

NOTIS^{es}

NOVEMBER 1989
NUMBER 48

For users of NOTIS
library information
systems

COPYRIGHT © 1989 NOTIS SYSTEMS, INC.

Ask About Indy!

Loyola University of Chicago was one of the "launch" sites for the NOTIS Multiple Database Access System (MDAS). MDAS offers a low-cost means of searching databases through the public catalog interface.

"You expect to have an increase in service, but not so dramatic an increase." That is how Ellen Waite, University Librarian, describes the impact of MDAS on library services at Loyola. Since the introduction of "Indy," as MDAS is called at Loyola, in August, the library staff has witnessed a number of changes in library services. Student and faculty response to the new service has been overwhelmingly positive. "The library is the most popular place on campus," says Ellen. Circulation activity is up 50% to 100% over this time period last year. Interlibrary loan requests are up, as are requests for the transfer of materials between campus libraries.

Spreading the word

When the school year began, the library staff took advantage of new

student and faculty orientation sessions to advertise Indy. Campus newspapers carried front page articles about the new service. See page 16 for a reprint of an article from the Loyola staff newspaper. A banner was hung over the entrance of the Cudahy Library inviting people to "Ask about Indy!" And people did. Requests for library tours, which include Indy training, have risen. Library instruction classes now cover Indy and, Ellen reports, are more popular than ever.

What does Indy offer?

Indy provides access to three H.W. Wilson indexes, the *Business Periodicals Index*, the *Humanities Index*, and the *Social Sciences Index*. The database contains over 800,000 records and is available for searching on 60 terminals in libraries across the campus. Plans are to offer MEDLINE in early 1990.

How easy is it?

Ellen feels patrons have caught on quickly to using Indy. The reference

In this issue . . .

<i>NUGM 1989</i>	2
<i>NUGM 1990</i>	3
<i>Turnkey product</i>	3
<i>Enhancement ballot</i>	4
<i>Survey results</i>	4
<i>4.6 OPAC display</i>	6
<i>More on GTO</i>	8
<i>Authorities Training</i>	13
<i>Documentation</i>	13
<i>Vanderbilt</i>	14
<i>Minnesota</i>	14
<i>LIB1s</i>	14
<i>Troubleshooting</i>	23

The latest on GTO

Have a question about our Generic Transfer and Overlay (GTO) product? See page 8 for answers to the most commonly asked questions regarding GTO.

department provides search assistance but Ellen reports that Indy has proven so easy to use that "people don't tend to need much help." A study of transaction logs reveals that patrons are searching Indy more than they are searching the online public catalog.

Faculty reaction

The faculty response has been positive. "Faculty has been wonderful," reports Ellen. They are excited about Indy and are requesting that the library mount other databases. It's great that they are thinking beyond what we are offering." ■

WHAT YOU HAD TO SAY ABOUT NUGM 1989

We held our 1989 NOTIS Users' Group Meeting (NUGM) in September at the Palmer House in Chicago. Over 650 people attended, making NUGM '89 our largest user group meeting ever. We urged all attendees to fill out the evaluation form in the NUGM binder. Many of you did and we would like to thank you for taking the time to tell us how you felt about the meeting.

Overall, the evaluations were very positive. You confirmed our belief that you continue to want substance and that you want to learn everything you can about the NOTIS system from both NOTIS staff and other users. The vast majority liked having the meeting at the Palmer House and felt expectations for the meeting were met. You also appreciated the usefulness of having handouts compiled into one manual. The majority of you liked the new features we introduced this year, such as poster sessions, product demonstrations, Special Interest Group meetings, and the fact that we provided lunch and plenty of coffee.

Your suggestions for improving next year's meeting include:

- schedule more free time and longer breaks to facilitate networking
- improve the quality of visual presentations
- provide more descriptive information about sessions in the registration packet
- schedule demonstrations so that they do not conflict with other programs
- restrict the number of attendees at demonstrations and discussion groups
- supply manuals that are less bulky and easier to handle
- offer more poster sessions
- staff poster sessions and provide a sufficient number of handouts

continued next page

NOTISES

NOTISES® is published monthly by the NOTIS Systems, Inc., Documentation Services department. The purpose of NOTISES is to provide timely, helpful, and accurate information about NOTIS products and services to the NOTIS user community.

SUBSCRIPTIONS: Subscriptions are available to NOTIS users at the rate of \$50 for one year by calling us at (708) 866-0150 or writing us at 1007 Church Street, 2nd Floor, Evanston, Illinois 60201-3622.

