

FEDERAL DEPOSITORY LIBRARY ANNUAL CONFERENCE
Double Tree Hotel, Arlington, Va.
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GPO: CIP Publisher and Partner

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GPO

Agenda

- ▶ CIP Program Overview
- ▶ CIP and GPO
- ▶ Coming Soon: PrePub Book Link

CIP Program Overview

Purpose of the CIP Program

- ▶ Provides for the cataloging of books in advance of publication
- ▶ The Library of Congress distributes these records weekly to large libraries, bibliographic services, and book vendors around the world.

Library of Congress Cataloging-in-Publication Data

Names: United States. Government Publishing Office, author.

Title: Picturing the big shop : photos of the U.S. Government Publishing Office, 1900-1980.

Description: Washington, DC : U. S. Government Publishing Office, [2017]

Identifiers: LCCN 2016059195 | ISBN 9780160936241 | ISBN 0160936241

Subjects: LCSH: United States. Government Printing Office—History—Pictorial works. | United States.

Government Publishing Office—History—Pictorial works. | Printing, Public—United States—

History—Pictorial works. | Bookbinding—United States—History—Pictorial works.

Classification: LCC Z232.U6 U67 2017 | DDC 070.509753—dc23 | SUDOC GP 1.2:P58

LC record available at <https://lcn.loc.gov/2016059195>

FY2017 CIP overview

- ▶ 56,650 CIP records cataloged
- ▶ 7,505 cataloged by 33 partner institutions
 - ▶ Primarily academic libraries with university presses
 - ▶ GPO, of course
- ▶ 7,089 (12%) cataloged using ONIX
- ▶ 15,576 CIP e-book records created
- ▶ *Average* completion time 3 months

CIP E-books Program

- ▶ 920 publishers have joined the CIP E-books Program
- ▶ 46,000 metadata records created for CIP e-books that LC can request for the collections, many based on partner-cataloged print records
- ▶ CIP e-book records are disseminated to OCLC and other providers through LC channels
- ▶ Valued by OCLC and vendors for their high quality
- ▶ CIP e-books currently suppressed within LC catalog
- ▶ Ingesting CIP e-books for LC permanent collections since July 2014
- ▶ 119 publisher/aggregator accounts for sending LC their e-books
- ▶ 32,000 CIP e-books have been ingested into LC's permanent collections
- ▶ LC's Office of the Chief Information Officer looking at access broadly to develop technology

CIP Partnership Program

- ▶ Catalog CIP titles in collaboration with LC
- ▶ Open to NACO libraries
- ▶ Can catalog specific publishers or subjects
 - ▶ Harvard Library catalogs Harvard Business Review
 - ▶ University of North Carolina, Chapel Hill, catalogs titles about the U.S. South
- ▶ Email me at csus@loc.gov
- ▶ Partnership agreement letter signed by director of ABA and designated official

CIP Program Collaborations

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- ▶ Harvard University for **OAQ: Online Author Questionnaire**
- ▶ Bowker/ProQuest and BISG for **ONIX webinars and mappings**
- ▶ University of Michigan, Temple University, and University of Chicago/Bibliovault for **ONIX feeds and e-book submissions**

The CIP and GPO Partnership

CIP and GPO

CATALOGING in PUBLICATION PROGRAM



- ➔ [CIP Home](#)
- ➔ [About CIP](#)
- ➔ [Frequently Asked Questions](#)
- ➔ [Technical Information](#)
- ➔ [ECIP Login](#)
- ➔ [CIP E-books Program](#)
- ➔ [CIP Partnership Program](#)
- ➔ [Cataloging Topics](#)
- ➔ [CIP Advisory Group](#)
- ➔ [News and Events](#)
- ➔ [Contact Us](#)

Spanish Resources

- > [Programa de CIP](#)
- > [El propósito del Programa de Catalogación en Publicación](#)
- > [Información Técnica](#)
- > [Preguntas Frecuentes](#)

Related Resources

- > [Preassigned Control Number Program](#)

CIP Partnership Program

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A CIP cataloging partnership with the National Library of Medicine (NLM) began in 1972. With the development of ECIP in 2000, NLM, followed by Cornell University and Northwestern University in 2005, became the first members of the CIP Partnership Program (previously known as the ECIP Cataloging Partnership Program), which has now expanded over the years to include thirty-two libraries across the United States. CIP partner libraries act as virtual Library of Congress cataloging sections to catalog forthcoming titles published by an affiliated university press, selected independent publishers, or in specific subject areas. The CIP Program would be delighted to have your library join us as an CIP cataloging partner.

