

ADrift IN THE LIBRARY? LIFELINES FOR USERS!

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ABSTRACT

Brief printed literature guides are one of the best methods of breaking down intellectual and physical barriers which frustrate library users and hinder their pursuit of information. Online catalogs, CD-ROM databases and clever multi-media library presentations have not replaced the standard library handout. In fact, the varied forms of library collections, including resources that are not physically in the library, such as online databases and electronic journals, have made these printed guides even more important.

The users of large and small marine science libraries are often researchers who know where specific journals are shelved, but have difficulty locating a broader range of material. In specialized libraries appropriate resources, such as reprint files, technical reports, charts and atlases, local history or environmental collections, may be housed in archives, the library office, or other separate locations. They are not obvious to the independent library user who will find that browsing and serendipity will have only limited results.

Guides can be geared to various levels for researchers or students, to broad interdisciplinary topics such as ocean currents or specific interests such as lobster behavior, to single types of resources such as geological journals, or to emphasize the different advantages and access points provided by the ASFA CD-ROM, online database and printed index. They will reinforce bibliographic instruction, augment online tutorials, and provide help when a reference librarian is not available. Printed materials can be kept by library users and referred to when needed. Properly organized, they can assist researchers in developing a logical search strategy or systematic review of the literature on their topic of interest.

Information provided in printed library aids must be clear,

concise, and oriented to the intended audience. Simple formats stored on a word processing program can be easily kept up-to-date. This paper will review the objectives and guidelines for preparing inexpensive printed aids. Examples will include pathfinders, research and reference guides, brief bibliographies and quick-reference search procedures. Emphasis will be placed on bringing together varied resources in a form most likely to assist the independent library patron.

INTRODUCTION

Library users who do not find the information they need are of great concern to librarians. For every person who asks questions, or learns to use the library through bibliographic instruction, there are probably at least an equal number of individuals who never approach a reference desk or want to take the time to learn the fundamentals of library research. New students, infrequent library users, and busy scientists may depend primarily on browsing and serendipity to find their way through the maze of bibliographic organization. Some library patrons may feel as though they are drowning in a sea of information without the slightest idea of where to start to find what they need. Many will be attracted to the card or an online catalog which will help them find some books. Some will seek further assistance, and other individuals will be discouraged and leave. They will ask colleagues or look somewhere else.

Printed handouts are one method of catching the attention of library users and providing assistance along with multi-media and bibliographic instruction efforts. Handouts can bring attention to new acquisitions, highlight important resources, and bring together scattered materials on an interdisciplinary topic. Assistance can be given for different levels of expertise, or can target a particular group of library users. Printed materials can save staff the time needed for repeating suggestions of where to find materials on popular topics or class assignments. Guides can assemble different formats, special collections and online databases that enhance the resources of the general collection. Various research materials can be listed from CD-ROM databases to research journals in the field. A distinct advantage of locally prepared handouts is that they are geared to the interests of a specific library community and are always available even if the reference librarian is busy or not present. A handout can be taken home to use when needed, and can encourage a library patron to ask for further assistance.

Canfield (1972) described Library Pathfinders which were developed by MIT in the early 1970s under a grant by the Council on Library Resources. These reference aids were prepared for academic library users who used the library infrequently, or were new to a subject area and needed guidance on how to approach a particular topic. Using a standardized arrangement, two page guides were prepared along with catalog cards to refer users to these resources. They

were intended to help the user get started, and provided an organized approach to research on the subject. Warner (1983) described a library science class assignment to prepare a pathfinder using the MIT format. She has used them for teaching, and recommended them for public libraries. Hale (1986) described the usefulness of a brief bibliography of style manuals in a marine science library. To make the concept even more accessible, Jarvis (1985) proposed integrating pathfinders into the online public access catalog. He suggested making subject pathfinders a choice on the Help Menu with keyword access to subjects and then displaying the pathfinder on the screen. An alternate approach would list them as a choice along with book title selections, and the guide could be stored or printed offline.