CONTRIBUTIONS: We welcome articles and suggestions from the user community. Please call for formatting suggestions before submitting items for publication.

SENIOR EDITOR.....Jane Larkin
ASSISTANT EDITORS.....Laura Higgins,
Gary Lee Phillips

NOTIS® and the NOTIS design are registered trademarks of NOTIS Systems, Inc. Reg. U.S. Pat. & Tm Off.

708

New area code

NOTIS Systems, Inc. has a new area code. Please update your records.

Problem after hours? No problem!

You can now use our new voice mail system to report a problem outside of office hours (before 8:30 am or after 5:00 pm CST). Simply call Customer Services at (708) 866-0160. A recorded message will prompt you to enter the extension for the person you are calling. Press 128 on a touch-tone phone's keypad to leave a detailed message for User Services or Technical Support staff.

We are confident that your suggestions, combined with the active participation of your Special Interest User Groups will

result in a 1990 NUGM that will meet your expectations and needs even more completely than this year's meeting.

Mark you calendars now for October 24-25, 1990, and plan to join us at the Palmer House for the best NUGM yet. ■

NOTIS Announces Turnkey Product

We are pleased to announce plans to deliver a turnkey version of the NOTIS Library Management System software by mid-1990. "KeyNOTIS," is the first product integrating elements from IBM and NOTIS to provide unequalled functionality in an integrated library system. Featuring modules for acquisitions, cataloging, authority control, serials check-in, circulation, and an online public catalog, KeyNOTIS represents an easy-to-install, easy-to-operate information management solution for academic libraries.

Ideal for the academic library of 500,000 volumes or less, KeyNOTIS provides one-stop shopping for a library's hardware and software needs. KeyNOTIS requires no programming support for installation or operation. A single telephone number will put the KeyNOTIS library in touch with the expertise required for hardware or software questions.

We are accepting orders for KeyNOTIS. If you have any questions, please call us at (708) 866-0141. ■

Interested in Working on NUGM 1990?

Now that NUGM 1989 is behind us, the NUGM Planning Committee has begun work on next year's meeting, which will be held on October 24 and 25 at the Palmer House in Chicago. For 1990, the committee will be working closely with representatives from your Special Interest User Groups.

The committee is looking for people who want to participate in the planning and presentation of sessions. We need session moderators, presenters, and discussion leaders. For those willing to undertake these responsibilities, the NUGM registration fee will

be waived.

In addition, we welcome your suggestions for session topics. Some of you gave us ideas on the NUGM evaluation forms. (refer to evaluation article) We are forwarding these proposals to the appropriate NUGM representatives from the Special Interest User Groups. These representatives will be planning the content of the subject tracks for 1990. We encourage you to recommend session topics. To do so, complete the NUGM 1990 forms on pages 17-18 in this issue. Remember, as a speaker or moderator, your registration fee will be waived. ■

The 1990 Enhancement Ballot

In July we sent you our annual Enhancement Survey in order to get an idea of what you feel our priorities should be for improving the existing Library Management System software. As you can see from the results, (refer to Enhancement Survey Results) there is extensive clustering of proposed enhancements for NOTIS products. At NUGM 1989, we announced that we will be soliciting more user input next year in order to reduce the clustering. During 1990 we will be working with the Special Interest Groups to deter-

mine which projects to include in the 1990 ballot. All of you devote considerable time and effort to responding to the ballot, and we want the results to more accurately reflect your priorities.

At NUGM 1989, you asked us about the process for prioritizing enhancements for the 1990 ballot. NOTIS suggested to the Special Interest Group chairpersons that you submit enhancement requests to them in writing. To simplify this process, we have provided a form on page 21. Please complete this form with your proposal for an enhance-

ment and return it to the appropriate chairperson. For a current listing of chairpersons, consult NOTISes/47 (October 1989), pages 17-18. Until the Special Interest Groups formalize another process, we encourage you to submit enhancement requests via this form.

As new Special Interest Groups are formed, please contact Liz Feltmann at (708) 866-0180 with the name of the chairperson. We will regularly publish updates to the list of chairpersons in NOTISes. ■

1989 Enhancement Survey Results

Here are the results of the 1989 survey arranged by module. The numbers indicate points received.

