

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

**AALL 2018**  
**July 14 – 17**

Baltimore Convention Center  
Baltimore, MD

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*The following describes recent library program highlights of the U.S. Government Publishing Office (GPO).*

## **OUTREACH**

### **Fall 2018 Federal Depository Library Conference**

Registration is now open for the fall 2018 Federal Depository Library Conference, October 22 – 24, 2018, in Arlington, VA. Join GPO and the Depository Library Council (DLC) for the largest annual gathering of Federal depository librarians and colleagues across the Nation. Numerous programs will also be broadcast virtually. Learn more and register at <https://www.fdlp.gov/events-and-conferences/2018-federal-depository-library-conference>.

### **New Federal depository libraries**

- Pope County Library in Russellville, AR
- Miles City Public Library in Miles City, MT
- College of Staten Island in Staten Island, NY

### **GPO on the Go**

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

Between Oct. 1, 2017 and May 31, 2018, GPO staff visited 128 depository libraries in 22 states. During these visits, GPO staff have provided Federal Depository Library Program (FDLP) libraries with training and consultation services, given presentations at local library training events, and attended depository anniversary celebrations.

The next GPO on the Go adventures will take LSCM librarians in August to several libraries in Minnesota and Pennsylvania. Additional visits are being set up for the remainder of the fiscal year through September and will be announced on the website as they are confirmed. To best support the launch of the FDLP eXchange, all staff are at

GPO in early summer this year, creating a short hiatus in library visits.

To request a visit to your library, complete the request form, <https://go.usa.gov/xRh7S>, 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>.

### **GPO Partnerships**

<https://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.

In FY18, GPO:

- Added bibliographic records for 4,595 print versions of the Bureau of Mine's Reports of Investigations from the University of Colorado.
- Added bibliographic records for 1,660 electronic versions of the USGS Professional Papers from the Colorado School of Mines.
- Added bibliographic records for 277 publications from the WPA from the University of Kentucky.
- Completed work to add 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).

18 libraries have become Preservation Stewards.

- Wise Law Library of the University of Colorado Boulder: *United States Statutes at Large, United States Reports, Federal Register, US Code, Revised Statutes, Kappler's Journal of the Continental Congress*
- Indiana State Library: *Official Gazette of the United States Patent Office*
- University of South Carolina: publications from the Department of Education and its predecessors, the *Annals of Congress, Register of Debates in Congress, the Congressional Globe, and the Congressional Record*
- U.S. Merchant Marine Academy: publications related to the Merchant Marines
- Law Library for San Bernardino County: *Public Papers of the Presidents, Proclamations and Executive Orders: Herbert Hoover, and Proceedings of the United States Senate in the Impeachment Trial of William Jefferson Clinton*
- University of Maine: *Public Papers of the President*

- University of Rhode Island: publications from NOAA
- University of Washington, Gallagher Law Library: Statutes at Large
- Queens Borough Public Library: Public Papers of the President and Handbook of North American Indians
- Oklahoma State University: publications from the Agricultural Research Service and the Bureau of Indian Affairs
- University of Kansas: Congressional hearings
- Arkansas State University-Jonesboro: NASA Technical Reports
- University of Virginia Library: publications from the Department of State
- North Dakota State University Libraries: Public Papers of the President and the War of the Rebellion (series 1)
- University of Minnesota Libraries: United States Serial Set
- University of Maine School of Law Garbrecht Law Library: United States Reports
- Rittenberg Library, St. John's University School of Law: Congressional hearings from the 100th Congress through the 103rd Congress
- State Law Library of Mississippi: U.S. Reports, Statutes at Large, and Public Papers of the President

Two libraries have become Digital Content Contributors:

- University of Florida: various titles
- Oklahoma State University: Kappler's Indian Laws and Treaties  
<https://go.usa.gov/xUZRJ>

One Library has become a Digital Access partner:

- Cleveland Public Library: hosting a digitized version of the First United States Army: Report of Operations  
<http://bit.ly/ClevelandPublicLibrary-FUSA>

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

### **Digital Public Library of America**

<http://dp.la>

GPO became a DPLA network member in FY18. The network is a nationwide effort that is working toward a common goal of bringing digital library resources to an engaged public. Members have a common set of values that includes a passion for expanding the reach of openly-available materials, a dedication to constructive collaboration, a commitment to working at scale to advance the work and impact of the cultural heritage community as a whole, and a belief in the value of equitable access to information as a public good.

