

**Basic Subject Cataloging Using LCSH
Workshop Needs Assessment**

Please answer the following questions to help the instructors determine areas to stress in this Workshop. Return your completed Needs Assessment to the sponsor of your Workshop as instructed.

I. Information about you

What kind of library do you work in?

- National library
- Large academic/Research
- Small academic/Community college
- Special library (e.g., law, theology, art, hospital, museum, etc.)
- Public library
- Corporate/Commercial
- National government (e.g., federal agency, military, etc.)
- State/province or Local government
- School (for ages 5-18)
- Other. Please identify type: _____

What is your experience?

- years cataloging
- years using MARC formats
- years assigning Library of Congress Subject Headings
- years performing database maintenance of subject headings
- years using other subject heading systems; please explain:

- I am not a cataloger: please explain what your job entails:

Which bibliographic utility or utilities do you use?

- OCLC
- Other. Please identify: _____

Do you participate in: SACO NACO BIBCO CONSER

If you catalog in a particular subject area or format, please identify it:

In what areas do you typically have problems or questions:

- determining what a work is about
- finding appropriate headings in LCSH
- assigning subdivisions
- determining the order of subdivisions
- interpreting information in authority records
- MARC tagging
- other:

Which SCCTP, CCT and Cat21 workshops have you previously attended?

- Advanced Serials Cataloging
- Basic Creation of Name and Title Authorities
- Basic Serials Cataloging
- Basic Subject Cataloging Using LCSH
- Digital Project Planning & Management Basics
- Electronic Serials Cataloging
- Fundamentals of Series Authorities
- Fundamentals of Library of Congress Classification
- Integrating Resources Cataloging
- Metadata & Digital Library Development
- Metadata Standards & Applications
- Principles of Controlled Vocabulary & Thesaurus Design
- Rules & Tools for Cataloging Internet Resources
- Serials Holdings

II. Expectations for the course

This course is intended to teach general skills in subject analysis using LCSH. The core sessions of the course are followed by two sessions with a more specialized focus. One or both of these sessions can be omitted if the workshop runs less than two full days. Please rank (1-2) the sessions of greatest interest to you:

Specialized subject areas and formats: highlights special practices in subject cataloging for history, music, literature, serials, electronic resources, and cartographic materials.

Introduction to SACO: provides a very brief introduction to the Subject Authority Cooperative Program and to the process of proposing a new subject heading.

Do you have any other comments on what you hope to learn from this workshop?