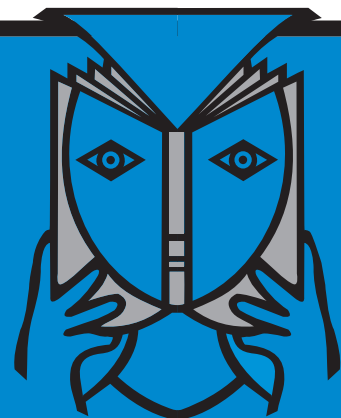


# National Library News

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## TECHNOLOGY

# National Consultation on Digital Collections: Meeting Report

by Gwynneth Evans, National and International Programs  
and Susan Haigh, Information Technology Services

This article is the second of a two-part series reporting on a national consultation on digital library resources in which the National Library has recently been engaged. The analysis of responses to an initial survey of selected Canadian libraries was reported in the last issue

(see "Digital Resources in Canadian Libraries" by Susan Haigh, *National Library News*, June 1997, pp. 1-7). Following is a report on the subsequent invitational meeting that was held on March 21-22, 1997 at the National Library in Ottawa.

The meeting, which was co-chaired by Claude Bonnelly of Université Laval library and Johanna Wellheiser of the Metro Toronto Reference Library, began with two presentations by National Library staff members:



Participants at national consultation on digitization meeting.



National Library  
of Canada

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du Canada

Canada



“Overview of Digital Libraries: Definitions, Issues and Challenges” by Gary Cleveland and “Digital Activities in Canadian Libraries: Summary of Responses to the Questionnaire” by Susan Haigh. The presentations provided a context for the discussions and emphasized that the Internet is *not* a digital library, nor will it be any time in the near future. “Digital libraries” are, in fact, *libraries* with the same purposes, functions, processes, and goals as traditional libraries, and will incorporate both traditional and electronic materials. Building digital libraries will be a difficult, expensive, and long-term effort requiring the skills of both librarians and computer scientists, as well as coordination among many libraries.\*

There followed a series of plenary and small group sessions aimed at eliciting the experiences learned by those working in a networked environment and highlighting areas for concerted action. During the two-day meeting, it became evident that libraries have made progress in digitizing locally held collections, creating digital resources through publishing, and managing externally produced digital holdings. Most also provide access to online digital resources held at other sites.

Participants considered that they had gained sufficient experience to develop a coordinated and coherent approach to questions of national concern. Moreover, they wished to address the questions collectively, so that the choices made locally were based, where appropriate, on accepted standards and best practices. There was consensus that a coordinated approach will optimize interoperability and facilitate long-term access to Canada’s digital library resources.

\* See *National Library News*, vol. 28, no. 5, May 1996 for several articles on “digital libraries”.

By the close of the first day, the participants had chosen to group their concerns into three priority areas: defining the organizational structure of a national body to resolve digital library issues of common concern; identifying standards and best practices for digital library activities; and developing strategies to increase communication and awareness. Moreover, the group articulated the following principles upon which a framework for coordinated action should be based:

- Canadians have a right to information;
- Libraries facilitate equitable access to information by ensuring that it is organized, comprehensive, accurate and provided in a timely, affordable and efficient manner, regardless of format;
- Canadian libraries play a significant role in providing access to the Information Highway and in ensuring its Canadian content;
- Canadian libraries work with other information providers to maximize the potential of the technologies and to ensure that all Canadians have access to the information they need, based on principles of equality, universality and affordability.

#### STRUCTURE FOR A CANADIAN INITIATIVE ON DIGITAL LIBRARIES

The National Library was asked to sponsor the creation of a group of self-selected institutions, whose mission will be to coordinate and facilitate the development of Canadian digital libraries’ resources and to resolve pertinent issues.

As a first step, participants requested that the National Library prepare a document on the purpose of this “Canadian Initiative on Digital Libraries”. The document, a “call to arms”, would provide a declaration of vision, mission and objectives, and include a general plan of action and

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News



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MEETING PARTICIPANTS

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 Jane Thacker, National Library  
 Karen Turko, University of Toronto  
 Bridget Turner, Nova Scotia Provincial Library  
 Johanna Wellheiser, Metro Toronto Reference Library (Co-chair)  
 Martha Whitehead, University of British Columbia  
 Frank Winter, University of Saskatchewan

resource requirements. It would invite institutions to join the Initiative on a self-selecting basis, recognizing that a commitment of funds, expertise, advice and/or willingness to work to resolve issues would be expected from the members.

From the perspective of the meeting participants, the Canadian Initiative on Digital Libraries will work

first and foremost for Canadian libraries, but will also recognize the need for increased relations with others who are part of the information chain from creation to archiving: archives, museums and cultural agencies; creators and publishers; industry suppliers (software, hardware and telecommunications); users; and

federal, provincial, municipal and regional government agencies. Some of the issues considered to deserve immediate attention were as follows:

- identifying and implementing strategies towards increased communication, awareness and education on digital library matters;
- promulgating digital library standards or best practices;
- exchanging information and using licensing agreements;
- articulating roles and responsibilities for institutions to ensure coordination and to avoid duplication in the development of digital resources;
- preparing guidelines for applying present copyright legislation and developing position statements with respect to copyright in a digital environment.

STANDARDS AND BEST PRACTICES

A number of guiding principles were drafted as the basis for standards work in five areas: content creation, identification and description, preservation, access and searching, and interoperability and exchange. The principles are:

- Groups of experts should identify and promote best practices (whether from Canadian or other jurisdictions), in the five areas above, using international standards where appropriate;
- Libraries must work with those in the creation and production processes, so that appropriate standards (e.g., identification, access) are incorporated from the outset;
- Discussion and promotion of standards and best practices should be based on consensus, not coercion, and on experience, not theory;
- The requirements of the Canadian context (e.g., bilingualism) must be taken into account in the choice of standards/best practices.



## COMMUNICATIONS AND AWARENESS

There are a number of areas in which communication on Canadian activities could be coordinated and improved. Among the communication mechanisms suggested were a register of current (and potentially planned and in progress) digital collections, and a clearinghouse for information on workshops and training opportunities, standards and best practices. It was agreed that a strategic communication plan should be developed for the Canadian Initiative on Digital Libraries.

## FOLLOW-UP TO THE MEETING

Progress has been made since the March meeting. The proposal for establishing the Canadian Initiative on Digital Libraries has been written, reviewed by meeting participants, and is being disseminated to the library community. Entitled "The Canadian Initiative on Digital Libraries: A Proposal for the Establishment of a National Alliance", it can be found at the Web site of the Canadian Initiative on Digital Libraries (<http://nlc-bnc.ca/cidl/>). This site also provides a digital library reading list; the texts of the presentations at the meeting; a participants' report and news release about the meeting; and a list of

Canadian digital library project URLs (as reported in survey responses or by the participants).

The next steps in forming the Canadian Initiative on Digital Libraries will be to:

1. Register members (by August 1997)
2. Nominate a steering committee (by early September 1997)
3. Convene the steering committee (September 1997) and subcommittees (October 1997) to begin work.

Information on the Canadian Initiative on Digital Libraries will be published in *National Library News* as it becomes available. ♦

COMING SOON TO A WEB BROWSER NEAR YOU!

## An Update on the National Library's Digitization Projects

by Doug Hodges,  
Information Resource Management

**W**ant to add some interesting Web sites to your browser's bookmarks? The National Library of Canada has been expanding its digitized collections to offer more Canadian content on the Internet, and to complement its other collections. This article is an update on the National Library's recent and current digitization projects.\*

### WHY DIGITIZE?

The National Library has adopted this working definition of "digitization": it is the process of converting the content

of physical media (e.g., periodical articles, books, manuscripts, cards, photographs, vinyl disks, etc.) to digital formats. At the National Library, digitization normally results in a document or resource that is accessible at the Library's Web site, and thus on the Internet.

Digitization is not an end in itself. It is based on what people need or want. Selection criteria, particularly those which reflect user needs, are of paramount importance. Therefore, the

principles underlying traditional collections development still hold true when materials are being selected for digitization, but there are also many considerations related to technical, legal, policy, and resource considerations.

Digitization is one of three important methods of building electronic collections. The other methods include adding new digital publications (whether free or licensed) to library collections, and linking to Internet resources via finding aids, bibliographies, or other navigational tools. The National Library's digitization program continues to focus on selective digitization of reference tools and on thematic projects, with some limited digitization of portions of collections of special interest in Canadian studies. Essential to these ongoing efforts is the need to ensure that the Library builds on strengths, complements existing electronic and traditional collections, minimizes duplication of effort, and works in collaboration with other interested institutions and partners.

\*See the following articles in *National Library News*: "The National Library of Canada's Digitization Program", vol. 28, no. 5, May 1996, pp. 7-9; "Digitization Projects Update", July-August 1996, p. 9; "Digitizing Collections: The National Library in Partnership with Industry Canada", September 1996, pp. 6-8; and "Summer Digitization Projects Launched", vol. 29, no. 1, January 1997, pp. 5-6.



So why digitize? In the most basic terms, digitizing a document in print or other physical media (e.g., sound recordings) makes the document more useful as well as more accessible, and that means expanded service. Full-text searching of documents becomes possible, and hypertext links lead the reader to related items within the text itself as well as to external resources. Ultimately, digitization does not mean *replacing* traditional library collections and services; rather, digitization serves to *enhance* them.

#### UPDATE

In September 1996, the National Library launched four digitization projects with funding from Industry Canada's SchoolNet Digital Collections Program: the Glenn Gould Archive, the Canadian Music Periodicals Index (CMPI), the Index to Federal Royal Commissions, and North: Landscape of the Imagination. The results can be viewed at the "Digital Projects" section on the Library's Web site (<http://www.nlc-bnc.ca/digiproj/edigiact.htm>) and the SchoolNet Digital Collections Web site (<http://schoolnet.ca/collections/>). During the past year, work has continued to maintain and improve these projects. For example, new records for articles in Canadian music periodicals are being added to the CMPI database, and more records have been added to the Index to Federal Royal Commissions.

