

INFO 202 Exercise 2: Vocabulary Design Basics - Worksheets Your name: Kristina Gerhardt**Worksheet 1: Identify central concepts (Step 3)**

RECORD	MOST IMPORTANT CONCEPTS
[first 5 records are covered in the recording]	
A Study of Web-Based Interactive Reference Services via Academic Library Home Pages. Bao, Xue-Ming Reference & User Services Quarterly, v42 n3 p250-56 Spr 2003 2003 Addresses issues of access and policy in developing Web-based interactive reference services via academic library home pages. Discusses results of a national survey that showed that less than half of surveyed institutions use Web-based interactive reference as an extension of traditional reference services. Tables include findings.	• Reference Services • Web Based Reference • User Services • Interactive Reference Services • Access • Academic Libraries • National Survey • Academic Librarians
Virtual Reference Services. Brewer, Sally Northwest Education, v9 n1 p7,35 Fall 2003 2003 As the need to access information increases, school librarians must create virtual libraries. Linked to reliable reference resources, the virtual library extends the physical collection and library hours and lets students learn to use Web-based resources in a protected learning environment. The growing number of virtual schools increases the need for virtual reference services. Three virtual libraries are described. Examples of Web-based resources are given. (TD)	• Access • School Librarians • Virtual Resources • Virtual Reference Services • Reference Services • Virtual Libraries • Internet Resources • Online Academic Programs
Exciting E-Books: A New Path to Literature. Agee, Jim TechTrends, v47 n4 p5-8 Jul-Aug 2003 Considers ways to use electronic books (E-books) to involve students in literature. Highlights include E-book technology; costs; digital content; acquiring versus accessing information in libraries; title availability; storage capacity; sources of E-book content, especially Web sites; downloading software and E-books; sources for current, commercially available titles; and E-books in school media centers.	• E-books • Electronic Books • Students • Digital Content • Technology • Acquisitions • Digital Collection • Media Centers • School Media Centers

Back of Book Indexes and the Characteristics of Author and Nonauthor Indexing: Report of an Exploratory Study. Diodato, Virgil; Gandt, Gretchen Journal of the American Society for Information Science, v42 n5 p341-50 Jun 1991 Describes a study that examined back of book indexes produced by 37 authors and 27 nonauthors to see whether differences between the 2 groups of indexers could be discerned by counting the occurrence of 3 characteristics in their indexes: number of index pages, modified headings, and cross-reference use.	• Indexing • Study • Exploratory Study • Indexers • Modified Headings • Cross-Referencing
--	--

Worksheet 2: Turn concepts into draft terms, then into final list. (Steps 4, 5, 6)

Group the concepts taken from Worksheet 1 (Step 4) <i>Put similar terms together, basing your decisions on the users and the context. Turn the concepts into candidate terms. Think in terms of usefulness for searching:</i> • <i>Is the word significant enough to be a descriptor?</i> • <i>Is it a concept people actually will want to search for?</i> • <i>What discriminations will your users want to make?</i>		Decide on a best term for each concept group, creating a draft of the vocabulary (Step 5) <i>Decide on a best term to describe each concept group (it's okay to list more than one as long as only one makes it to the final list).</i>	Edit the list & create final controlled vocabulary (Step 6) • <i>Edit the draft list;</i> • <i>Merge with video's list of terms;</i> • <i>Alphabetize;</i> • <i>Do final check that terms are in correct form.</i>
• Library Services • Reference Services • Web Based Reference • User Services • Interactive Reference Services • Virtual Reference Services • Online Academic Programs • Online Programs	• Research • National Survey • Study/Studies • National Survey • Technology • Exploratory Study	• Academic Libraries • Access • School Libraries • Virtual Libraries • School Media Centers* • Reference Services* • Reference* • User Services* • Virtual Reference* • Academic Programs • E-books • Digital Collection • Surveys • Exploratory Study* • National Survey* • Cross Reference* • Indexing* • Modified Headings* • Technology	• academic librarianship • academic libraries • access • adolescents • collection development • digital collections • diversity • e-books • employees • libraries • management • programs • public libraries • reference • school media centers • students • surveys • teaching • technology • virtual resources • volunteers
• Materials • Virtual Resources • Internet Resources • E-books/ Electronic Books • Digital Content • Digital Collection	• Librarianship • Academic Librarians • School Librarians		
• Libraries • Academic Libraries • Virtual Libraries • Acquisitions • Media Centers • School Media Centers	• Skills • Indexing • Indexers • Modified Headings • Cross referencing • Acquisitions		
	• Misc • Students • Technology • Access	<i>*similar concepts</i>	

Worksheet 3: Now use your controlled vocabulary to index the records. (Step 7)

RECORD	ASSIGNED DESCRIPTORS
A Study of Web-Based Interactive Reference Services via Academic Library Home Pages. Bao, Xue-Ming Reference & User Services Quarterly, v42 n3 p250-56 Spr 2003 2003 Addresses issues of access and policy in developing Web-based interactive reference services via academic library home pages. Discusses results of a national survey that showed that less than half of surveyed institutions use Web-based interactive reference as an extension of traditional reference services. Tables include findings.	academic librarianship, academic libraries, access, reference, surveys, technology
Virtual Reference Services. Brewer, Sally Northwest Education, v9 n1 p7,35 Fall 2003 2003 As the need to access information increases, school librarians must create virtual libraries. Linked to reliable reference resources, the virtual library extends the physical collection and library hours and lets students learn to use Web-based resources in a protected learning environment. The growing number of virtual schools increases the need for virtual reference services. Three virtual libraries are described. Examples of Web-based resources are given. (TD)	academic librarianship, collection development, digital collections, reference, students, virtual resources
Exciting E-Books: A New Path to Literature. Agee, Jim TechTrends, v47 n4 p5-8 Jul-Aug 2003 Considers ways to use electronic books (E-books) to involve students in literature. Highlights include E-book technology; costs; digital content; acquiring versus accessing information in libraries; title availability; storage capacity; sources of E-book content, especially Web sites; downloading software and E-books; sources for current, commercially available titles; and E-books in school media centers.	access, collection development, digital collections, e-books, school media centers, students, technology
Back of Book Indexes and the Characteristics of Author and Nonauthor Indexing: Report of an Exploratory Study. Diodato, Virgil; Gandt, Gretchen Journal of the American Society for Information Science, v42 n5 p341-50 Jun 1991 Describes a study that examined back of book indexes produced by 37 authors and 27 nonauthors to see whether differences between the 2 groups of indexers could be discerned by counting the occurrence of 3 characteristics in their indexes: number of index pages, modified headings, and cross-reference use.	collection development, libraries, management, surveys, technology