



# U.S. GOVERNMENT PUBLISHING OFFICE LIBRARY SERVICES & CONTENT MANAGEMENT UPDATE

Summer 2017

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*The following describes recent highlights and accomplishments in the U.S. Government Publishing Office's (GPO's) Library Services and Content Management (LSCM) business unit.*

## Partnerships

<http://www.fdlp.gov/about-the-fdlp/partnerships>

Since 1997, GPO has developed strategic partnerships with Federal depository libraries and other Federal agencies to increase access to electronic Federal information. FY 2017 has been another productive year for GPO partnerships thus far.

Since the start of the fiscal year LSCM has:

- Continued adding bibliographic records for the print and electronic versions of the USGS Bulletins to the CGP. More than 5,000 records have been added as a result of this partnership with the University of Colorado, Boulder and the Colorado School of Mines to date.
- Continued to work on adding bibliographic records from the University of Montana for 12 SuDoc classes.
- Continued to process new material available on FRASER (partnership with the Federal Reserve Bank of St. Louis).
- Added Preservation Steward Information to the Partnership page on FDLP.gov: <https://www.fdlp.gov/about-the-fdlp/partnerships>.

Five new libraries have become Preservation Stewards.

- University of Kentucky Libraries: Works Progress/Work Projects Administration (WPA) and Appalachian Regional Commission (ARC) publications
- University of Hawai'i at Mānoa: *U.S. Reports*
- University of Iowa Libraries: *U.S. Government posters and a collection of 167 Congressional hearings*
- State Library of Ohio: *Bound Congressional Record*
- The University of Arkansas Little Rock: *Volumes of the Handbook of North American Indians*



#### Upcoming Plans:

- Begin work on adding bibliographic records for the electronic versions of the USGS Professional Papers series: partnership with the Colorado School of Mines.
- Begin work on adding bibliographic records for the print versions of the Report of Investigations from the Bureau of Mines: partnership with the University of Colorado, Boulder.
- Continue discussions with libraries interested in serving as Preservation Stewards or partnering with GPO in other capacities.

#### **National Bibliographic Records Inventory Initiative (NBRII)**

<http://www.fdlp.gov/project-list/national-bibliographic-records-inventory-initiative-nbrii>

Through the National Bibliographic Records Inventory Initiative, LSCM is: 1) Identifying fugitive U.S. Government publications (e.g., published Federal agency materials within scope of the FDLP and the Cataloging and Indexing Program that agencies have not notified GPO of their publication or provided GPO copies) and pre-1976 titles not in the CGP that fall within LSCM's program responsibilities and 2) Inventorying historical publications at GPO.

To view all of our current partnerships, and for information on pursuing a partnership with GPO, visit: <http://www.fdlp.gov/about-the-fdlp/partnerships>

#### **ECIP Project**

GPO is a member of Library of Congress ECIP Cataloging Partnership Program. The Cataloging in Publication Program (ECIP) provides cataloging records for books in advance of publication. The publisher then includes the record on the title page verso of the publication. Through the ECIP Program, GPO is creating pre-publication bibliographic records for publications from Federal agency publishers. To date, 40 CIP records have been created for GPO, the Combat Studies Institute, the Air Force Research Institute, the Smithsonian Institution Scholarly Press, USGS, and the National Gallery of Art.

#### **Regional Discard Policy**

<https://www.fdlp.gov/project-list/regional-discard-policy>

In September 2016, GPO began Phase I of the Regional Discard Policy implementation. Regional depositories were invited to begin submitting requests to discard material to GPO. Feedback received from the Depository Library Council, the Regional Discard Advisory Group, and depository library staff were used to make appropriate improvements to the regional discard processes and procedures.



Over the past several months, the Regional Discard Team:

- Monitored and responded to regional discard requests and inquiries.
- Developed and released the “Titles Eligible for Discard List No. 2.”
- Regularly communicated and coordinated efforts with the Preservation Steward team.
- Worked with the FDLP eXchange team to develop functional requirements for incorporating the Regional Discard process into the FDLP eXchange.

GPO expects to begin Phase II of the Regional Discard Policy implementation in the summer of 2017. During Phase II, the team will be focusing on integrating regional discard processes into the FDLP eXchange.

All depository library staff, from both regionals and selectives, are encouraged to continue submitting feedback and questions via GPO’s Regional Discard Contact Form: <https://www.fdlp.gov/component/rsform/form/95-regional-discard-contact-form>.

**New govinfo Content**  
[www.govinfo.gov](http://www.govinfo.gov)

Since October 2016, GPO staff continued work to increase content in **govinfo**.

