

# MINITEX/OCLC MAILING

A PUBLICATION OF THE MINITEX BIBLIOGRAPHIC AND TECHNICAL SERVICES UNIT

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## ANNOUNCEMENTS

### Minitex (NOT MINITEX) AND MnKNOWS

Over the next few months, you will be watching our migration to a new name, Minitex (upper and lower case on Minitex), and a new name for a new portal site, MnKnows, (or, read it, Minnesota Knows, if you prefer).

Minitex  
MnKnows

MnKnows will provide single-site access to the MnLINK Gateway, ELM, Minnesota Reflections, AskMN, and the Research Project Calculator—the Minitex services used most by the general public. For more information about these changes, see the article "*And, What's in a Name: MINITEX to Minitex and a new one, MnKnows*" in Minitex E-NEWS #93:

<http://www.minitex.umn.edu/publications/enews/2009/093.pdf>

*Bill DeJohn; Minitex*

### FEEDBACK TO THE OCLC RECORD USE POLICY REVIEW BOARD

In response to feedback from the Board of Trustees, OCLC has formed a review board to study members' reactions to the recently announced revision of the OCLC Record Use Policy. You can view the revision Policy for Use and Transfer of WorldCat Records at:

<http://www.oclc.org/us/en/worldcat/catalog/policy/default.htm>

The Review Board on Principles of Shared Data Creation and Stewardship has more information on OCLC's Web site - including its membership and its charge. The Board will:

- Review reports, letters and comments including blog and listserv messages from the global library community regarding the revised Policy;
- Consult with librarians and member representatives as appropriate;
- Recommend principles of shared data creation and changes in the Policy for Use and Transfer of WorldCat Records that will



A Program of the Minnesota Office of Higher Education and the University of Minnesota

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## ANNOUNCEMENTS

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preserve the community around WorldCat infrastructure and services, and strengthen libraries.

If you have concerns or questions about the new OCLC record use policy, the Review Board has set up an email address to which you can send your comments to, as well

as an online forum.

Email your comments to the Review Board at: [reviewboard@oclc.org](mailto:reviewboard@oclc.org)

Visit the Review Board online forum at: <http://community.oclc.org/reviewboard>

**Sara Ring; Minitex/BATS**

## GENERAL

### OCLC PRESENTATIONS FROM ALA MIDWINTER

Were you unable to attend ALA Midwinter? There were two OCLC recorded sessions that you may want to view. The first is the OCLC Symposium, which was entitled “From Linking to Thinking,” and the second session is entitled “All of Your Library’s Content in One Search Box.” See the descriptions of each below with links to the recordings.

#### **From Linking to Thinking**

The Web is always changing, but does the Web change us? OCLC’s Roy Tennant moderates a discussion between David Weinberger (author of *Everything is Miscellaneous* and co-author of *The Cluetrain Manifesto*) and Nova Spivack (Semantic Web pioneer and publisher of the Twine search/sharing tool) that explores questions like these:

Does using the Web change how we think and learn? How will we organize information when everyone is connected all the time? Will the Web add intelligence to everyday objects and our personal activities?

To view go to:

[http://www.oclc.org/us/en/multimedia/2009/MW\\_Symposium.htm](http://www.oclc.org/us/en/multimedia/2009/MW_Symposium.htm)

#### **All of Your Library’s Content in One Search Box**

Early adopters of OCLC WorldCat Local share their experiences, and OCLC staff discuss enhancements that will further consolidate access to library resources.

Speakers for this event were:

- Steve Shadle, University of Washington
- Amy Kautzman, University of California, Davis
- Gregg Silvis, University of Delaware
- Angi Falks, Macalester College
- Mindy Pozenel, OCLC

To view go to:

[http://www.oclc.org/us/en/multimedia/2009/alamw2009\\_worldcatlocal.htm](http://www.oclc.org/us/en/multimedia/2009/alamw2009_worldcatlocal.htm)

See the article “A Few Highlights from ALA Midwinter” in the Cataloging section for information about other Midwinter sessions.

***OCLC; edited***

## CATALOGING & METADATA

### CALLING ALL CATALOGERS: OCLC’S EXPERT COMMUNITY EXPERIMENT

Do you have a full-level OCLC cataloging authorization? If so, the WorldCat database needs you and your discerning expertise. During the six-month Expert Community Experiment, OCLC is allowing the cataloging community to make corrections and upgrades to master records that only a few have been allowed to make in the past.

