ABSTRACTS

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

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Prepared for the 1981 Spring Institute of the Library Association of City University of New York (LACUNY), this bibliography lists sources on academic library management techniques. Its three sections encompass the following areas: (1) the individual's relationship to the library organization, (2) effective management of time, and (3) human resource development within the library. Listings are alphabetical by author.


MF—$0.83. PC—$3.32.

Results of a 1980 survey are tabulated to provide a view of the scope and diversity of materials and activities for library instruction at the thirty-six Kansas academic libraries which responded to the questionnaire. The questionnaire, included as an appendix, addressed staffing, including qualifications and evaluation; funding; methods used in library orientation and instruction as well as instructional goals and objectives; methods of publicizing and evaluating the instruction; print and nonprint materials used; and the respondents' interest in cooperative sharing of resources for library instruction.


This study to determine the hardware and computing facility costs of establishing and operating a British Columbia Library Network (BCLN) for current members of the B.C. Union Catalogue used empirical data regarding their performance of the DOBIS system and estimates of workload, and compared those data with the costs of obtaining current computer-utility services from the University of Toronto's UTLAS system. Hardware and computing facilities requirements, including teleprocessing network evaluation criteria and software support evaluation criteria, are explored. Request for proposal (RFP) information is provided.


This design phase study concerning the proposed replication of the DOBIS system for the British Columbia Library Network (BCLN) was conducted to determine the preferred strategy for the transfer and loading of the British Columbia Union Catalogue (BCUC) database currently resident at the University of Toronto's UTLAS system. User and database requirements are investigated in order to recommend a suitable database design for the BCLN DOBIS system. Other implementation tasks such as pilot usage projects are examined. Cost estimates and an implementation schedule for all tasks are included. A bibliography lists previous BCUC reports and documents, National Library DOBIS documents, journal articles, and miscellaneous publications. A fifteen-page supplementary report
focusing on implementation from the perspective of an individual BCUC library is provided.

San Jose State University Library Services: Results of the Spring 1980 Faculty and Student User Surveys. By JoBell Whittatch. California State University, San Jose. 1981. 121p. ED 206 279. MF—$0.83. PC—$7.82.

The results of two surveys, designed to provide data for use in the planning of a new library at San Jose State University, include student and faculty perceptions of the adequacy of present library services in fulfilling research and information needs. Specific areas investigated are hours and security, reference and information services, library instruction, circulation services, periodicals and newspapers, the book collection, and media services. Findings also reflect the perceptions and needs of different faculty and student populations—i.e., class or rank, sex, age, ethnic background, years of attending or teaching, school, full- or part-time status, and class attendance or teaching time. The characteristics of frequent and infrequent SJU library users are also reported, and the survey questionnaires for both groups are appended.


Self-administered survey questionnaires completed by 57 percent of the college faculty and a random sample comprising 10 percent of the undergraduate population provide information on who uses the College of Charleston’s library materials and services, why they use them, and in what areas users are satisfied or dissatisfied with the library. Tables identify faculty response rate, position, and length of service, as well as student response rate, enrollment status, and major field of study. Responses to the two questionnaires are analyzed and reported, including faculty perceptions of the library as a resource tool for teaching and the adequacy of the collections, student participation in library instruction, and comments on services and operations from both groups. This survey was conducted in order to identify areas in which the library’s materials and services can be improved or extended to better meet user needs and play a more active role in the educational process.


This 1980 survey of 3,356 users of Georgia State University Library gathered data on user affiliation, library usage, frequency of usage, perceptions of library adequacy, usage by field of study, and user residential patterns. It was found that over half of the users are undergraduates, 29 percent are graduate students, and 14 percent are not affiliated with the university. University users are more likely to use the library heavily for studying. Faculty, staff, and alumni use the library for personal research. The report presents further findings, lists ten references, describes the methodology, reproduces the survey instrument, and summarizes selected verbatim comments.


