Is your library in need of CATALOGING TRIAGE?

NEWS FLASH: DGI NOW MAKING HOUSE CALLS!

“Cataloging Triage” – what is it? Triage is the practice of dividing incoming work into different levels of priority so that you can handle the high-priority items first, and move the lower-priority items farther down the to-do list.

In libraries, cataloging triage often means that, if you can’t find a record quickly, that item gets stacked on a shelf in the back room, never again to see the light of day. The easy stuff gets on the shelves. The rest? Well...

Every library has that pile of un-cataloged items in the back room; you know the ones we’re talking about: the self-published titles, local authors, locally produced or unique AV materials… there are no records in OCLC or SkyRiver, and yours will be the first library in CT to add the item to your collection. No one on staff has the time to catalog these, or perhaps you don’t have anyone that can handle original cataloging.

Wouldn’t it be great to make that pile disappear? What if there was an on-call service that would send an experienced cataloger to your library for JUST ONE DAY (or a half-day) to whittle down that pile? Wouldn’t you want to take advantage of that?

Here’s what DGI can do to clean up that unsightly and soul-destroying pile:

- Provide on-call service (48 hour advance notice suggested)
- Offer half-day (4 hours/minimum of 8 original records) or full-day (8 hours/minimum of 16 original records) appointments
- Arrive ready to get started, with a laptop and everything required to do the job—no need to provide database access or training, just Internet access and a small desk/workspace
- Deliver fast, accurate and complete original or copy cataloging (not just minimal records), with call numbers that fit your specifications (shelflisting)
- Offer a no-strings, same-day service: MARC records, delivered at the end of the work period—items will be ready for final physical processing (of course, we can do that, too, if you want…). When the day is done, we vanish into the mist like Brigadoon...

The Donohue Group, Inc. (DGI), a woman-owned, Connecticut business that is owned, managed and staffed by professional librarians, has been providing professional cataloging and contract services to libraries, museums and archives since 1984. DGI is proud to serve CLC member libraries with high-quality cataloging solutions that fit your schedule and budget.

What would YOUR LIBRARY pay for such a service? Can you really put a price on peace of mind, improved access to materials for your users and an uncluttered tech services area? If you said $1,000, you’d be WRONG! The cost for CLC member libraries is ONLY $200 for a half-day, or $400 for a full day of CATALOGING TRIAGE!

Tempting, isn’t it? Contact Pat McCurdy-Crescimanno at DGI for details.

pmccurdy@dgiinc.com
www.dgiinc.com
(860) 683-1647 (office) / (860) 683-1678 (fax)

©2016, The Donohue Group | 41 Mechanic Street, Windsor CT 06095