## **LibGuides**

<https://libguides.fdlp.gov>

FDLP LibGuides is a service provided by GPO for depository libraries and the public. Guides are created by LSCM staff on a variety of topics, including those requested by the community. All guides are available for free use by the community. Libraries and agencies can also submit their own guides for inclusion on the FDLP LibGuides Community page.

Open participation in FDLP LibGuides began in October 2017 and will continue for FY 2018. At the end of FY 2018, an analysis will be conducted to determine the best ways to continue providing this service in years to come.

In FY18, FDLP LibGuides had more than 6,636 views to the 37 guides offered. Currently, there are also eight new guides in the queue that the FDLP LibGuides team is working to add to the collection.

For more information, to submit a guide, or to make a request, please go to <https://libguides.fdlp.gov>.

## **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. In FY18, the FDLP Academy has hosted 62 webinars, with more than 7,600 combined registrants.

To view archived webinars, webcasts, and conference recordings, visit the FDLP Academy page on [FDLP.gov](http://www.fdlp.gov).

GPO staff are also working to migrate the FDLP Academy Webinar Archive to a new platform in order to improve the user interface and allow for greater searching and browsing capability as recommended by the DLC.

## **FDLP Coordinator Certificate Program**

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

A total of 41 participants from the spring 2018 cohort and 47 participants from the fall 2017 cohort have received a certificate of completion from the FDLP Coordinator Certificate Program. The program allows FDLP coordinators a chance to take in-depth virtual classes on managing depository collections in compliance with the Legal Requirements & Program Regulations of the FDLP. It brings together GPO and depository libraries in a new way to strengthen and improve the FDLP.

The program is free to participants and open to the public. It is conducted virtually through the FDLP Academy. A call for participants will go out in late summer for the fall 2018 session.

### **Depository Library Files Digitization Project**

LSCM is continuing a project that began in FY17 to digitize the official files of the libraries participating in the FDLP. The purpose of this project is to make this information available in an electronic format that will be accessible by the Outreach Librarians. It will also make it easier when LSCM has a request from a library to provide a copy of the last Biennial Survey or designation paperwork. LSCM staff have been preparing the files for digitization by organizing the contents of each of the 1,400 plus files into categories which include Biennial Surveys, Inspections, and Self-Studies. Scanning of the files started the end of January 2018. The project may take up to three years to complete.

After the scans have been completed, the information will then be loaded into a content management system.

### **Constitution Day Resources**

Constitution Day is September 17! As you are preparing for your library's Constitution Day events, don't forget to check out GPO's new resources to help you celebrate.

Download:

- Printable posters in two sizes.
- Constitution Day trivia to use for contests and giveaways.
- An image to use on your website or for social media.
- Activities for kids such as a Word Search, Connect the Dots, and Scavenger Hunt quizzes in two age levels.

Explore ideas for your library's celebrations and activities, as well as a photo gallery of past events at Federal depositories nationwide. Find all of this and more at <https://www.fdlp.gov/project-list/celebrating-constitution-day-2018>.

## **COLLECTION MANAGEMENT**

### **Enhancing Content in govinfo** <https://www.govinfo.gov/>

GPO is excited to announce that **govinfo** is now out of beta. While its predecessor website, GPO's Federal Digital System (FDsys), will remain available during this phase, we are one step closer to its retirement (planned for late 2018).

GPO staff has continued work to increase content in **govinfo** in FY18.

Here are a few highlights of the new content available:

- GPO, in cooperation with the Library of Congress, has completed the digitization of all the historical issues of the Bound Congressional Record dating back to 1873. The final release, which covered 1873-1890, was completed and made available on Jan. 3, 2018.
- GPO, in cooperation with the National Archives' Office of the Federal Register (OFR), completed the release of the digitized issues of the Federal Register. The final release was April 11, 2018.
- New Series of Precedents of the U.S. House of Representatives - H. Doc. 115-62 - Precedents of the U.S. House of Representatives (2017 series), Volume 1, Chapters 1 – 4
- H. Doc. 108-226 - Asian and Pacific Islander Americans in Congress, 1900 – 2017 – available in PDF and ePub formats
- CFR Index and Finding Aids 2018
- Budget of the U.S. Government FY19

GPO continues to work with Digital Content Contributor partners to add digitized content to **govinfo**. A second partnership with the University of Florida (UF) was signed and additional UF digitized content will be ingested into **govinfo** this year.