A survey of a sample of 141 of the 423 academic and public libraries, information centers, and media centers in its operating area was conducted by the Southeastern Pennsylvania Area Continuing Education (SPACE) Council to identify library continuing education priorities for both professional and nonprofessional staff. Questionnaires were sent to one librarian, one paraprofessional, one trustee, and one volunteer from each institution. An analysis of the responses indicates that librarians from all types of libraries considered continuing library education important, but felt that their needs were not being met by current programs. The continuing education courses deemed most useful by this group were those concerned with executive, personnel, and management skills. For the paraprofessional library workers surveyed, the development of people skills (public service abilities) was the priority in continuing education. Questions about scheduling, format, and location of continuing education programs revealed that all of these factors have an effect on attendance rates, with distance and meeting times the principal deterrents to participation. A list of SPACE Council members and a copy of the survey questionnaire are appended.

RUSSIA
FROM CZAR TO COMMISIARS, 1914-1918
CONFIDENTIAL U.S. DIPLOMATIC POST RECORDS
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Containing thousands of pages of authoritative reports and documents on the historic events from the period before, during, and after the Russian Revolution, this new publication stands unchallenged as the most vast and valuable research work in its field. Access to the unpublished records of the U.S. embassy in Petrograd and of U.S. consulates in Archangel, Riga, and Moscow has yielded primary sources which provide a wealth of new insights not only into U.S. policy toward Russia and the Soviet Union, but also—and more significantly—into the social, political, and military transformation of Czarist Russia into the Soviet superpower.

This collection contains a wide range of material: special reports, minutes of meetings, full texts of important letters and cables (sent and received), and countless translations of high-level Russian and Soviet documents, including transcripts of various government and party meetings, court proceedings, speeches, memoranda, and official reports. Sources of information include embassy and consular staffs; the State Department and other agencies in Washington; journalists, businessmen, and agents; and Russian and Soviet citizens who cooperated for a variety of reasons.

No other publication has ever offered a similar amount of eyewitness reporting and documentation on this period which proved to be such a watershed for the history of the modern era. Researchers and librarians should keep in mind that the large majority (around 95 percent) of the pages in this collection have never been published until now in any format. The fact that this material is perhaps the last great untapped English-language source for Soviet studies makes this publication even more essential and more exciting.

Parts 2 and 3, covering 1919-1933 and 1934-1941 respectively, will continue the Confidential U.S. Diplomatic Post Records for the Soviet Union and will be published in the fall of 1982. Each of the three parts is a self-contained unit and may be acquired separately.

The following list of titles contains just a small fraction of the titles for the period 1914-1918.

- The Emperor's Words of War to the Duma Deputies. (1914)
- Negotiating a U.S.-Russian Commercial Treaty: Present Advantages. (1914)
- Condition of Jews in Russia. (1914)
- Development and Participation of Parliamentary Institutions in Russia. (1915)
- Interview with Minister of Foreign Affairs Pokrovsky regarding Russian Foreign Affairs. (1916)
- Lenin to Be Deported and Army Discipline Improving. (1917)
- Political and Military Situation in the Caucasus. (1917)
- Reports regarding the Events that Have Recently Transpired in Petrograd, Resulting in the Overthrow of the Old Regime and the Establishment of the Provisional Government. (1917)
- Social Revolution in Vladivostok. (1917)
- Conflict between Premier Kerensky and General Kornilov. (1917)
- Proclamation of the Ukrainian Republic. (1917)
- Stability of the Provisional Government. (1917)
- Report of Bolsheviks in Control. (1917)
- Repudiation of Foreign Loans. (1917)
- Speech of Trotsky regarding the Foreign Policy of the Soviet Government. (1917)
- Minutes of the First Meeting of the Soviet Congress. (1918)
- Recent Events and Economic Policy in the Ukraine. (1918)
- Allied Negotiations with the Bolsheviks. (1918)
- Constitutional Structure of the Soviet Government. (1918)
- Execution of the Ex-Czar. (1918)
- Reasons Pro and Con for Allied Recognition of the Soviet Form of Government. (1918)

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This description of the scope, legal deposit bases, preparation, and printing of the Singapore National Bibliography, since its inception in 1967, provides insight into the searching tasks and editing processes involved in planning a retrospective bibliography and proposes a chronologically inverted printing scheme for pre-1967 imprints, to be published at five-year intervals until completed. First printed in 1969 for the 1967 imprints and issued annually, since 1977 the bibliography has been printed quarterly with annual cumulations. Retrospective issues of the bibliography for six historical periods between 1819 and 1966 are being considered for 1959-64—until the last volume, 1819-68, allowing more time for a search of early imprints. Discussion of the issues of format, scope, and coverage includes choice of classification and cataloging schemes. Thirty-one references, a bibliography of eleven titles, and an appendix of available printings of the national bibliography are provided.