CIP Partnership Program Members

Abilene Christian University
Arizona State University
Brigham Young University
Cornell University
Duke University
Frick Art Reference Library
Georgetown University
Getty Research Institute
Harvard University
Mississippi State University
National Agricultural Library
National Library of Medicine
New York University Law
Northwestern University
Ohio State University
Pennsylvania State University
ProQuest
Queens Library
Southeastern Baptist Theological Seminary
Stanford University
Temple University
Texas A&M University
U.S. Government Publishing Office
University of California, San Diego

Documentation

- > [CIP Partnership Frequently Asked Questions](#)
- > [Electronic Cataloging in Publication: Text Capture and Electronic Conversion Training for Descriptive Catalogers](#) (PDF, 5.34 MB)
- > [Traffic Manager Section Scope Summaries](#)
- > [ECIP-related Subject and Classification Proposals](#)
- > [ECIP Cataloging Partnership Program](#) (Powerpoint, 203 KB)
BIBCO/NACO-At-Large Meeting, ALA Summer 2010

History

- [A Brief History of the CIP Partnership Program at the Library](#)

CIP cataloging involves

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Assigning SuDoc, LC and Dewey Class numbers

050	0	0	D522
082	0	4	940.3022/2 #2 23
086	0		D 114.2:AR 7/5

Creating new Name Authority (NACO) and Subject Heading (SACO) records as needed

110		no2018010430
440		DGPO #b eng #e rda #c DGPO
00	1	Kawauchi, Gisele Y.
073		Universidade Federal de Minas Gerais #2 naf
074		Biologists #a College teachers #2 lcs#
075		female
077		eng
078		#q Gisele Yukimi
070		Proceedings of the 2nd International Symposium on the Biology of the Spuncula, 2018: #b ECIP #tle page (Gisele Y. Kawauchi, Associate Editor Federal University of Minas Gerais, Departamento de Zoologia, Brazil)
070		Researchgate, January 25, 2018: #b Gisele Yukimi Kawauchi (Ph.D, Federal University of Minas Gerais, Belo Horizonte, Brazil: Professor, Departamento de Zoologia)

Hapalidiaceae (May Subd Geog)
[[QK569.C8](#) (Algology)]
BT [Coralline algae](#)

GPO's Library Services & Content Management (LSCM) CIP Team takes care of this.

Agencies assigned to GPO by LC Include:



U.S. Department of the Interior
U.S. Geological Survey



ARMY UNIVERSITY PRESS



Smithsonian Institution
Scholarly Press



US Army Command and General Staff College Press
US Army Combined Arms Center
Fort Leavenworth, KS

GPO regional offices can contact the LCSM CIP Team to coordinate CIP applications.
Requirements include:

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- ▶ **Title page**--information **exactly** as it will appear in the published book, including the name of the publisher [responsible agency for government publications], city of publication, and year of publication
- ▶ **Copyright page**--Include all information exactly as it will appear in the published book
- ▶ **Series page**, if applicable
- ▶ **Table of contents**
- ▶ **Preface and Introduction**

More requirements:

- ▶ **Summary**—a summary, in English, which succinctly describes the contents of the book
- ▶ **Sample chapters**
 - ▶ The first full chapter
 - ▶ The last full chapter
 - ▶ Other important chapters
- ▶ **Information about the author(s) or editor(s)**—Date of birth, middle names, how they present their name
- ▶ **ISBN** and or **ISSN**
- ▶ A completed application

The LSCM **CIP Team** will work with you to make sure you have all of the needed elements.