Prior to this, members with full OCLC cataloging authorizations have been able to “enrich” records and upgrade minimal level records, but for many catalogers, these abilities did not go far enough. Why couldn’t you correct obvious typos in the 245 field? Why couldn’t you correct errors in your own original record after someone else had added their holdings? Well, now you can do this and much more!

But, of course, you can’t go completely hog wild. There are principles and guidelines associated with the experi-

## CATALOGING &amp; METADATA (CONTINUED)

*Continued from page 3*

ment. I urge you to consult the Web site explaining the experiment, and to study the Guidelines in detail. They spell out what is excluded from the experiment, but I think you will be pleasantly surprised to see how much is included. On the Website, there is also a growing FAQ (Frequently Asked Questions) that will likely answer many of your questions. And that's not all! A new email address has been set up for you to communicate directly with a WorldCat Quality Control person (ASKQC@oclc.org). Also, there is already a lively discussion going on about the experiment on the OCLC-Cat mailing list.

If you missed one of OCLC's introductory web sessions, that's okay. A recording of one of the sessions, and the slides, will be posted on the experiment Web site. The experiment began on Feb. 15, and you can participate at any time. You do not need to sign up or get a special authorization number. Just start making edits and upgrades when you come across a record in need. But remember, your edits don't stick to the master record until you have replaced the record. You do this from the Action menu: Action --> *Replace Record*, -or- Alt+F10. (Note: if you are using Connexion Browser, you must first lock the record, then do your edits and replace the record.)

To view the Guidelines or FAQ, visit the Expert Community Experiment Web site:

<http://www.oclc.org/us/en/worldcat/catalog/quality/expert/default.htm>

*Virginia Dudley, Minitex/BATS*

## A FEW HIGHLIGHTS FROM ALA-MIDWINTER

If you were unable to attend ALA Midwinter in January and feel you missed out on some good sessions (and there were some good sessions!), you are not completely out of luck. Many of the presentations have been posted online.

I attended the ALCTS CCS (Cataloging and Classification Section) Forum entitled "FRBR and RDA: a glimpse into the future of cataloging and public displays" and found it enlightening. Barbara Tillett (LC) conveyed her personal views on where we are going with RDA and her ideas about the sharing of metadata or information and the need to develop better information systems for the future.

Diane Vizine-Goetz, a senior research scientist at OCLC,

reported about some things that users and librarians want in a catalog (referring to research OCLC is currently conducting) and talked about how to exploit information that is already in records. Two examples are FRBR clustering in WorldCat and OCLC's Fiction Finder.

Jon Espley (VTLS) talked about VTLS's implementation of FRBR as well as some larger FRBR questions and implications. And finally, Robert McDonald (Indiana U) explained the OLE Project (Open Library Environment), an alternative to the current model of an integrated library system.

All the presentations are posted in the ALCTS section of the ALA Midwinter conference wiki. There is also a link to the audio in .mp3 format. Go to this site:

<http://wikis.ala.org/midwinter2009/index.php/ALCTS>  
Scroll down to "Friday" and look for the CCS Forum.

While you are there, you might want to investigate the presentations for other ALCTS sessions as well. Another great session was "Redesigning Technical Services Workflows with OCLC." Karen Calhoun dispensed indisputable facts and good, rational reasons for technical services units to embrace change. Her presentation was followed by three librarians from two libraries that have used OCLC products and services to their advantage in order to increase efficiencies and redirect the energies of their technical services staff. This session was recorded and can be found here:

[http://www.oclc.org/us/en/multimedia/2009/ALA\\_MW\\_Redefining\\_Technical\\_Services.htm](http://www.oclc.org/us/en/multimedia/2009/ALA_MW_Redefining_Technical_Services.htm)

Other OCLC presentations, and OCLC sponsored sessions, can be found here:

<http://www.oclc.org/us/en/news/events/presentations/default.htm>

*Virginia Dudley, Minitex/BATS*

## UPCOMING BATS CATALOGING TRAINING



This spring, Minitex is offering both general and OCLC-specific cataloging workshops. See below for sessions that are already scheduled and make note of what we are still in the process of scheduling. Before registering, view the complete description online, which includes a description of who should attend and any required prerequisites.

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## CATALOGING &amp; METADATA (CONTINUED)

*Continued from page 3*

### **General Cataloging**

This group of workshops includes four that were developed by MOTSE (Minnesota Opportunities for Technical Services Excellence), a volunteer organization of experienced catalogers. Each workshop is a full-day session presented in a classroom setting. The cost for each is \$100.

