Cataloguing the Internet, or how I found it in the catalogue in my library

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The advent of the British Museum's Egyptian Department's electronic journal has awakened me to the fact that there is now enough scholarly Egyptology on the World Wide Web to make it necessary to catalogue these electronic resources. They are to be taken as seriously as the very traditional paper formats of books and journals as well as more recent microforms and CD-ROMs.

This paper intends to share the world of traditional library cataloguing as it relates to electronic resources on the World Wide Web. My two goals in this are to encourage library users to look for these citations in library catalogues, and, especially, to let the creators of Web research material know what librarians would like to know about their sites to best describe them.

At the heart of all descriptive cataloguing are the MARC formats. The Anglo-American Cataloguing Rules, second edition (AACR2), last revised in print in 1998, and frequently updated online, are the rules upon which the MARC formats are built. These rules were formulated and agreed upon by several committees of librarians working in the United States, Canada, Britain and Australia. MARC is an acronym standing for MAchine Readable Cataloguing. They continue to be developed by the staff of the Library of Congress in Washington, D.C. This method of transcribing bibliographic description into machine-readable form was developed more than 30 years ago when computer catalogues began to appear in libraries. It has been the standard method to describe published material in the United States for the past three decades and, more recently, has been adopted by the rest of the world, certainly among British academic libraries. Over the years it has been adapted to be able to describe non-book materials like recordings, microforms and CD-ROMs. Since the mid-nineties, it has also come to accommodate the World Wide Web.

MARC is a straightforward method of describing mostly published material by using numerical tags. For example: tag 100 is always for the main author of the work; tag 245 is always for the title of the work. Naturally, it becomes a little more complicated but the tag number always tells the cataloguer and the computer what element of the work is being described. **Table 1** gives a set of the most important tags.

Here is an example of the bibliographic record for the Chicago Demotic dictionary showing the MARC display:

```
001       UkOxUb15230397
003       UkOxU
005       20020116151036.0
006       m########d########
007       cr||#
008       010918m20019999ilu#####sd####000#0#eng#d
035  ##   ffia(ICU)hz4492552
035  ##   ffia(CStRLIN)ILCGHZ4492552-B
```

Table 1: Common MARC tags

TAG #	*DESCRIPTION*
007	Category of material, Specific material designation, Colour, Dimensions, Sound, Image bit depth, File formats, Quality assurance targets, Antecedent/source, Level of compression and Reformatting quality For example: "cr||#". The above-mentioned categories are expressed in these codes to enhance the bibliographic record with additional technical information. In this example the "c" indicates a computer file, the "r" that it is remote from the computer sitting on my desk, the "o" that it was originally produced for the WWW. The next two positions in this example do not have any valued assigned to them, but they would indicate colour and dimensions if they were pertinent. The final "#" indicates that there is no sound involved.
100	This field contains a personal name used as a main entry. Main entry is assigned according to various cataloguing rules, usually to the person chiefly responsible for the work. For example: "Fitzenreiter, Martin."
245	This field contains the title and statement of responsibility area of a bibliographic record. The Title Statement field consists of the title proper and may also contain the general material designation (medium), remainder of title, other title information, the remainder of the title page transcription, and statement(s) of responsibility. The title proper includes the short title and alternative title, the numerical designation of a part/section and the name of a part/section.
256	This field is used to record characteristics pertaining to a computer file. It may contain information about the type of file (e.g., Computer programs), the number of records, statements, etc. (e.g., 1250 records, 5076 bytes). For example: "Computer data"
260	This field contains information relating to the publication, printing, distribution, issue, release, or production of a work. For example: "Chicago: Oriental Institute, University of Chicago, c2001-"
500	This field contains a note that provides general information for which a specialized note field (i.e., a specific 5XX field as below) has not been defined. For example: "Description based on web page revision of Sept. 7, 2001; title from title screen."
516	This field contains information that characterizes the computer file. For example: "Text in HTML format" or "Documents in PDF format, introductory text in HTML format"
520	This field contains unformatted information that describes the scope and general contents of the described materials. This could be a summary, abstract, annotation, review, or only a phrase describing the material. Although not specifically designed for electronic resources, this field is very useful to describe the content or mission of a Web site. For example: "The Giza archives project is a freely accessible web resource. Its mission is to provide integrated, online access to the archives documenting the Museums excavations from 1905 through 1942 at the ancient Egyptian site of the Giza Pyramids."
538	This field contains system information about an item. Such information includes the presence or absence of certain kinds of codes or the physical characteristics of a computer file such as recording densities, parity, and blocking factors. For software, data such as software programming language, computer requirements (e.g., computer manufacturer and model, operating system, or memory requirements), and peripheral requirements (e.g., number of tape drives, number of disk or drum units, number of terminals, or other peripheral devices, support software, or related equipment) can be recorded. For example: "System requirements: Internet access, World Wide Web browser, and Adobe Acrobat Reader".
856	This field contains the information needed to locate and access an electronic resource. This usually means the URL.

