ill. ; 24 cm.
series note	(Critical issues in crime and society)
series	Critical issues in crime and society.
all locations	Availability
location	University of Baltimore Stacks - 3rd floor | HV8665 .G53 2013 Holdings Availability
notes	Includes bibliographical references (p. 195-216).
local note	**Jeffrey Ian Ross** is a UB faculty author.
subjects	Prisons. Prison administration. Prisons -- United States. Prison administration -- United States.
other author	**Ross, Jeffrey Ian.**
format	Book
ISBN	9780813557410 (hardcover : alk. paper) 0813557410 (hardcover : alk. paper) 9780813557403 (pbk. : alk. paper)

WorldCat Lists

- Learned about this feature from Reference staff, who had started lists for DVDs and Leisure Reading
- Created new lists for Faculty Authors and Alumni Authors, took on responsibility for updating all WorldCat lists as just one more step in cataloging new materials – while we have the item in our hand

Search for lists [WorldCat.org] - Mozilla Firefox

File Edit View History Bookmarks Tools Help

Langsdale Library - University of Balti... | Search for lists [WorldCat.org]

ubalt.worldcat.org/webservices/root/search/lists

University of Baltimore Libraries | Search | WorldCat

university of baltimore
Libraries
Langsdale • Law Library

Search | Library Items | Lists | Contacts | Libraries

Search for lists created by other WorldCat users:

ub

Search

Enter a list **name** or **description**

You: Sign In | Register | My WorldCat | My Lists | My Watchlist | My Reviews | My Tags | My Saved Searches
WorldCat: Home | About | Help | Get E-mail Updates | Feedback | Search
Legal: Copyright © 2001-2014 OCLC. All rights reserved. | Privacy Policy | Terms and Conditions

WorldCat is the world's largest library catalog, helping you find library materials online.

[WorldCat.org] - Mozilla Firefox

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ubalt.worldcat.org/webservices/root/search/lists?listquery=ub+

University of Baltimore Libraries | Search | WorldCat

university of baltimore Libraries Langsdale • Law Library

Search | Library Items | Lists | Contacts | Libraries

Search for lists created by other WorldCat users:

ub

Search

Enter a list **name** or **description**

1-25 out of **84** lists

« First ‹ Prev 1 2 3 Ne

Select All Clear All Watch Selected

1. **UB DVDs 2012-2013**
This is a list of DVDs with a copyright date* in 2012 or 2013 that are owned by University of Baltimore libraries. * NOTE: date is DVD copyright date...
by LangsdaleLibrary
Items: 158
Watchers: 3
Updated: 2014-

2. **UB DVDs 2014-2015**
by LangsdaleLibrary
Items: 13
Updated: 2014-

3. **UB DVDs 2008-2009**
This is a list of DVDs with a copyright date* in 2008 or 2009 that are owned by University of Baltimore libraries. * NOTE: date is DVD copyright date...
by LangsdaleLibrary
Items: 340
Watchers: 1
Updated: 2014-

4. **UB Faculty Authors**
This is a list of books written by faculty members at the University of Baltimore held by UB's Langsdale Library.
by LangsdaleLibrary
Items: 119
Updated: 2014-

5. **UB DVDs 1999 and earlier**
This is a list of DVDs with a copyright date up to and including 1999 that are
by LangsdaleLibrary
Items: 227
Updated: 2014-

"UB Faculty Authors" by LangsdaleLibrary [WorldCat.org] - Mozilla Firefox

File Edit View History Bookmarks Tools Help

Langsdale Library - University of Balti... | "UB Faculty Authors" by LangsdaleLi...

ubalt.worldcat.org/profiles/LangsdaleLibrary/lists/3080041

University of Baltimore Libraries | Search | WorldCat | UB

university of baltimore Libraries Langsdale • Law Library

Libraries to search: Libraries Worldwide | Advanced Search

'UB Faculty Authors' by LangsdaleLibrary

View more lists by LangsdaleLibrary

Print

RSS

BOO

Watch This List

Description: This is a list of books written by faculty members at the University of Baltimore held by UB's Langsdale Library.
This list has been viewed 183 times by WorldCat users.

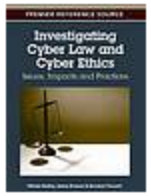
Details and Notes View | Covers Only | Citations View

Sort by: Added Date (Newest First) | 10 Items P

Results **1-10** of about **119** (.**12** seconds)

« First ‹ Prev 1 2 3 Ne

Select All Clear All **Save to:** [New List] Save

1. 

Investigating cyber law and cyber ethics : issues, impacts and practices Added 2014-03-14

by Alfreda Dudley; James Braman; Giovanni Vincenti;

eBook : Document

Language: English

Publisher: Hershey, PA : Information Science Reference, ©2012.

Database: WorldCat

eBook Processing

- We purchase individual titles only
  - Technicians created acquisitions records and catalog in Aleph, same as for print
  - Electronic Resources Librarian activated in SFX
  - (and all of the above were not always synchronous)

- Now:
  - Order though jobber
  - When notified that title is live, technician who does the copy cataloging receives the title in Aleph, completes bib/item work, AND activates the title in SFX
    - Complete Aleph work => copy OCLC record #, paste into Connexion to bring up record, update holdings **=> copy ISBN, paste into SFX object search, activate appropriate portfolio**

A-Z List (Serials Solutions)

- Includes individual journal subscriptions, both print and electronic
- The Electronic Resources Librarian was the only person who updated Serials Solutions
- Catalog and A-Z often out of sync as we added/ cancelled subscriptions and did major journal withdrawal projects – different staff members updating different systems

First Step:

- HUGE print journal withdrawal project
  - Technician deleted from catalog and OCLC
  - Technician then learned to delete from A-Z list – same idea, just different keystrokes

Next Steps:

- Major Aleph work needed to update journal records representing transition from print, subscription changes, etc.
- Trained technician who checked in (what's left of) our print journals in Aleph to update SFX and A-Z list

And Then Came The Tsunami Of Change …

- Both technicians left and we hired new technicians
- The new acquisitions technician left after 9 months
- The new cataloging technician took on most of his responsibilities to keep things going – and thrived
- We rewrote the acquisitions technician's position to be half-time and include some responsibilities outside of TS
- We had the opportunity to review the position classifications and the full-time staff member was reclassified to Library Services Specialist
- Having achieved salary savings by changing a position to half-time, we are trying to get approval to hire another librarian to handle the hard cataloging

“Whoever Has the Item/ Information Completes the Work”

RECORDS ARE RECORDS
UPDATING IS UPDATING
THE SOFTWARE DOESN’T MATTER!

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and Content Management
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