Additionally, Oklahoma State University became a partner and contributed content that is now available on **govinfo**.

- *Indian Affairs: Laws and Treaties* (completed and edited by Charles J. Kappler): This is a compilation containing U.S. treaties, laws and executive orders pertaining to Native American Indian tribes. The volumes cover U.S. Government treaties with Native Americans from 1778-1883 (Volume II) and U.S. laws and executive orders concerning Native Americans from 1871-1970 (Volumes I, III-VII). A supplement compiling Code of Federal Regulations related to Native Americans was published as a supplement in 1975.  
<https://go.usa.gov/xUZnC>

If you are planning a digital imaging project and would like to contribute content to **govinfo**, please contact us at [PreserveFedInfo@gpo.gov](mailto:PreserveFedInfo@gpo.gov).

**New Courts' Opinions Available on govinfo**  
<https://www.govinfo.gov/app/collection/USCOURTS>

In recent months, GPO and the Administrative Office of the United States Courts (AOUSC) have made available five new courts' opinions in the U.S. Courts collection on **govinfo**. This effort began as a pilot project in 2011 to

provide public access to opinions from selected United States appellate, district, and bankruptcy courts.

The recently-added content includes opinions from the U.S. District Court for the District of Guam, the U.S. Bankruptcy Court Eastern District of Washington, the U.S. District Court for the Northern District of California, and most recently this past June, the U.S. Bankruptcy Court District of Puerto Rico and the U.S. Bankruptcy Court Western District of Michigan.

These five courts' opinions join an expanding corpus of judicial opinions available to search, browse, and download on **govinfo**. Opinions from 118 courts are now available in **govinfo**, and GPO will continue to add opinions as they are provided to GPO by the courts. As a provider of free public access to official publications from all three branches of the Federal Government, the U.S. Courts collection is one of the largest collections in **govinfo**.

### **Web Archiving**

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

LSCM staff continues to harvest digital publications and websites, advancing FDLP collection development efforts.

In FY18, GPO has:

- Increased the size of the FDLP Web Archive collection to 12.9 TB
- Increased website collections available on the FDLP Web Archive on Archive-It to 145 and 187 records available through the Catalog of U.S. Government Publications (CGP)
- Presented at the Mid-Atlantic Region Archives Conference (MARAC) on Oct. 27, 2017, in the panel session “Web Archiving Democracy” with a distinguished group of speakers from the web archiving community. The session was highlighted in the MARAC blog, and slides from the presentation are available <https://drum.lib.umd.edu/handle/1903/20209>.

\* MARAC blog:

<https://themaracblog.wordpress.com/2017/11/15/marac-fall-2017-recap-session-12-web-archiving-democracy/>

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).



## **Modified List of Classes Data File Available**

<https://go.usa.gov/xnGVW>

LSCM staff released a new data file of the List of Classes available for libraries to download and use on January 16, 2018. The List of Classes is a list of Federal agency materials that libraries may profile for in their item selection profile. This file will be updated on the 1st and the 15th, or the first business day after that, of each month. The Modified List of Classes contains the normal fields of SuDoc, Title, Geography, Frequency, Item Number, and Formats.

The file also contains:

- Sort by SuDoc column that sorts SuDoc numbers in spreadsheet applications
- Agency and Sub-Agency columns

Additionally, the Format(s) column contains a value of “UNK” if the format of the item number is unknown.

The file may be downloaded in the List of Classes Data Files area on FDLP.gov at <https://www.fdlp.gov/file-repository/collection-management/list-of-classes/list-of-classes-data-files/3013-modified-list-of-classes/file>.

## **ISO 16363:2012 Trustworthy Digital Repository Audit and Certification of FDsys/govinfo**

GPO has awarded a contract for the audit and certification of FDsys/**govinfo** under the ISO 16363:2012 standard. The kick-off meeting for the contract was held in January and the audit began on June 18.