Noting that a state as populous as Ohio has only two accredited library schools, this report includes a needs assessment for professional librarians through 1990, a resource assessment of available educational materials in library and information science, and an analysis of four alternative approaches: a new program model, a program transfer model, an extension model, and a consortium model. It concludes that the northeast will continue to supply 40 percent of professional employment opportunities through 1990; M.L.S. graduates from Ohio universities will be adequate for Ohio's needs through 1990; school library/media specialists needs can continue to be met; a new graduate library school is not warranted through the 1980s; extension support of the northeast and central (Columbus) areas by Kent State is not feasible without assistance from Ohio State University; and extension programs in the Dayton area require support from Wayne State University. The report is supported by thirty-three tables of data, and appendixes provide course information, information functions, personnel position definitions, periodical reading lists, and guidelines to library services for extension students. There are seventy-two references.


Improvement of the two-way flow of information between the eastern Pacific region and the United States was the unifying theme of a seminar conducted by the Center for the Book in the Library of Congress and attended by representatives of twelve east Asian and Pacific countries at which this collection of five papers was presented. The papers address concerns of language; literacy; translation; the state of international and indigenous publishing; the problems involved in exporting, importing, and distributing books and other printed materials; copyright; the influence of the news media; and the part played by international organizations such as UNESCO in promoting the international flow of information. Biographical sketches and the brief last-day remarks of the librarians, journalists, and government officials in attendance follow the presentations.

**Changing Patterns in Internal Communication in Large Academic Libraries.** Occasional Paper Number 6. By Joanne R. Eus-

Based on data from a 1979 survey of ARL member libraries, this study by the Office of Management Studies analyzes the responses of selected libraries that provided internal studies or planning documents on the subject of internal communication and notes the extent of resulting changes in procedures. The studies yielded information on staff communication concerns, especially with respect to personnel development, job effectiveness, and the systematization of communication methods and procedures. Changes in organizational communication patterns resulting from recommendations implemented in the libraries that conducted internal studies centered on these same areas. Though most of the libraries took some action in each area, management and organizational factors affected the success of implementation. Easily implemented recommendations dealt with personnel and job effectiveness issues, while the difficult-to-implement recommendations were those related to the standardization or centralization of communication functions. Study of the decisions surrounding the adoption of AACR2 revealed that clear management expectations provide a basis for communication between individual service units and establish a central responsibility for the communication of plans and decisions. Suggestions for improving organizational communications in academic libraries are appended.


As part of the needs-assessment phase of the Graduate Education for Librarianship in Ohio Project, a content analysis of classified advertisements for professional vacancies in Ohio libraries was conducted to determine past employment trends and develop a profile of library job requirements. Employment announcements in Library Journal, American Libraries, College and Research Libraries News, and Ohio Library Opportunities were examined, and for each Ohio position advertised the following information was recorded: (1) the name of the employing institution, (2) the type of institution, (3) the educational requirements, (4) the type and number of years of experience required, (5) the language requirements, (6) the service area, (7) the level of the available position, and (8) the minimum salary offered. Tables of the data by Ohio region and by library type were made. The findings of the analysis include a conservative estimate of 100 to 110 professional openings annually in Ohio libraries, and a clear indication that the majority of Ohio library positions require prior experience in addition to an M.L.S. The data are summarized in eighteen tables.


Using a question-and-answer format, this report provides answers to a wide variety of questions and requests about National Library Service policies and procedures, planning and development, reading materials, equipment, and publication services of concern to librarians serving these user groups. Questions directed to guest speakers and panelists about using volunteers and a proposed nonautomated circulation system are answered in the first two appendixes. The third contains a resolution adopted by conference participants extending appreciation to Blanca J. Lastrapes of the Louisiana State Library for her contributions to handicapped persons, and the fourth presents two announcements by participants.