The first six months of 1997 saw the initiation of a number of new National Library projects, which were made possible by the generous support of the Stentor Alliance. These projects can be accessed by going to the National Library's "Digital Projects" address (<http://www.nlc-bnc.ca/digiproj/edigiact.htm>).

- **Gabrielle Roy** (Governor General's Literary Award Winners): Gabrielle Roy is widely admired by both French- and English-speaking Canadians as an author of exceptional talent. This project complements the Earle Birney and Yves Thériault sites, which were funded by SchoolNet Digital Collections last year. The Gabrielle Roy project is well worth a visit!
- **Guide to the National Library of Canada's Holdings of Newspapers on Microfilm:** Are genealogists and historians among your library users? Then this Web-accessible guide will be a "hit"! Staff and users can quickly determine which microfilmed newspapers for a given town or city are held by the National Library and the microfilm reels that correspond to the requested dates/issues. The printed version of this guide is one of the most frequently used reference sources in the National Library's collection.
- **Disc-o-logue:** Originally a listing available primarily to Quebec record stores, *Disc-o-logue* detailed French-language records and songs available in Quebec from ca. 1955 to ca. 1985. The project focusses on digitizing the index included in the Disc-o-logue collection, which was donated to the National Library's Music Division by Louise Lamothe in 1986. More than half of the approximately 100 000 index cards have already been converted, thanks to the Stentor Alliance. Phase 2 of the project is being accomplished with funding from the SchoolNet Digital Collections Program. The cards include information such as song title, composer, performer, format (33- or 45-rpm), record label, issue number, date released, and the date on which the recording was no longer commercially available. Since there are few reference sources on the Internet that satisfy the demand for

information on French-language popular music, this unique research product will appeal to both Canadian and international users, especially in francophone countries.

- **Glenn Gould Archive (Phase 2):** New items are being added to this popular Web site, including a number of works about Gould and research tools that will be useful to Gould scholars and fans alike. To have a look, go to <http://www.gould.nlc-bnc.ca/>

#### NEW PROJECTS

During the summer of 1997, with funding from Industry Canada's SchoolNet Digital Collections Program, the National Library is working on the following projects:

- **Stephen Leacock** (Governor General's Literary Award Winners): Stephen Leacock is perhaps best known for his humour, and in his day was widely published not only in Canada but throughout the English-speaking world. He was also an academic and a prolific writer on subjects ranging from political science and economics to biography, history, and sociology. This project will promote and enhance access to the myriad works of one of Canada's most famous writers. The Web site will include works from the extensive holdings of the National Library, and will be of interest to high school and university students, researchers, and the general public.
- **Emily Carr (Phase 2):** One of last year's bumper crop of SchoolNet Digitization Program projects was "Emily Carr: At Home and at Work" (<http://www.schoolnet.ca/collections/carr/>). This beautiful site was developed by a team of young people in Victoria, B.C., under the direction of British Columbia Heritage. This year, a second phase of the project is being done by a young entrepreneur



with the assistance of British Columbia Heritage – Southwestern and Okanagan Region, and the National Library is providing new materials to supplement those already digitized. The project includes articles about Emily Carr, her manuscript field notes, and architectural blackprints of the Carr home. The digitized information about this renowned Canadian artist and winner of a Governor General's Literary Award (in 1941) will appeal to all those fascinated by her remarkable artistic and literary works.

• **Incunabula, Hebraica, Judaica:** The National Library's 1981 exhibition catalogue *Incunabula, Hebraica & Judaica* is a reference tool of enduring bibliographic and historic value. A group of young entrepreneurs, using funds from the SchoolNet Digital Collections Program, are digitizing the information and illustrations in the catalogue.

In the introduction, Brad Sabin Hill (former Curator of the National Library's Jacob M. Lowy collection, from which the exhibition drew its materials) states, "...the National Library of Canada was fortunate to receive as a gift to the Crown, for the government and people of Canada, one of the three foremost private collections of rare Hebraica and Judaica, and one of the outstanding collections of Hebrew incunables, in the western hemisphere. This collection of international renown was presented to the Library in 1977 by Mr. Jacob M. Lowy, industrialist, philanthropist, and bibliophile, of Montreal, Quebec."

The Lowy collection represents a tremendous cross-section of cultures, and includes materials in Latin, Hebrew, Italian, Spanish, and Arabic.

The catalogue, which represents a selection of this diverse collection, includes information on the first Canadian edition (1844) of the works of the famous historian Josephus, and a rare imprint from Halifax of a poem by Robert Browning. Students, researchers, those interested in early printed books (incunabula), artists and art students working on the history of printing and illustration, and bibliographers of Hebraica and Judaica — all will find valuable information at the Web site, and an opportunity to view some of the rarest and most valuable treasures of the National Library of Canada.

All these materials will complement a growing number of digital collections being built by Canadian libraries and institutions.

Yet the work has only just begun! Whether proudly displayed in special cases or tucked away in library stacks and file drawers, there are other wonderful materials in libraries across the country that could be digitized. Perhaps your library has treasures that would benefit us all!

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GOVERNMENT INFORMATION LOCATOR SERVICE (GILS):

## Developments in the Government of Canada

by Nancy Brodie,  
Information Resource Management

### INTRODUCTION

Governments are eager to become model users of the Information Highway to improve public access to government information and meet high public expectations. Current search mechanisms produce unmanageable and often unidentified results, while metadata offer potential for information identification and precision searching. To improve possibilities for searching across subject areas and jurisdictions, a standard for

metadata and search and retrieval is needed. The Government Information Locator Service (GILS), a profile of the American National Standards Institute's standard ANSI Z39.50 Search and Retrieval Protocol, meets this need.

### BACKGROUND

GILS was developed in the United States as a mechanism for identifying and describing government information and providing assistance in



### EVOLUTION IN THE GOVERNMENT OF CANADA

#### INTERNET ACTION GROUP ON DOCUMENT IDENTIFICATION

As long ago as the spring of 1994 (“many” years in Internet terms), the first Canadian federal government Internet conference noted “document identification” as a serious concern, and the Internet Action Group on Document Identification was established.

The Action Group confirmed, through practical experiments, that it was difficult to find federal government information on the Internet, and difficult to determine if a particular Internet document originated with the federal government. The solution was “metadata” or “information about information”, and the Action Group made a preliminary assessment of metadata standards. The Action Group envisioned that document creators would create their own metadata, and that very few elements would be required. The Action Group recommendations, a subset of data elements in the GILS profile, were included in the first edition of the Treasury Board’s *Government of Canada Internet Guide* in 1995.

#### ELECTRONIC DOCUMENT STANDARDS WORKING GROUP

The Electronic Document Standards Working Group (EDSWG) was established under the Treasury Board Information Technology Standards Program. The EDSWG considered metadata or document headers as part of its investigation of the Standard Generalized Markup Language (SGML). The Text Encoding Initiative Header (TEIH) (<http://etext.virginia.edu/TEI.html>) had been used in an SGML pilot project involving Treasury Board manuals. In spring 1995, the EDSWG invited the Internet Action Group on Document Identification to give a presentation on its work, and,

obtaining it. Systems, standards, regulations, guidelines and people are all part of this service. GILS systems must adhere to the GILS specifications defined in U.S. Federal Information Processing Standard FIPS 192-1994. The GILS Profile ([http://www.usgs.gov/gils/prof\\_v2.html](http://www.usgs.gov/gils/prof_v2.html)), which is part of FIPS 192, specifies a subset of the Z39.50 Information Retrieval Standard. The GILS Profile also defines the data elements that should be present in a GILS locator record. In other words, GILS is a U.S. government standard and complies with an international standard. Every U.S. government agency is required to implement a GILS service according to the 1995 U.S. Paperwork Reduction Act (<http://www.usgs.gov/public/gils/s244.html>). GILS has been used in the U.S. since January 1996. The GILS homepage, including background documents and the latest developments, is at <http://www.usgs.gov/public/gils>. The main gateway to U.S. GILS sites and records is at the U.S. Government Printing Office homepage ([http://www.access.gpo.gov/su\\_docs/gils/gils.html](http://www.access.gpo.gov/su_docs/gils/gils.html)).

GILS systems or locators contain searchable databases of GILS records. The records indicate the information available for a specific topic, where the information is located and how the information can be accessed or ordered. A GILS record is not the information itself, but a description and a pointer to information resources, or, to put it another way, a GILS record is metadata that can describe a collection, a service, a system, a Web site, a publication or an individual electronic document.

A general description of GILS can be found in National Library of Canada *Network Notes*, no. 23 (<http://www.nlc-bnc.ca/publications/netnotes/notes23.htm>).

in September 1995, a more detailed presentation on metadata. At the same time, the Single Window Infrastructure Project at the Government Telecommunications and Informatics Service (GTIS) identified the need for metadata to support “single window” access to federal government information on the Internet. It was recommended to the EDSWG that GILS be adopted as a standard by the federal government. As a result of these presentations, the EDSWG set up the GILS Subgroup (GSG) in November 1995.

#### GILS SUBGROUP

The mandate of the GILS Subgroup is to prepare a draft Treasury Board Information Technology Standard (TBITS) for a standard method of describing federal government information resources to:

- organize and manage information resources consistently and systematically;
- facilitate the implementation of precision searching on the Internet or other wide area networks; and
- improve service to users by providing multiple access points to information resources through the use of metadata descriptions.

The GILS Subgroup has met regularly since November 1995. The group reviewed the GILS record in detail and compared it with other metadata schemes. These schemes include those in use or proposed in the government, such as InfoSource and the document profile in the Records, Document and Information Management System (RDIMS) Request for Proposal (RFP); and schemes in use or proposed outside the government such as TEIH and the Dublin Core ([http://purl.org/metadata/dublin\\_core](http://purl.org/metadata/dublin_core)).

It was agreed that GILS is a sound technical and service solution for describing government information.



