Library Services & Content Management Update
Spring 2011

GPO'S FEDERAL DIGITAL SYSTEM (FDSYS)

Since December 2010, GPO's Federal Digital System (FDsys) has been its system of record for online Federal Government information. Later this year, GPO will take the final steps to shut down *GPO Access*. Once the sunset of *GPO Access* is complete, the next two top priorities for FDsys are:

- Increasing the amount of content managed and preserved within FDsys, including at-risk, born digital content and
- Increasing the ways the content within FDsys can be used and reused.

On Tuesday, April 5th at 2:00pm, there will be a session on FDsys Development Activities, where current and future capabilities will be discussed. Additionally, there is an FDsys information sheet in the conference packets. There is also an FDsys demonstration table where you can explore FDsys and ask questions of GPO staff.

FDSYS TRUSTED REPOSITORY AUDIT AND CERTIFICATION

GPO's Preservation Librarian and Lead Program Planner conducted an internal audit of FDsys according to the methodology prescribed in the Trustworthy Repositories Audit and Certification Criteria and Checklist (TRAC), developed by The Center for Research Libraries, CRL.

A team of GPO staff is reviewing the findings of the internal audit. Documentation from the internal audit will be used by external auditors to provide an independent assessment of FDsys to achieve a higher level of certification as a trustworthy digital repository. A process is underway to secure the services of a second auditor to perform the independent assessment of FDsys. Progress on obtaining external auditors will depend heavily on budgetary funding. GPO will update the depository community as this continues to progress.

PROMOTIONAL EFFORTS

Depositories can still order copies of the 2011 FDLP Event Planner from the FDLP Desktop. This 2011 planner highlights facts about the FDLP and provides reference to our 2011 events. Additionally, GPO recently introduced new FDLP desktop wallpaper and screensavers for public access workstations. CDs of these are available from the FDLP Desktop as well.

This past year, GPO also contracted with North American Precis Syndicate (NAPS) on FDLP and FDsys campaigns. NAPS staff worked with GPO to disseminate informational articles about the FDLP and FDsys to 10,000 print and online publications each nationwide, as well as a radio spot to about 400 FM stations nationwide.

Coming soon, GPO will be unveiling seven new brochures on the FDLP Desktop. These are: FDsys, Tracking Legislation with FDsys, Tracking Regulations with FDsys, FDLP, Catalog of U.S. Government Publications, Authentication, and U.S. Government Bookstore.

Finally, in the coming months, Phase III of the FDLP Marketing Plan will be released and will provide depositories with low and no cost ideas for promoting the FDLP.

COLLABORATIONS WITH THE LIBRARY OF CONGRESS

GPO has been authorized by the Joint Committee on Printing to provide enhanced public online access to historical volumes of *Statutes at Large* and the *Congressional Record*. These projects will be a collaborative effort between GPO and the Library of Congress (LOC) for the digitization of Federal legislative and legal materials.

The first project involves digitized volumes of the *Statutes at Large*, dating from 1951-2002. Robust searching and content management tools are being developed for these volumes. Archival and access copies with digitally signed pages will be incorporated, and access to these volumes will then be available online through FDsys and LOC. A portion of volumes are now available on FDsys, and additional volumes will be added in the coming weeks.

The second project involves digitized volumes of the *Bound Congressional Record* dating from 1873-1998. Digital files with search functions, content management capabilities, and digital authentication will be created and then published online through both FDsys and LOC.

The third project will provide enhanced public online access to the *Constitution of the United States: Analysis and Interpretation* (CONAN), a Senate Document that analyzes Supreme Court cases relevant to the Constitution. The project involves creating an enhanced version of CONAN, where updates to the publication will be made available on FDsys as soon as they are prepared. In addition to more timely access to these updates, new online features will also be added, including greater ease of searching and authentication. This project is a collaboration with the LOC's Congressional Research Service.

GPO is also working with LOC on a project plan to establish a repeatable process for collaboration and further describe roles and responsibilities.

COLLABORATION WITH THE ADMINISTRATIVE OFFICE OF THE U.S. COURTS

GPO and the Administrative Office of the U.S. Courts (AOUSC) have also entered into a partnership. This is a pilot project in which the AOUSC would provide GPO with daily electronic transmissions of court opinions from selected participating courts. With the chain of custody in tact, GPO would then digitally sign the files and make the authenticated files accessible via FDsys. This important initiative will incorporate new judicial content into the FDLP. The initiative will increase public access to historic and current Federal district, appellate, and bankruptcy court opinions and provide the ability for users to search for opinions from one or more courts as well as the ability to search the opinions in conjunction with other FDsys content.