#### **What Is Copy Cataloging and How Do I Do It?**

(developed by Minitex)

You need to find a MARC record for an item that your library just purchased and load it into your catalog, but you're not quite sure how to go about it... This full-day, in-person course will get you started! The class covers:

- Identifying the best way to search for the item
- Choosing the best MARC record
- Making sure the record actually matches your item
- Deciding whether you need to correct, add or delete any bibliographic information
- Checking the accuracy of the absolutely essential MARC tags, fields and/or subfields
- Adding and editing call numbers

#### **Dates:**

April 01, U of M, Minneapolis, MN

April 22, Augustana College, Sioux Falls, SD

April 23, Jamestown College, Jamestown, ND

#### **Registration:**

<http://www.minitex.umn.edu/events/training/oclc.asp#209>

#### **Cataloging Basics: Description** (developed by MOTSE)

This workshop covers describing the physical aspects of a book in a MARC format bibliographic record so that a library user can identify it. AACR2 rules for description and basic MARC tagging will be presented.

#### **Dates:**

April 07, Wilson Library, U of M, Minneapolis, MN

May 06, North Dakota State University, Fargo, ND

May 20, Siouxland Libraries, Sioux Falls, SD

#### **Registration:**

<http://www.minitex.umn.edu/events/training/oclc.asp#219>

#### **Cataloging Basics: Access** (developed by MOTSE)

This workshop covers choosing access points for a catalog

record and formulating headings according to Chapters 21-26 of AACR2 and using MARC tagging. The session covers name headings for persons, places and corporate bodies, as well as cross references and authority control. Participants will learn to select, formulate and explain name and title headings used on standard catalog records, for both cataloging and searching purposes.

#### **Dates:**

April 21, Wilson Library, U of M, Minneapolis, MN

May 07, North Dakota State University, Fargo, ND

May 21, Siouxland Libraries, Sioux Falls, SD

#### **Registration:**

<http://www.minitex.umn.edu/events/training/oclc.asp#220>

#### **Cataloging Basics: Subject Analysis** (developed by MOTSE)

This workshop covers subject headings and classification. Both Sears and LC subject headings (Sears only peripherally), and Library of Congress and Dewey Decimal classification are introduced, with emphasis on the systems used by participants. In the subject heading section, participants will discuss purpose, application and structure of subject headings, MARC tagging, cross-references, and standard versus non-standard subject headings. In the classification section, participants will discuss the purpose and application of the respective scheme, structure of classification and cutter numbers, shelflist order, and MARC tagging. The workshop will include lecture, group exercises, and discussion.

#### **Dates:**

April 29, Wilson Library, U of M, Minneapolis, MN

May 18, North Dakota State University, Fargo, ND

#### **Registration:**

<http://www.minitex.umn.edu/events/training/oclc.asp#221>

#### **Authority Control** (developed by MOTSE)

This workshop offers a full day of intermediate level presentation, discussion, and practice in authority control. The session provides participants with a thorough overview of the principles and techniques of library authority control. Ideally participants should be familiar with the content of the MOTSE Access session, which focuses specifically on selecting bibliographic entry terms and formulating headings for access. The MOTSE Authority Control session focuses on how headings and references are imple-

## CATALOGING & METADATA (CONTINUED)

*Continued from page 4*

mented using automated authority control systems, not on AACR2 rules for constructing headings.

### Dates:

May 08, North Dakota State University, Fargo, ND  
 May 19, Wilson Library, U of M, Minneapolis, MN  
 To Be Scheduled, Sioux Falls, SD

### Registration:

<http://www.minitex.umn.edu/events/training/oclc.asp#223>

## OCLC-Specific Cataloging

### Introduction to the OCLC Connexion Client

This workshop focuses on using the Client for basic copy cataloging functionality. The class covers:

- Searching and editing
- Using the online and offline save files
- Adding holdings to OCLC
- Batch processing
- Exporting
- Printing labels
- Local file maintenance

### Dates:

March 31, U of M, Minneapolis, MN  
 April 21, Augustana College, Sioux Falls, SD  
 April 22, Jamestown College, Jamestown, ND

### Registration:

<http://www.minitex.umn.edu/events/training/oclc.asp#83>

### Cataloging Using OCLC's Connexion Browser

This workshop provides an overview of OCLC's browser-based cataloging interface. The class covers:

- Searching and navigating results
- Editing bibliographic records
- Setting holdings
- Using the Save File
- Exporting records
- Keyboard shortcut keys

### Dates:

April 02, Wilson Library, U of M, Minneapolis, MN  
 April 23, 2009, Augustana College, Sioux Falls, SD  
 April 24, 2009, Jamestown College, Jamestown, ND

### Registration:

<http://www.minitex.umn.edu/events/training/oclc.asp#85>

*Minitex/BATS staff*

## RESOURCE SHARING

### WORLDCAT RESOURCE SHARING CREDITS

Between February 1 and February 11, WorldCat Resource Sharing and OCLC ILLiad experienced some issues that resulted in incorrect processing of a number of transactions. This includes the possibility that borrowing institutions received material not meant for their users. If your library incorrectly incurred lending charges, please contact OCLC to request an appropriate credit.