However, it required some adaptation to meet Canadian government needs, in particular the need to describe information resources in both official languages, and the need to describe individual documents. In the U.S., GILS has been used primarily to describe collections rather than individual documents. Fortunately, the U.S. developers of GILS were very interested in having the standard used internationally and established a discussion list on the Internet to facilitate possible changes to the GILS Profile. Throughout the spring of 1996, the GILS Subgroup suggested many additions to the GILS Profile, all of which have been incorporated into version 2 ([http://www.usgs.gov/gils/prof\\_v2.html](http://www.usgs.gov/gils/prof_v2.html)) of the profile, which was finalized in October 1996.

One of the early changes made to the GILS Profile was to remove the indication of mandatory and optional elements. It was recognized that decisions about mandatory elements should be left to individual governments. For instance, indication of language would be mandatory in the Government of Canada, but not in the U.S. government. The *Canadian GILS Guidelines: The Canadian Government Information Locator Service Guidelines for the Preparation of GILS Records* ([http://gils.gc.ca/gils/info\\_ea.html](http://gils.gc.ca/gils/info_ea.html)), based on the *Guidelines for the Preparation of GILS Core Entries* (1995) established by the U.S. National Archives and Records Administration, were prepared by Fay Turner of the National Library to describe how GILS records should be created in the Canadian government. Recommendations of the GILS Subgroup have been incorporated into the new edition of the *Government of Canada Internet Guide* (<http://canada.gc.ca/programs/guide/index.html>).

SGML was adopted as the interchange standard for GILS records, and an SGML Document Type Definition (DTD) was developed for a GILS record. The DTD can be downloaded from the Government of Canada GILS site ([http://gils.gc.ca/gils/info\\_ea.html](http://gils.gc.ca/gils/info_ea.html)). A strategy for creating GILS records in an SGML environment was developed ([http://gils.gc.ca/gils/creatingg\\_e.html](http://gils.gc.ca/gils/creatingg_e.html)) and is being tested by the National Energy Board (<http://www.neb.gc.ca/erf/standard/english/winter97/neb4.htm#01>).

#### GILS PILOT PROJECT

The GILS Subgroup initiated a pilot project to illustrate the need for and the benefits of metadata to support searching, and to assess the GILS record as a metadata standard. Phase I of the pilot project focussed on record creation, and identified the requirements for creating and maintaining GILS records in departments and at a central GILS repository. Eleven participating departments created records using an HTML form placed by GTIS on the World Wide Web. Environment Canada created several hundred GILS records using an in-house tool. GTIS created a tool to assist in converting in-house records to the standard SGML record format. GTIS has also established a repository of GILS records and a search facility (<http://gils.gc.ca>). Those participating in Phase I of the pilot project were: Agriculture and Agri-Food Canada, Canadian Heritage, Environment Canada, Fisheries and Oceans, Indian and Northern Affairs, Industry Canada, National Archives of Canada, National Energy Board, National Library of Canada, National Research Council, Public Works and Government Services Canada (including the Depository Services Program), Statistics Canada, and

Treasury Board Secretariat. Treasury Board provided a set of records from InfoSource which are being converted to GILS. The Department of Foreign Affairs and International Trade and Natural Resources Canada have created records since the end of Phase I.

The GILS pilot project assessed the suitability of the GILS records and the effectiveness of the GTIS tools and identified necessary improvements. As a result, the record-creation tool has been streamlined, and there will be more emphasis on describing mandatory fields in the *Canadian GILS Guidelines*. The GILS pilot project results will help government departments to determine the implications of creating, maintaining and updating GILS records. It will enable departments to identify the skill sets required for record creation, estimate the resource requirements, and place GILS in departmental workflows. The final phase of the evaluation will attempt to identify improvements needed in the search interface and assess the value of GILS information to users of government information: after all, the purpose of GILS is to improve public access to government information.

#### ROLE OF THE NATIONAL LIBRARY

The National Library has been a lead player in the evolution of GILS in the federal government. Under the Management of Government Information Holdings Policy, the National Library is responsible for monitoring the accessibility and management of published government information. Over the last three years the National Library has promoted and encouraged easy access to and good management of networked electronic government information. GILS is an important part of this strategy.





### THE NEXT STEP

Government departments increasingly recognize the value of metadata in improving access to government information on the Internet, helping users gain access to information resources that are not available online and supporting the management of growing collections of electronic information. The Information Services Enterprise (<http://ise.gc.ca/>) initiated by TIMS, the deputy minister committee on information management, has adopted GILS as the standard for metadata. The Depository Services Program has been successfully using GILS as the display format for its

catalogue of government publications for over a year. Environment Canada has incorporated GILS as a key element in the management of its World Wide Web service, the Green Lane (<http://www.ec.gc.ca/>). Environment Canada is also an active participant in the G7 ENRM - Environment and Natural Resources Management project, which uses records based on GILS. Agriculture and Agri-Food Canada is considering GILS as the standard for description of resources in Agriweb (<http://www.agr.ca/agriweb/agriweb.htm>). The growing number of GILS records describing federal government information resources will be incorporated in the central GILS

database or be made accessible via a Z39.50 Web gateway.

As the federal government responds to the recommendation of the Information Highway Advisory Council that the government be a model user of the Information Highway, seamless access to government information and services will become increasingly important. The GILS Subgroup hopes to see GILS adopted as a technical standard, incorporated in the government information infrastructure and endorsed as part of government information management policy. Through widespread departmental use and ongoing operation of a single window infrastructure, GILS will become a key tool for public access to federal government information. ♦

## Avoiding Snarls in the Web: How to Develop a Site That Works

by Gary Cleveland,  
Information Technology Services

Adapted from a presentation at the Ontario Library Association annual conference, Toronto, February 6, 1997

Anyone who has developed or maintained a Web site knows that it demands both thought and work. Web page design, relative URLs, aliased directories, multi-file documents, GIFs, JPEGs, colour depth, HTML coding... the list goes on. There are hundreds of books that describe Web-site development, yet for people who are creating their first Web resource, highly detailed treatises can be overwhelming. You meet such folk at conferences: the ones with a wild, trapped look who

have just been told, "Starting next week, your job is to run the library Web site." Excited, but panicked, they have no inkling of where or how to begin. So here it is: a basic framework that will enable you to begin to understand what you have to do to get a Web resource up and running — successfully.

Creating a Web resource has nine stages: 1) design and planning; 2) getting copyright clearance; 3) developing content; 4) scanning; 5) HTML coding; 6) testing and debugging; 7) uploading to the Web server; 8) announcing the resource; and 9) ongoing maintenance. To find out what each entails, read on.

### DESIGN AND PLANNING

Would you build a house without a blueprint? Not likely, and trying to create a Web resource without a detailed plan is equally unwise. The design and planning stage is, by far, the most important. This is where you should devote most of your time, thinking about your project in detail, trying to guess what could possibly be involved and what might go wrong. In the design and planning stage, you try to map out *exactly* what needs to be done for the Web project, in as much detail as possible. If you fail to establish an adequate plan, you run the risk of cost over-runs, missed deadlines, frustrated project team members, and (most importantly) unhappy managers. There are several key decisions to make in the design and planning stage:

- **Determine the type of resource/application.** Specify the type of resource or application to be built. Some examples are a publication, an online interactive exhibit that highlights a collection, a



Web interface to a database (e.g., an index or catalogue), and forms-based information processing applications (e.g., a survey, an ILL form). The level of effort required for your project will depend, in part, upon the type of application you are developing.

- **Determine the target audience.**

Know your audience so that you can design the resource appropriately. Ask questions like: is it an established audience or a new audience? How many have an Internet connection? What are the special characteristics that will impact upon design (e.g., speed of connection, type of browser)?

- **Determine content.** Specify as exactly as possible the content of the resource and from where you will get it. What graphic images or audio or video content will be included? Also, begin thinking about copyright. Find out if the material is copyrighted, and then decide whether you want to go through the process of obtaining copyright clearance, because it will add considerably to the length of your project development (see below).

- **Develop the document structure and layout.** Developing the structure and layout of a document — the “document design” — is essential to the design and planning stage. “Document design” means the logical structure of a Web document that will make it user-friendly and easy to navigate. It does not mean *graphic* design, that is, creating interesting images and logos, or laying out a page in an attractive way. Good graphic design is important, but it is really the icing on the cake. A pretty document that is poorly designed is frustrating and confusing to those trying to use it. User-friendliness is fundamental to the success of a Web resource.

- **Use a storyboard.** A simple schematic of your Web pages, a storyboard helps you to conceptualize

the document, showing you how to decide where the text, images and links will be, and it can be used as a guide if more than one person is working on a project. You can use index cards, sheets of paper, or a white board to create the storyboard.

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#### COPYRIGHT CLEARANCE

Any information that is copyrighted — text, an image, an icon, a video clip, or a sound bite — must receive copyright clearance before it can be used in a Web resource. Getting clearance involves finding out who holds the copyright, and writing to ask for permission to use the material. Be sure to specify what the material is, why you want it, and what you will do with it.

When dealing with copyright holders, be prepared to contact them more than once to remind them of your request. You may also have to jump from one copyright holder to another because the ownership of a company has changed, or the rights have been acquired by someone else. Also, be prepared *not* to locate the copyright holder, or to ever hear back from them at all. When you fail to locate the copyright holder, you can request permission to use the material from the Copyright Board of Canada after proving that you have exhausted all other avenues.

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#### DEVELOPING CONTENT

In the content development stage, you gather the information that will be presented: text, images, and audio and video content. An important point to remember at this stage is to re-use information where possible. Is it already contained in a brochure or some other publication? Is it in electronic form?

If the information is not in electronic form, you can use optical character recognition, or OCR, a program that tries to recognize letters

and turn them into the equivalent ASCII code. However, recognition errors occur, and painstaking proofreading is essential. If the OCR software is not at least 97 percent accurate, it is more cost-effective to have someone re-type the text. Finally, if your site is bilingual, this is the stage when you send the content to be translated.