DEPOSITORY LIBRARY USER SURVEY

GPO, working with Outsell, Inc. and the Depository Library Council (DLC), developed a survey for depository library users. The purpose of the survey was to obtain data that will help determine the local value of libraries in the FDLP and help develop outcomes-based performance measures. The Library User Survey was announced at the Fall DLC Meeting & Conference in October 2010, and it ran through February 2011. Results are currently being analyzed, but data on survey participation can be reported now.

- 3,300 library users submitted surveys, 889 of those were partial responses.
- Submissions represent approximately 560 depositories.
- Of the 560 depositories represented, 72 had double-digit responses.

GPO thanks all the depository libraries that encouraged their users to participate in the survey. Congratulations to Jacksonville Public Library (FL), which had the most respondents at 175. Participating libraries will receive a report with their survey results within the next couple of months.

SYSTEMS MODERNIZATION

Progress continues related to the migration of several legacy systems that have functionality that is essential for meeting the needs of depository libraries. These are systems that are not part of GPO's current FDsys implementation plan. The migration and modernization of these legacy systems is essential to GPO's growth and efficiency in service to Federal depository libraries and the public.

PURLs

On December 2, 2010, GPO completed the second phase of its PURL implementation with the release of the enhanced PURL referral reporting tool. The new tool introduces some exciting new features that should help libraries to retrieve the most accurate PURL referral totals by hostname and/or IP address and also provide specific information about the top 50 requested PURLs so that libraries know exactly which PURLs users are accessing the most.

Federal Bulletin Board (FBB)

The Federal Bulletin Board (FBB) is an antiquated technology that GPO is working to replace with more efficient and robust tools. The goal is to provide greater access to the content on the FBB in order to make it more widely accessible to the public. The data on the FBB is part of GPO's commitment to permanent public access, and GPO is taking the steps to ensure that is is usable in the future. All GPO agency-owned content has been migrated from the site. All FDLP-related data has been migrated to the FDLP Desktop. GPO staff members are currently in the process of reviewing the remaining content to determine next steps.

Shipping Lister

The Shipping Lister application has been replaced with a browseable list of shipping lists in multiple formats available on the FDLP Desktop. The browseable list is available for the current fiscal year and lists for previous fiscal years have been compressed in .zip format.

Library Information System Transformation (LIST)

A contract was awarded to begin the migration of the following legacy systems DDIS, ADDS, Item Lister, and Amendment of Item Selection. The new system will be called "Library Information System Transformation (LIST)." LSCM is working closely with GPO's IT department and the contractor to move this project to the next phase. The analysis and workflow documentation phase of the contract is in the final stages of completion. Next, the vendor will begin implementation of the new tool's systems requirements that will enable the migration.

DISPOSITION OF DEPOSITORY MATERIALS IN FEDERAL DEPOSITORY LIBRARIES

A contract was awarded to begin development of a new tool to make the disposition of materials process a more effective and efficient process for both selective and regional depository libraries and GPO. The analysis and workflow documentation phase of the contract is in the final stages of

completion. Next, the vendor will begin implementation of the new tool's systems requirements that will enable this collaborative tool.

ONLINE TOOLS FOR DEPOSITORIES
GPO is working on numerous enhancements for the FDLP Desktop, Ben's Guide to U.S. Government, FDLP Community, and the Digitization Projects Registry. On Monday, April 4th at 2:00pm, there will be an informational session for attendees on "Three Concepts in Building Robust FDLP Web Services" where these enhancements will be discussed.

DIGITIZATION PROJECTS REGISTRY
The Digitization Projects Registry is in its final phase of completion. Content contributors are currently being asked to review their listings and take advantage of new site features. The Registry will be launched publicly later this spring. Attendees can get a sneak peak at the new Registry at the "Three Concepts in Building Robust FDLP Web Services" session on Monday, April 4th at 2:00pm.

CATALOGING RECORD DISTRIBUTION PROJECT
In October 2009, GPO announced the launch of a one-year pilot project to address the need for the distribution of cataloging records produced by GPO to libraries in the FDLP. The pilot project would test the MARC21 record distribution processes and determine compatibility between catalog records and FDLP workflows. GPO contracted with MARCIVE, Inc. using MARCIVE's existing MARC record distribution infrastructure to deliver cataloging records from GPO's Integrated Library System (ILS) to 48 participating depository libraries.

Based on the success of the pilot, GPO is now in the midst of a one-year expansion of the cataloging record distribution process. The year-long distribution phase began on October 1, 2010 and is slated to end on September 30, 2011. 75 libraries are participating in the project. Monthly record distribution to participating libraries is underway. A survey for participating libraries to gauge success and address concerns is underway at this time.