You may either follow the link at the end of this message

and submit the form, or contact OCLC Customer Support (1-800-848-5800 or [support@oclc.org](mailto:support@oclc.org)). An OCLC representative will respond to your request for credit within 10 days to confirm the credit amount and let you know when you can expect it to appear on your OCLC invoice.

We plan to make this form available until April 15 to allow adequate time for you to review your February and March usage statistics. Visit this link to request credit:

<https://www3.oclc.org/app/credit>

*Christa Starck, OCLC Delivery Services; edited*

## LOCAL HOLDINGS MAINTENANCE

### LHR UPDATING SERVICE USER GUIDE

The *Local Holdings Record Updating Service User Guide* is now available online. It covers all major features of

OCLC's Local Holdings Record Updating Service. (The LHRUS provides automated batch record processing, allowing OCLC members and participants to maintain local holdings information in WorldCat.)

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## LOCAL HOLDINGS MAINTENANCE (CONTINUED)

*Continued from page 5*

This Guide is divided into the following chapters:

- Overview of LHR Batch Updating Service
- Patterned Non-MARC Holdings Data
- Summary of Project Stages
- Exchange Media and File Transfer

It is available online, in HTML form at:

[http://www.oclc.org/us/en/support/documentation/localholdings/LHR\\_batch\\_updating\\_guide/default.htm](http://www.oclc.org/us/en/support/documentation/localholdings/LHR_batch_updating_guide/default.htm)

Additional chapters will be forthcoming. Contact Dave Linton or Cecelia Boone with your questions about the LHRUS (Contact information at the end of this *Mailing*).

*OCLC; edited*

## DIGITIZATION &amp; PRESERVATION

### SAVE THE DATE: 2ND ANNUAL UPPER MIDWEST CONTENTdm USER GROUP MEETING!

October 29-30, 2009  
Pyle Center, University of Wisconsin, Madison, WI

WiLS and MINITEX will sponsor the 2nd Upper Midwest CONTENTdm User Group Meeting this Fall. Over 40 institutions in the region (MN, SD, ND, WI) are currently using CONTENTdm to build their digital collections. More than 80 people attended the first meeting, which was held in St. Paul, MN last year.

This second meeting will continue to provide the opportunity for networking and sharing of CONTENTdm best practices among colleagues, as well as a CONTENTdm product update and a preconference. We will be sending out calls for proposals soon.

*Sara Ring; Minitex/BATS*

### NEW TRAINING FOR DIGITAL PROJECT STAFF

We have scheduled two face-to-face full day workshops for digital project staff. We are also offering a series of four webinars on digitization topics. See below for details and registration information.



#### Face-to-Face Training

#### Metadata Practices for Digital Collections

Metadata is a fundamental element of any digitization project. Designed for non catalogers, this full day workshop focuses on using metadata to facilitate both access to and preservation of digital resources. Topics include: review of metadata schema choices, development of a preservation metadata model, and using XML to store metadata. Hands on exercises will be conducted during the class.

**Dates:** April 28, 120 Andersen Library, U of M, Minneapolis, MN  
April 30, State Historical Society of North Dakota, Bismarck, ND

#### Registration:

<http://www.minitex.umn.edu/events/training/oclc.asp#222>

#### From Pixels to Projects: An Introduction to Digitization Concepts

This workshop will present background terminology and concepts, as well as practical approaches to digitizing and describing visual collections. Attendees will learn about scanning, equipment, metadata, project management and workflow. The instructor will share his own insights on digital imaging and encourage others in attendance to share their own experiences.

