

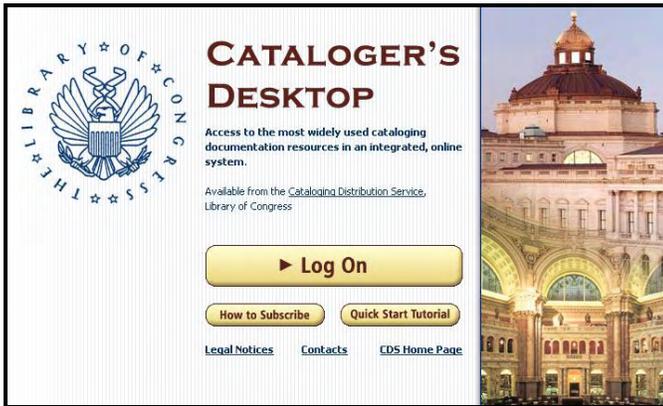
Cataloger's Desktop:
A Comparison of Versions
CD 2.0 and CD 3.0

Anna M. Ferris
University Libraries
University of Colorado at Boulder
Norlin Library, Cataloging Dept.

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INITIAL LOGIN

The first notable difference occurs upon opening the program: **CD2** used two login screens and required a pre-assigned user ID and password.



(CD2—Login Screen #1)



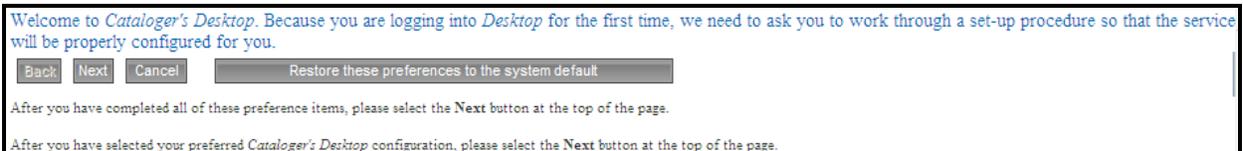
(CD2—Login Screen #2)

CD3 uses one login screen and only requires a user's personal email address and password.



(CD3—Login Screen)

NOTE: When logging into **CD3** *for the first time*, users will be prompted to set up their Preferences—the set of cataloging resources they will need to access most often.



(CD3—Initial Login Prompt to Set Preferences)

PREFERENCES SET-UP

CD3 offers a three-step process for establishing a user's Preferences at the initial login.

A. General Preferences screen: (partial screen view)

General preferences

On this page, you provide basic identification so that *Desktop* will know who you are. Your login is unique to you and accesses your *Desktop* configuration, as well as all of your customizations (i.e., bookmarks, notes) and search history. This means that you have more flexibility to set up the service the way you want it.

Note: The name and email address you provide here is used solely for accessing *Cataloger's Desktop* and will not be shared with others.

Please select the user interface language you would prefer to see.

Language

Please specify your first and last names.

First name

Last name

Please specify your email address.

Email address

Please enter a new password below

New password

Confirm password

B. Your Desktop Configuration screen: (partial screen view)

Your Desktop Configuration

This page allows you to make basic choices about the types of resources you would like to routinely consult. Please take a few moments to complete this page. This will help *Cataloger's Desktop* focus your searches on the resources that best meet your needs.

Country
(Select one of the following)

- United States
- Australia
- Canada
- New Zealand
- United Kingdom
- Other

Language of Interface
(Select one of the following)

- English
- Deutsch
- Español
- Français

Encoding Scheme
(Select all that you wish to routinely consult)

- MARC21
- MAB
- OCLC MARC
- UNIMARC

Metadata

- Dublin Core
- Encoded Archival Description (EAD)
- Learning object Metadata
- Metadata Encoding & Transmission Standard (METS)
- Metadata Object Description Schema (MODS)
- OAI-ORE
- OAI-PMH
- ONIX

C. Table of Contents Preferences screen: (partial screen view)

Table of Contents Preferences

The Table of Contents can be set to automatically update itself as you navigate through *Cataloger's Desktop*. Specify whether you prefer that the Table of Contents automatically synchronize.