GPO is taking lessons learned from this project to look at a long-term solution for bibliographic record distribution. For more information on the project, visit the FDLP Desktop where you can find a full project description, list of participating libraries, and a summary of the former pilot project.

INTEGRATED LIBRARY SYSTEM (ILS)
MetaLib, a federated search tool component of the Catalog of U.S. Government Publications (CGP), was released last fiscal year. This can be used to retrieve reports, articles, and citations by simultaneously searching across multiple databases. Work is now underway on the configuration of FDsys as a MetaLib target, so that FDsys and the CGP can be searched from a single search box.

Aleph software is being upgraded in April 2011 to version 20.2, which is RDA-compliant.

Additionally, plans are underway for a refresh of the CGP, which is now 5 years old as of March 2011! Included in those plans is the transition from the *GPO Access* interface.

DOCUMENT DISCOVERY PROGRAM
Publications that may be in scope of the FDLP but not yet cataloged and disseminated through the FDLP have traditionally been known as "fugitive documents" or "Lost Docs." The program has

been running since the 1990's, and last year GPO revitalized this program, changing the name to the Document Discovery Program.

- Now FDLP librarians are submitting more requests through askGPO, enabling GPO to more easily track the progress of such requests. These requests receive priority routing and monitoring. AskGPO questions about Document Discovery are being handled expeditiously, as they come in. GPO appreciates the cooperation from FDLP librarians submitting their Document Discovery requests through askGPO.

- Federal agency content originators now have a web page on GPO's web site that encourages agencies to cooperate with GPO by sharing their publication information. The page promotes and informs, while leading agencies to Content Acquisitions representatives if they have additional questions. In addition, a submission form was created, tailored to Federal agency use, and linked to this page. The form guides agency staff to supply each level of information needed to help Content Acquisitions make informed decisions regarding the content, its location, its various formats, and its appropriateness for GPO programs. It is important to note that this agency web page, email address and form are not designed for use by FDLP librarians, but specifically for agencies. FDLP librarians who have agency contacts can help Content Acquisitions by directing their agency contacts to the page.

QUALITY CONTROL
GPO is continuing its efforts to ensure quality control in classification and cataloging. In addition to the normal quarterly review of work of each cataloger, GPO now runs reports each month on records produced the previous month to ensure that the 086 (SuDoc number) and 245 (title) fields are correctly formatted. GPO cataloging staff members are continuing to review OCLC reports of problems in older records and to correct any errors. Additionally, GPO staff members are continuing to review and implement quality control measures identified by GPO's Cataloging Quality Control Team.

BIBLIOGRAPHIC INVENTORY FOR SERIALS

SERIALS MANAGEMENT PLAN
GPO has embarked upon a serials management strategy to create a streamlined serials processing workflow to provide better intellectual control of Federal Government serials in all formats and to provide improved electronic tools for locating and accessing serial publications in the CGP. Staff members are currently working to establish a serials workflow process. This means that issue-level information for serial titles is now available in the CGP, including Shelflist data. Additionally, staff are creating serial records and checking in serial issues from the historic Shelflist. Over 5,800 serials have been checked in so far. This is a multi-year project with over 28,000 active serial titles in the CGP.

PRE-1976 SHELFLIST CONVERSION PROJECT
(TRANSCRIPTION & DIGITIZATION)

Shelflist Transcription:
GPO is continuing with the transcription of the historic Shelflist. In January 2010, contracted staff began work at GPO to transcribe the Shelflist cards into MARC records. This is the second and final year of the contract. The initial transcription of monograph and multi-part Shelflist cards is nearly complete. Work for the remainder of the year will focus primarily on transcription of the serial cards. There are now well over 50,000 records available in the CGP, and the number keeps

growing. Shelflist records are also included in GPO's Cataloging Record Distribution Project. Visit the FDLP Desktop for more information about the Shelflist projects and to view an archived Online Programming for All Libraries (OPAL) session about the projects.

Shelflist Digitization:
As part of its records management requirement, GPO has been planning for the eventual transfer of the tangible Shelflist to the National Archives and Records Administration for long-term preservation and archiving. Digitization of the Shelflist enables GPO to maintain a copy of the cards for any future internal processing needs. GPO contracted out the scanning and digitization of the cards, and in January 2011, the contract was awarded. Digitization of the cards is currently underway.

Digitization of the historic Shelflist cards for internal accessibility has begun by awarding a contract and doing a test set of cards digitized by the contractor to check for quality control.

