

Expedite

Access

Localize

Technical
Services for
Canadian
Libraries

Contract Cataloguing

Let OCLC provide cataloguing solutions for your library



OCLCTM

The world's libraries.
Connected.

OCLC® Contract Cataloguing

lets you add a team of experienced cataloguers to your staff, with no training required. You get the cataloguing expertise you need, at a price you can afford. We provide original cataloguing, copy cataloguing and physical processing for all types of materials in many languages. You receive high-quality, efficient cataloguing services that are tailored to meet your library's particular needs. Based in Winnipeg, OCLC (formerly Library Technical Services, or LTS) is perfectly positioned to meet the technical needs of Canadian libraries.

There's truth to the adage, "If a user can't find it, the item isn't really there." The fact is, if your holdings aren't catalogued properly, or they're missing from the OPAC, they're all but invisible to your users. And that means a diminished return on the investment you've made in your collection.

You can make it so much easier for them—and yourself. OCLC helps you solve the most challenging cataloguing problems and dramatically improve service to your users.

As part of OCLC Contract Cataloguing services, our Canadian operation is much more than a single service—it is a collection of expert, interdisciplinary capabilities that are brought together according to your needs. Our solutions are designed for your library, whether you require hands-on cataloguing, or refinement of your online catalogue. We work quickly, cost effectively and with little to no impact on your daily operations or staff allocation.

This brochure gives just a glimpse into what we can do for you. Contact OCLC for a library needs assessment and to see what's possible.

Contract Cataloguing

A better way to manage your current workload

Whether your library needs help with backlogs, ongoing cataloguing support or handling of special format or non-English materials, OCLC can help you at a lower cost than you might expect. We share your commitment to quality and attention to detail. Services include:

Nonbook and non-English materials cataloguing

Don't let unfamiliar formats or languages create a backlog in your library. OCLC catalogues materials in many languages and all formats (including DVDs, music scores, maps and electronic resources).

Short-term fixes and ongoing cataloguing support

A growing backlog of materials puts unnecessary stress on your staff and slows the pace of placing items on shelves. Let us quickly eliminate your backlog by handling the cataloguing for you.

Gift collection management and special projects

A sudden influx of new or unusual items, such as an unexpected gift collection, can tie up staff time and resources. OCLC will work with you to develop a plan for cataloguing your gift collections and special projects.

Short-term or ongoing solutions

OCLC's Contract Cataloguing can handle projects for libraries of any size or type.

Whether your library needs short or long-term assistance, we solve your technical services problems. Our experienced staff becomes like an extension of your own team—we work to your high-quality standards. With expertise in non-English (non-Latin) languages and nonbook formats, we can help with a temporary backlog or catalog specific types of materials on an ongoing basis.

We can even receive shipments directly from your materials vendors to get much-needed items on to your shelves faster.

Variety in formats and languages

Formats

Books
CD-ROMs, DVDs and videos
Electronic resources (including computer files)
Government documents
Legal materials
Serials
Musical scores and sound recordings

Languages

More than 40 languages, including:

Arabic	Italian
Chinese	Japanese
French (with French or English language-of-cataloguing)	Korean
German	Scandinavian languages
Hebrew	Slavic languages
	Spanish

Success stories

Your trusted partner

Our staff is committed to providing libraries high-quality, affordable access to the latest technology and expertise in cataloguing. We meet with you to define your library's requirements and work closely with you to ensure your complete satisfaction. A few satisfied librarians shared their experiences with OCLC.

A proven winner

"The University of Alberta is delighted to be the first library to renew its agreement with OCLC. In our decision to continue our most productive relationship, **we were again impressed with the flexibility** of the OCLC service model, and the collaborative approach that the OCLC team brought to the table. We will continue to use OCLC for our cataloguing and processing needs, not just for new acquisitions but for our many donations and gifts. Contract Cataloguing is a proven service for us, and the presence of OCLC only enhances my confidence that our decision to renew is **the best choice for our Library.**"

Ernie Ingles

Associate Vice-President (Learning Systems) and
Chief Librarian **University of Alberta**

...our
**first choice for
contract cataloguing
service.**

A change for the better

"When the Patrick Power Library received two large donations of books in the Chinese and Japanese languages, we were thrilled to receive a valuable collection to support Saint Mary's University's Asian Studies program. OCLC was able to provide us with a **speedy and cost-effective solution**. This was done at a very reasonable cost per title, regardless of whether the records were obtained through copy or original cataloguing. We were pleased with both the speed and the quality with which the work was completed. Should we receive any future collections that cannot be processed in-house, OCLC would most certainly be our first choice for contract cataloguing service."

Madeleine Lefebvre
Former University Librarian
Patrick Power Library
Saint Mary's University

Benefits

Enhance resource sharing by making your entire collection available online

Save time and money—per-item handling is faster and less expensive than in-house work

Improve circulation by giving users online access to all of your bibliographic records

Increase access to your valuable collection

Free your cataloguers for higher priority tasks

Clear your backlog and keep ongoing cataloguing current

Features

Expert cataloguing in all formats, including electronic resources, musical scores and AV materials

The most experienced cataloguers available

High-quality OCLC-MARC records

Customized cataloguing for materials in many languages

Expert special handling of your valuable materials

Outstanding service and a commitment to satisfaction

Lower cost and high hit-rate with WorldCat

Options

Physical processing for contract cataloguing projects

- Spine Labels
- Mylar Label covers
- Barcodes (if supplied by library)
- Security stripe, date due slips, book pockets

Web Resources

www.oclc.org/services/
OCLC solutions, including contract cataloguing services

Related Services

WorldCat Cataloging Partners provides custom OCLC cataloging from materials vendors, especially for nonbook, non-English items

Language Sets help you build multilingual collections of books and videos, either preselected or custom-developed

To learn more about Contract Cataloguing and other OCLC services, visit the OCLC Web site at: www.oclc.org

For pricing information and to request a cost estimate, e-mail: canada@oclc.org or call **1-888-658-6583**

OCLC cataloguing: powered by WorldCat

Updated daily, WorldCat contains bibliographic records and holding information contributed by libraries around the world, including more than 900 member libraries across Canada. WorldCat is the world's most comprehensive bibliographic database, connecting librarians, students, researchers and other library users to 4,000 years of recorded knowledge. WorldCat contains more than 95 million bibliographic records and holdings information contributed by more than 9,000 libraries around the world.



OCLC helps libraries in more than 100 countries provide users with bibliographic, abstract and full-text information when and where they need it. OCLC and its member libraries cooperatively produce and maintain WorldCat, the world's most comprehensive bibliographic database. Please contact us to learn more about OCLC in your part of the world.

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