Sync Don't Sync

On the **Your Desktop Configuration** page, you described the type of cataloging that you do. The list below shows what resources match that configuration. If you would like to adjust that selection, make your choices and click **Finish** at the top of this page. If you do not want to make changes please save these preferences by clicking **Finish**

Default TOC filter

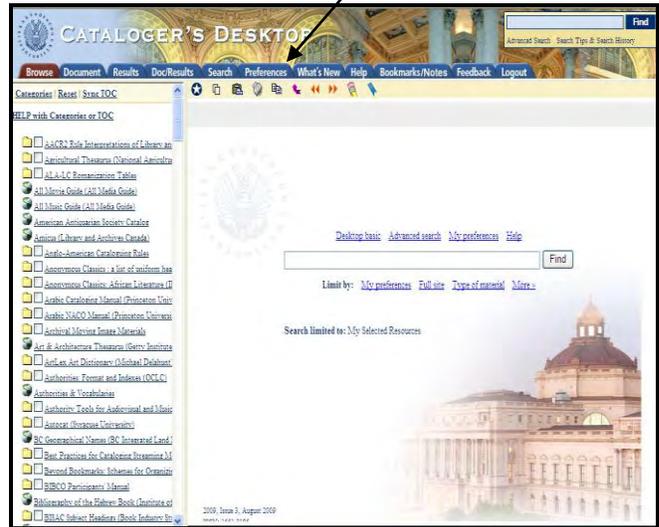
- AACR2: Anglo-American Cataloguing Rules
- AACR2 Rule Interpretations of Library and Archives Canada
- AAT: Art & Architecture Thesaurus (Getty Institute)
- Agricultural Thesaurus (National Agricultural Library)
- ALA-LC Romanization Tables
- All Movie Guide (All Media Guide)
- All Music Guide (All Media Guide)
- American Antiquarian Society Catalog
- Amicus (Library and Archives Canada)
- AMIM: Archival Moving Image Materials
- Anonymous Classics : a list of uniform headings for European literatures (IFLA)
- Anonymous Classics: African Literature (IFLA)
- Arabic Cataloging Manual (Princeton University)
- Arabic NACO Manual (Princeton University)
- ArtLex Art Dictionary (Michael Delahunt)

THE RAIL

An important difference with **CD3** is the vertical navigation bar (*The Rail*) found along the left side of the Table of Contents pane. It replaces the horizontal toolbar tabs used in **CD2**.