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#### SCANNING

Scanning involves making digital images of graphic, photographic, and pictorial content. It could also include digital sampling of audio and video content. Important points are:

- Create a reference copy of each image and put it into Tagged Image Format (TIFF). An original reference image allows you to re-use or re-manipulate the image for other purposes, or back up to correct a mistake.
- Many images can make a Web page very attractive, but too many will cause the document to load slowly and therefore frustrate users.
- Keep the image-resolution at about 75 dpi (dots per inch), which is what the average computer screen can display.
- Use few colours. The more colours you display (called colour depth), the truer the colour of the image, but the file size also increases dramatically, as does download time. As a general rule, stick to 256 colours.
- Use HTML height and width tags, which speeds up image loading.

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#### HTML CODING

By this stage, you should have all of the raw materials needed to put together the document. Coding involves marking up the text with HTML tags that specify the structure of the document (its titles, subtitles, paragraphs), the inline images, and the words or phrases that will be the



hypertext links to other documents or other Web sites. The best books for learning how to do HTML coding come from the three publishers Sams, Que, and O'Reilly.

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#### TESTING AND DEBUGGING

Test everything! Never underestimate the time you need to get a Web site in perfect working order, especially since a mistake on a link or filename might not show up without systematic testing. Allow about 20 percent of the total project time for this stage.

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#### UPLOADING TO THE WEB SERVER

After the testing is completed and everything seems to be working well, upload your Web pages to the server. Remember to:

- Make sure that your file- and directory-naming scheme will work. For example, if you used DOS Windows™ for development and you have a UNIX Web server, then make sure there is no conflict between the file-naming conventions of the two operating systems.
- Use only one directory for all the images used throughout your documents, such as toolbar icons. Most Web server software will let you use an "alias" for this purpose.
- Test and debug again to ensure that your production version on the server is working as you expect it to work.

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#### ANNOUNCING THE RESOURCE

It is time to announce the existence of the new Web resource to your users and everyone else on the Internet. To do so, use:

- Traditional channels of communication with your user community, such as printed

newsletters, brochures and newspaper ads.

- Discussion lists that your target group follows as well as general discussion lists.
- The "What's new" section on your Web homepage if there is one.
- Newsgroups whose sole purpose is to announce new resources and sites (such as comp.infosystems.www.announce and comp.internet.net-happenings), and check the "announcement services" at the Yahoo!™ site.

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#### MAINTENANCE

Maintenance is the stage that most discussions of Web development seem to forget. Yes, it was a lot of work getting your project on the Web, but now you have to maintain it. There must be a faithful commitment to keeping your information current. This includes your own information, plus any links

to other sites on the network. As Web users know all too well, Web sites are notorious for changing location or disappearing altogether. Maintenance could range from checking once a week for very time-sensitive material, such as an events calendar, to an annual update. Remember that Internet users tend to be unforgiving: if a site is poorly maintained, visitors will stop coming to your site — and never return.

To sum up: there are nine stages to Web-site development, the most important of which is planning and design. When everything is set out in detail, you gather content, do the scanning, and obtain copyright clearance. The results of these three stages are fed to the HTML coders, who, following the storyboard, create the prototype. Test the prototype, making adjustments until all is well. Load it up on the Web server, check it once more, then announce to your intended audience. And there you have it! ♦

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#### SERVICES

NEEDS AND SERVICES:

## Learning How to Make Canadian Libraries More Accessible

by Katherine Miller,  
National and International Programs

**I**n November 1996, the National Library published *The Accessible Canadian Library II: A Resource Tool for Libraries Serving Persons with Disabilities*, a revised edition of *The Accessible Canadian Library: A Planning Workbook for a Barrier-Free Environment (1986)*. At the recommendation of the National Library's

Advisory Group on Services to Persons with Disabilities, Michele Chittenden, Special Reader Services Librarian at Stauffer Library, Queen's University, and I developed a workshop based on the book. We first

offered it in London, Ontario at the London Public Library and the Graduate School of Library and Information Science at the University of Western Ontario. During February and March 1997, 26 workshops were



presented in 18 cities across the country from Yarmouth, Nova Scotia to Victoria, British Columbia. More than 300 people attended, including librarians and other library staff members, representatives from local library boards, groups serving those with disabilities, and students from library schools and library technician programs.

#### THE WORKSHOP

The number of participants is one indication of interest in the workshops. Another is the determination of participants to attend: in some cases individuals from cities not included in the tour drove several hours to attend, from Tumbler Ridge, British Columbia to Prince George, from Edmundston, New Brunswick to Moncton, from Prince Albert, Saskatchewan to Regina, and from North Bay, Ontario to Sudbury. Clearly, serving clients with disabilities is an important concern in Canadian libraries today. Offering such services is a challenge that libraries are more than willing to deal with — they just need to know how. *The Accessible Canadian Library II* and the workshop enable them to take the first steps.

The workshop included two exercises. The first, a simulation exercise, gave participants a brief experience of two learning disabilities. The common reactions of frustration, anger and a feeling of incompetence drove home the point that a learning disability is for 24 hours a day, with no coffee breaks or holidays, and helped participants to realize how their own libraries might be perceived by a client with a learning disability. Using a catalogue or a microfiche reader, reading signs and call numbers, following directions on how to use the photocopier, filling out a registration form...these are all tasks that we assume our clients can perform, and all

of them may be difficult or even impossible for a person with a learning or other disability.

The second exercise demonstrated ways of evaluating a library's accessibility, reminding participants that libraries are buildings, furniture, collections, services and staff. Working in small groups, the participants assessed washrooms, elevators, signs, catalogues and services. Some groups used the checklist in *The Accessible Canadian Library II* and measuring tapes, and at least one group in every session used a wheelchair to navigate the library, to access the collection and to test the various services.

When the results were compared, the conclusions were essentially the same: small things can make a big difference. For example, a door that was narrower than the measurements given in the checklist became an impossible barrier for someone using a wheelchair. Following this comparison, a strategy to apply to improve accessibility was discussed. The article by Alan Cantor, "The AD-A-P-T-A-B-L-E Approach: Planning Accessible Libraries" (in *Information Technology and Disabilities*, vol. 2, no. 4, December 1995, available at <http://www.isc.rit.edu/~easi/itd/itdv02n4/article2.html>) was used to show how to break an initially daunting task into manageable steps. At the end of the session, participants created a "things to do" list to spur action when they returned to their libraries.

#### OBSERVATIONS

These workshops were a tremendous opportunity for me to find out about the important issues in accessibility across the country. The wide variety of participants described an equally wide variety of concerns. Library staff members want to ensure that they offer

One of the National Library's most popular publications!



#### The Accessible Canadian Library II

The second edition of the original workbook, published in 1986 as a resource for libraries serving persons with disabilities, is an information resource, as well as an invaluable guide for library decision-makers and staff aiming to assure clients of the highest possible standards of accessibility.

The workbook also includes a comprehensive list of options, directions for making appropriate choices and a directory of related organizations, agencies and electronic and printed sources of pertinent information.

Some 2 000 copies have been distributed to libraries across Canada and around the world. To receive a free copy of this publication, send your order to:

Marketing and Publishing  
National Library of Canada  
395 Wellington Street  
Ottawa ON K1A 0N4  
Telephone: (613) 995-7969  
Fax: (613) 991-9871  
TTY: (613) 992-6969  
Internet:  
[publications@nlc-bnc.ca](mailto:publications@nlc-bnc.ca) ◆



the same quality of service to all clients. Representatives of disabilities groups wanted to find out about the local library and what it can offer them and their constituents. Library board members wanted to understand service needs and demands of persons with disabilities and to discover the priorities for further investment in the library. Chief librarians wanted to know about possible service improvements so they can plan the best use of their resources. Students were curious to learn more about library service.

What became most strikingly obvious during these workshops was that, while no library is completely accessible, neither is any library completely inaccessible, and most are somewhere between the two extremes. The evaluation enabled people both to identify the positive aspects of their library's accessibility and to make informed recommendations about what needs to be done. For example, one library had an automatic door and a level entrance, adjustable-height tables, and a well-marked and well-organized adaptive technology site. It also provided an extensive home delivery service of books in both traditional and alternative formats. However, the stacks were too close together for a wheelchair-user to manoeuvre comfortably, signs were too small to be read by someone with a visual impairment, and there were no grab-bars in the wheelchair-accessible washroom.

Another observation was that many barriers can be easily overcome or eliminated by staff awareness. For example, chairs, wastepaper baskets and kickstools frequently blocked stacks, adjustable-height tables or facilities in washrooms. The workshops gave participants the opportunity to learn that it is extremely difficult to move a heavy chair if you are in a wheelchair, a kickstool in the stacks

may be hard to see if you have limited vision, and a wastepaper basket may make a sink impossible to use. Once they become aware of these facts, staff members remember to move chairs and put kickstools and wastepaper baskets in more convenient places. Such small and simple actions can make an enormous difference to clients.

Lack of knowledge as well as lack of awareness can also be remedied. My overwhelming impression was that people want to do the right thing and to offer good service to all their clients. They just need to know the best way to do so. Common questions were: "What do I say to a blind person? How do I know what kind of assistance is needed by someone in a wheelchair? How do I communicate with a client who is hard of hearing?" *The Accessible Canadian Library II* contains "Guidelines on Library and Information Services for People with Disabilities" developed by the Canadian Library Association's Interest Group on Services to Persons with Disabilities, and these provide useful information. As well, representatives from local disabilities groups are invaluable contacts for libraries since they have personal

experience of living with a disability and can answer some of these difficult questions.

Many groups contributed to the success of this venture, and I am grateful to them all. The support of library schools, local professional associations, public and provincial libraries and their staff members was extremely helpful. They selected the workshop locations, provided publicity and handled registration. I was very fortunate to be able to meet and work with such a large group of committed professionals. As the role of the National Library in Canadian library services to persons with disabilities evolves, these contacts will be invaluable.

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## Canadian Subject Headings Now in AMICUS

by David Farris,  
Standards and Support, Acquisitions and  
Bibliographic Services

**S**ubject authority records for Canadian Subject Headings (CSH) are now available in AMICUS, the National Library of Canada's bibliographic and authorities database. These authority records, with full MARC coding, may be downloaded from AMICUS for a fee.

