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ABSTRACT

This guide to reference materials on the management of scientific and technical libraries updates and expands LC Science Tracer Bulletin 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. Z678.L4854
"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)

*Available in the reference collection, Science Reading Room

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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
Cost
Evaluation
Scientific & Technical Information
Special Libraries

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See: Administration
Management
Management Information for Libraries
Management Information Systems
Science and Technology
Technological University Libraries
Technology and Science

Note: Consult reference librarian for location of abstracting and indexing services in the Science Reading Room.

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See: Administration
 Industrial Libraries
 Information Brokers
 Information Services--Administration
 Planning, Library
 Scientific and Technical Libraries
 Special Libraries--Administration

Magazine Index (1979-) uncataloged SocSciRR

See: Library Administration
 Libraries--Evaluation
 Library Personnel Management
 Scientific Libraries
 Technical Libraries
 Technical Reports

JOURNALS that often contain articles on the administration and management of scientific and technical libraries are

Information and Library Manager Z678.I514
Journal of Library Administration Z678.J68
 Library Administration and Management Association. LAMA
Newsletter Z678.A67a
Library Management Bulletin Uncataloged
 Medical Library Association. Bulletin Z675.M4M4
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See: Libraries
Library Administration

Resources in Education (1966-) Z5813.R4 SocSciRR

See: Library Administration
Library Automation
Library Planning

Scientific and Technical Aerospace Reports (1963-) TL500.S35*

See: Information Management
Libraries

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ADDITIONAL SOURCES OF INFORMATION

Library Administration and Management Association
American Library 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

National Referral Center
Library of Congress
Washington, D.C. 20540
Telephone: (202) 287-5670