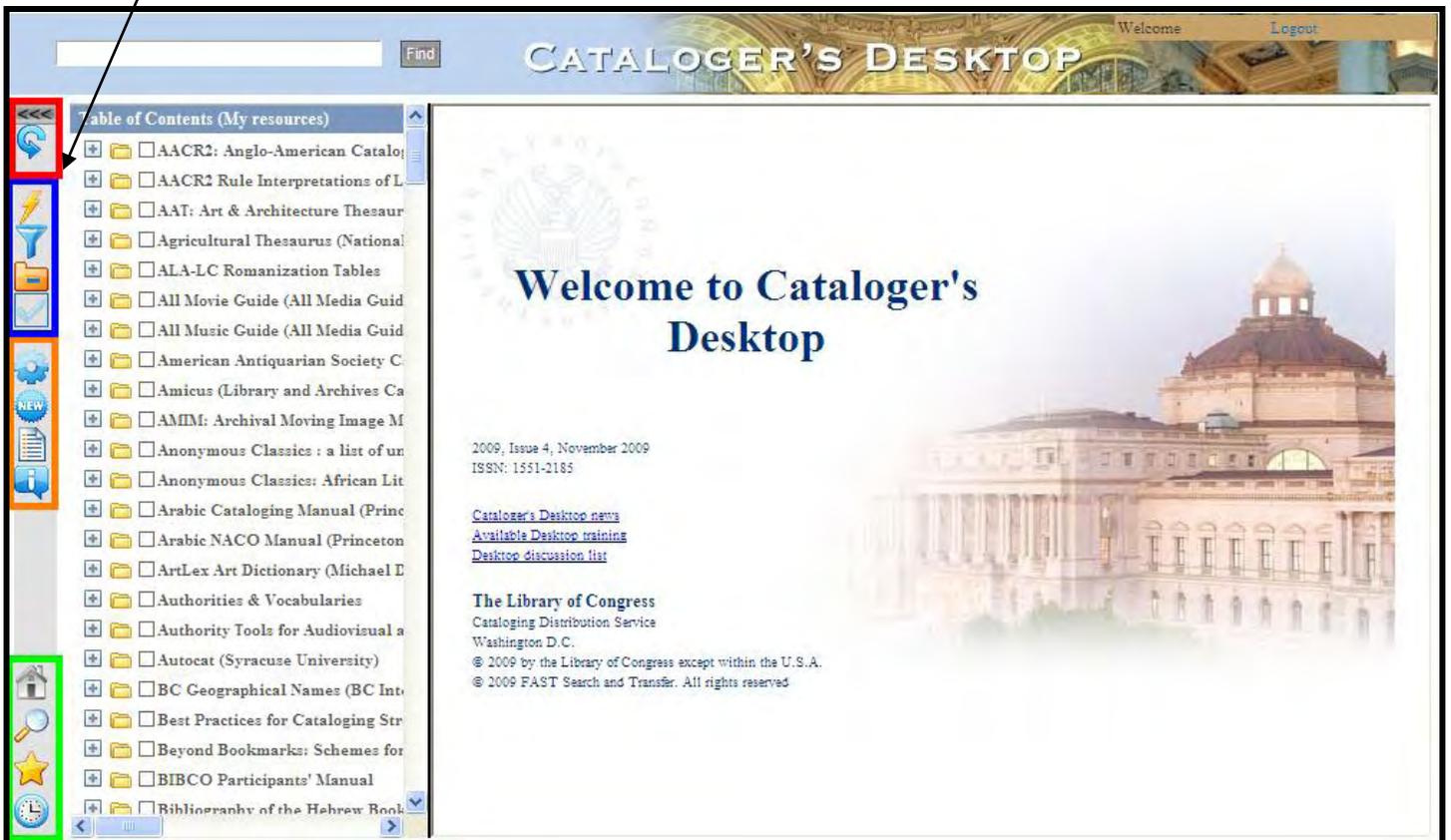


(CD3—The Rail)



(CD2—Toolbar Tabs)

To facilitate this demonstration, the icons on the Rail have been divided into four sections and are color-coded in red, blue, orange or green.

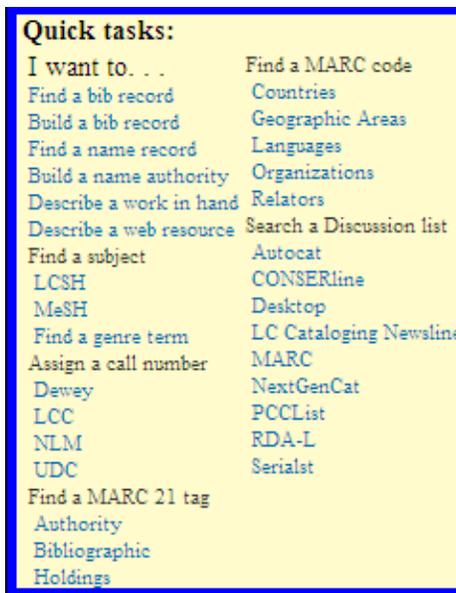


A. The Rail—Red Section

1.   **Hide/Show Rail Pane:** Used to hide or display the TOC pane as well as the Hits, Session History and Bookmarks/Saved Searches panes.
 2.  **Start Over Icon:** This icon replaces the white star icon  used in CD2.
-

B. The Rail—Blue Section

1.  **Quick Tasks:** Used to support specific cataloging tasks or special searches.



(CD3—Quick Tasks Fly-Out Menu)

2.  **Quick Filters:** Used to temporarily consult cataloging resources related to types of materials that users do not catalog on a routine basis.

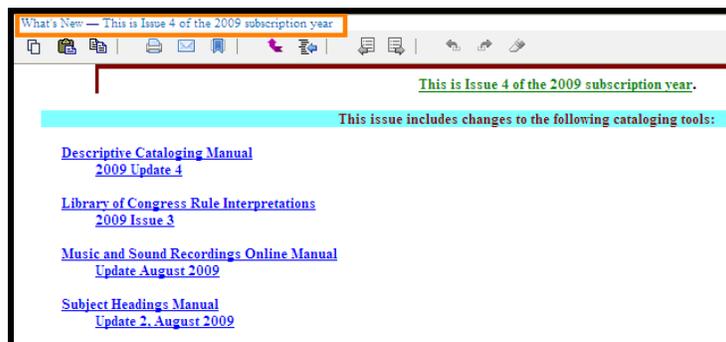


(CD3—Quick Filters Fly-Out Menu)