A. Acquisitions

1. 424 Report generator
2. 352 Electronic linkages to vendors
3. 340 Online ability to relink order records
4. 161 Other
5. 158 Currency conversion
6. 152 Menu-driven operations
7. 122 Easy, online specification of default values

B. Serials

1. 488 Simplified check-in procedures
2. 414 Predictive check-in/automatic claiming
3. 303 Binding
4. 229 Electronic linkages to vendors
5. 161 Other
6. 130 Routing

C. Cataloging/Authorities

1. 402 Shelflisting capability
2. 372 Windowing of multiple records (e.g., authority and bib)
3. 363 Improved call number index
4. 197 Improved entry/edit capabilities
5. 149 More note fields in copy holdings records
6. 127 Improved field validation & subsequent error messages
7. 107 Other
8. 48 Transfer support via Linked Systems Project

9. 46 Tape output for holdings records

D. Circulation

1. 505 Microcomputer-based backup
2. 440 Other
3. 389 Global renewal
4. 300 Ability to link item records to more than one bib record ("bound withs")
5. 98 Patron self-service for recalls/holds
6. 78 Patron self-service for charges/renewals

E. Online Public Catalog (OPAC)

1. 416 Location-based searching
2. 303 Course reserve index-public
3. 257 Call number searching
4. 176 Online control of news, intro, and help screens
5. 141 PC download interface (patron-oriented)
6. 119 Printing of search results
7. 102 Indexing of 780/785 fields
8. 91 Other
9. 66 Online control of keyword/Boolean options
10. 62 Option for labeled display or catalog card display
11. 54 Enhanced display of 780/785 fields in OPAC
12. 16 Support for ISO/ANSI Z39.50 (retrieval standard)
13. 10 Support for NISO Common Command Language

F. Other

1. 482 Record purge programs
2. 341 Online entry/update for tables
3. 140 "General" maintenance/improvement (e.g., standardization of online messages; screen redesign; adding "minor" features as previously requested. (e.g., protecting a field); etc.
4. 128 Other

The following represents a ranking of projects by overall priority. Each of these projects received at least 50 points.

1. 195 Location-based searching
2. 144 Record purge programs
3. 141 Microcomputer-based backup
4. 112 Shelflisting capability
5. 99 Course reserve index-public
6. 94 Simplified check-in procedures
7. 91 Improved call number index
8. 74 Report generator
9. 59 Online entry/update for tables
10. 56 Call number searching
11. 55 Windowing of multiple records (e.g., authority and bib)
12. 53 Predictive check-in/automatic claiming
13. 52 Global renewal

The following are tables ranked in order of priority for conversion to online entry and update.

TABLE		NO. OF POINTS
1.	LC104 SECURITY	28
2.	LC102TZZ CIRPOL	27
3.	LC106TZZ LOCATN/BFFUND/LOCA-LOCC	22
4.	LC107TBL CALNDR	17
5.	LC105TBL LOCTNI	12
6.	LC101TB4 SERVIC/TERMINAL	7
7.	LC103TBL PATCAT/PATRID/LOANCD	4
8.	LC11ODAT MARC TAGS	3
9.	LC101TB1 INSGRP	1
10.	LC101TB5 FINREA/FUNCDE	1
11.	LC798BAL MESSAGES IN OPAC	1

The OPAC Display in Release 4.6

With the implementation of Release 4.6, you will notice a change in the contents of the online public catalog display. The following information will now display:

TAG	1st IND	2nd IND	TAG NAME	DISPLAY CONSTANT
028	0	1	Music Pub. No.	
028	1	0	Music Pub. No.	
028	0	2	Music Pub. No.	
028	1	2	Music Pub. No.	
211			Acronym or Shortened Title	ALSO KNOWN AS:
214			Augmented Title	Augmented Title
242	1		Translation of Title	TITLE TRANSLATED AS:
254			Musical Presentation Area	
255			Mathematical Data Area	
257			Country of Producing Entity	
351			Organization & Arrangement	
787	0		Nonspecific Relationship Entry	

OPAC NAMES

ACORN	Vanderbilt University
BEACON	Grand Valley State University
BISON	SUNY-Buffalo
BYLINE	Brigham Young University
CATALYST	Kent State University
CHESTER	West Chester University
CLIO	Columbia University
CUNY+	City University of New York
DELCAT	University of Delaware
ELIXIR	SUNY-Binghamton
FOCUS	Michigan Technological University
JANUS	Johns Hopkins University
LOLA	Louisiana State University
LUIS*	University of Texas-El Paso
LUMINA	University of Minnesota
LUNA	N.A.S.A.
MCLUIS	Montgomery College
MINERVA	University of Louisville
MIRLYN	University of Michigan
MORRIS	McMaster University
MURLIN	University of Regina
MUSE	McGill University
OASIS	University of Iowa
OLIN	University of Oklahoma
ORBIS	National Geographic, Yale University
PennLIN	University of Pennsylvania
PITTCAT	University of Pittsburgh
QLINE	Queen's University
ROCKy	Iona College
STARS	SUNY-Stony Brook
THOR	Purdue University
TOPCAT	Western Kentucky University
UNACAT	University of North Alabama
UNICAT	Burroughs Wellcome Company
UNIS	University of Utah
UNLOC	University of Notre Dame
VICTOR	University of Victoria
VIRGO	University of Virginia
YORKLINE	York University