Preparing pathfinders and other brief guides which help library users to focus on specific subject materials or facilitate a logical approach to finding information can be a valuable service. It is important to recognize the various approaches that can be utilized, and to follow some guidelines which show an understanding of readers' needs and provide practical assistance.

TYPES OF REFERENCE OR SUBJECT GUIDES

Various types of handouts can be prepared which facilitate library research. Some categories are:

1. Pathfinders. Emphasis on introduction to the subject. They guide the reader through a logical sequence to identify and locate information. Appropriate subjects are general interest and popular concerns such as: acid rain, global warming, coastal management, sea level rise, debris in the oceans (or the beaches), conservation of land or water and species diversity. Components of a pathfinder include:

- Scope of topic
- Card catalog subject headings
- LC classification for browsing in stacks
- Encyclopedias, dictionaries, handbooks
- Indexes and bibliographies
- Specific articles
- Reviews, conferences, government documents

2. Reference or Research Guides. Guide to finding information on a specific topic. User is expected to have some background in the field. More specific and greater depth than Pathfinder. Subjects can be geared to research areas of the library community, and may include seafloor spreading, deep-sea currents, zebra mussels, modeling of estuaries, oyster mariculture, underwater acoustics, or local features such as Narragansett Bay. Publications listed in a research guide can include:

Reference books—Handbooks, lists of species, standards
Indexes and abstracts
Databases, online, or CD-ROM sources
Publications of appropriate agencies, institutes, societies
Journals with primary emphasis on the topic
Current awareness sources
Bibliographies for historical information

3. **Brief Bibliographies.** Useful as a source for topics that need exhaustive or historical information, or when lists of sources are appropriate. Topics can be popular or of long time interest. The publications can cover subjects such as books on biological studies in the Antarctic, aquaculture journals, indexes in the library, articles on the greenhouse effect or drift nets. May be organized by: author, types of materials, taxonomic classification, date, geographic locations. Bibliographies may include:

Journal titles
Books
Articles
Databases

4. **How to's.** One page instructional sheets or brief tutorials on searching a CD-ROM disk, using the online catalog, or finding information in an index or handbook. Materials appropriate for this treatment include *Science Citation Index*, *Aquatic Sciences and Fisheries Abstracts on CD-ROM*, *Chemical Abstracts*, or extracting data from the two CD-ROM disks on the *Deep Sea Drilling Project*. Information should cover:

Description of product
Source or publisher
Type of information included
Step-by-step procedures for set up and getting started

BASIC GUIDELINES

General principles to follow for the various types of guides include:

Content: Selective, only the most important resources
Diversity of formats, types of materials
Focused on the topic or objective
Up-to-date, reviewed frequently
Users needs kept in mind

Format: Brief, no more than 2 pages
Clearly organized, bold headings
Include full name of institution
Produce on word processor for easy revision

Style: Concise, clear text
Complete sentences unnecessary
Understandable terminology, no jargon
Highlight elements of importance

Appearance: Attractive and neat
Appropriate graphics
Easy to read, clear print
Use color to add visual interest
Display in prominent location

SOURCES OF RELATED MATERIALS

Published pathfinders and brief bibliographies can assist in the preparation of guides, or can be given out by libraries. Some titles from government agencies that are distributed at no cost include:

LC Science Tracer Bullets. Published by the Library of Congress, Science and Technology Division, since 1972. They are styled like the pathfinder with texts, handbooks, encyclopedias, dictionaries, government documents, journal articles, LC subject headings and addresses and telephone numbers of relevant organizations. Representative titles include *Mariculture, Aquaculture, Marine Algae, Marine Mammals, Volcanoes, Tidal Energy*. An index was published in *RSR* (Conrad, 1988).

GPO Subject Bibliographies. The U.S. Government Printing Office, Superintendent of Documents, produces these brief lists of currently available government publications. They are updated frequently and have titles such as *Oceanography* and *Fish and Marine Life*.