The files—title page, copyright page, series information, table of contents, preface and introduction and sample pages must be submitted in ASCII text and tagged.

```
<tp>    beginning of title page
</tp>   end of title page
<sp>    beginning of series page
</sp>   end of series page
<cp>    beginning of copyright page
</cp>   end of copyright page
<toc>   beginning of table of contents
</toc>  end of table of contents
Do not tag introduction/foreword/preface
<ch1>   beginning of chapter 1
<ch2>   beginning of chapter 2
<ch3>   beginning of chapter 3
etc.
</ch>   end of last chapter (without number)
```

How long does the process take?

- ▶ The application should be submitted **six months** before printing deadlines.
- ▶ By having the LSCM CIP team submit your CIP information, the process should go more quickly.
- ▶ If incomplete information is submitted, it will take longer to process the application.
- ▶ Once produced, your office will need to proof-read the CIP text block and let us know if changes are needed.
- ▶ Once the work is published, your office needs to send a copy of the publication to the Library of Congress CIP Program.

Your agency wants to start submitting CIP titles?

- ▶ GPO will catalog them AND can act as publisher to apply for CIP on your behalf
- ▶ Please review the membership guidelines
<http://www.loc.gov/publish/cip/about/membership.html>

Coming soon: PrePub Book Link (PPBL)

PPBLPreview

- ▶ Create and manage user accounts for single and multiple publishers and imprints
- ▶ Attach galley as Microsoft Word or PDF documents
- ▶ Upload ONIX metadata to prepopulate CIP application data
- ▶ Submit change requests more efficiently
- ▶ ServiceNow ® platform

PPBL CIP Request Form

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- ▶ Designed to be user friendly
- ▶ More comprehensive question set generate more complete bibliographic record
- ▶ Form generated dynamically
 - ▶ Certain questions appear based on answer to previous question
 - ▶ If a question doesn't apply, not shown
- ▶ Prefill using ONIX—access to more metadata
- ▶ Link contributors to OAQ, ISNI, ORCID

PPBL ONIX Prefill

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loc.gov

LIBRARY OF CONGRESS | P-CAT My Account Sign Out

Home Author Profile **Requests** Link 4 Link 5

Request CIP Data

- 1** General Info & Contributors
- 2 Title Page
- 3 Series & Volume Info
- 4 Galley
- 5 Additional Info & Summary
- 6 Confirm & Submit

PREFILL APPLICATION WITH ONIX

Many of the fields in this application can be prefilled using ONIX data. If you have ONIX data available for the forthcoming book please upload it below.

[Prefill with ONIX](#)