*Pronounced loo-EECE

MORE ON GTO

As some NOTIS users already know, William Roselle, Director of the University of Pittsburgh Library System, recently wrote to Jane Burke concerning the Generic Transfer and Overlay (GTO) product. At his suggestion, several other users have also communicated certain concerns they have about this new product.

We are grateful to those NOTIS users who have taken the time and trouble to communicate with us about GTO. Jane Burke will, of course, be responding personally, but we also felt that *NOTISes* would be an appropriate place to reply to general questions and concerns that NOTIS customers have raised about GTO.

We feel that we may have failed to communicate the overall benefits of GTO to you. GTO does require you to make some changes in your cataloging workflow (just as NOTIS itself did). We feel that the basic increases in productivity and the better technical structure of the GTO transfer make these changes worth the trouble. In the questions and answers that follow, we have tried to communicate those basic benefits.

As always, we rely on our customers to make suggestions for future enhancements and improvements to NOTIS software products. Our strategy is to release a product that meets the most important needs of the most number of our customers and use their reactions to guide us in future enhancements and improvements. GTO is no exception to this rule, and we appreciate all the comments we have received. We have scheduled a GTO release for 1990 and are currently in the process of determining what features will be included. We continue to welcome comments. ■

Questions and Answers about GTO

Q. We like the OCLC screen transfer we now have. Why should we use GTO?

GTO-OCLC provides several benefits.

First, you can improve productivity by reducing keystroking. GTO allows you to locate an OCLC record and then press two keys at the utility terminal to transfer the record. GTO does not require that you edit the OCLC record before the transfer. With GTO, you do not have to delete lines, delete *lw* subfields, etc. Following a GTO transfer session, you can then go immediately to a NOTIS terminal to work on the transferred records or you can deal with them at a later time.

Second, GTO creates more parts of the NOTIS architecture automatically. You can not only transfer all of the bibliographic data, but you can also create copy holdings records with NOTIS location codes, call numbers, and size designators and volume holdings records with your holdings data. All of this happens automatically, depending upon how you have set up your GTO online conversion program (and of course upon the amount of data in the utility record). If you do not want to transfer that much data, you simply set up a very abbreviated GTO online conversion program. You can always change your online conversion program as you wish as your needs change. (The GTO online conversion program

is a mainframe program and you receive the source code for it.)

Third, all bibliographic records created in your NOTIS database through GTO are indexed online. Immediately after the transfer, you can retrieve the new NOTIS record by most author and title fields as well as the utility record number in the 035 field. (Other standard number fields are not indexed online, however.) Once you install Release 4.6, all bibliographic records created through GTO are indexed online by the Merged Heading Index program—a program that provides immediate access through a wide array of author, title, and subject fields—as well as being searchable immediately by the utility record number in the 035 field.

Fourth, there are cost savings. You can connect up to 16 utility terminals (15 if you use a 7171) to one GTO microcomputer. This allows you to find other uses for the NOTIS terminals that you now cable directly to OCLC terminals.

Finally, you can create additional work space when you uncouple your utility and NOTIS terminals.

Q. Is GTO supposed to be used by acquisitions or cataloging personnel?

GTO can help either or both groups. For example, an acquisitions department might transfer in bibliographic records in order

to create NOTIS order/pay/receipt records and the cataloging department might edit the bibliographic record after receipt. An alternative is for the acquisitions department to create a provisional bibliographic record in NOTIS that can later be overlaid by the cataloging department using GTO. You have the flexibility to decide how you will use GTO and who in your library will use it.

Q. In using the OCLC screen transfer, we have always edited OCLC records at the OCLC terminal before transferring. Can we continue to do that with GTO?

Yes, you continue to have that flexibility. You can edit or not as you decide. However, the type of editing required in order to perform the screen transfer (e.g., the right number of lines on the screen, etc.) no longer has to be done. You can set up your GTO online conversion program to perform automatically certain standard changes that you will always want to do. And of course, you can always edit your NOTIS bibliographic records at any time.