NOAA Brief Bibliographies and Current References. The NOAA Library and Information Network has recently published two series on topical issues for which the library receives many requests for information. *Brief Bibliographies* are about four pages of references on subjects such as *Floods, Hurricanes, Fog, and Meteorology Journals*. *Current References* are under fifty pages, and contain abstracts of articles, book chapters, and proceedings papers. Titles have included *Global Climate Change, Coastal Oceans, and Environmental Impact of Oil Spills in Polar Waters*.

These publications can be used as models, adapted for local use, or distributed as published.

CONCLUSION

Printed handouts can assist library users to take full advantage of library resources. Clear, concise and up-to-date guides on topics of interest may include reference books, indexes, CD-ROM and online databases, special collections, and journal articles. Pathfinders, research guides, brief bibliographies, and how-to sheets can be utilized depending on the approach needed. Geared to user interests, handouts aid the independent library patron, reinforce bibliographic instruction, and support the librarian's efforts to adequately respond to repeated questions, class assignments and the research interests of local scientists.

REFERENCES

Canfield, Marie P. 1972. Library Pathfinders. *Drexel Library Quarterly* 8:287-300.

Conrad, Ellen. 1988. LC Science Tracer Bullets: An Index. *RSR* 3:49-56.

Hale, K. K. 1986. Communicating Marine Science: A Selective List of Guidebooks. In: *Marine Science Information; An International Commodity*. International Association of Marine Science Libraries and Information Centers. pp. 77-88.

Jarvis, William E. 1985. Integrating Subject Pathfinders into Online Catalogs. *Database* 8:65-67.

Warner, Alice Sizer. 1983. Pathfinders: A Way to Boost Your Information Handouts Beyond Booklists and Bibliographies. *American Libraries* 14: 150-151.

RESEARCH GUIDE ON NARRAGANSETT BAY

GENERAL INFORMATION

- Ref An Overview of Narragansett Bay. Rhode Island Sea Grant Report, 19
GC512 A four page summary of statistics and basic information.
R4/E5
- Ref The Rhode Island Atlas, by M.I. Wright and R.J. Sullivan, 1982.
G1235 Sections on the physical environment, place names, the people, the
W7 economy and transportation.
- Ref An Interpretive Atlas of Narragansett Bay, by S. Olsen, D.D. Robadue,
SH19 and V. Lee. 1980. Presents the history, ecosystems, and uses of the
R44 Bay with maps and diagrams.

BIOLOGY

- Ref Freshwater and Marine Plants of Rhode Island, by R. Sheath and M. Harlin.
QK930 1988. Lists all known aquatic plant species. Organized by community
F84 Lists species with seasonality and frequency. No index.
- QK567 Guide to the Phytoplankton of Narragansett Bay, by R.R. Wood and J.
W65 Lutes. 1968. Guide to phytoplankton which regularly appear in the
Bay. In order by taxonomic classification with drawings of each species.

MANAGEMENT

- GC96 Narragansett Bay: Issues, Resources, Status and Management. NOAA Estuary
N213 of the Month Seminar Series No. 1. 1985.
No. 1 Papers from a seminar discussing the health and value of the Bay with
emphasis on the need for future investigations.

SOURCES FOR MORE INFORMATION

- Ref The Bay Bib: Rhode Island Marine Bibliography. 1979. List of about
SH19 1,500 publications on the marine environment of Narragansett Bay and
R467 nearby waters. Author and keyword indexes.
- Lib. Narragansett Bay Bibliography. Update to the Bay Bib, 1979- .
Office Database of over 1,000 citations on computer with easy-to-use software
for searching.
- CD-ROM Aquatic Sciences and Fisheries Abstracts, 1982-present
At workstation in lobby, source for publications on estuaries, bays,
coastal management and fisheries.

J. Sieburth, 9/1990



Reference Guide 62

The University of Rhode Island Library Reference Department

AQUACULTURE INFORMATION SOURCES

This guide includes material relating to fish-culture in fresh or saltwater (mariculture).

ABSTRACTS AND INDEXES:

(REF Z5073 A485)

Agrindex (Food and Agriculture Organization). 1975-82. (Monthly)

Aquaculture literature included in section M10, Fisheries Production.

