Catalogue review — 34,000 records, 1,100 to enrich

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Compared with the portal search log · fictional document

Fictional document — demonstration example

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Fictional document, produced for the demonstration. **The reading covers the catalogue and search volumes, never individual borrowing histories.** *A record is the description of a document — it is the record, not the book, that the portal's search engine queries.*

What the catalogue review found

Finding	Volume	What it changes for the user
Records in the catalogue	**34,000**	—
Without summary or subject indexing	**1,100**	**The document is on the shelf and cannot be found on the portal**

Finding	Volume	What it changes for the user
Origin of those 1,100	Retrospective entries from before 2011	**A collection saved quickly at computerisation, never reopened since**
Records with author authorities to merge	**412**	**A reader looking for the author finds only part of their books**

What it costs the public, from the portal log

Measure	Value	Reading
Searches on the portal, over the year	**21,400**	—
Searches with no result at all	**4,800 — 22 %**	**Nearly one search in four**
of which for a document on the shelf	**1,900**	**The reader leaves without a book that was a few metres away**
of which subject searches	**61 % of those 1,900**	**Exactly what the absence of subject indexing makes impossible**

What each of the 1,100 enriched records carries

Field	Proposed content	Source shown alongside
Summary	**Four lines**	Back cover, table of contents, scanned title page
Subject indexing	**Proposed subject terms**	**Comparable records already approved in your catalogue**
Shelfmark	Proposed	Network classification plan
Author authority	Single form proposed	Forms already present in the catalogue

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Field	Proposed content	Source shown alongside
Fields not read	**Left empty and named**	**Never deduced — a guessed value would be indistinguishable from a read value**

What the first 620 approved records produced

Measure	Before	Six weeks later
Searches with no result	**22 %**	**14 %**
Documents never borrowed since entry, taken out within the month	—	**340**
Records left to read	1,100	**480 — twelve days at 40 a morning**

> **The records are sorted by shelf, not by order of entry:** reading them stays a reading of the collection for a librarian, not a sorting task. **Entry into the catalogue belongs to the head of cataloguing, and nothing goes in without her action.**

For the media library to decide

Shelves handled first among the remaining 480 records: _____

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