Q. If I don't have a NOTIS terminal hooked directly to the utility terminal, how do I know the record transferred?

Three ways. One, you can look at the screen that appears on your GTO microcomputer.

There is a box on the screen that counts the number of records being transferred; it increments by "1" each time a record passes to your mainframe computer.

Two, you can perform several record transfers and then move to a NOTIS terminal to search the database by the author, title, utility record number, etc. in order to do further processing. Since the indexes are indexed dynamically, the search can be done immediately.

Three, you can perform several transfers and then wait for the batch report (LBC40) that prints out the NOTIS record numbers of all the records you transferred during your GTO session. You decide how frequently you want the batch report. You can print it during the day if you wish. However, you do not have to wait for the report unless you want to do so.

If you're using RLIN, all of the above applies but RLIN (since it actually transfers a record through the PASS command) displays a message on the utility terminal screen indicating that a record transfer occurred. OCLC's New System will provide a similar structure that validates the record before it is transferred and displays a message on the OCLC terminal that the record has been successfully transferred.

Since the end of beta testing, there have been no reports of records failing to transfer because of defects in GTO. The product is stable and can be trusted to work correctly.

Q. Why can't NOTIS continue to offer the OCLC screen transfer?

NOTIS continues to support the OCLC screen transfer and will do so until OCLC has completed implementation of its New System with all OCLC users. Our understanding of OCLC current's schedule is that the New System will not be in full production until the beginning of 1991 at the earliest. Until OCLC has declared the New System to be in full production, NOTIS will support the screen transfer.

In fairness to our customers and with the understanding that GTO requires some preparation, we felt that we had to let you know as soon as possible that we could not continue to support the screen transfer when the OCLC New System comes into full production. While it would be easier for us and use fewer of your maintenance dollars if we supported only one transfer in the interim, we will maintain both the screen transfer and GTO until the New System is in full production.

In the meantime, we will have a release of GTO enhancements in mid-1990. As with all NOTIS products, GTO will evolve over time. We feel that it is well structured to get better and better.

We feel that we cannot support the OCLC screen transfer after the OCLC New System is in full production for two types of reasons, technical and cooperative.

Technical Reasons

The OCLC New System will not pass records to local systems via the current method, i.e., reading the screen display. Rather, the full MARC record will be sent online as a result of

an operator issuing a record transfer command.

A screen transfer reads only what is on the screen. A record transfer actually passes out the complete record using the actual computer form of the record which typically contains more data than is shown on a screen. This results in a more precise transfer of data.

The OCLC New System will have a variety of screen formats. The New System will display records in different formats and permit OCLC to easily modify them. NOTIS needs to capture a MARC record sent by a record transfer command because it will simply not be possible to program for all of OCLC's new screen formats or to alter the screen transfer program as quickly as OCLC may change its screens.

Cooperative Reasons

NOTIS wants to be sure that all of the capabilities of the OCLC New System and of the NOTIS system are available to users. OCLC has been very cooperative with all of the local system vendors about how to receive records coming from the New System.

The functionality that OCLC will provide with the New System has increased as OCLC has discussed this issue with the system vendors. OCLC feels that a record transfer capability is the preferred way to handle downloading of records into local systems. NOTIS wants to work with OCLC and it seems to be in the best interests of NOTIS customers for NOTIS to cooperate fully with OCLC just as NOTIS does with RLIN by using its PASS command.

Q. But I understand that OCLC will offer a screen capture capability with the New System. You say you cannot use that. Except for the fact that screens might change in OCLC, why can't you use what OCLC says will be there?

OCLC will offer what it calls a "save screen" capability with the New System in order for an operator to record the screen image on a diskette in ASCII format. The capability is designed to be used with word processing applications.

NOTIS has discussed this with OCLC and we have been advised that the "save screen" is not a good solution for downloading to a local system. The record is not in MARC format, it is a screen image only, and it is not validated in any way. OCLC definitely prefers that we use the record transfer command capability created for the New System.

Q. Why do you need a microcomputer for the record transfer? Couldn't you just write mainframe programs to take care of a record transfer? Why do I need to buy a micro?

Using a microcomputer for the transfer process has several benefits.

First, the GTO microcomputer acts as a flow control point for the data. The GTO microcomputer program senses the arrival of a record and automatically issues the commands to pass the record to the mainframe without further action by the operator.