- During the months of September 2016 - May 2017, GPO made available the historical Bound Congressional Record volumes from 1971 to 1998. Digitized versions of the Bound Congressional Record from 1951-1960 are expected to be released in June 2017.
- In March 2017, GPO released *Picturing the Big Shop: Photos of the U.S. Government Publishing Office, 1900-1980*.
- In January 2017, GPO, in partnership with the National Archives’ Office of the Federal Register (OFR), released the first batch of digitized versions of historic issues of the Federal Register for 1990-1994. Full production of digitized versions of the Federal Register, dating back to 1936, is underway. GPO will release the digitized versions in batches for each decade the Federal Register was produced. The next release is expected in Summer/Fall 2017.
- In January 2017, GPO released the 2016 edition of the GPO Style Manual.



## **FDLP Academy**

<https://www.fdlp.gov/about-the-fdlp/fdlp-academy>

GPO's FDLP Academy is the FDLP community's source for training opportunities, tools, and resources. So far for FY17, as of June 1, LSCM presented:

- 6 virtual meetings
- 59 webinars, with over 7,217 combined registrants
- 20 pre-recorded webcasts

View archived webinars, webcasts, and conference recordings on FDLP.gov's FDLP Academy page.

## **FDLP Coordinator Certificate Program**

<https://www.fdlp.gov/academy/fdlp-coordinator-certificate-program>

Throughout February and March 2017, GPO presented the FDLP Coordinator Certificate Program (CCP) for the first time. (The Program's pilot ran in 2015.) The inaugural CCP had 55 participants complete the program and gain their certificates. The program consists of eight classes over a nine-week period.

The eight classes are:

- Class One: Introduction to the FDLP and GPO
- Class Two: Legal Requirements and Regulations
- Class Three: What's in the Box?
- Class Four: Depository Collection Management
- Class Five Public Access
- Class Six Cataloging and Bibliographic Control
- Class Seven Regionals
- Class Eight Wrap Up

The next CCP will be held in the fall of 2017. Registration for the fall 2017 CCP will be announced this summer through the FDLP News and Events Service:

<https://www.fdlp.gov/news-and-events>.

## **GPO on the Go**

<https://www.fdlp.gov/about-the-fdlp/gpo-on-the-go>

In FY17, GPO staff visited 116 libraries in 24 states, with more visits in the planning stages. During these visits, GPO staff have been providing FDLP libraries with training and consultation services and recruiting new libraries to join the FDLP. GPO has also expanded visits to include state library meetings and conferences.



To request a visit to your library, complete the request form, <https://www.fdlp.gov/component/rsform/form/10-request-for-gpo-participation>, and a staff member from LSCM Outreach & Support will be in touch. You can also track our travels via our interactive map: <https://www.fdlp.gov/on-the-go-map>.

### Web Archiving

<http://www.fdlp.gov/project-list/web-archiving>

LSCM continues to harvest digital publications and websites, advancing FDLP collection development efforts. Through March 2017, LSCM:

- Increased the size of the FDLP Web Archive collection to more than 10 TB (an increase of almost 5 TB in the last year).
- Increased website collections available on the FDLP Web Archive on Archive-It to 138 and 175 records available through the CGP.
- Increased usage of Google analytics to evaluate user activity in more detail, evaluating where users are coming in, what they are looking at, and for how long.
- Added access to the FDLP Web Archive through FDSys and **govinfo** (and evaluating traffic through this new access point).
- Enhanced the use of metadata on the Archive-It user interface in an effort to improve user experience. (Users will now see access points to specific subjects, languages, and agency names.)
- Added a second PURL to the 856 field in CGP to provide alternate access to the content.

Preserving web content is an ongoing effort. GPO encourages nominations of content to be evaluated for addition to the FDLP Web Archive at [fdlpwebarchiving@gpo.gov](mailto:fdlpwebarchiving@gpo.gov).

Partners in the End of Term (EOT) Presidential Harvest project have completed their crawling efforts, capturing over 200 terabytes of data. There were over 11,000 nominations this year, a significant increase from previous EOT harvest projects. Learn more at <http://digital2.library.unt.edu/nomination/eth2016/about>.

### LibGuides

GPO has recently concluded the pilot project to assess the value of offering a LibGuides page with research guides related to FDLP documents. The pilot received a lot of positive feedback from the libraries that were involved. Thanks to all who participated!

After reviewing the results, GPO has decided to move forward with a year-long implementation of the program and open participation to all libraries in the FDLP.

GPO will invite new libraries to participate by the end of the summer, with the goal of gaining valuable insight from other participating libraries, as well as to collaborate and offer guides that meet the needs of our partner libraries. For more information about GPO's LibGuides, follow the FDLP News and Alerts, or email [mfairfield@gpo.gov](mailto:mfairfield@gpo.gov).