040 ## ffiaCGUfficCGUffidCStRLIN
041 0# ffiaengegy
245 04 ffiaThe Demotic dictionary of the Oriental Institute of the University of Chicagoffih[electronic resource].
246 13 ffiaCDD
246 13 ffiaChicago Demotic dictionary
256 ## ffiaComputer data.
260 ## ffiaChicago :ffibOriental Institute, University of Chicago,ffic2001-
500 ## ffiaDescription based on web page revision of Sept. 7, 2001; title from title screen.
516 ## ffiaDocuments in PDF format, introductory text in HTML format.
520 ## ffiaThe Chicago Demotic Dictionary (CDD) is a lexicographic tool for reading texts written in a late stage of the ancient Egyptian language and in a highly cursive script known as Demotic.
538 ## ffiaSystem requirements: Internet access, World Wide Web browser, and Adobe Acrobat Reader.
538 ## ffiaMode of access: World Wide Web.
540 ## ffiac2001 Oriental Institute, University of Chicago
546 ## ffiaText in English and Egyptian.
580 ## ffiaThe CDD is intended to supplement and update W. Erichsen's Demotisches Glossar, which was published in 1954.
650 #0 ffiaEgyptian languageffiyDemotic, ca. 650 B.C.-450 A.D.ffivDictionaries.
650 #0 ffiaEgyptian languageffixWriting, DemoticffivDictionaries.
787 1# ffiaErichsen, W. (Wolja), 1890-1966.ffitDemotisches Glossarffiw(OCoLC)14149257ffiw(UkOxU)11426377
856 40 ffiuhttp://www-oi.uchicago.edu/OI/DEPT/PUB/SRC/CDD/CDD.html

Fig. 1 shows how this MARC record appears in the online catalogue. Note that all the detailed information about the site is not given in this display, but if needed it can be viewed by clicking the MARC Display hyperlink.

Here is another example of a good web site from the cataloguer's point of view:

001 UkOxUb15099803
003 UkOxU
005 20020116151553.0
006 m####e###d########
007 crog|#
008 010418s2001####gw#ae###s####|||o#0#ger#d
041 1# ffiagereng
100 10 ffiaFitzenreiter, Martin.
245 10 ffiaStatue und Kultffih[electronic resource] :ffibEine Studie der funerären Praxis an nichtköniglichen Grabanlagen der Residenz im Alten Reich /fficMartin Fitzenreiter.
256 ## ffiaComputer data.
260 ## ffiaBerlin :ffibHumboldt-Universität zu Berlin, Seminar für Sudanarchäologie und Ägyptologie,ffic2001.