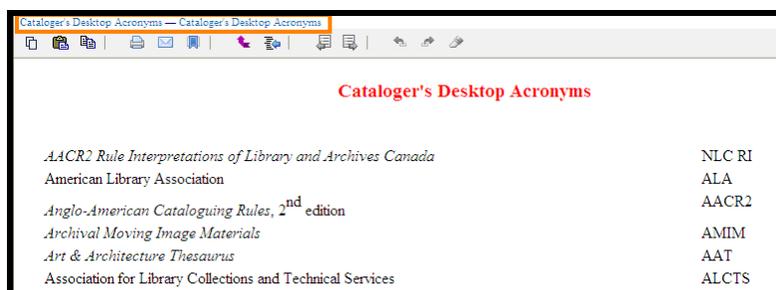
3.  **Collapse TOC:** Used to compress the TOC after it has been expanded.
4.  **Clear TOC Checkboxes:** Used to un-check resources selected during searching.

C. The Rail—Orange Section

1.  **Preferences:** Used to refine the list of resources most relevant to a user's needs.
 - a.  **General Preferences**
Used to establish a user's identification for login purposes.
 - b.  **Your Desktop Configuration**
Used to specify the type of cataloging a user will perform routinely.
 - c.  **Table of Contents Preferences**
Used to set the list of resources a user will be consulting most often.
2.  **What New?** Provides alerts to changes made to resources in the current issue.



3.  **Cataloger's Desktop Acronyms:** Used to clarify resource titles in the TOC pane.



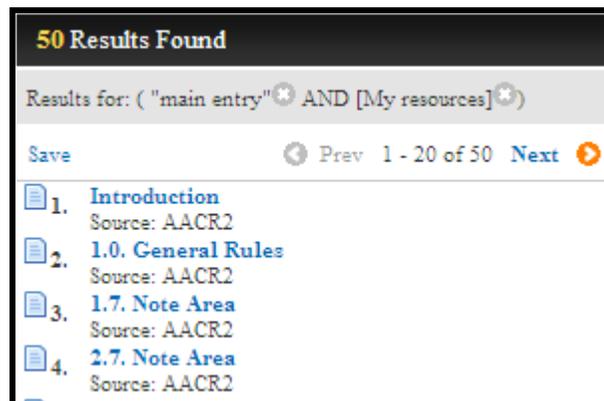
NOTE: Resources in the TOC are listed alphabetically by acronym—a major change from CD2.

-  **Help:** Used to access training resources and other informational documents.

D. The Rail—Green Section

-  **Table of Contents:** Used to return to the TOC list from either the Preferences, Hit List, Bookmarks, or Session History panes.
-  **Hit List:** Used to display the search results or “hits” after a search is performed. *(Users also have the option of saving the search by clicking on the “Save” link.)*

Search term:



(CD3—Hit List Pane) (partial screen view)

Once the Hit List icon is activated, two new icons become accessible on the Rail:

-  **Drill-Down:** Used to pinpoint the most relevant resources for a search.
 -  **Clear Search:** Used to clear the Search Box and return to TOC pane.
-  **Bookmarks & Saved searches:**

Just as in CD2, a document must be opened in order to add a bookmark and to activate the bookmark icon on the horizontal toolbar in CD3.



(CD3—Bookmark Icon)

a. Adding a Bookmark:

There are three steps involved in adding a bookmark.

1.1G3 ← 1. Search term Find

Show My Items Shared Both

To edit the items below click on the icon.

Bookmarks

1.1. Title and Statement of Re...
Edit Bookmark:
Title: 1.1. Title and Statement of Responsibility Area
 My Items Shared
Notes:

To bookmark a specific point in the document, click the bookmark link to bring up the document and scroll to the position in the document.

AACR2: Anglo-American Cataloguing Rules — Part I. Description — Chapter 1. General Rules for Description — 1.1. Title and Statement of Responsibility Area

2. Click bookmark icon

1.1G3.

If describing the item as a unit, transcribe the titles of the individually titled works in the order in which they appear in the chief source of information or, if there is no single chief source of information, in the order in which they appear in the item, treating multiple sources of information as if they were one source (see 1.0A3).

Separate the titles of the works by semicolons if the works are all by the same person(s) or emanate from the same body (bodies), even if the titles are linked by a connecting word or phrase. Follow the title of each work by its parallel title(s) and other title information.