## Library Services System

The development and implementation of the FDLP eXchange has been the focus of our deployment activity for FDLP Library Services System (LSS).

GPO has been working with contractors to develop this application, intended to help depositories manage the Needs & Offers process. Demonstrations of the early prototype were presented at the fall 2016 Depository Library Council Meeting and Federal Depository Library Conference, and GPO has been working with contractors to make some back-end updates and enhancements based on comments received from the depository community.

GPO held a virtual meeting with regional depository coordinators on April 6 to provide a brief demonstration of the updated application and discuss procedures for adopting the tool, should their regions choose to do so. GPO's internal testing is currently underway.

GPO began the rollout of FDLP eXchange by releasing instructional materials on June 1. This included Quick Start Guides for regionals and selectives, a collection of short task-based webcasts to assist users in learning to use the application, and a series of webinars planned for June and July that were announced via the FDLP News and Events email service. GPO also released templates and a data dictionary for libraries who wish to begin work on spreadsheets of needs or offers to upload when FDLP eXchange is launched. All materials are available via the FDLP eXchange project page, <https://www.fdlp.gov/project-list/fdlp-exchange>.

In addition to the functional requirements of an automated needs and offers process, other LSS priorities were identified through the Work Practice Study and feedback provided from various sources. These sources indicated that depository libraries will realize greater workflow efficiencies through an enhancement and expansion of existing DSIMS services, re-architecting and modernizing of the FDLP.gov site, and the implementation of web-scale discovery services that align more effectively with how modern library users approach information.

All of these efforts are currently underway and will become part of the phase 1 deployment of new services to support the FDLP community. As indicated already in this update, LSCM is also working on the FDLP eXchange 2.0, which will include functionality to support regional discards. Finally, part of LSS phase 1 deployment will include a replacement of the system that supports askGPO. LSCM is implementing a new system that will offer functionality that will help us to more effectively respond to inquiries for assistance and to better support the depository library community.



## **Classification Guidelines Project**

<https://www.fdlp.gov/projects/supdoc-classification-guidelines-update-project>

The Classification Guidelines project is a revision of the 1993 Superintendent of Documents Classification Manual, which describes guidance for applying class stems to publications. The goal of this project is to update the 1993 GPO Classification Manual and to have the most current SuDocs classification instructions in one place that are:

- Available to the FDLP community and LSCM staff.
- In a format that is accessible online.
- Easily updated with necessary changes, corrections, and enhancements.

All Class Manual content has been reviewed at least twice. The articles have been reviewed by subject specialists in LSCM, and examples are being updated.

The schedule ahead includes formatting, quality control, and migration to an online environment. The launch of the Classification Guidelines is projected for fall 2017.

## **Cataloging Guidelines**

<https://www.fdlp.gov/cataloging-guidelines>

GPO continues to update its Cataloging Guidelines (CG); ensure they are in accord with national cataloging standards, including RDA and the Library of Congress-Program for Cooperative Cataloging Policy Statements (LC-PCC PSs); and adapt those instructions as needed for local policies and procedures.

In March, GPO announced the adoption of a mixed approach for identifying a series in bibliographic records. Read the FDLP News & Events Alert at <https://go.usa.gov/xNVZM>.

The series transcription and tracing decisions policy is documented in the [GPO Cataloging Guidelines, Bibliographic Cataloging: General MARC Field Policy 490 – Series Statement Field](https://go.usa.gov/xNVZz) at <https://go.usa.gov/xNVZz>.

The next few chapters being reviewed are:

- Bibliographic Cataloging: General MARC Field Policies
- Bibliographic Cataloging: Monographs MARC Fields
- Bibliographic Cataloging: 856 Field
- Bibliographic Cataloging: Monographs Overview
- Bibliographic Cataloging: General Policies

Efforts are being made to make CG user-friendly and easy to use. As of November 2016, CG has a new format. Users can access the various chapters through a vertical accordion-style navigation menu. The sidebar of the main content area features extra information, such as links to contact GPO. The “Search” function searches all chapter



and chapter section titles that are included in the Menu. The new format is also fully compatible with mobile devices.

A PDF version of the entire manual will be made available soon. Also, the FDLP Academy presented a live webinar, An Overview of the GPO Cataloging Guidelines, which has useful tips on the CG. View the archive at [goo.gl/YyYO7T](http://goo.gl/YyYO7T).