In consonance with its goal of improving research library performance through assisted self-study, information gathering and dissemination, staff training and development programs, and consultation services, the Office of Management Studies reports highlights of its activities in the Academic Library Program, the Academic Library Public Service Study, the Academic Library Consultant Training Program—the Preservation Program, and the Circulation Study Project. The details of its activities in the areas of the academic library program, information exchange, organizational training and staff development, and a priority listing of 1981 goals are presented in separate sections of the report. Appendices include a bibliography of OMS publications in 1980, a financial report, a directory of OMS advisory committees, and a personnel listing of the OMS staff.

Designed by the library community and approved by the Maryland Advisory Council on Libraries, the Maryland Library Association, and the State Board of Education, this master plan establishes directions and targets for meeting the library needs of Maryland citizens for the next five years. The result of a series of formal and informal meetings of the Advisory Planning Committee made up of academic, public, school, and special librarians and laypersons, it sets forth four major goals: public access to and encouragement to use libraries and media centers; services to faculty, students, and staff; interlibrary cooperation; and services to special populations. Subordinate objectives for accomplishment by governmental, educational, and library agencies from the state through the local level are provided. The plan calls for implementation during the period 1981–86 through the mutual efforts of the concerned agencies; stipulates financial support requirements to the state executive and legislative branches; and requests guidelines and staff, technical, and program assistance from the State Department of Education. A thirty-five-item bibliography and a directory of the planning committee members are included.


Quiet signs and verbal cautioning by library staff do not decrease library noise levels as revealed by two tests using sound measuring equipment at San Joaquin Delta College. The levels, in fact, increased, confirming previous opinions that signs and staff intervention have little effect on patron behavior. Test methods, data, and five references are included.


Despite some inroads by the Library of Congress classification and short-lived experimentation with Universal decimal classification and Bliss classification, Dewey decimal classification, with its ability in recent editions to be hospitable to local needs, remains the most widely used classification system in Australia. Although supplemented at some libraries with specialized classifications for maps, medical, and legal materials, the DDC thus provides an overall picture of uniformity and standardization throughout the national library system.


Intended to stimulate growth and activity in the academic section of the state library association, the eight papers in this collection address concerns of professional recognition and development, library services, collection maintenance, library instruction, and library automation, offering advice based on a variety of experiences and providing guidelines for practical action. Included are "How Participants Can Ensure the Success of a Meeting" by Karen L. Sampson; "Staff Development Programs: A Practical Approach to Implementation in Your Library" by Brian Striman; "The Penultimate Users' Guide: A Competency-Based 'Packet' System as Applied to Integration of Guides-to-the-Literature into the Curriculum" by Brooks Smith; "Videotape as an Aid to Bibliographic Instruction" by Janet Key and Thomas A. Tollman; "Collective Bargaining in Midwest Libraries" by Bob Carmack and John Olsgaard; "A Collection Analysis and De-selection Program at the University of Nebraska at Omaha University Library" by John Reidelbach; "Applications of Microcomputers in Academic Libraries and Media Centers" (abstract only) by Ronald D. Johnson and DeForest Nesmith; and "Determining Preferences for Library Services" by Jack L. Middendorf. A directory of contributors is included.


Designed to facilitate neighborhood resource centers for community projects, this two-year cooperative demonstration project between the Seattle Public Library and Seattle University's community resource program developed four methods for libraries to serve community groups on an effective and continuing basis: regular attendance by librarians at community group meetings; contributions
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by community leaders to their neighborhood libraries; formal presentations by librarians to community groups; and installation of computer terminals in neighborhood libraries. Also included in these programs was the involvement of all levels of librarians in planning, special orientation, training, outreach, and evaluation. Project activities were evaluated by comprehensive and special purpose questionnaires for specific models and activities, interviews, and the deliberations of an ad-hoc library and staff committee. Results indicated the combination of librarian training and outreach increased the visibility of special collections; computer terminals increased public awareness of library accessibility; and, finally, that outreach improves the ability of the library staff to improve professional skills and enhances the overall visibility of library services. Appendixes include questionnaires, supporting administrative documents, and sample public relations materials.