#### Dates:

May 13, 120 Andersen Library, U of M, Minneapolis, MN  
May 27, State Historical Society of North Dakota, Bismarck, ND

#### Registration:

<http://www.minitex.umn.edu/events/training/oclc.asp#207>

## DIGITIZATION &amp; PRESERVATION (CONTINUED)

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### **Online**

Minitex is sponsoring a set of four two-hour webinars focused on digitization information and skill development. We are holding three in May and one in June. The sessions will be taught by Linda Stewart from OCLC Western. The cost of each webinar is \$40.00 for each individual. If you register for all four webinars at once, the cost will be \$35.00 for each session. The descriptions of each session with links to registration are below.

#### **Developing, Funding and Managing Digital Projects: Digitization Series #1**

Thursday, May 14, 2009

10:00 AM – 12:00 PM (CST)

This webinar covers basic level project planning, materials selection, and workflow for digital collections. The focus is to prepare participants for conducting a project and sustaining a project into the future. Will include discussion of issues related to workflow, metadata, scanning, quality control, funding, maintenance and sustainability of digital resources.

#### **Registration:**

<http://www.minitex.umn.edu/events/training/webinars.asp#215>

#### **Copyright for Digital Materials: Digitization Series #2**

Thursday, May 21, 2009

1:00 PM – 3:00 PM (CST)

This webinar is intended to introduce participants to issues surrounding copyright for digital materials and to provide resources for further exploration. Topics covered include: basics of copyright law, including the Digital Millennium Copyright Act; obtaining permissions to use, fair use, public domain, and privacy issues; and how digital primary source materials published to the Web differ from

traditional materials. The course will include discussion of examples pertinent to the average project to help participants apply concepts to real-life situations.

#### **Registration:**

<http://www.minitex.umn.edu/events/training/webinars.asp#216>

#### **Imaging, Quality Control and Digital Infrastructure: Digitization Series #3**

Tuesday, May 26, 2009

1:00 PM – 3:00 PM (CST)

This online workshop covers basic level information on scanning, image capture, and quality control activities for digital projects. Provides brief information on planning, workflow development, and implementation for image capture and digital object creation in a project setting. Places emphasis on digital activities for libraries, museums, and heritage organizations. Provides beginning steps toward developing and managing scanning activities for digital collections.

#### **Registration:**

<http://www.minitex.umn.edu/events/training/webinars.asp#217>

#### **Metadata for Digital Projects: Digitization Series #4**

Tuesday, June 9, 2009

10:00 AM – 12:00 PM (CST)

Metadata is a fundamental element of any digitization project. Designed for non-catalogers, this webinar session focuses on using metadata to facilitate both access to and preservation of digital resources. Topics include: review of metadata schema choices, development of a preservation metadata model, and using XML to store metadata.

#### **Registration:**

<http://www.minitex.umn.edu/events/training/webinars.asp#218>

*Sara Ring, Minitex/BATS*

## CONTACT INFORMATION

### **MINITEX BIBLIOGRAPHIC AND TECHNICAL SERVICES (BATS)**

612-624-4002, 800-462-5348, [mino@umn.edu](mailto:mino@umn.edu)  
Virginia Dudley, Carlos Portillo, Sara Ring,  
Carla Dewey Urban, Mark Wilhelmi  
*OCLC Cataloging, ILL, Digitization and Preservation  
products and services.*

### **MINITEX CONTRACT CATALOGING PROGRAM (CONCATS)**

612-624-4002, 800-462-5348, [ConCats@umn.edu](mailto:ConCats@umn.edu)  
Edward Swanson, Manager

### **MINITEX COOPERATIVE PURCHASING & ELECTRONIC RESOURCES SERVICES (CPERS)**

Rita Baladad 612-626-8252, [balad001@umn.edu](mailto:balad001@umn.edu)  
*OCLC Reference products and services*

### **MINITEX UNION LIST OF SERIALS (MULS)**

Cecelia Boone, 612-624-6353, 800-462-5348, [c-boon@umn.edu](mailto:c-boon@umn.edu)  
Dave Linton, 612-624-3360, 800-462-5348, [linto001@umn.edu](mailto:linto001@umn.edu)  
*OCLC Local Holdings Maintenance (formerly Union Listing).*

The Minitex/OCLC Mailing is an informational bulletin sent monthly to Minitex/OCLC libraries. Permission to reprint with appropriate acknowledgement is granted. All articles should be attributed to Minitex unless otherwise credited. This publication is available in alternative formats upon request. Please call Kay Kirscht, Minitex (612) 624-4002 for further information.

Minitex Library Information Network is a publicly supported network of academic, public, state agency, and special libraries working cooperatively to provide and improve library service to patrons in Minnesota, North Dakota, and South Dakota.