FDLP HANDBOOK
Based on feedback from the depository library community, GPO has reviewed past and present FDLP guidance, including the FDLP Manual, Instructions, and Handbook. GPO staff have extracted all Program requirements into one document in order to make it more clear what is required of depository libraries in the management of their collections. This document, entitled 'Legal Requirements & Program Regulations of the FDLP' will be made available shortly in both print and electronic format. A draft has already been shared with DLC and GPO's General Counsel. GPO is working on the transition plan that will allow libraries to become familiar with the document. Since the requirements of the Program as they pertain to Law and administration of the depository collection remain essentially unchanged, this should be a short transition period.

GPO's next direction will be to update information and guidance, or best practices, for depository libraries. This is largely informational content that can be used by depository library staff in their day-to-day operation. At this time, the content is largely found within the FDLP Handbook but will be updated and integrated into the FDLP Desktop as it is reviewed.

GPO/FDLP PARTNERSHIPS
In January, GPO entered into a partnership with the University of Montana. In this partnership, the University of Montana will provide GPO with bibliographic records for pre-1976 and other publications from the U.S. Forest Service. GPO staff will perform any required authority work to verify SuDoc numbers. Records will be identifiable in the CGP by a 955 field that reads, "Cataloging partner; University of Montana." More information will become available on the FDLP Desktop when records begin appearing in the CGP.

PUBLIC ACCESS ASSESSMENTS
A Public Access Assessment, or PAA, is a review of an individual library's Federal depository operations and services that emphasize how a library provides access to Federal Government information products and serves the community's needs. The review identifies strengths of the depository and also any areas needing improvement.

Initial Reviews, the first step of new PAAs, are currently taking place in 5 states:

- Alaska
- New Jersey
- New Mexico

- North Dakota
- West Virginia

Follow-up Reviews, follow-up action that library staff take to address issues that GPO identified as needing improvement, continue with libraries in four other states.

GPO staff expect to be starting PAAs in additional states in the next few months. GPO always contacts the regional depository library prior to starting PAAs in a new state or region. Due to limited travel funds, GPO is not currently scheduling any trips to conduct PAAs onsite, however these are expected to resume in the future.

PAA reviews provide library and GPO staff with an opportunity to consult and share depository management best practices. If you wish to have a review of your library's Federal depository operation at this time and your state or region is not among those currently being assessed, you may request a PAA through the FDLP Desktop Request for GPO Participation form.

COMMUNITY OUTREACH

You are welcome to consult with GPO about depository operations and services at your library at any time. GPO currently has five Outreach Librarians in the Office of Education and Outreach who conduct PAAs and are also available to assist you whenever you have a question about FDLP regulations or other depository management issues. Just some of the types of broader questions typically addressed are:

- the benefits of the FDLP for an individual depository library;
- how to transition effectively to a mostly electronic depository library; and
- what types of issues to monitor to ensure that free, public access to depository publications is provided.

Of course, GPO encourages you to contact and consult with your regional depository library as well.

Continue to look for the monthly Chat with GPO series on OPAL. GPO is also providing training on FDsys. In the past several months, GPO trained groups of depository and non-depository librarians onsite at libraries in Washington, D.C. and also virtually through OPAL. Although GPO staff travel opportunities are currently limited, consider GPO participation in depository or other library meetings, especially through OPAL or virtual meeting applications. Submit a request through the Request for GPO Participation Form on the FDLP Desktop. Also, continue to look for additional FDsys training and other depository management educational materials on the FDLP Desktop.

ONLINE LEARNING

GPO, as well as depository staff, and representatives from Federal agencies have presented numerous programs on topics related to the FDLP through OPAL, a web conferencing service. Do you have an idea for an educational or training session that would benefit the FDLP community? Are you short on time and travel funds? Would you like the opportunity to reach a wide audience of your peers across the country? With OPAL, you can present sessions on any aspect of U.S. Government information, FDLP issues, or depository library operations and management. Presenters just need an Internet connection, access to an Internet browser, a microphone and speakers.

Fill out the OPAL Session Proposal Form and find more information about FDLP training using OPAL on the FDLP Desktop.

UPCOMING MEETINGS
The 24th Annual Interagency Depository Seminar will be held in Washington, DC from Monday, August 1 – Friday, August 5, 2011. The seminar brings together experts from Federal Government agencies for an insider's look at the information products and services available.

At the Interagency Depository Seminar, representatives from Federal Government agencies showcase their products and services as they relate to Federal depository libraries. The seminar consists of presentations and tours that focus on the content of and access to these products and services, interspersed with question and answer sessions. Participants have the opportunity both to acquire information and to discuss and exchange ideas with colleagues, agency representatives, and GPO staff. The intended audience for the seminar is both new and experienced documents staff. There is no fee to attend the seminar; however, advance registration is required. Registration is now open. To guarantee a space in the seminar, please register now on the FDLP Desktop.