This case study documents the cooperative efforts of the University of Nebraska-Lincoln libraries and the Nebraska Publications Clearinghouse to form a joint regional depository for United States documents and explores their solutions to problems of facilities, personnel, and finances. It includes the unique agreement eventually approved by the Superintendent of Documents allowing the university to retain the full pre-1974 collection and the clearinghouse to maintain the full or master post-1974 collection. The agreement further allows each library to receive a full set of new publications that they may better serve their differing audiences, and to participate in interlibrary loan with smaller depositories with more limited collections. The letter proposing the agreement, the text of the agreement, and the letter of approval are included. A bibliography lists thirteen references.


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between universities, world information systems, and communication networks seeking to establish a sustainable system to handle recent developments in information and communication, utilizing universities as focal points, was continued at this third annual conference attended by thirty-one information professionals from eight nations. Commemorative remarks by Tefko Saracevic, Gjuro Dezelic, Neva Silovic, and Robert M. Hayes honored the memory of Dr. Bozo Tezk, the conference founder. A panel discussion exploring the topic of education in the fields of information and communication is summarized in remarks of the major contributors and the closing comments of Robert M. Hayes. A selection of papers presented on a variety of general and specific subjects is included: "Information and Productivity" by Robert M. Hayes; "A 'LINC' between University Library, Information and Computing Services Using Voice Input/Output" by John Hawgood; "Information Measurement Systems" by Sergei Prohorov; "Issues in Distributed Data Base Design" by Abdullah Uz Tansel; and "International Standardisation of Modular University Programmes" by Gustav Thuro. The conference closed with a joint statement noting progress and accomplishments and suggesting directions for future studies and conferences. Lists of resource persons and participants are appended.

ED 207 566. MF—$.83; PC—$6.32.

Intended to provide background information for a special advisory commission created by the state legislature to study the desirability of a state library networking system, this series of twelve papers prepared by the staff librarians of the Virginia State Library summarizes the workings of various network programs, techniques for implementing them, and what has been done in other states as well as Virginia. The topics are: "What Is a Library Network and What Can It Do?"; "Network Architecture"; "The Role of Utilities in Library Networking"; "Network Economic Considerations"; "Union Catalogs"; "Interlibrary Loan Center"; "Staff Development"; "Cooperative Buying"; "Delivery Systems"; "Centralized Processing"; "Reference and Referral Centers"; and "Suggested Virginia Plan for Networking."


The nineteen papers and three panel discussions on the goals, methods, and evaluation of user education that are presented in this collection draw upon the experiences of librarians of the Scandinavian countries and Great Britain. The principles and practice of user education and its aims and goals in each of the participating nations are presented in seven of the papers, aspects of instructional materials and teaching methods are explored by nine others, and the evaluation of user education, including problems, methods, and practice, are considered by the final three. Interspersed among the three groups of papers are panel discussions on the general themes presented by the papers, and the seminar concludes with a final discussion and recommendations. Included are a list of participants and a list of publications in Swedish by the Chalmers University of Technology.


The forty-eight abstracts in the Project SHARE bibliography deal with the use of computerized information systems in day-care, education, public assistance, mental health, and local government settings. Effects of standardization on human services, and issues of confidentiality are two of the important questions raised by these documents. Projects and pilot programs of varying success are presented, along with analyses of the benefits reaped and the problems encountered. In addition to computerized data systems, other forms of information dissemination—"talkback radio," referral directories, and interactive cable television—are discussed. The bibliography, which provides a representative but not exhaustive sampling of the topic, is divided into three sections: the abstracts with full citations arranged alphabetically by author, a listing of personal or corporate authors, and an index of titles.


Developed to assist librarians in the measurement and evaluation of the library's ability to provide services, this guide suggests a number of evalu-
ation techniques that may be used once the reasons for a study have been clearly determined and locally peculiar conditions have been taken into account. The first section explains methods for assessing library use, offers procedures for measuring activities that occur in the library including room and equipment use, and outlines techniques for determining in-library circulation and for maintaining library-program records. The following section explains several methods for evaluating the library's collection, and the final section introduces the basic concept of sampling as an evaluation tool for library usage and collection study. Two charts summarizing assessment of library-use methods and collection-evaluation methods are included, along with a table of random numbers and lists of suggested readings for each section.