For address and name changes, please send a message to [mino@umn.edu](mailto:mino@umn.edu)

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# MINITEX CALENDAR

TRAININGS, MEETINGS AND CONFERENCES

This calendar primarily lists events scheduled by MINITEX, although other events are included. This is an informational posting only, registration materials are sent separately.

his calendar will be updated and posted at the beginning of each month. If you would like your event included in the calendar, please call Kay Kirscht at 612-624-3532.

## MARCH

- 5 Academic Search Premier Basics  
12:00 Noon – 1:00 p.m., CST,  
Online Reference Training Session  
<http://www.minitex.umn.edu/events/training/webinars.asp#188>
- 5 Local Holdings Maintenance, Part 2 of 3  
1:30 p.m. – 3:00 p.m., CST  
Online Training Session  
<http://www.minitex.umn.edu/events/training/webinars.asp#100>
- 9 Taking the Fear Out of Business Reference  
9:00 a.m. – 10:00 a.m., CST  
Online Training Session  
<http://www.minitex.umn.edu/events/training/webinars.asp#211>
- 10 ELM Overview  
10:00 a.m. – 11:00 a.m., CST  
Online Reference Training Session  
<http://www.minitex.umn.edu/events/training/webinars.asp#63>
- 10 Introduction to Using OCLC Cataloging Statistics  
2:00 p.m. – 3:00 p.m., CST  
Online Training Session  
<http://www.minitex.umn.edu/events/training/webinars.asp#142>
- 11 Introduction to Using OCLC Resource Sharing Statistics  
10:00 a.m. – 11:00 a.m., CST  
Online Training Session  
<http://www.minitex.umn.edu/events/training/webinars.asp#143>
- 12 Web Page Creators: Free and of Cost and Code  
9:00 a.m. – 10:00 a.m., CST  
Online Reference Training Session  
<http://www.minitex.umn.edu/events/training/webinars.asp#150>
- 12 Local Holdings Maintenance, Part 3 of 3  
1:30 p.m. – 3:00 p.m., CST  
Online Training Session  
<http://www.minitex.umn.edu/events/training/webinars.asp#101>
- 12 Taking the Fear Out of Business Reference  
3:30 p.m. – 4:30 p.m., CST  
Online Reference Training Session  
<http://www.minitex.umn.edu/events/training/webinars.asp#211>
- 13 WorldCat  
11:30 a.m. – 12:30 p.m., CST  
Online Reference Training Session  
<http://www.minitex.umn.edu/events/training/webinars.asp#194>
- 16 ProQuest Newsstand Complete  
1:00 p.m. – 2:00 p.m., CST  
Online Reference Training Session  
<http://www.minitex.umn.edu/events/training/webinars.asp#48>
- 17 Brief Introduction to Authorities  
10:00 a.m. – 11:30 a.m., CST  
Online Training Session  
<http://www.minitex.umn.edu/events/training/webinars.asp#212>
- 23 Academic Search Premier Basics  
10:00 a.m. – 11:00 a.m., CST  
Online Reference Training Session  
<http://www.minitex.umn.edu/events/training/webinars.asp#188>
- 24 EBSCO's Business Source Premier Basics  
11:00 a.m. – 12:00 Noon, CST  
Online Reference Training Session  
<http://www.minitex.umn.edu/events/training/webinars.asp#206>
- 31 Introduction to the Connexion Client  
Face to Face Workshop  
9:00 a.m. – 4:00 p.m., CST  
S30C, Wilson Library, U of M, Minneapolis, MN  
<http://www.minitex.umn.edu/events/training/oclc.asp#83>

## APRIL

- 1 What is Copy Cataloging and How Do I Do It?  
Face to Face Workshop  
9:00 a.m. – 4:00 p.m., CST  
S30B, Wilson Library, U of M, Minneapolis, MN  
<http://www.minitex.umn.edu/events/training/oclc.asp#209>
- 2 Cataloging Using OCLC's Connexion Browser  
Face to Face Workshop  
9:00 a.m. – 4:00 p.m., CST  
S30C, Wilson Library, U of M, Minneapolis, MN  
<http://www.minitex.umn.edu/events/training/oclc.asp#85>