More detailed information regarding the audit process is available at <https://www.fdlp.gov/preservation/trusted-digital-repository-iso-16363-2012-audit-and-certification>.

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

GPO is working with the Federal Research Division of the Library of Congress, through an Interagency Agreement, to learn more about how Federal agency information products, the dissemination of them, and their preservation practices have changed in the digital age.

It is critical for the Public Information Programs of the Superintendent of Documents to learn how agencies have adapted or changed their information policies and processes for the delivery of online content. Armed



with this knowledge, GPO will be able to better foster productive, collaborative relationships with agencies and develop new strategies to transform our organization and workflows to facilitate increased discovery and access to Government information.

Preliminary findings of the case study research were shared at the fall 2017 DLC Meeting & FDL Conference.

The final report is expected to be released in FY18.

## CATALOGING AND INDEXING

### **Catalog Records on GitHub**

<https://github.com/usgpo/cataloging-records>

A new service was launched in October 2017, to provide sets of bibliographic records from the CGP free of charge on a monthly basis via the GPO's CGP on GitHub repository site. This program replaced the GPO Cataloging Data Subscription Service.

The CGP on GitHub datasets contain records produced by GPO staff according to national standards such as Resource Description & Access (RDA) and Anglo-American Cataloging Rules (AACR2) and include GPO Historic Shelflist project brief bibliographic records, and other retrospective records. The MARC records are available in both UTF-8 character-set (Unicode compliant) and MARC-8 character-set. A description of the recordsets is provided in a readme file.

### **National Bibliographic Records Inventory Initiative (NBR II)**

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

Through the National Bibliographic Records Inventory Initiative (NBR II), GPO is:

- 1) Identifying fugitive U.S. Government publications (e.g., published Federal agency materials within the 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 GPO's program responsibilities.
- 2) Inventorying historical publications at GPO.

In FY18, work continues on a variety of projects and tasks to identify and catalog fugitive and historic material for inclusion in the CGP, including the transcription of Historic Shelflist.

## **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 classification numbers 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 content has been comprehensively reviewed. Individual articles have been revised by GPO subject specialists, and SuDocs examples are being updated and linked directly to CGP records. The Guidelines will be launched in the summer of 2018.

## **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.

The review of the remaining major chapters to be posted online is well underway:

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

The intention is complete the revisions and publish these chapters on FDLP.gov by the fall Federal Depository Library conference.

## **Copyright Statement in GPO Bibliographic Records**

GPO has formulated a proposal to implement DLC Recommendation No. 1 (fall 2017) of providing copyright information in the bibliographic records created by GPO in support of the FDLP and the Cataloging and Indexing Program, as mandated by Title 44 of the U.S. Code.

GPO intends to add a general copyright statement in the MARC 542 field, Information Relating to Copyright Status in Bibliographic Records. The 542 field will also include a link to a new section on the CGP About page that will provide additional copyright and use information.

The general copyright statement will read:

Works of the U.S. Government are not subject to copyright protection pursuant to 17 U.S.C. § 105. This work may contain copyrighted material used with permission of the copyright owner. Learn more at the About page of the Catalog of U.S. Government Publications.

The FDLP News Alert of May 31 describes the proposal in detail and how to submit responses and recommendations:

<https://www.fdlp.gov/news-and-events/3444-copyright-information-in-gpo-bibliographic-records-your-feedback>.

Feedback is due to GPO by August 1, 2018.

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

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

The Cataloging Record Distribution Program provides GPO-produced catalog records to participating Federal depository libraries at no cost to the libraries, through a contract with MARCIVE, Inc. Currently, 180 Federal depository libraries, or 16% of all depositories, are in the program.

GPO 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 FY19.

For those at currently participating libraries, if you're looking for assistance or best practices, you may contact LSCM Outreach and Support to identify a CRDP Buddy. A Buddy is a fellow practitioner who has volunteered to help consult on the CRDP. GPO appreciates the service of all the Buddies at 28 CRDP participating libraries.

## LIBRARY SERVICES SYSTEM

The Library Service's System (LSS) is a series of planned system modernization efforts aimed at addressing, enhancing, and consolidating LSCM information systems. The LSS will enable GPO to improve its organizational workflow and business processes while leveraging new technology features and functionality to enhance library acquisitions, cataloging, record distribution, federated searching, indexing operations, and other relevant activities for depository libraries.