The National Library's publication, *Canadian Subject Headings*, is an essential means of ensuring that bibliographic standards for Canadian

materials are readily accessible to other libraries. *Canadian Subject Headings* is intended to meet the need for specifically Canadian subject headings



referring to uniquely Canadian events, concepts and objects. More broadly, CSH also provides a large body of headings borrowed from *Library of Congress Subject Headings*, but set in a

records, use the same means that you use for name authority records to identify and download the CSH records in the AMICUS Subject index. If your institution is not already

During the next several months, the National Library will be considering future product formats for *Canadian Subject Headings*. We welcome information about the requirements for your system.

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## These authority records can now be used as an up-to-the-minute source for *Canadian Subject Headings*.

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Canadian context through the reference structure and instructional notes. The latter type of heading deals with topics that are treated in many Canadian documents and publications or that are of significant interest in Canada.

For some time the National Library has felt the need for an electronic version of CSH to improve the usefulness and accessibility of the work. In 1996 the National Library's Acquisitions and Bibliographic Services implemented a project to ensure that subject authority records, with full MARC coding, for all headings in *Canadian Subject Headings* are available in the AMICUS database.

This project has been completed. These authority records can now be used as an up-to-the-minute source for *Canadian Subject Headings*. The authority records can be identified through the AMICUS Subject index by checking for the 697 field in the MARC display of the records, which contains the information "CSH3" or "CSH3. Suppl. [ J]", e.g., "CSH3. Suppl. 8-9". Whenever headings are modified or new subject headings are created for CSH, those changes will be reflected in AMICUS.

To download the subject authority records for CSH, your institution must subscribe to Access AMICUS, a fee-based service. If your institution is already subscribing and is authorized to download AMICUS

downloading AMICUS records, you must request authorization to do so. Contact the National Library's Client Information Centre by telephone at (819) 997-7227, by fax at (819) 994-6835, by TTY at (613) 992-6969, or by Internet ([cic@nlc-bnc.ca](mailto:cic@nlc-bnc.ca)) for information and details on downloading.

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[cataloguing.standards@nlc-bnc.ca](mailto:cataloguing.standards@nlc-bnc.ca) ♦

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### LIBRARY COMMUNITY

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## Dewey 21 Workshop Held at National Library

**O**n March 19, 1997 two assistant editors from the Library of Congress's Decimal Classification Division visited the National Library of Canada to present a full-day workshop on Dewey Decimal Classification and Relative Index, Edition 21.

The National Library began assigning Dewey classification numbers from "Dewey 21" for items listed in the national bibliography, *Canadiana*, in December 1996, so the workshop sparked keen interest. More than 35 members of the National Library's staff brought their three-volume sets of Dewey 21 when they came to hear Julianne Beall and Gregory New describe the what, how and why of changes in the latest edition of this standard cataloguing tool.

The session focussed on changes in the classification section governed by the numerical designation 350, which

deals with the subject "public administration". Also discussed were changes in the life sciences area, with some consideration of other changes. As well, the intricacies of the CD-ROM version of Dewey 21, *Dewey for Windows*, were revealed in illuminating detail. The session wound up with practical exercises in Dewey 21 classification using examples gleaned from publications that had recently crossed a cataloguer's desk. Participants agreed that the workshop could be "classified" as extremely useful, and that the day was well spent. ♦



# A Unique Experience

by Norma Gauld,  
Reference and Information Services Division

Why would someone choose to work during a long-awaited career break? To find out, please read on.

In April 1996, I began a six-month mid-career break thanks to a self-funded leave of absence from my position as a Senior Reference Librarian in the National Library of Canada's Reference and Information Services Division. My goals were simple: to experience a different way of life, preferably by living in French, and to learn something about life in medieval France. Not surprisingly, I decided to spend part of my time in the south of France. I never dreamed of working during this leave...never, that is, until I noticed an advertisement in the Canadian Library Association's journal, *Feliciter* (September 1995). It invited "information professionals on paid sabbatical or study leave for a non remunerated opportunity" to apply to work at the Central Library and Documentation Bureau, International Labour Organization (ILO), in Geneva, Switzerland. As opportunities like that are rare indeed, I had no hesitation in applying for three months of work. My plans for my leave of absence changed for the first time when I was accepted, and what followed proved to me the wisdom of a friend's words: "It certainly pays to keep up one's professional associations!"

Thus, in mid-June, after a leisurely exploration of parts of Provence where the medieval influence remains strong, I arrived in Geneva as a visiting reference librarian with the ILO Library. Geneva is the European headquarters of the United Nations (UN), where, set in beautiful parkland, is the Palais des Nations, surrounded

by many of the UN's specialized agencies, of which the ILO was the first. The ILO was founded in 1919, and Canada has been a member since the beginning. Its role is the "promotion of social justice and internationally recognized human and labour rights". ILO headquarters houses some 1 900 staff, who represent ILO member countries, and supports a worldwide network of offices and experts. Within the UN system, the ILO has a unique tripartite structure in which workers and employers participate as equal partners with governments, which means that library clients come from all three sectors.

The library collects and disseminates a wide range of publications on labour and related issues in over 50 languages, and its extensive collections reflect the ILO's tripartite structure. LABORDOC, the main bibliographic database, contains information on literature on the "world of work". The library coordinates the indexing of literature for LABORDOC based upon *ILO Thesaurus: Labour, Employment and Training Terminology*, a library publication.

After a two-week introduction I joined the four-member reference team, working half of every day at the Information Desk, located in the Reading Room. There I helped ILO officials and other researchers to search LABORDOC and other databases, and assisted them in finding information in the collections and ILO official documents. During the rest of the day I worked on requests for personalized bibliographies created from information in LABORDOC. I learned how to select and combine descriptors for searching the database with controlled vocabulary terms (in four languages) from the ILO thesaurus. The concerns of the "world of work" are broad, but

the descriptors are very specific. I also learned MINISIS search commands and techniques since the ILO library's databases use this system. In meeting these challenges I relied completely upon the thesaurus terminology and some specialized in-house search aids, and was greatly assisted by the training and guidance of two experts, Coordinator Laurel Dryden and Reference Librarian Luda Petcherina.

My plans for my leave changed again late in August 1996, when I was offered a paid contract until December to assist in updating the ILO thesaurus. I requested an additional three months of leave without pay, which was generously granted by the National Library of Canada. So in mid-September, instead of returning to Canada, I began to work for Thesaurus Coordinator Sue Luzy, researching new terminology. Over the next three months I learned a great deal, and came away even more impressed by the high quality of the thesaurus.

What was it like to be part of another institution's reference service? It was reassuring to realize that my skills and abilities were portable, and this helped me to adapt quickly. It was humbling not to know the relevant workplace policies and procedures off the top of my head and to have to learn them from scratch. It was rewarding to apply my knowledge to new situations (my familiarity with written Spanish and with European Union laws was useful). It was certainly a learning opportunity, since I acquired a better understanding of the role and concerns of the ILO and of the labour field in general. There was much to observe and note about the similarities, differences and concerns of the ILO library and the five UN and Swiss libraries I toured. Most of all, the



entire experience was enriching, both personally and professionally.

The high cost of living in Switzerland was offset by the monthly stipend offered by the library, access to ILO services such as the cafeteria, noon-hour concerts and staff library, and inexpensive activities such as strolling, hiking and enjoying the scenery — not to mention frequenting cafés and chocolatiers. As well, Canadian librarians who had preceded me passed along tips that helped me to adjust.

The physical setting of Geneva and the ILO library could not have been more pleasant. I worked with colleagues from all over the world, and I enjoyed the added benefit of living in a city where French is the predominant language. Geneva was an excellent vantage point from which to follow

current European discussion and debate and the progress of the European Union.

Working in a library and a city with a unique international context affected my outlook in a way that was brought home to me on my last day of work, December 20, when I learned of a noon-hour silent march being held in remembrance of five Red Cross workers killed in Chechnya. Although not normally given to attending demonstrations, I grabbed my coat and umbrella and joined the marchers without a moment's hesitation. A Canadian nurse was one of the victims, and it seemed appropriate for me to commemorate her work and life in another country.

Why would anyone choose to work during a long-awaited career break? Quite simply, for the chance to

return to Canada and its National Library with lasting impressions gained by taking advantage of a unique opportunity. ♦

### Did You Know...

that a new publication entitled *The Copyright & New Media Law Newsletter* is now available? Edited by Lesley Ellen Harris, a copyright and new media lawyer, this publication covers such topics as: digitizing a library's collections, how exceptions and fair dealing/fair use apply to electronic media licensing digital information, and what is protected on the Internet. Ms. Harris is the author of the book *Canadian Copyright Law*, published by McGraw-Hill (see <http://www.mcgrawhill.ca/copyrightlaw>).

Check out information on the first issue at <http://copyrightlaws.com>, and see how valuable this series could be for librarians and information specialists.

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## Obituary

B. Lois Burrell, former Chief of the National Library's Newspaper Division (1980-1986), of the Serials Division (1979-1980) and of the Union Catalogue of Books Division (1970-1979), passed away on May 31, 1997 at the age of 75. She will be sadly missed by her many friends and colleagues.

Lois Burrell began her career at the National Library of Canada in 1963 and retired in August 1986. She was instrumental in producing the Library's first brochure on the newspaper collection, the Ethnic Press Exhibition, two workshops on newspapers and *Access to Newspaper Collections* (1982), which was based on a survey of provincial archives and



library newspaper collections. She was also an active participant on several important committees, including the

Task Force on Library Service to the Handicapped, the Public Service Automation Team and the initial committee of the National Resource Network Committee, which was responsible for planning the Decentralized Program for Canadian Newspapers.