Clock symphony [GMD] : no. 101 ; Surprise symphony : no. 94 / Haydn

(CD3—Bookmark Pane)

Bookmarks can be placed in any part of a document. Simply click in that section of the document in the Document pane. Unless a section is specified, the bookmark will be placed at the top of the document.

NOTE: Instructions are provided in the Bookmark pane for making further edits to a saved bookmark. Saved bookmarks are accessible by clicking on the yellow star icon on the Rail.



(CD3—Bookmarks & Saved Searches Icon)

b. Saving a Search:

To save a search, click on “Save” at the top of the Hit List pane. Saved searches are listed with saved bookmarks and are also accessible by clicking on the yellow star icon on the Rail.

52 Results Found

Results for: ("main entry" AND [My resources])

Prev 1 - 10 of 52 Next

1. Introduction
Source: AACR2

2. 1.0. General Rules
Source: AACR2

3. 2.7. Note Area
Source: AACR2

4. 1.7. Note Area
Source: AACR2

5. 13.2. Analytical Added Entries
Source: AACR2

6. 21.0. Introductory Rules
Source: AACR2

(CD3—Hit List Pane)

Show My Items Shared Both

To edit the items below click on the icon.

Bookmarks

1.1G3

Saved Searches

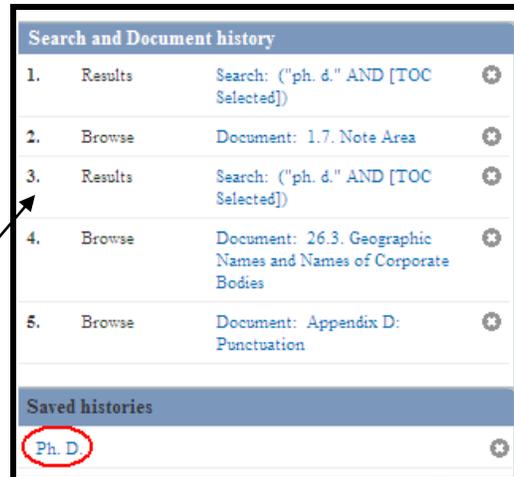
"main entry"

(CD3—Bookmark Pane)

4.  **Session History:**

a. Saving a Search Session:

CD3 offers the option of saving a search session—an option not previously available in **CD2**.



(CD 3—Saved Search Session Window)

The list above shows the steps used in searching for the rule regarding the punctuation of *abbreviations consisting of more than a single letter*, e.g., Ph.D. (SHM—Appendix D—Rule 2g)



Since search sessions involve both search strategies and views of the documents being searched, users have the option of viewing *only* the search strategies **OR** *only* the documents relevant to that saved session. **NOTE:** Users also have the option of deleting any element of the search by clicking on the “X” located to the right of each element.

SEARCHING

NOTE: The settings selected in a user's *Desktop Configuration* (pertaining to the type of cataloging performed) have a major effect on which resources are consulted during a search.

A. The Search Box

The location of the Search Box has shifted in the new version of **Cataloger's Desktop**.



(CD3—Search Box is on the left)



(CD2—Search Box was on the right)

B. Refining a Search

There are two main ways to redefine the selection of resources being searched:

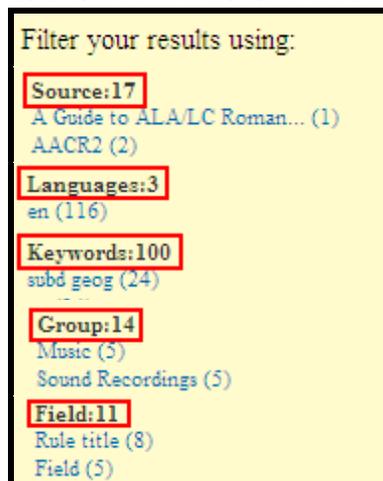
1. **Quick Filters:** Used to access other pre-set resource lists in addition to the user's own *My Resources* list.