A study by the Northern Territories Department of Community Development systematically and specifically identified information needs and categories of clients through a set of intellectual concepts in the fields of sport, recreation, and leisure. A survey of Australia's serials holdings was conducted to assess the country's existing information resources to meet these needs, and twenty-one Australian and foreign databases were evaluated to determine the relevancy of materials on eight selected topics of importance to Australia. One or more academics were associated with each topic to prepare bibliographies for comparison with the search results of these surveys and evaluations. The results led to a proposal for a national information service called INFO RELEASE (Information Network for Recreation, Leisure and Sport) to take advantage of recent developments in information technology. The guidelines for the development of a proposed database, a thesaurus for effective retrieval, and the functions, costs, and administrative structure for INFO RELEASE are discussed in detail. Appendices include information on the leisure-studies information bank, questions about an Archive of Games, and an explanation of Bradford-Zipf distribution. Twenty-two references and a glossary of terms are provided.


This paper reviews the promotion of literacy and the development of library services in the multinational, multilingual republics of the Union of Soviet Socialist Republics since the October Revolution; these topics are reviewed as a model for state or regionally centralized services that promote local arrangements while serving a single national purpose in multietnic and multilingual developing nations. Consistent application of the principle of service to the needs of readers is credited with success in raising the literacy rate and the development of libraries within these republics. Objectives subordinated to this guiding principle include: the development of guidelines of library service in the political and cultural education of the masses; identification of the content and forms of service with due account of the regional specifics of the republics; establishment of an integrated network of public research and special libraries; training and education of library personnel; balanced collection development; development of a regional bibliography; and promotion of library administration.


Eight documents of representative types and three journal articles are included in this self-instructional training workbook for abstractor/indexers. Introductory materials provide an overview of informative and indicative abstracting styles and the principles of indexing utilized by the Educational Resources Information Center (ERIC). Detailed step-by-step instructions are given on examining documents, abstracting, and indexing. The first two documents, a state-of-the-art review and an opinion paper, provide practice in the informative abstracting style. A program development guide, a curriculum guide with instructional materials, and a collection of essays represent indicative exercises. A research report deals with the mixed-abstract mode (i.e., informative/indicative). A second research report and a document of composite focus provide experience with author abstracts. Journal article exercises emphasize the synthesis of extensive information. Each exercise includes an analysis of requirements, practical strategies, and alternative approaches to handling the document. Suggestions to supervisors for using the "workbook," sample work sheets, a list of "do's" and "don'ts," and a list of verbs are also
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provided. The workbook is intended for use along with the "ERIC Processing Manual," the "Thesaurus of ERIC Descriptors," and the "Identifier Authority List."

Bibliographic Instruction to the Student of Foreign Language and Literature: A Feasibility Study. By Dulce DiDio McLean. 1978. 24p. ED 207 558. MF—$0.83; PC—$1.82.

This instructional feasibility study discusses topics and concerns as they relate to the development of a library-user program for the student of foreign language and literature, provides insights on the issues of foreign-language academic instruction, and addresses the local concerns of the University of Toledo. The needs of students as perceived by the faculty teaching Spanish and German in the department of foreign languages are emphasized, and a plan of action for the extension of bibliographic instruction to the student and the department of foreign language is proposed. There are twenty-two references.

OTHER PUBLICATIONS OF INTEREST TO ACADEMIC LIBRARIANS


Consultants and Consulting Organizations Directory: A Reference Guide to Concerns and Indi-


The Left Index, no.1, Spring 1982. Ed. by Joan Nordquist. A new quarterly index to periodical literature that advocates social and political change. Santa Cruz, Calif.: Reference and Research Services, 1982. Subscription $50 yr., $15 per issue. Available from The Left Index, 511 Lincoln Street, Santa Cruz, CA 95060.


Lynch, Karen T. and Slotkin, Helen W. Processing Manual for the Institute Archives and Special Collections, MIT Libraries. Cambridge, Mass.: Massachusetts Institute of Technology, 1981. 61p. (Available for $5 from Institute Archives and Special Collections, Room 14N-118, Massachusetts Institute of Technology, Cambridge, MA 02139. Checks should be made payable to the Massachusetts Institute of Technology.)