Second, the GTO microcomputer allows for independent op-

eration and storage of records if your mainframe or telecommunications link is not available. If, for example, your mainframe is down for maintenance, utility terminal operators can continue to transfer records. Once the mainframe comes back up, the records transfer automatically. If you are using the OCLC Microenhancer, GTO can accept these records in batches and can easily control the flow of batches to the mainframe.

Third, the use of microcomputers to contribute to function is a growing trend. All OCLC terminals for the New System will be microcomputers; RLIN is encouraging its users to move off of dedicated RLIN terminals and use PCs. We need to be sure that the NOTIS architecture evolves with the industry because we want you to have an up-to-date system.

Finally, by developing GTO so that it requires only one microcomputer to support 15 or 16 utility terminals, we have taken an economical route for the introduction of microcomputer technology. A total investment to support 15 or 16 utility terminals is approximately \$3000. You can also choose a variety of IBM microcomputers, so you can shop around for the best value.

Q. I have a PS/2 that I want to use for the GTO microcomputer, but it's a model with an MCA bus. Can I use it?

Yes. We have found that a new HOSTESS™ board (used to connect your utility terminals to the GTO microcomputer) is compatible with the MCA bus and works with GTO. You are no longer limited to the PS/2 Model

30s with the ISA bus. If you order a HOSTESS™ board from NOTIS or another supplier, make sure you specify whether you want ISA or MCA boards.

Q. I thought I once heard that GTO could not handle authority records. Now I hear that it can, but there are problems. What's the situation?

The problems discovered during beta testing have been fixed. GTO-RLIN handles authority records with no problems. GTO-OCLC also handles authority record transfers, but it does not yet put a 1w subfield at the beginning of a field as it should. This will be fixed in the next release of GTO. Records with incorrect positioning of 1w subfields can be edited online. See the October 1989 issue of NOTISEs for more information.

Q. I'm concerned about the workflow implications of GTO. What has been the experience of other users?

Basically, very positive. Staff from the University of Texas at Arlington, the beta test site for GTO-OCLC, reported at NUGM (NOTIS User Group Meeting) that GTO has resulted in productivity gains and that the library staff would not want to return to the screen transfer. Staff at the University of Iowa, test site for GTO-RLIN, also reported at NUGM its satisfaction with the product.

Q. What happens if the mainframe computer or your telecommunications link goes down while you're transferring records? Do you have to stop and

then restart everything, including the GTO microcomputer?

No, you just keep on transferring records because the GTO microcomputer writes every incoming record from the utility to the microcomputer's hard disk. If the GTO microcomputer does not get a response from the mainframe for whatever reason, it automatically enqueues all records on the hard disk. Once the mainframe responds, the records are transferred out automatically. You do not have to reboot the GTO microcomputer except when you turn it on for the day. To start up the GTO microcomputer, you type only two commands.

Q. I understand that the GTO overlay process is automatic. This makes me nervous.

GTO does in fact overlay an existing NOTIS bibliographic record if there is an exact match on the utility record number in the 035 field. This design increases the productivity that can be achieved with GTO by reducing manual operations such as deleting provisional fields. Overlay capabilities have frequently been requested by customers for both online and batch programs, so we added this feature to GTO based on this input.

With the dynamically updated indexes now available with Release 4.6 and with GTO, any new record is reflected in the system indexes immediately (including online indexing of the 035 field for any record transferred in via GTO). A search of the NOTIS files immediately before any GTO transfers will tell you if a record is already in the

database; you can then decide if it is easier to edit the record online or overlay it through GTO.

Q. I understand that the GTO overlay process deletes provisional fields from existing NOTIS bibliographic records and also completely overlays existing holdings records. I'm concerned about this. Has NOTIS given any thought to either of these issues?

Yes. Like all NOTIS products, GTO continues to evolve and change based on user feedback. We encourage any GTO user to make suggestions for future changes and enhancements. As to the specific issues here, please note the following.

If you have provisional fields in a NOTIS bibliographic record and then add (by whatever method) firm fields, both types of fields index, resulting in double entries for the same record. As you know, this is potentially quite confusing to patrons and staff alike and typically you delete most provisional fields as soon as you enter firm fields. Since most users want to reduce keystroking to a minimum, NOTIS opted for automatic deletion of the provisional fields when a full MARC record is transferred from a utility. As to holdings records, several users have asked that NOTIS consider changing the overlay process in order to give sites more control over the process.

NOTIS is currently looking into possible changes it can make now to accommodate these requests. If we discover a "quick fix," we will announce it in *NOTISes*.