- 3 Teleconference: "Diversity Beyond the Obvious"  
Presented by the College of DuPage  
11:00 a.m. – 12:30 p.m., CST  
S30B Wilson Library, U of M, Minneapolis, MN  
<https://www.minitex.umn.edu/events/teleconferences/#diversity>
- 6 Taking the Fear Out of Business Reference  
9:00 a.m. – 10:00 a.m., CST  
Online Reference Training Session  
<http://www.minitex.umn.edu/events/training/webinars.asp#211>
- 7 Cataloging Basics, Description (developed by MOTSE)  
Face to Face Workshop  
9:00 a.m. – 4:00 p.m., CST  
S30B Wilson Library, U of M, Minneapolis, MN  
<http://www.minitex.umn.edu/events/training/oclc.asp#219>
- 9 Taking the Fear Out of Business Reference  
3:00 p.m. – 4:00 p.m., CST  
Online Reference Training Session  
<http://www.minitex.umn.edu/events/training/webinars.asp#211>
- 13 ProQuest Newsstand Complete  
9:30 a.m. – 10:30 a.m., CST  
Online Reference Training Session  
<http://www.minitex.umn.edu/events/training/webinars.asp#48>
- 14 WorldCat  
10:00 a.m. – 11:00 p.m., CST  
Online Reference Training Session  
<http://www.minitex.umn.edu/events/training/webinars.asp#194>
- 20 EBSCO's Business Source Premier Basics  
3:00 p.m. – 4:00 p.m., CST  
Online Reference Training Session  
<http://www.minitex.umn.edu/events/training/webinars.asp#206>
- 21 Cataloging Basics, Access (developed by MOTSE)  
Face to Face Workshop  
S30B Wilson Library, U of M, Minneapolis, MN  
<http://www.minitex.umn.edu/events/training/oclc.asp#220>
- 21 Introduction to the Connexion Client  
Face to Face Workshop  
9:00 a.m. – 4:00 p.m., CST  
Library, Augustana College, Sioux Falls, SD  
<http://www.minitex.umn.edu/events/training/oclc.asp#83>
- 22 Introduction to the Connexion Client  
Face to Face Workshop  
9:00 a.m. – 4:00 p.m., CST  
Library, Jamestown College, Jamestown, ND  
<http://www.minitex.umn.edu/events/training/oclc.asp#83>
- 22 What is Copy Cataloging and How Do I Do It?  
Face to Face Workshop  
9:00 a.m. – 4:00 p.m., CST  
Library, Augustana College, Sioux Falls, SD  
<http://www.minitex.umn.edu/events/training/oclc.asp#209>
- 23 WWhat is Copy Cataloging and How Do I Do It?  
Face to Face Workshop  
9:00 a.m. – 4:00 p.m., CST  
Jamestown College, Jamestown, ND  
<http://www.minitex.umn.edu/events/training/oclc.asp#209>
- 23 Web Page Creators: Free and of Cost and Code  
12:30 p.m. – 1:30 p.m., CST  
Online Reference Training Session  
<http://www.minitex.umn.edu/events/training/webinars.asp#150>
- 23 Cataloging Using OCLC's Connexion Browser  
Face to Face Workshop  
9:00 a.m. – 4:00 p.m., CST  
Library, Augustana College, Sioux Falls, SD  
<http://www.minitex.umn.edu/events/training/oclc.asp#85>
- 24 Cataloging Using OCLC's Connexion Browser  
Face to Face Workshop  
9:00 a.m. – 4:00 p.m., CST  
Jamestown College, Jamestown, ND  
<http://www.minitex.umn.edu/events/training/oclc.asp#85>
- 28 Metadata Practices for Digital Collections  
Face to Face Minitex/OCLC Western Workshop  
9:00 a.m. – 4:00 p.m., CST  
120 Andersen Library, U of M, Minneapolis, MN  
<http://www.minitex.umn.edu/events/training/oclc.asp#222>
- 28 eBooks & NetLibrary  
10:00 a.m. – 11:00 a.m., CST  
Online Reference Training Session  
<http://www.minitex.umn.edu/events/training/webinars.asp#1>
- 29 Cataloging Basics, Subject Analysis (developed by M OTSE)  
Face to Face Workshop  
S30B Wilson Library, U of M, Minneapolis, MN  
<http://www.minitex.umn.edu/events/training/oclc.asp#221>
- 30 Metadata Practices for Digital Collections  
Face to Face Minitex/OCLC Western Workshop  
9:00 a.m. – 4:00 p.m., CST  
State Historical Society of North Dakota, Bismarck, ND  
<http://www.minitex.umn.edu/events/training/oclc.asp#222>

