

The Organization of Information (Library and Information Science)

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This fourth edition provides an updated look at information organization, featuring coverage of the Semantic Web, linked data, and EAC-CPF; new metadata models such as IFLA-LRM and RiC; and new perspectives on RDA and its implementation.

- ❑ Provides an essential overview of information organization—a central activity in library and information science—that describes approaches to organizing in libraries, archives, museums, online settings, indexing services, and other environments
- ❑ Newly revised and updated to reflect changes in cataloging rules, address new standards, and introduce upcoming changes
- ❑ Expands the scope of content relating to information organization in non-library settings
- ❑ Features vocabulary and acronym lists at the end of each chapter to help readers stay abreast of new terminology

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Other Books

Management Basics for Information Professionals. The recipient of rave reviews from far and wide (*Journal of Hospital Librarianship* deemed it "a librarian's dream ... very forward-thinking"), since its initial publication this text has served as an essential resource for both LIS students and practitioners. The new fourth edition offers an updated, comprehensive examination of the myriad basic skills effective library managers must exercise throughout their careers. Throughout, Evans and new co-author Greenwell pay close attention to management in "new normal" straitened economic conditions and the pervasive impact of technology on a library manager's role. This book's coverage includes a new focus on how being in the public/nonprofit sector influences the application of management basics such as planning, accountability, trust and delegation, decision making, principles of effective organizational communication, fostering change and innovation, quality control, and marketing; the managerial environment, organizational skill sets, the importance of a people-friendly organization, and legal issues; key points on leadership, team-building, and

human resource management; budget, resource, and technology management; management ethics, with a lengthy discussion of why ethics matter; and tips for planning a library career, with a look at the work/life debate. This book, to quote Australian Library Journal, is "a recommended text for library science students, but is also an excellent source of information for career librarians wanting to refresh their knowledge of library management in a fast-moving information services environment."

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