Q. I know that GTO takes the incoming utility holding symbol and translates it into a NOTIS location code. We don't have a complete correspondence between our utility holding symbols and our NOTIS location codes. Do we have to have a NOTIS location code for each utility holding symbol?

No. GTO will default to the first NOTIS location code in your GTO online conversion program whenever it encounters a utility holdings symbol not listed in the conversion program. The University of Texas at Arlington uses only one NOTIS location code in its GTO online conversion program. That code translates into a NOTIS location name ("UT Arlington Libraries") for use in the OPAC, a name that the staff decided was suitable for items not yet in the collection. Of course, when an item is received and cataloged, the appropriate location code can be assigned at that time.

Q. I've heard so much discussion about GTO that I'm confused about what it can and cannot do. Is there any documentation I can read before I decide to buy the product?

Yes. NOTIS Documentation Services will send you a review copy of the GTO documentation (containing, among other material, a full functional description) at no charge. When you receive it, we ask that you sign the enclosed non-disclosure agreement and return it to NOTIS. Send your request to NOTIS Documentation Services, 1007 Church Street, 2nd Floor, Evanston, IL 60201-3622 or call

Sandie Yuen at (708) 866-0150 x689.

Q. Who can I talk to at NOTIS about further questions on GTO?

Contact your Product Specialist, either Keith Giltner (East and Southeast states), Sandy Schmidt (Central), or Doug Madigan (Great Lakes and West). See the October *NOTISes* for the exact state/province coverage of the Product Specialists. See page 16 for the GTO order form. ■

NOTIS Documentation Gets New Look, New Timetable

Effective with *User Update No. 21*, NOTIS users will be enjoying greater legibility and clearer examples. Documentation Services has finished installing new Macintosh hardware and will be producing all future materials by using desk top publishing techniques.

The first manual to receive the "new look" will be the *NOTIS Terminal Operator's Manual, Vol. 3: Online Public Catalog*, which is slated for a total replacement in the near future. The text files have already been converted to the Macintosh format and writers are beginning to revise the chapters now. When the revised copy becomes available, it will be issued in its entirety to all *User Update* subscribers. If you are not presently subscribing to the up-

Be One of the First to Attend Authority Control Training!

Christmas shopping in Chicago or attending the American Library Association Midwinter Conference? Consider attending an Authority Control training session. We have scheduled classes in Evanston on December 8, 1989 and January 5, 1990. In order to get the most out of the training, we are asking you to do some reading before you come to class. Take the time to familiarize yourself with the USMARC Format for Authorities. Pay particular attention to the heading use codes in the fixed fields: (NAME, SUBJ, SER) S/SYS (subject heading scheme code) and KIND. Also, review the definitions for the 1XX, 4XX, and 5XX fields along with the control subfield lw. We hope this preparation will help make the training more meaningful to you. To register for authority control, use the registration form on page 22.

The Authority Control training manual is now available for delivery. For those of you who have previously ordered NOTIS training manuals and want to complete the set, or if you who would like a copy of the manual for reference, fill out the Training Manual/Workshop Manual Order Form on page 19. ■

Claiming Lost or Missing Documentation

Beginning in January of 1990, we will maintain an inventory of User and Technical Updates for up to 90 days after the issue date. After that, we will no longer be able to fill a request for a lost or missing update. ■

dates, you may wish to enter your subscription now to be sure of receiving this new edition automatically.

The change in technology has also led to some changes in the release schedule for both *User Update* and *Technical Update* issues. The present plans will move these publications toward a quarterly schedule for each. In addition, this scheduling change enables us to maintain our current prices in the face of rising postage and handling costs. The expected mailing date for the next *User Update* is January 15, 1990, with the *Technical Update* set for February 15. Future publication dates will be distributed in the cover letter that accompanies each issue, as well as appearing in *NOTISes* as in the past. ■

Vanderbilt Hits One Million Mark

On September 20th, the Vanderbilt University library staff added the one millionth record to Acorn, their online public catalog. To celebrate the event, the staff held an impromptu party in recognition of the contributions of the technical services staff to Acorn. The database is the result of 14 years of work. In 1975, Vanderbilt began using OCLC to begin the process of building a file of machine-readable records. In 1985, 500,000 local records were added. In the same year, Vanderbilt implemented the NOTIS cataloging module and an additional 50,000 records were added. Since then, some 250,000 records have been added through the use of retrospective conversion projects. ■

Retrospective Conversion Project Completed at Minnesota

The University of Minnesota Libraries have reached their goal of creating an online catalog that includes a record for every officially cataloged, Roman alphabet title held in the libraries. The 1.9 million records in the online public catalog, LUMINA, include 1.35 million retrospective conversion records, plus records for all University of Minnesota titles cataloged on OCLC, RLIN, and LUMINA, and records for all titles on order.