A Friend of the National Library and volunteer, Mrs. Burrell worked up to 1996 in the Reference and Information Services Division, the Canadian Children's Literature Service and at the Friends' Boutique, where her assistance and enthusiasm were both greatly appreciated. ♦





## PRESERVATION

# Cooperative Project Preserves Published Heritage

by Ralph W. Manning,  
National and International Programs

**F**ostering cooperation among Canadian libraries in the area of preservation is an important goal of the National Library of Canada. The National

Strategy for Preservation in Canadian Libraries, prepared in 1992, was based on the need for collaborative effort, a need that was addressed during the National Meeting of Canadian Preservation Specialists, hosted by the Library in 1994 (see "Hans Rütimann: Preservation Ambassador" and "Preserving the Past for the Future", *National Library News*, vol. 27, no. 2, February 1995, pp. 1, 4-6). It is clear that only by working together can libraries hope to preserve the nation's documentary heritage for future generations. So when the library of Cornell University, Ithaca, New York, got in touch with the National Library in April 1996 regarding a preservation microfilming project, the contact was seized as an opportunity for cooperation among institutions and between countries.

Cornell requested assistance on a bibliographic project being carried out by the university's Albert R. Mann Library and the New York State Library to identify and preserve the most significant natural history literature in the North American bio-region comprising New England, the states of New York, New Jersey and Pennsylvania, and the provinces of Quebec and Ontario. A comprehensive bibliography had been

developed by the two institutions, and the National Library was asked for help in locating the highest-priority items not in Cornell's collections.

This is an excellent example of a subject-oriented approach to preservation, which involves identifying a corpus of literature that is accumulated and processed as a cohesive unit, thus ensuring the preservation and accessibility of materials necessary for historical research in a specific field. The disadvantage lies in the fact that the individual materials are often scattered among different libraries, archives and museums.

The requested items ranged from *The Wood Duck*, issued by the Hamilton Naturalists' Club, to a research report of the Ontario Department of Lands and Forests. A search of the Canadian union catalogue determined that no single library held all the materials being sought for the project. As a matter of fact, no library held more than a few of the titles, and many of the serial runs were incomplete. Sadly, some of the materials were not available anywhere, which attests to the urgency of the preservation problem.

After an exhaustive search, the National Library was able to locate and borrow almost all of the Canadian materials requested by Cornell. Aside from the works that could not be located, a few additional items were deemed too rare or too fragile for the rigours of shipping and microfilming. Documents were gathered from a total of 15 institutions in seven provinces, the largest amount of material coming from the libraries of Université Laval

## PARTICIPATING INSTITUTIONS

Acadia University  
Blacker-Wood Library of  
Biology, McGill University  
British Columbia Legislative  
Library  
Canadian Agriculture Library  
Canadian Forest Service  
Canadian Museum of Nature  
Freshwater Institute, Fisheries  
and Oceans Canada  
Lakehead University  
National Library of Canada  
New Brunswick Museum  
Nova Scotia Community  
College, Kingstec Campus  
Royal Ontario Museum  
Université Laval  
University of Ottawa  
University of Toronto

and the Royal Ontario Museum. Once sorted and assessed for condition status, 184 volumes were sent by insured courier to Cornell University, where they were processed and microfilmed before being returned to the National Library and finally to the owner institutions.

Copies of the microfilm produced by this project will shortly be available for consultation at the National Library of Canada and other institutions and can also be borrowed on interlibrary loan. These titles represent a valuable addition to the collections of the National Library, and we are extremely grateful to the participants who so generously donated their time and particularly their materials to make this project a success. The spirit of collaboration and enthusiasm was remarkable. This project can be added to the growing list of successful cooperative ventures that are making possible the preservation of Canada's published heritage for the benefit of future generations. ♦



## RESOURCE SHARING

# Saskatchewan's Multitype Legislation: The Libraries Co-operation Act

by Marilyn Jenkins,  
Multitype Library Services, Saskatchewan Provincial Library

**T**he Province of Saskatchewan has passed new legislation that will foster greater cooperation and resource sharing among all types of libraries. On December 31, 1996, the Libraries Co-operation Act laid the groundwork for the development of a multitype library system in Saskatchewan.

The multitype library system will establish a network of autonomous libraries and information providers to share services and resources. The legislation provides for the establishment of a multitype library board to bring together decision-makers, including trustees, administrators, and senior staff from the library sectors (university, school, public and special) participating in the network.

The Libraries Co-operation Act also defines the role of the Saskatchewan Provincial Library in ensuring the development of the multitype library system, and describes how libraries from each sector can voluntarily enter into multitype agreements. Formal agreement will be required to allow libraries from each sector to share their resources across jurisdictional boundaries.

The Libraries Co-operation Act was brought forward at the recommendation of the Multitype Library Development Advisory Committee, appointed in 1994 in response to a request from the province's library community, and given the responsibility of developing a detailed strategic plan for implementing a multitype library system for

Saskatchewan. The Committee included representatives from each library sector and other decision-makers, including library trustees, school trustees, the Saskatchewan Urban Municipalities Association, the Saskatchewan Association of Rural Municipalities, and the provincial government. Following extensive consultation with the library community in

Saskatchewan, the Committee released its final report, *Think Globally...Search Locally: A Strategic Plan for the Implementation of a Multitype Library System in Saskatchewan*, in the spring of 1996.

Saskatchewan has a strong tradition of resource sharing, and building on that tradition will bring great benefits. This legislation will ensure maximum use of local library resources across all sectors within communities. Library users, especially those in rural areas, will benefit from faster access to information and increased access to the most accurate, up-to-date resources.

For more information, please contact:  
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Internet: jenkins@provlib.lib.sk.ca ♦

## CANADIANA

## SAVOIR FAIRE:

## Spanning the Centuries

Art historian Rosalie Smith McCrea presented the fifth in the "Savoir Faire" series of seminars on January 21, "Virtue and Commerce: The Picturesque Aesthetic in Jamaica as Seen by Beckford, Robertson and Boydell". Her research on images of Blacks in Western art during the eighteenth and nineteenth centuries has evolved through her work on a Ph.D. thesis entitled "British Painting and the Debates about Slavery and Emancipation, 1760-1840", as well as a section on the Colonial British West

Indies that she wrote for *The Image of the Black in Western Art: The Eighteenth Century* (Harvard University Press for the Menil Foundation Inc., forthcoming). In her research, Ms. McCrea used British periodicals and British official publications from the National Library's collections.

Ms. McCrea offered a fascinating examination of the picturesque style of landscape painting as illustrated in the works of the eighteenth-century English artist George Robertson. Paintings in this style, which presented



idealized landscapes with individuals shown as types and classical allusions, were popular among gentlemen landholders because they were indicators of power, prestige and taste. In their understanding of the concept of civic humanism, the landed gentry,

whose wealth was part of the economy of slavery, linked property ownership with virtue. George Robertson painted a series of views of Jamaica for his patron William Beckford, a sugar plantation owner, including three which featured Beckford's plantation.

Using the picturesque style, Robertson presented a neutralized vision of the horrors of slavery and plantation life which would be pleasing to Beckford and permit him to maintain his image as a civic humanist.

SAVOIR FAIRE:

## In the Middle

Since the Second World War, Canada has been identified with collective world security, particularly peacekeeping, and the founding of many international organizations, including the United Nations. Lester B. Pearson, former Prime Minister and president of the UN General Assembly in 1952-1953, won the Nobel Peace Prize in 1957. In 1988, another Nobel Peace Prize was awarded to Canada, recognizing the contribution made by Canadian soldiers and other armed forces to world peacekeeping. Peacekeeping and mediation are extensions of the role of a "middle power", a role that can be traced back to the Second World War.

Boris Stipernitz is a Ph.D. candidate at the University of Cologne, Germany. Specializing in Canada's role in international relations, he has been conducting much of his research at the National Library of Canada and other institutions in Ottawa. His presentation in the "Savoir Faire" series of seminars on March 18 provided new insight into a topic significant to Canadian military and diplomatic history. The presentation, "The Great Middle Power Swindle: Canada and the Founding of the United Nations, 1939-1945", was based on work he has done for his dissertation (due to be completed in 1998). His talk was attended by staff

members of the National Library, the National Archives of Canada, and members of the military and diplomatic historical community.

Mr. Stipernitz provided the background to the evolution of Canada's present role in international affairs, beginning with the country's involvement in the League of Nations. Along with a historiographical overview of major academic works, he also gave more detailed analysis of events between 1939 and 1945.

The Second World War transformed Canada, which won recognition as a major ally of the United Kingdom and a leader in production among the Allies. Canada earned respect abroad and confidence at home with its increased industrial power and its military and scientific capacity. At the end of the war, Canada sought a role in world affairs in accordance with its contribution to the war effort. This approach was based on the principle of "functional representation", i.e., participation according to capability. Canada also participated in the founding of the United Nations at the April 1945 San Francisco Conference, as well as the founding of the World Bank, the International Monetary Fund and the International Civil Aviation Organization. By 1947, the number of Canadian diplomatic missions abroad had increased considerably, a reflection of a more active role in international affairs.

During this period the concept "middle power", as distinct from "great power" or "small power", began to be

used more frequently in the popular press and in the academic, diplomatic and government communities. At the San Francisco Conference in 1945, Canada pressed strongly for an increased role for the middle powers in the United Nations. Instead of coordinating its policies with other middle powers like Australia, the Netherlands, and Brazil, Canada often acted alone and unilaterally. Mr. Stipernitz pointed out that Canada might have achieved more with the organized support of these other countries in the attempt to develop the middle power role in the United Nations.

Mr. Stipernitz's approach departs from traditional interpretations by emphasizing the role of public opinion during the period under study, as distinct from an interpretation which relies solely on the workings of bureaucracy. In the measurement of public opinion, he was able to utilize important document collections at the National Library, including newspapers, scholarly journals and popular magazines. Unique publications in the Library's collection include documents of the Wartime Information Board published during the period, such as public opinion surveys, press surveys and correspondent field reports.