(PELL SH11 A625 and ICMRD)

Aquaculture digest. Pell: v.1- 1976- /ICMRD: v.3- 1978- (Monthly)

Articles in the aquaculture literature, business developments and reviews.

(Science Index Area)

*Aquatic sciences and fisheries abstracts. v.1- 1971- (Monthly; annual indexes).

Aquaculture literature is in the Aquaculture section in Part 1:

Biological sciences and living resources.

(Science Index Area)

*Biological abstracts. v.1- 1926- (Biweekly; indexes cumulated semiannually)

Look under Aquaculture and Fish culture in the Subject Index.

(Science Index Area)

*Biological and agricultural index. v.1- 1916- (Monthly; cumulated quarterly and annually).

Use the Aquaculture subject heading.

(Pell and ICMRD)

Freshwater and aquaculture contents tables. v.1- 1978- . (Monthly)

Reproduces tables of contents of about a dozen core aquaculture journals.

(Govt Pub C55.310/2:/Pell Index Area)

Marine fisheries abstracts. v.27, 1974. (Monthly)

Covers biological and technological aspects of fisheries science.

Formerly Commercial fisheries abstracts. v.1-26. 1948-73.

(Science Index Area)

*Oceanic abstracts. v.9- 1972- (Bimonthly; annual indexes).

Use Aquaculture and Aquaculture techniques in the Subject Index.

(Science Index Area)

*Pollution abstracts. v.1- 1970- (Monthly; annual indexes)

Use Aquaculture in Subject Index.

AQUATIC SCIENCES AND FISHERIES ABSTRACTS (CD-ROM) 1982-1989

Subject coverage includes marine and freshwater environments, fisheries, aquaculture, minerals, energy, pollution, meteorology, oceanography, chemicals, technology, and related legal, economic and sociological studies.

BEGINNING SEARCH GUIDE

1. Check out disk from librarian.
2. Press **Open/Close** button on disc-drive, handle disk carefully by the edges, lay on tray label up, push button to close.
3. At the **[C:\>]** prompt, type **asfa**; press **Enter**.
4. Wait for the **[Select Function]** window with **[menu]** highlighted. Press **Enter** after each step or choice on the screen.
5. Words at the bottom of the screen provide choices for action by moving the highlight with arrows and pressing **Enter**.
6. Select **[Search]** and you are asked for a subject term. Type a key word of interest. The **[*]** will retrieve longer forms of the word, e.g., **fish*** will search for fish, fishes, fishing, fisherman, etc. Be careful, **clam*** will also retrieve clamp.

The **[Select fields for search]** window allows restricting the search term to a part(s) of the record such as the title or author fields. Press **Enter** to search all fields.

The **[Select connector]** window then provides a choice of **[none]** to search the single word; **[and]** to require two words to be in a single record and make the group smaller; **[or]** to add a synonym to enlarge the search field; **[andnot]** to exclude a particular emphasis; and **[within]** to look for two words that are close to each other, either before or after with a number of words between.

A phrase may be searched by putting the terms in quotes, for example, **"Narragansett Bay"**. The longer the phrase, the more time it will take.

The search will result in a set or sets with the number of records found. The set numbers such as **[#3]** may be used as subject terms to combine with other words or set numbers.

7. Choose **[Display]** to look at the records. **[F10]** will print the record on the screen. Choosing **[Print]** on the "search menu" screen will send the set of records to the printer. **[Keep]** will download the record or set of records on a disk.

8. Escape **[Esc]** will go back a screen. When finished, use **[Esc]** until the **[c:\>]** is reached. Take out disk and return to librarian.

js, 1/1990. URI, Pell Library



How To

Find a Journal

Journals, periodicals, magazines, and newspapers are all known as "Serials" and are listed in alphabetical order in the Serials List. Entries in the List provide information on location, call number, volumes, and years owned. Copies of the Serials List may be found on every floor in the following locations: Current Periodical Room, Main Lobby, Reference Area, Bound Serial Stacks, Microform Area, and opposite the main stairway on the third and fourth floors.