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- 4 Local Holdings Maintenance, Part 1 of 3  
1:00 p.m. – 2:30 p.m., CST  
Online Training Session  
<http://www.minitex.umn.edu/events/training/webinars.asp#99>
- 4 Taking the Fear Out of Business Reference  
9:00 a.m. – 10:00 a.m., CST  
Online Reference Training Session  
<http://www.minitex.umn.edu/events/training/webinars.asp#211>
- 5 Tools for Original Cataloging with Connexion Client  
10:00 a.m. – 11:00 a.m., CST  
Online Training Session  
<http://www.minitex.umn.edu/events/training/webinars.asp#98>

- 5 Academic Search Premier Advanced  
1:00 p.m. – 2:00 p.m., CST  
Online Reference Training Session  
<http://www.minitex.umn.edu/events/training/webinars.asp#188>
- 6 Cataloging Basics, Description (developed by M OTSE)  
Face to Face Workshop  
9:00 a.m. – 4:00 p.m., CST  
North Dakota State University Library, Fargo, ND  
<http://www.minitex.umn.edu/events/training/oclc.asp#219>
- 7 Cataloging Basics, Access (developed by M OTSE)  
Face to Face Workshop  
9:00 a.m. – 4:00 p.m., CST  
North Dakota State University Library, Fargo, ND  
<http://www.minitex.umn.edu/events/training/oclc.asp#220>
- 7 Taking the Fear Out of Business Reference  
3:00 p.m. – 4:00 p.m., CST  
Online Reference Training Session  
<http://www.minitex.umn.edu/events/training/webinars.asp#211>
- 8 Authority Control (developed by M OTSE)  
Face to Face Workshop  
9:00 a.m. – 4:00 p.m., CST  
North Dakota State University Library, Fargo, ND  
<http://www.minitex.umn.edu/events/training/oclc.asp#223>
- 11 Local Holdings Maintenance, Part 2 of 3  
1:00 p.m. – 2:30 p.m., CST  
Online Training Session  
<http://www.minitex.umn.edu/events/training/webinars.asp#100>
- 13 From Pixels to Projects: An Introduction to Digitization Concepts  
Face to Face Workshop  
10:00 a.m. – 3:30 p.m., CST  
120 Andersen Library, U of M, Minneapolis, MN  
<http://www.minitex.umn.edu/events/training/oclc.asp#207>
- 14 Developing, Funding and Managing Digital Projects  
(Digitization Series #1 of 4)  
10:00 a.m. – 12:00 Noon, CST  
Minitex/OCLC Western Online Training Session  
<http://www.minitex.umn.edu/events/training/webinars.asp#215>
- 18 Cataloging Basics, Subject Analysis (developed by M OTSE)  
Face to Face Workshop  
9:00 a.m. – 4:00 p.m., CST  
North Dakota State University Library, Fargo, ND  
<http://www.minitex.umn.edu/events/training/oclc.asp#221>
- 18 Local Holdings Maintenance, Part 3 of 3  
1:00 p.m. – 2:30 p.m., CST  
Online Training Session  
<http://www.minitex.umn.edu/events/training/webinars.asp#101>
- 19 Eighteenth Annual Minitex Interlibrary Loan Conference  
8:30 a.m. – 3:15 p.m., CST  
Continuing Education & Conference Center  
U of M, St. Paul Campus (formerly known as the Earle Brown Center)  
1890 Buford Avenue, St. Paul, MN
- 20 Cataloging Basics, Description (developed by M OTSE)  
Face to Face Workshop  
Siouxland Libraries, Oakview Branch, Sioux Falls, MN  
<http://www.minitex.umn.edu/events/training/oclc.asp#219>
- 21 Cataloging Basics, Access (developed by M OTSE)  
Face to Face Workshop  
Siouxland Libraries, Oakview Branch, Sioux Falls, MN  
<http://www.minitex.umn.edu/events/training/oclc.asp#220>
- 21 Copyright for Digital Materials  
(Digitization Series #2 of 4)  
1:00 p.m. – 3:00 p.m., CST  
Minitex/OCLC Western Online Training Session  
<http://www.minitex.umn.edu/events/training/webinars.asp#216>
- 26 Imaging, Quality Control and Digital Infrastructure  
(Digitization Series #3 of 4)  
1:00 p.m. – 3:00 p.m., CST  
Minitex/OCLC Western Online Training Session  
<http://www.minitex.umn.edu/events/training/webinars.asp#217>
- 27 From Pixels to Projects: An Introduction to Digitization Concepts  
Face to Face Workshop  
10:00 a.m. – 3:30 p.m., CST  
State Historical Society of North Dakota, Bismarck, ND  
<http://www.minitex.umn.edu/events/training/oclc.asp#207>