Various communities in Ottawa, including the academic and government sectors, have a high degree of interest in the topic of Mr. Stipernitz's thesis. A lively discussion period followed the presentation. ♦



## PUBLIC PROGRAMS

## An Illustration of Art: Exhibition Opens

**C**ascades of balloons throughout the main lobby set the tone for the opening of the National Library's newest and perhaps most colourful exhibition. "The Art of Illustration: A Celebration of Contemporary Canadian Children's Book Illustrators" opened to a cheerful crowd on April 23, which was also celebrated as Canada Book Day and



Left to right: Marie-Louise Gay, Lawrence Martin, Marianne Scott.



Marie-Louise Gay: her young readers are some of her best critics.

International Book and Copyright Day. Following a welcome from National Librarian Marianne Scott, and a few words from Lawrence Martin, the originator of the idea for Canada Book Day, more than 250 guests of all ages drew close to the podium to listen to author-illustrator Marie-Louise Gay as she talked vividly about her work, her ideas, and the inspiration she draws from her fans.

"The Art of Illustration" is open from 9:00 a.m. to 10:30 p.m. daily until Sunday, December 7, in the main exhibition room at 395 Wellington Street, and is free of charge. The exhibition and its support material, including biographies and bibliographies, can be consulted at the National Library's Web site (address: <http://www.nlc-bnc.ca/events/illustra/eintro.htm>).

Souvenir posters (price: \$3.00 each) and T-shirts (sizes 6-8 and 10-12 for children, price: \$12.00 each, L and XL for adults, price: \$15.00 each) are available from the Friends of the National Library. To get in touch, telephone (613) 992-8304, fax (613) 943-2343, or e-mail this address:



Marie-Louise Gay and Kevin McDonnell, one of the many young fans who appeared with copies of her books for autographing.



Viewing the exhibition.



Visitors can read "real" books and check out a "virtual" version of the exhibition.

friends.amis@nlc-bnc.ca, or check out the Friends' boutique (address: <http://www.friends/eboutiqu.htm>).

For information about the exhibition, see "Eyeing Illustration: A New Exhibition at the National Library of Canada", *National Library News*, vol. 29, no. 6, June 1997, pp. 15, 17, or contact:

Andrea Paradis  
Exhibitions and Liaison Officer  
Public Programs  
Research and Information Services  
National Library of Canada  
395 Wellington Street  
Ottawa, Ontario  
K1A 0N4  
Telephone: (613) 992-3052  
Fax (613) 947-2706  
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Internet: [andrea.paradis@nlc-bnc.ca](mailto:andrea.paradis@nlc-bnc.ca)

For more information about Canadian children's literature and illustrations, please read on! ♦



"THE ART OF ILLUSTRATION" AND CONCEPT BOOKS:

## The Art of Ann Blades, Elizabeth Cleaver, Marie-Louise Gay, Roger Paré, Erica Rutherford and the Students of Anne and Alex Wyse

by Mary Collis,  
*Canadian Children's Literature Service*

"The Art of Illustration", the National Library's current exhibition, recognizes and honours the talent of contemporary Canadian children's book illustrators. More than 70 books and 125 paintings, sketches, and other works of art created for reproduction in children's books are on display. Many pieces are from the National Library's Literary

Manuscript Collection; others were lent to the Library especially for the exhibition. There is something for everyone. Alan Daniel's realistic oil paintings, James Houston's careful ink drawings, Elizabeth Cleaver's layered collages, Michèle Lemieux's luminescent watercolours — these are some of the delights that make the exhibition a feast for the eyes.

In one corner of the exhibition hall the visitor will find illustrations created for books for very young children. These "concept books", by Ann Blades, Erica Rutherford, Elizabeth Cleaver, Roger Paré, Marie-Louise Gay and Anne and Alex Wyse, help children to learn their ABCs and their numbers, and to understand concepts such as size and



shape. As children “read” the pictures in their first books, they also absorb the ideas and facts implicit in the illustrations. They may recognize familiar objects and settings in the pictures and so begin to develop visual literacy. They take the first steps in developing an appreciation of art.

When Ann Blades’ publisher asked her to do an alphabet book, she started by checking the local library to see what had already been done. “I made long lists of possible words for each letter, and spent a couple of months thinking about a book. Finding a unifying theme for 26 words that would interest young children and



provide for interesting illustrations was far more difficult than I had imagined. It was summer time, and I was doing Crescent Beach paintings for a show at the Bau Xi Gallery in Vancouver. One day while I was painting the idea of a book about a day at the beach just came to me. I quickly went through the difficult letters — quvxy and z, and realized that the theme would work. It was an exciting day. The problem letters were taken care of, z would provide a quiet ending to the book, and the paintings were ones that I would really enjoy doing.”<sup>1</sup>

Each of the 26 seaside watercolours which she prepared for the book imparts the traditional approach of one idea or concept per letter: “P” for “Pail”, “Q” for “Quilt”. At the same time, each illustration transmits to the child reader a sense of Canada’s West Coast and suggests many activities for a lazy afternoon at the beach.

Another Canadian coast provides a unifying theme for the alphabet book by Erica Rutherford, who lent two paintings from *An Island Alphabet* to the National Library for the exhibition. There are both similarities and differences in

the two books: for example, in both, the letter “F” focusses on “fishing”, but “K” in *An Island Alphabet* is used for the “King’s

Playhouse”, giving the book’s content and illustrations a specific location. The reader is pleasantly transported to eastern Canada through the use of colour — rustic red soils, landscapes and seascapes in jewelled blues and greens — and through the depiction of familiar Prince Edward Island sights, including lighthouses, small Atlantic fishing vessels, and L.M. Montgomery’s “Green Gables”.

Elizabeth Cleaver’s tiny ABC is like a toy box filled with treasures for small hands and young minds to enjoy. Her collage technique is perfect for building image upon image so that many examples are provided, in word and picture, for each letter of the alphabet. For



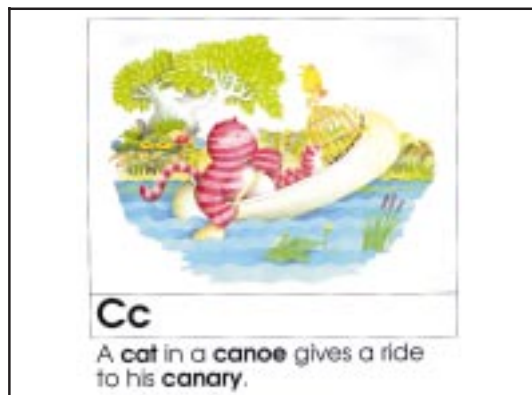
example, the sometimes difficult-to-illustrate letter “U” is used to show a contented unicorn under an umbrella.

Roger Paré’s humorous ink and watercolour illustrations for his alphabet book are part of a boxed

### The quirky, offbeat illustrations reflect the absurdities in the accompanying text.

learning set with a book, games, puzzles, and posters designed to make learning fun. The quirky, offbeat illustrations reflect the absurdities in the accompanying text. A special feature found in Paré’s choice of words allows the illustrations to be used in





which were written by someone else, she wanted to write and illustrate her own stories. Daunted by the prospect of writing text, she planned a simple concept book where only a few words per page and a minimal storyline would be required. The result was *De Zéro à Minuit*, an unconventional counting book in which the cardinal numbers

illustrations for *The Fabulous Song*, by Don Gillmor.

The last illustrations in the concept books corner were created by school children. In a uniquely cooperative enterprise, teacher Anne Wyse, her husband Alex, an artist, and Anne's grade-school students used art created by the children to develop, lay out and compile three children's books: *Alphabet Book* in 1968, *The One to Fifty Book* in 1973, and *History Mystery, The Ottawa Book* in 1981. The "manuscripts" for the publications were acquired by the National Library of Canada in 1990 and include a composite of original drawings, lino

both English and French versions of the book. "A cat in a canoe gives a ride to his canary" in *ABC: Read with Me* becomes "Un chat dans un canot promène son canari" in *L'Alphabet*. Paré claims that, for him: "The image speaks all languages — it's marvellous!"<sup>2</sup>

Marie-Louise Gay, the keynote speaker at the opening of "The Art of

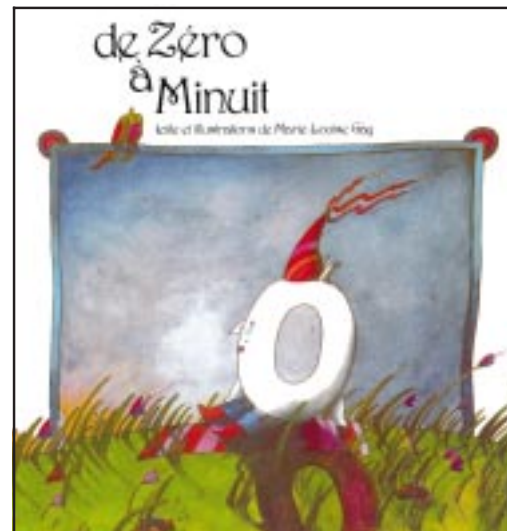
take on human personalities as they dance, skate, or practise magic across the pages in Gay's characteristic light-hearted and imaginative style. In another concept book, *Petit et grand* (one of four books in the "bébé livre" series, *Drôle d'école*), Gay tackles comparisons such as "big and small", "high and low", and "fast and slow". In this book, Gay's evolving interest in colour,

## "The image speaks all languages — it's marvellous!"

Illustration" on April 23, has been creating books for young children for over two decades. In the early stages of her career, after illustrating three books

form and design, and her sense of fun, are all evident. The Canada Council described the illustrations as bold, whimsical,

and charming when awarding *Drôle d'école* the 1984 Children's Literature Prize for illustration in a French-language book. When Gay won the same prize that year for an English-language book, *Lizzy's Lion* (written by Dennis Lee and on display in another part of the exhibition), she commented on the attention drawn by the double award: "After all, the prizes were given for illustration, which has a language all its own."<sup>3</sup> She has won many other literary awards and, most recently, won a 1997 Mr. Christie Book Award for her



blocks, enlarged typography — all by children — complete with proofs and documentation showing all aspects of the publishing process. The cat who makes such a striking appearance on the exhibition poster and brochure is from Wyse's *Alphabet Book*.