To locate a serial in the University Library:

1. Be sure you have the full title of the serial. A reference librarian can assist you in deciphering abbreviations.
2. Use the Serials List to determine if the Library holds the volume you need. Consult the update to the Serials List for new titles, additions, and corrections.
3. Copy the call number/location of the serial. (See reverse for explanation of abbreviations and symbols.)
4. Most serials in the University Library (current, bound, or on microform) are located on the first floor. Current and bound volumes are arranged by call number; microform holdings are in the Microform Area.
5. If the Library does not own the title or volume you need, you may request a photocopy of an article through Interlibrary Loan, or travel to another library to use its copy. A reference librarian may be able to locate the serial at other institutions.
6. If you need additional assistance, ask at the Reference Desk or in the Current Periodical Room.

Typical Serials List entry

Title	SCIENCE	
Location	URI Q1 S35	★
Volumes/Years on microfilm	V.1-8 :1883-86 N.S. V.1-:1895-	Location of current issues in Current Periodical Room
Additional Locations	V.195-:1977- ON MFILM	
New Series (numbering starts over)	PELL Q1 S35	Library has Vol. 1 and is currently receiving this journal. Vols. in parentheses are incomplete.
	N.S. V.(126-129)-(141)-:1957-	
	CCE MFILM	
	N.S. V.112-:1950-	

If you need additional assistance, ask at the Reference Desk.

(See reverse side)

The University of Rhode Island Library

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5/8/75M URI Publications Office

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88-1

LC Science Tracer Bullet

Science Reference Section, Science and Technology Division
Library of Congress, 10 First Street, S.E., Washington, D.C. 20540

ISSN 0090-5232

ALGAE
Compiled by Diana Niskern

TB 88-1

January 1988

SCOPE: The plants and plantlike organisms informally grouped together as algae show great diversity of form and size and occur in a wide variety of habitats. These extremely important photosynthesizers are also economically significant. For example, some species contaminate water supplies; others provide food for aquatic animals and for man; still others yield agar, diatomaceous earth, or fertilizer.

This guide to the literature on algae updates and supersedes TB 72-14. Not intended to be a comprehensive bibliography, this compilation is designed--as the name of the series implies--to put the reader "on target."

INTRODUCTIONS TO THE TOPIC

Berry, M. H. Algae. In *The New book of popular science*. v. 4. Danbury, Conn., Grolier, c1987. p. 32-42. Q162.N437 1987*

Silva, Paul C., and Richard L. Moe. Algae. In *McGraw-Hill encyclopedia of science & technology: an international reference work in twenty volumes including an index*. 6th ed. v. 1. New York, McGraw-Hill, c1987. p. 330-336. Q121.M3 1987*

SUBJECT HEADINGS used by the Library of Congress, under which books on algae can be located in most card, book, and online catalogs, include the following:

ALGAE (Highly relevant)

See also names of groups of algae, e.g., DIATOMS, SOIL ALGAE, CHAROPHYTA, CHLORELLA, CHLOROPHYCEAE, CYANOBACTERIA, RHODOPHYTA, etc., and names of individual algae, e.g., *Laminaria digitata*, *Macrocystis integrifolia*, *Nereocystis luetkeana*, etc.

ALGEOLOGY (Highly relevant)

FRESHWATER ALGAE (Highly relevant)

MARINE ALGAE (Highly relevant)

AGAR (Relevant)

ALGAE AS FEED (Relevant)

ALGAE AS FOOD (Relevant)

ALGAE CULTURE (Relevant)

ALGAE PRODUCTS (Relevant)

KELPS (Relevant)

RECEIVED

JUN 27 1988

URI LIBRARY
DOCUMENTS COLLECTION

*Available in reference collection, Science Reading Room

Brief Bibliography

NATIONAL ENVIRONMENTAL SATELLITE,
DATA, AND INFORMATION SERVICE
Library and Information Services

May 1990

(90-5)



Marine Sanctuaries



U.S. DEPARTMENT OF COMMERCE
National Oceanic and Atmospheric Administration
National Oceanographic Data Center