GENERAL INFORMATION

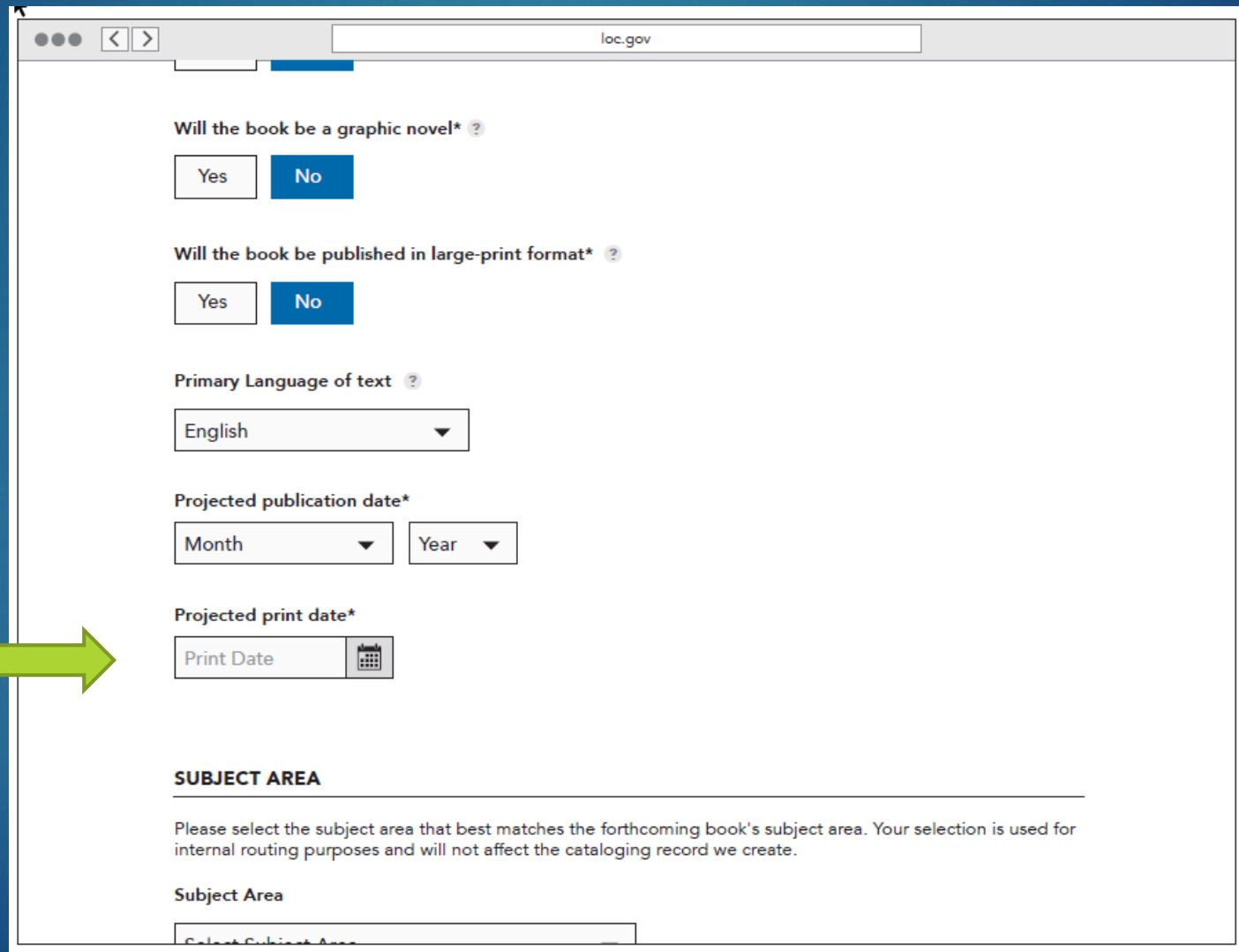
Will the forthcoming book be published in electronic format only?*

Yes No

Will the book appear at periodic intervals?* ?
(annually, quarterly, etc.)

PPBL Required Dates

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loc.gov

Will the book be a graphic novel* ?

Will the book be published in large-print format* ?

Primary Language of text ?
English ▼

Projected publication date*
Month ▼ Year ▼

Projected print date*
Print Date 

SUBJECT AREA

Please select the subject area that best matches the forthcoming book's subject area. Your selection is used for internal routing purposes and will not affect the cataloging record we create.

Subject Area
Select Subject Area

PPBL Subject and Geographic Focus

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The screenshot shows a web browser window with the URL 'loc.gov'. The form contains the following sections:

- Projected print date***: A date input field containing '07/20/2018' and a calendar icon.
- SUBJECT AREA**: A section header followed by a horizontal line.
- Text**: 'Please select the subject area that best matches the forthcoming book's subject area. Your selection is used for internal routing purposes and will not affect the cataloging record we create.'
- Subject Area**: A dropdown menu with 'Archaeology' selected.
- Archaeology Subject Area**: A dropdown menu with 'Select Subject Area' selected. A mouse cursor is pointing at the dropdown arrow.
- GEOGRAPHICAL FOCUS**: A section header followed by a horizontal line.
- Text**: 'Will the book be focused on a specific geographical area?'
- Buttons**: Two buttons labeled 'Yes' and 'No'.
- CONTRIBUTOR INFORMATION**: A section header followed by a horizontal line.
- Text**: 'Please add each author, editor, and illustrator that contributed to the forthcoming book in the order they appear on the title page.'

PPBL Contributor Information

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loc.gov

CONTRIBUTOR INFORMATION

Please add each author, editor, and illustrator that contributed to the forthcoming book in the order they appear on the title page.