Imaginative illustrations and creative concepts dramatically demonstrate the delights of learning and laughing in beautiful books for Canadian children! To see these and other illustrations for children's books, visit "The Art of Illustration: A Celebration of Contemporary Canadian Children's Book Illustrators" from 9:00 a.m. to 10:30 p.m. daily in





the main exhibition room at 395 Wellington Street (until December 7, 1997) or check out the World Wide Web version of the exhibition (address: <http://www.nlc-bnc.ca/events/illustra/eintro.htm>).

For more information about children's literature and illustrations at the National Library of Canada, contact: Mary Collis  
Canadian Children's Literature Service

Telephone: (613) 996-7774  
Fax: (613) 995-1969  
TTY: (613) 992-6969  
Internet: [mary.collis@nlc-bnc.ca](mailto:mary.collis@nlc-bnc.ca)

For more information about the exhibition, contact:

Andrea Paradis  
Public Programs  
Telephone: (613) 992-3052  
Fax: (613) 947-2706  
TTY: (613) 992-6969  
Internet: [andrea.paradis@nlc-bnc.ca](mailto:andrea.paradis@nlc-bnc.ca)

Mailing address for both:  
National Library of Canada  
395 Wellington Street  
Ottawa, Ontario  
K1A 0N4 ♦

#### Notes

<sup>1</sup>From Ann Blades' acceptance speech upon winning the first Elizabeth Mrazik-Cleaver Canadian Picture Book Award on November 17, 1986 for *By the Sea: An Alphabet Book*, quoted in *Newsletter*, vol. 9, no. 1, Spring 1987, published by International Board on Books for Young People - Canadian Section.

<sup>2</sup>Translation of "L'image parle toutes les langues: c'est merveilleux!", quoted in "Roger Paré: illustrateur" by Monique Poulin in *Lurelu*, vol. 7, no. 1, Printemps-Été, 1984, p. 18, published by Communication-jeunesse.

<sup>3</sup>Quoted by Leacy O'Brien in "An Interview with Marie-Louise Gay", *CM*, vol. 17, no. 2, March 1989, p. 54, published by the Canadian Library Association.

## Coming in August: Books Alive!

To celebrate the work of the Canadian children's book illustrators featured in the National Library's exhibition, "The Art of Illustration", four well-known Canadian writers and artists have been invited to visit during the month of August to talk about their work. Everyone is welcome to attend, especially children! Two events will be held in French and two in English. Join us!

**Marie-Louise Gay**  
Thursday, August 7, at 10:00 a.m.  
(Room 156)

Award-winning writer and illustrator Marie-Louise Gay will talk about her work, demonstrate her style of illustration and read from some of her books. She has written or illustrated more than 20 books, which have been translated into many languages. Marie-Louise's illustrations are represented in the exhibition, and her literary manuscripts are held at the National Library. Suitable for ages 5-9. In French.

**Janet Lunn**  
Thursday, August 14, at 10:00 a.m.  
(Main Lobby)

The award-winning author of *The Root Cellar* and *Shadow in Hawthorn Bay*, and co-author of *The Story of Canada*, will read from her works and talk about her life as a writer. Janet Lunn's manuscripts are held at the National Library. Suitable for ages 6-12. In English.

**Stéphane Poulin**  
Thursday, August 21, at 10:00 a.m.  
(Main Lobby)

Stéphane is an award-winning writer and illustrator best known for his fictional cat, Joséphine, who appears in *As-tu vu Joséphine?* and *Peux-tu attraper Joséphine?* His book *Ah! Belle Cité/A Beautiful City* is displayed in the exhibition. Suitable for ages 5-9. In French.

**Tim Wynne-Jones**  
Thursday, August 28, at 10:00 a.m.  
(Room 156)

Tim Wynne-Jones has won many major awards for children's writing in Canada. His series about Zoom the cat appeals to younger children, while older children enjoy books like *The Maestro*. Suitable for ages 5-10. In English.

Come and enjoy spending time with some of Canada's favourite authors and illustrators! ♦

#### Correction

Please note that an incorrect fax number was given for the Reference and Information Services Division in the article "Library and Information Science: A Unique Service of the National Library of Canada" (*National Library News*, vol. 29, no. 5, May 1997, p. 7). The correct fax number is (613) 943-1112.





# A Century of Music in Montreal

by Jeannine Barriault,  
Research and Information Services

For July and August, the National Library of Canada Music Division has prepared an exhibition of documents from the archival holdings of four Montreal musicians whose reputations extend far beyond that city. Alfred LaLiberté, John Newmark, Otto Joachim and André Prévost have all made their own special contributions to Canadian musical history.

During his two periods of study in Berlin, very early in this century, pianist Alfred LaLiberté rubbed shoulders with Glazunov, Rachmaninoff and other contemporary celebrities. He developed enduring friendships with, among others, composers Alexander Scriabin, Nicolas Medtner and Marcel Dupré. On his return to Montreal in 1911, he received members of the Canadian and foreign musical communities at his St. Catherine Street "studio", which he opened that year. LaLiberté's exceptional experience benefitted his students, whose ranks included Marie-Thérèse Paquin, Hector Gratton and Wilfrid Pelletier.

In 1944, internationally renowned pianist John Newmark settled in Montreal. An inspired musician, he accompanied hundreds of artists during their prestigious careers: contraltos Kathleen Ferrier and Maureen Forrester, soprano Pierrette Alarie and her husband, tenor Léopold Simoneau, violinist Noël Brunet and cellist Paul Tortellier among them. A man of great refinement, Newmark was devoted to painting and took a great interest in local literature. Gabrielle Roy's *Where Nests the Water Hen* was translated into German thanks to his efforts.

At age 87, Otto Joachim is continuing his composing activities with great energy and still arouses the interest of the musical world, as witnessed by the recent premieres of two of his works for large orchestras: *Métamorphoses* (Liège, Belgium, November 1996) and *Asia* (Montreal, April 1997). In the mid-1950s, shortly after his arrival in Canada, he established his own electroacoustic music studio. During the same period, this versatile musician founded the Montreal Consort of Ancient Instruments, for which he made his own instruments.

The works of composer André Prévost are often heard and appreciated by audiences in Canada and elsewhere. These works include the cantata *Terre des hommes*, selected for the opening of the Expo 67 World's Fair in Montreal, and the *Cantate pour cordes*, commissioned and presented in 1987 in seven Canadian cities by internationally renowned violinist Sir Yehudi Menuhin. Parallel to this creative activity (60 major works to date), Prévost has devoted some 30 years of his life to teaching music at the Université de Montréal.

Those wishing to know more about these four musicians are invited to consult the National Library's music archives.

For more information on the exhibition, please contact:  
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Music Division  
National Library of Canada  
395 Wellington Street  
Ottawa, Ontario K1A 0N4  
Telephone: (613) 996-2300  
Fax: (613) 952-2895  
TTY: (613) 992-6969  
Internet: mus@nlc-bnc.ca ◆

## Did You Know...

that *The André Prévost Fonds: Numerical List* is now available on the National Library's Web site? This is the first appearance of a publication on the Library's music archives on the Web. *The André Prévost Fonds: Numerical List* primarily illustrates the activities of the musician as composer and teacher. The André Prévost fonds comprises:

- some 60 manuscript works and their drafts
- sound recordings of Prévost's works
- photographs
- teaching notes and comments concerning his students
- documents describing other activities such as the presidency of the Groupe Nouvelle Aire and his role as adjudicator in various competitions.

Researchers interested in André Prévost's archives are invited to consult the numerical list of the fonds at: <http://www.nlc-bnc.ca/pubs/fonds/prevost/eprevost.htm>, or to request paper copies from:

Marketing and Publishing  
National Library of Canada  
395 Wellington Street  
Ottawa, Ontario  
K1A 0N4  
Telephone: (613) 995-7969  
Fax: (613) 991-9871  
TTY: (613) 992-6969  
Internet: publications@nlc-bnc.ca  
Price: \$20.81, plus shipping and handling, in Canada, \$20.81 (U.S.), plus shipping and handling, outside Canada ◆



## Training Schedule

Access AMICUS is available to Canadian libraries, other institutions and individual researchers. It provides access to the AMICUS database via Datapac, the Internet or iNet. Training is offered across Canada. Training is recommended for efficient and effective use of the Access AMICUS service. Each user must sign an agreement concerning the use of Access AMICUS.

To register for a session, please call Information Technology Services at (819) 997-7227, Fax (819) 994-6835, TTY (613) 992-6969, X.400: [cic-its]gc+nlc.bnc\govmt.canada\ca, or Internet: [cic@nlc-bnc.ca](mailto:cic@nlc-bnc.ca). Registrations must be received by the deadline date for the session, as indicated in the training schedule. Sessions will be held only if the number of registrants is sufficient.

For new clients, the cost for training is \$315.00\* per participant (including documentation and technical setup). For current clients, cost of training is \$225.00\* per participant. Training fees are payable upon receipt of an invoice following the training. Registered participants who cancel one week or less prior to a session will be billed the training charges.

The National Library also offers on-site Access AMICUS training for groups, subject to the availability of trainers. Contact the Access AMICUS Coordinator regarding costs of specialized sessions.

Charges for the use of Access AMICUS following training are moderate. A minimum of \$40.00 is charged every three months if the system has been used during that period.

\* Taxes not included

Note: Prices may be subject to changes.

Registration deadline	Location	Session Date
September 5	Public Service Commission Toronto, Ontario	September 30- October 1 <b>(in English)</b>
September 26	McGill University Montreal, Quebec	October 21-22 <b>(in English)</b>
October 3	Red River Community College Winnipeg, Manitoba	October 21-22 <b>(in English)</b>
October 24	ITS National Library of Canada Hull, Quebec	November 4-5 <b>(in French)</b>
October 24	Alberta Research Council Edmonton, Alberta	November 18-19 <b>(in English)</b>
November 14	ITS National Library of Canada Hull, Quebec	November 25-26 <b>(in English)</b>



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