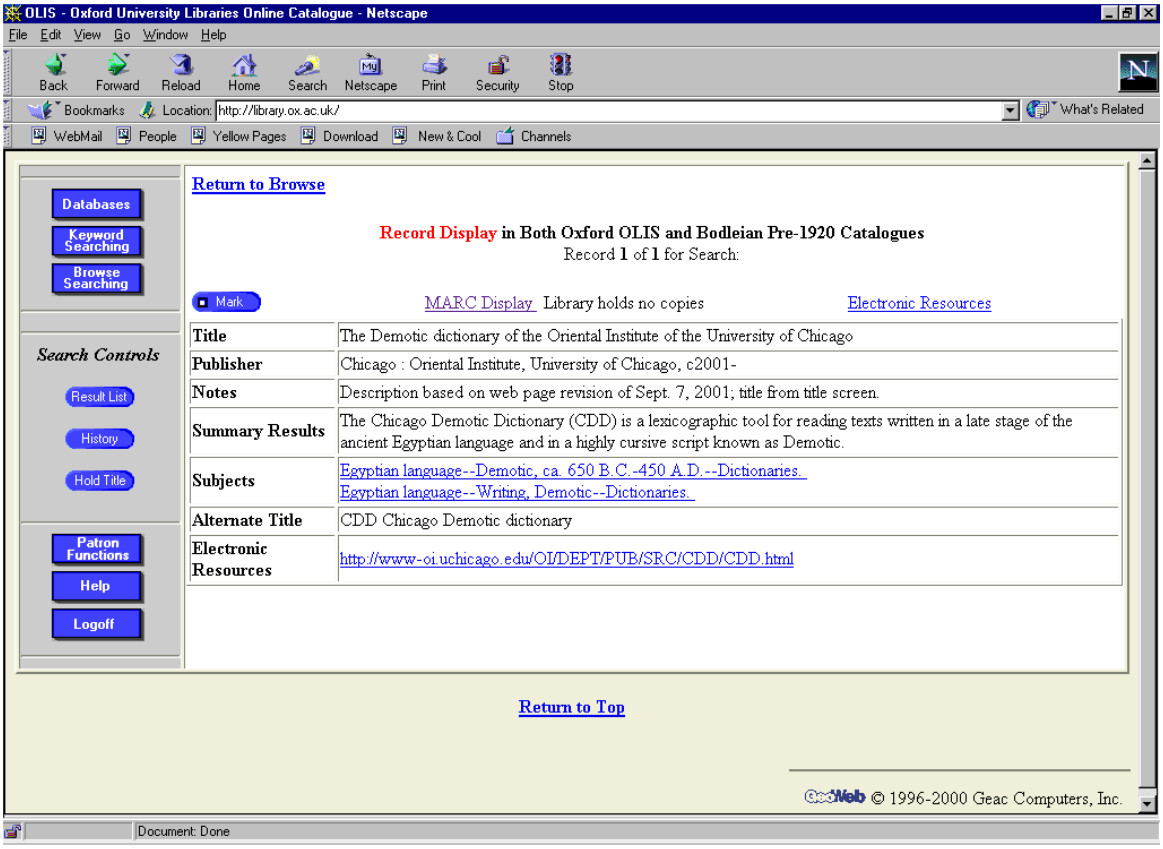

Fig. 1 Geo/Web OLIS http://library.ox.ac.uk/

440 #0 ffiaInternet-Beiträge zur Ägyptologie und Sudanarchäologie ;ffiv3
500 ## ffiaDescription based on web page; title from title screen (viewed 17 December 2001).
504 ## ffiaIncludes bibliographical references.
505 0# ffiaContents: Bd. 1. Text -- Bd. 2. Belegtabellen
516 ## ffiaText in HTML, PDF, Mac and Windows formats -- Plates in PDF, Mac and Windows formats.
538 ## ffiaSystem requirements: Internet access and World Wide Web browser.
538 ## ffiaMode of access: World Wide Web.
546 ## ffiaSummaries in German and English.
650 #0 ffiaTombsffizEgyptffizDahshûr.
650 #0 ‡aTombs‡zEgypt‡zïaqqŒrah.
650 #0 ‡aTombs‡zEgypt‡zJāzah.
650 #0 ffiaTombsffizEgyptffiyTo 332 B.C.
650 #0 ffiaFuneral rites and ceremoniesffizEgyptffiyTo 332 B.C.
650 #0 ffiaSculpture, EgyptianffiyTo 332 B.C.
856 4# ffiuhttp://www2.hu-berlin.de/nilus/net-publications/ibaes3/

Fig. 2 shows how it appears in the online catalogue. In reality, not every cataloguing librarian (I am speaking for myself) is thoroughly versed in web site construction, and therefore cannot fill in the