### **Acquisition, Classification, and Cataloging FY17 Highlights by the Numbers (October 1, 2016 to June 1, 2017)**

#### **In FY 2017, LSCM staff members:**

- Added **13,025** new cataloging records to the CGP, of which **7,102** (or 55%) contained PURLs to full-text publications.
- Checked in **23,035** serial issues to the CGP and created **152** publication patterns for serial titles.
- Identified **190** previously-uncataloged serial titles and created new bibliographic records.
- Created **571** authority records.
- Distributed **2,927** titles.
- Distributed **611,434** copies of materials to FDLP libraries.
- Responded to **4,122** askGPO inquiries.

#### **Cataloging Record Distribution Program (CRDP)**

<https://www.fdlp.gov/project-list/cataloging-record-distribution-program>

The Cataloging Record Distribution Program (CRDP) provides GPO-produced catalog records to participating Federal depository libraries at no cost to the libraries, through a contract with MARCIVE, Inc.

The CRDP started in 2009 and has expanded each year. In FY 2017, LSCM is now serving 165 Federal depository libraries through the CRDP.

LSCM encourages interested libraries to contact LSCM Outreach and Support at [fdlpoutreach@gpo.gov](mailto:fdlpoutreach@gpo.gov) to inquire about joining the program.

Additional openings are planned for FY 2018.

#### **Catalog of U.S. Government Publications (CGP) Enhancements** [catalog.gpo.gov](http://catalog.gpo.gov)

##### **So Far in FY 17:**

- There have been over 25 million successful searches of the CGP through May 31, 2017.





- Approximately 195 countries/entities have accessed the CGP, based on domain extensions.
- Over a million bibliographic records are now in the CGP, of which over 170,000 have PURLs.
- The Integrated Library System (ILS) has been upgraded to a more current version, and ongoing security and maintenance updates are underway.

As part of the CGP's 10th anniversary enhancements cycles, the following have been implemented so far in FY17:

- A new look and feel for the CGP
  - Easier navigation and search options
    - Catalog to Search options on Basic Search pages
    - Exact Title Keyword Search
    - CGP Help pages
- New Catalogs to Search Pages
  - Government eBooks
  - FDLP Web Archive
- Improved Catalog to Search Pages
  - Historic Shelflist
  - Electronic Titles
  - Serials
- Improved Author Sort
- CGP Record Link
- Monthly Regularly-Scheduled Maintenance Window:
  - The CGP, MetaLib, and Federal Depository Library Directory (FDLD) now have a regularly-scheduled monthly maintenance window of 8 p.m. (Eastern), every third Wednesday of every month. This allows for regular performance and security updates.

Coming soon in FY17:

- A number of fields for GPO and for the FDLP community will be added to the in FDL Summer 2017.
- A workaround was identified for the recent New Electronic Titles (NET) report technical issues, and we hope to soon have a long-term solution in place to avoid further delays with future reports. The long term solution should be in place during the summer 2017.

### **Study of Federal Agency Digital Content**

LSCM entered into an Inter-agency Agreement with the Federal Research Division of the Library of Congress to develop and pilot a methodology for identifying Federal agency digital publishing policies, workflows, practices, and personnel.



This will allow evaluation of the scope, volume, and diversity of digital content publishing, which will help LSCM take a more effective and efficient proactive approach to acquisition of content for the FDLP, the Cataloging and Indexing Program (C&I), and GPO's System of Online Access (FDsys/**govinfo**).

The outcomes of this study will also help achieve desired outcomes identified in the National Plan for Access to U.S. Government Information.

The kickoff meeting was held in December 2016. All participants who are being surveyed were contacted in May 2017.

## **FDLP Communication Tools**

### **FDLP Connection**

<https://www.fdlp.gov/fdlp-connection>

Sign up to receive FDLP Connection directly in your inbox. GPO also welcomes guest articles from the FDLP community. To volunteer, use askGPO and choose "Federal Depository Libraries" as the category and "FDLP Connection" as the subcategory.

### **FDLP News & Events Email and RSS Service**

<https://www.fdlp.gov/news-and-events>

Are you receiving official FDLP news and announcements directly to your email inbox? Visit the URL above to sign up for the email alert service, and view the archive of past announcements sent.

### **FDLP Social Media**

Do you follow GPO on social media? Visit [gpo.gov](http://gpo.gov) to access all of GPO's social media channels. Share your library news and photos with us, and your library could be featured on GPO social media as well. Send your information and photos to LSCM's Kelly Seifert at [kseifert@gpo.gov](mailto:kseifert@gpo.gov).

## **Future FDLP Events**

Save the dates, and mark your calendars for the fall 2017 Depository Library Council Meeting & Federal Depository Library Conference, **October 16 – 18, 2017**, in Arlington, VA. Numerous sessions will be broadcast virtually. Registration is now open. Visit [FDLP.gov](http://FDLP.gov) for details.