If the contributor is an individual please provide the fullest form of each name. Please provide dates of birth if you know them. While dates of birth are not required, they are helpful to distinguish between similar names. Do not include terms of address or affiliations.

If the contributor is an organization please provide the full organization name and the organization's primary location.

The contributor is an:

Individual Organization

First/Given Name* Middle Name Last/Family Name* Year of Birth

First Name Middle Name Last Name YYYY

Contributor Type* OAQ URL ? ORCID / ISNI ID ?

Select Type OAQ URL ORCID / ISNI ID

Additional Information ?

Additional Information

NAME	TYPE	DOB	LOCATION	ADD. INFO	ACTIONS
William James Mumphrey	Author	1957	N/A	--	Edit Remove ↑ ↓
Arthur Vandelay	Author	1965	N/A	--	Edit Remove ↑ ↓
American Institute of Architects	Author	N/A	Washington, DC	--	Edit Remove ↑ ↓
Melinda Horton	Editor	--	N/A	--	Edit Remove ↑ ↓

PPBL Galley upload and no more ASCII

1 General Info & Contributors 2 Title Page 3 Series & Volume Info 4 Galley 5 Additional Info & Summary 6 Confirm & Submit

GALLEY

To be eligible for CIP Data you must upload the book's galley in word or PDF format.

Is the forthcoming book's galley contained in a single file or divided into multiple files?

UPLOAD GALLEY

Please upload the content listed below. Note that while you are only required to upload the first and last chapter, uploading more chapters will result in a more complete bibliographic record and faster processing time.

Required Files	FILE	File Type
Front Matter <ul style="list-style-type: none">● Copyright Page● Series Page● Title Page● Table of Contents	ArchNY_Vol1_CopyrightPage.docx	Copyright Page <input type="button" value="🗑️"/>
	ArchNY_Vol1_Chapter1.docx	First Chapter <input type="button" value="🗑️"/>
	ArchNY_Vol1_Chapter2.docx	Middle Chapter <input type="button" value="🗑️"/>
Chapters <ul style="list-style-type: none">● First Chapter● Last Chapter	ArchNY_Vol1_Chapter3.docx	Middle Chapter <input type="button" value="🗑️"/>
	ArchNY_Vol1_Chapter4.docx	Middle Chapter <input type="button" value="🗑️"/>
End Matter <ul style="list-style-type: none">● Indexes● Any other content after the last chapter, especially information about the author.	ArchNY_Vol1_Chapter5.docx	Middle Chapter <input type="button" value="🗑️"/>
	ArchNY_Vol1_Chapter6.docx	Middle Chapter <input type="button" value="🗑️"/>
	ArchNY_Vol1_Chapter7.docx	Middle Chapter <input type="button" value="🗑️"/>

PPBL Next Steps

- ▶ Finish development
- ▶ Migrate data from current system to PrePub Book Link
- ▶ Potential work freeze to migrate
- ▶ Create training documentation
- ▶ Hold training webinar
- ▶ Go live in late 2018 (projected)

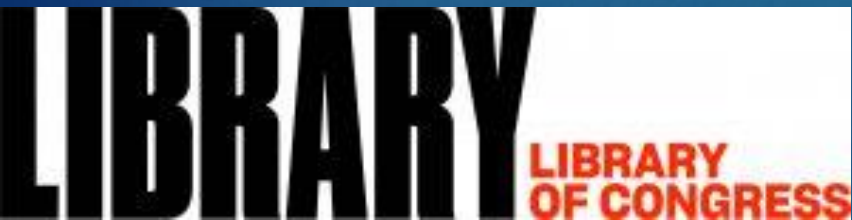
More information

- ▶ CIP web page:
<http://www.loc.gov/publish/cip>
- ▶ Forthcoming:
<http://www.prepubbooklink.gov>
- ▶ Contact CIP Program: cip@loc.gov

Thank you!

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- ▶ Any questions?
- ▶ Caroline Saccucci csus@loc.gov
- ▶ Cynthia Earman cearman@gpo.gov



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