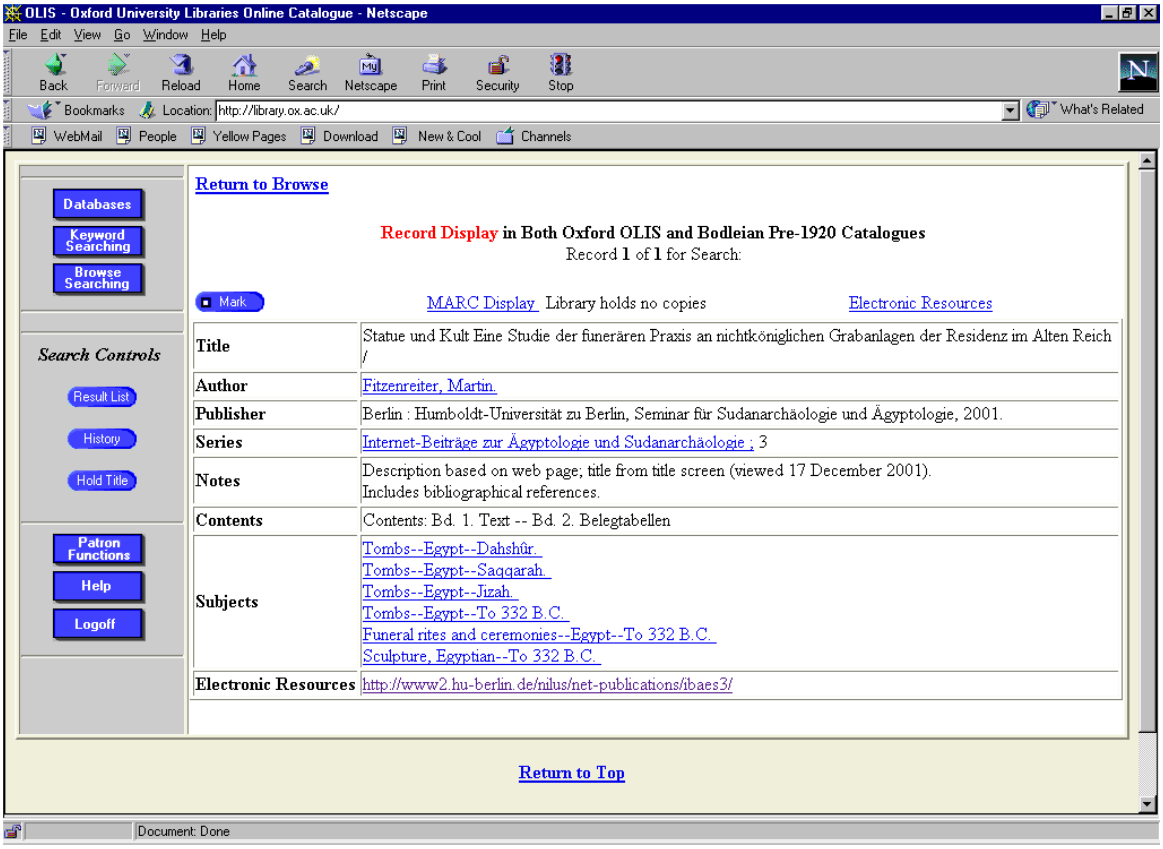

Fig. 2 Geo/Web OLIS http://library.ox.ac.uk/

above tags without help from the web site "publisher". I therefore ask anyone reading this who has a web site, to please make this information obvious on the site.

The big difference is that when one adds books, journals, microforms or CD-ROMs to a library collection, those items are stable in that the contents cannot change without a newly published volume, edition, addendum or correction. They can be described as they are with added or changed material necessitating new description. Electronic resources on the World Wide Web and Internet can potentially be changed at any time, often without the awareness of users. My great plea is that this not be done, not only for the librarian's convenience but also for authors citing Web resources. Bibliographical references in books or articles cannot be reliable unless both the author and readers are assured that the citation will continue to be valid. Every "edition" of a work should be saved and made easily available so all potentially cited versions can continue to be accessed. It is advisable to treat Web resources with the same seriousness and respect as any other form of publication. The bottom line is that Web publications have to be stable enough to be cited reliably by serious scholars. In truth, databases need to be updated frequently to be truly useful, but any substantial changes in a site or part thereof must be clearly marked as such.

Before ending, a few words about citing WWW sources are probably a good idea. An excellent place to start is http://www.press.uchicago.edu/Misc/Chicago/cmosfaq.html#7. This is a page of the ***Chicago Manual of Style*** web site that lists reliable sources of Internet citation styles. In addition, especially for our field, I recommend http://intarch.ac.uk/news/housestyle/ecite.html, the ***Internet Archaeology***

electronic citation guidelines. Here the guidelines are laid out very clearly with good examples in topics that are familiar.

The World Wide Web is proving to be one of the best resources for disseminating serious scholarly Egyptological information. When used properly, the Web can greatly facilitate the study of the ancient Egyptians in all ways.

Editor's note

The author has kindly created a MARC record for BMSAES. It may be found at the address: http://www.thebritishmuseum.ac.uk/egyptian/bmsaes/marc.html