### **FDLP eXchange is Now Available**

<https://exchange.fdlp.gov/>

The FDLP eXchange is now live and available to all Federal depository libraries.

This new tool creates an automated workflow and facilitates communication among Federal depository libraries to exchange depository resources nationwide.

#### What Happens Next?

- Federal Depository Coordinators received an email with account information.
- Please login and review your default account settings, and modify as needed. (For example, the timeframe to review offers nationally is set at 45 days by default. This can be customized.)
- Begin using the tool as your one-stop-shop for your entire needs and offers process.

#### How to Learn More:

- GPO provides access to a variety of training and informational resources on the new tool.
  - <https://www.fdlp.gov/project-list/fdlp-exchange>
- For questions or comments about the FDLP eXchange, please contact us.
  - <https://www.fdlp.gov/needs-offers-tool-feedback>

### **Regional Discard**

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

GPO requested and received permission from the Joint Committee on Printing (JCP) to allow regional depository libraries to discard certain materials with the permission of the Superintendent of Documents. Using the instructions in the letter from JCP, GPO has developed a formal policy statement and a manual procedure for regionals to submit requests for permission to discard.

Permission to discard may be granted if all of the following conditions are

met:

- There is a digital equivalent on FDsys/**govinfo** with a Digital Signature.
- The material has been held for seven years from the date of receipt by the regional.
- There are a minimum of four tangible copies held in geographically-dispersed Preservation Stewards.

Regionals were allowed to start submitting requests for permission to discard in September 2016. Work began on developing requirements to automate the process in summer 2017. Those requirements will become the basis for incorporating necessary functionality into the FDLP eXchange component of the LSS to support regional discards. Future updates on automation of the process will be included with LSS updates.

### **FDLP.gov**

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

The LSCM Web Content Management Team has worked on numerous fixes that will improve FDLP.gov usability, such as side menus on pages with significant content for easier navigation and the login / logout interface. A new navigation tab for Preservation has also been added to the site.

Fixes to WEBTech Notes have also been implemented, such as improvements to the Advanced Search feature and the addition of a Category Key for reference. The team also optimized the website experience for mobile users.

As a result of these updates and changes, depository libraries visited an average of 15 times per month in FY18.

### **Ben's Guide to the U.S. Government**

<https://bensguide.gpo.gov/>

Ben's Guide has been optimized for mobile users. Many menu items have been adjusted so the articles are accessed from the bottom portion of the device, and it is now easier to switch between the apprentice, journeyperson, and master level learning adventures. Ben remains a popular destination site with more than one million sessions in FY18.

GPO has also added three new, interactive quizzes focused on the Branches of Government. There is one quiz for each age level: 4 – 8, 9 – 13, and 14+. Check out these and a variety of other games and activities.

## DSIMS Replacement

Modernizing and enhancing DSIMS was identified as a priority from the findings of the FDLP Work Practice Study, <https://go.usa.gov/xn7wz>, completed in December 2016. For FY18, GPO will be developing the functional requirements needed to modernize and replace DSIMS with the proposed Distribution Management System (DMS). Work is well underway to finalize the functional requirements needed to create a Request for Proposals (RFP) to develop the replacement system.

## Web Presentation Layer

LSCM is committed to enhancing the CGP through the deployment of a new user interface and envisions modern features such as relevancy-ranked results, discovery provided by a single search box providing a Google-like search experience (as well as advanced searching capabilities), quick results ranked by relevancy in a modern interface, and faceted navigation to drill down to more specific results. Work is underway to develop specific requirements for this new service.

## FY18 Highlights by the Numbers (October 1, 2017 to June 30, 2018)

### GPO staff:

- Added **29,040** new cataloging records to the CGP, of which **8,141 (or 28%)** contained PURLs to full-text publications.
- Checked in **16,113** serial issues to the CGP and created **222** publication patterns for serial titles.
- Identified **2,070** previously-uncataloged serial titles and created new bibliographic records.
- Created **660** authority records.
- Distributed **2,947** titles.
- Distributed **579,630** copies of materials to FDLP libraries.
- Responded to **1,710** askGPO inquiries.