To mark the event, the library staff held a gala luncheon in celebration of LUMINA, the "gateway to the universe of information." All four hundred staff members took time to recognize and appreciate how far they have come with automation. During the past three and a half years, the staff has carried out a series of projects that resulted in the conversion of 1.15 million records. All records have been loaded in LUMINA and are being loaded in OCLC and RLIN. The projects were managed by Christina Meyer, Head, Database Management Division, Central Technical Services.

The library staff is now turning its attention to the enhancement of LUMINA through the addition of records for titles not previously included in any union catalog, such as analytics for major microfilm sets, U.S. Gov-

ernment Printing Office records, and records for archival and manuscript materials. ■

LIB1s, Unite!

Every NOTIS site has a LIB1. Typically, the person designated as the LIB1 has responsibility for the overall implementation and management of NOTIS. David Carlson of the University of Louisville recently conducted an informal survey of Bitnet users and found that LIB1s would like to form their own interest group. As a result, David is planning a meeting at the American Library Association Midwinter Conference in Chicago on January 6th from 8:00 to 10:00 pm. If you are unable to attend this meeting but want to find out more about a LIB1 interest group, contact David Carlson, Director, Office of Library Systems, Ekstrom Library, University of Louisville, Louisville, KY 40292. David's telephone number is (502) 588-5733. Bitnet: DHCARL01@ULKYVM ■

"Indy is here' to Help Researchers Access Periodical Articles"

Loyola World
September 14, 1989

No, the slogan does not refer to the movie-screen archaeologist adventurer nor to the annual auto race. The "INDY IS HERE" signs you may have seen in Loyola's libraries refer to a new computerized index for magazine and journal articles.

"Indy is similar to Loyola's on-line catalog LUIS, which has been in operation since January 1988," said Ellen J. Waite, M.A., university librarian. Indy is a multiple-access data base, meaning it can access several periodical indexes. Currently, Indy provides information about periodical articles from the last five years listed in Business Periodicals Index, Humanities Index, and Social Science Index.

"The publishing industry now produces over 100,000 English language periodicals," Waite said. "Computerized indexes are the only feasible method of maintaining access to the millions of articles published annually. The conventional method of accessing computerized indexes has been dialing into separate indexes stored on large remote computers. This process was costly and time-consuming.

"We wanted to provide users with direct access to periodical indexes in conjunction with the

on-line library system. Indy does that," Waite said. Indy allows for several users to simultaneously access the computerized indexes through mainframe terminals, using the same terminology and search styles as LUIS.

Indy is said to be very easy to use, and most researchers should be able to follow the on-screen directions without difficulty. In addition, the campus libraries offer training in the use of Indy in conjunction with their fall semester tours. Eventually, Indy and LUIS will be interactive. This means that, once students or researchers find the journal articles they need, they can tell immediately if Loyola has that journal, and at which campus.

"A lot of libraries have automated in the last five-to-ten years," said Waite. Other universities have computerized periodical index systems on terminals separate from their on-line catalogs. To combine both on the same terminal is easier for the user to access data for research purposes. "Loyola is committed to getting the best for the library. The administration is highly supportive of the research efforts of the faculty and students. The latest technology allows for better research," Waite said.

Indy is installed in terminals throughout Cudahy Library and Lewis Towers Li-

brary and the libraries at the law school and medical school. "Users will not have to return to the reference desk to continue their research," said Waite. "They can access Indy from any of the terminals found throughout the library."

Indy was presented at the orientations for students and faculty. "It was great to watch the freshmen's reactions to Indy," Waite said. "They are accustomed to spending a lot of time pouring over the Reader's Guide to find articles for their research papers.

"What's nice about Indy is that everyone can use it - freshman for their papers in composition class, and faculty for their published research. "MedLine, a medical periodicals index, soon will be loaded as a separate access base," Waite said. "Legal periodical indexes will be added to Indy later. NOTIS Software Inc. has not yet released the Indy software for general distribution. During the initial installation phase, we were restricted to three indexes. We chose the three we thought would be most highly used."

Persons with questions about Indy should ask one of the library's staff members for more information.

Reprinted with the permission of Loyola World and Loyola University of Chicago. ■