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#### **ABSTRACT**

This guide to reference materials on the management of scientific and technical libraries updates and expands LC Science Tracer Bullet 76-1. While the guide is not intended to be a comprehensive bibliography, the compilation does provide the user with a representative sample of types of materials available and suggestions on appropriate terminology for conducting searches. The publication includes both specific bibliographical citations and general\recommendations. Materials are listed in the following categories: general introductions; subject headings used by the Library of Congress; basic texts; specialized texts; related titles; handbooks and case studies; encyclopedias and directories; bibliographies; state-of-the-art reviews and conference proceedings; abstracting and indexing services; journals; representative journal articles; indexes and guides to reports and other types of literature; selected technical reports; selected materials available in the Library of Congress Science Reading Room pamphlet boxes; and names, addresses, and telephone numbers of five associations that can provide additional information. (THC)



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SCIENTIFIC AND TECHNICAL LIBRARIES: ADMINISTRATION AND MANAGEMENT Compiled by Constance Carter

TB 84-5

October 1984

SCOPE: A guide to materials on the management of scientific and technical libraries which updates and expands LC Science Tracer Bullet 76-1. Not intended to be a comprehensive bibliography, this compilation is designed--as the name of the series implies--to put the reader "on target."

### INTRODUCTIONS

Drake, Miriam A. Information management and special librarianship. Special libraries, v. 73, Oct. 1982: 225-237.

Pamphlet box\* and Z671.S72

Library management in review. Alice Bruemmer, editor. New York, Special Libraries Association, 1981. 104 p. "Chiefly articles from Library management bulletin, 1978-1980."

Management of sci-tech libraries. Ellis Mount, editor. New York, Haworth Press, c1984. 169 p. Z675.T3M36 1984\* "Has also been published as Science & technology libraries, volume 4, number 3/4, spring/summer 1984. Includes bibliographical references.

SUBJECT HEADINGS used by the Library of Congress, under which books on the administration and management of scientific and technical libraries can be located in most card, book, and online catalogs, include the following:

> LIBRARY ADMINISTRATION (Highly relevant) LIBRARY PERSONNEL MANAGEMENT (Highly relevant) LIBRARY PLANNING (Highly relevant)

see also specific areas of interest, e.g., LIBRARY FINANCE; TECHNICAL REPORTS; REFERENCE SERVICE (LIBRARIES); CATALOGING; COLLECTION DEVELOPMENT; LIBRARIES -- AUTOMATION; etc.

LIBRARIES, SPECIAL--ADMINISTRATION (Highly relevant)

SCIENTIFIC LIBRARIES (Highly relevant)

TECHNICAL LIBRARIES (Highly relevant)

MEDICAL LIBRARIES (Relevant)

HOSPITAL LIBRARIES (Relevant)

ENGINEERING LIBRARIES (Relevant)

<sup>\*</sup>Available in the reference collection, Science Reading Room



AGRICULTURAL LIBRARIES (Relevant)
INFORMATION SERVICES--ADMINISTRATION (Relevant)
SCIENCE--INFORMATION SERVICES--ADMINISTRATION (More general)
TECHNOLOGY--INFORMATION SERVICES--ADMINISTRATION (More general)
INFORMATION STORAGE AND RETRIEVAL SYSTEMS (More general)

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See: Administration

Budgets

Collection Management

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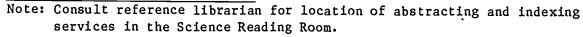
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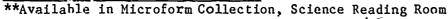
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# ADDITIONAL SOURCES OF INFORMATION

Library Administration and Management Association American Exbrary Association 50 East Huron Street Chicago, Illinois 60611 Telephone: (312) 944-6780

Office of Management Studies. Association of Research Libraries 1527 New Hampshire Avenue, N.W. Washington, D.C. 20036 Telephone: (202) 232-8656

Medical Library Association 919 North Michigan Avenue Suite 3208 Chicago, Illinois 60611 Telephone: (312) 266-2456

Special Libraries Association 235 Park Avenue South New York, New York 10003 Telephone: (212) 477-9250

For the names and addresses of other organizations call or write

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