(CD3—Quick Filters resources list)

2. **Drill Down:** Provides faceted searching of specific sections within relevant resources. The facets are divided as follows:

- **Source**—*i.e., the document that is being searched;*
- **Language**—*is based on the languages selected in Desktop Configuration;*
- **Keyword**—*the default search strategy used in CD3*
- **Group**—*pertains to the “type of cataloging” selections in Desktop Configuration;*
- **Field**—*refers to independent text within a document.*



(CD3—Drill-Down Facets Options)

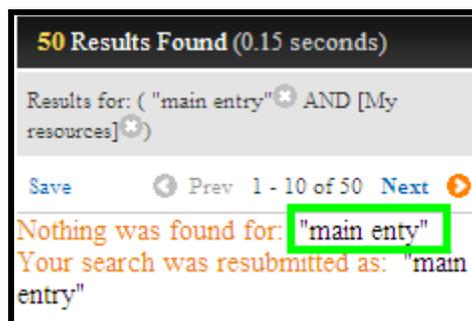
C. New Search Features

1. Dictionaries: Enable the fuzzy matching of terms that are indexed as equivalents.

- American/British English term (i.e., catalog = catalogue; full stop = period)
- Acronyms and Resource Titles (AACR2 = *Anglo-American Cataloging Rules*)
- Synonyms of cataloging-related concepts in 15 languages
(e.g., Attribute = Atribut (*French*) = Merkmal (*German*) = Atributo (*Spanish*))

2. Spell Checking (*Did you mean?*): Used to deal with typos and other spelling errors.

Search term: Find



(CD3—Spell Checker Notice)

3. Relevancy Ranking: Used to match the user's query with the most relevant resources selected in the user's Preferences.

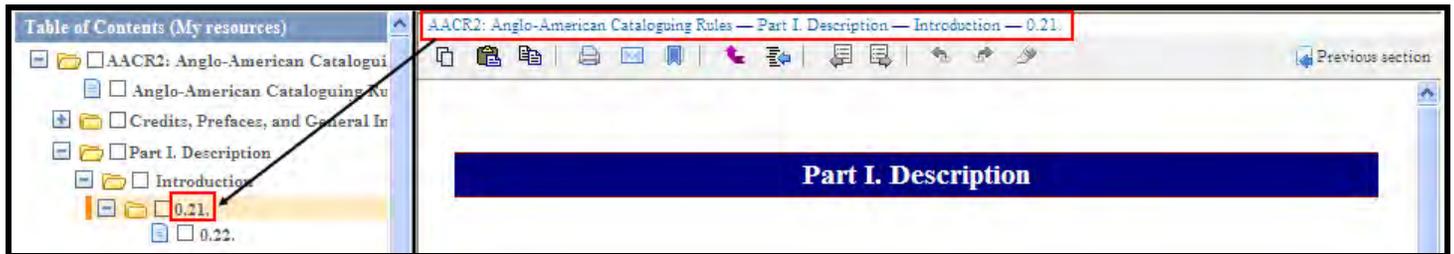
NOTE: Search results will be ranked according to the most-used resources, e.g., *MARC 21 Formats* will display before *Graphic Materials*.

NAVIGATION

A. **TOC Pane:** Always displays which particular set of resources is being searched.



B. **Reference Pane:** Displays a hierarchical view of sections being searched in a resource.
(NOTE: Each section is hyperlinked and clickable.)



C. **Document Toolbar:**



Open current document in new window

This new feature allows the user to have multiple resources open at the same time.



View clipboard Displays lists of text that have been copied & pasted to the clipboard.



Copy to clipboard Used to save highlighted segments of text in the clipboard.



Print Used to print either blocked text or the entire contents of the Document pane.



Email Used to email highlighted text to user's own email address.



Bookmark See page 8 for details on how to use this icon.



Go Back Used to return to the previous screen or activity.



Sync TOC Used when the TOC list and the document being viewed are mismatched.



Previous/Next Result Used to backtrack or advance through the *Results Found* list.



Previous/Next Hit Used to navigate through highlighted terms *in current document*.



Highlight Hits Used to illuminate the hits resulting from a specific search.

APPENDICES

A. General Preferences—Initial Set-Up Screen *(full view)*

General preferences

On this page, you provide basic identification so that *Desktop* will know who you are. Your login is unique to you and accesses your *Desktop* configuration, as well as all of your customizations (i.e., bookmarks, notes) and search history. This means that you have more flexibility to set up the service the way you want it.

Note: The name and email address you provide here is used solely for accessing *Cataloger's Desktop* and will not be shared with others.

Please select the user interface language you would prefer to see.

Language

Please specify your first and last names.

First name

Last name

Please specify your email address.

Email address

Please enter a new password below

New password

Confirm password

Please specify the number of hits to display per search results page.

Number of hits

Please indicate whether you would like to automatically see tips.

Show tips automatically Don't show tips automatically

After you have completed all of these preference items, please select the **Next** button at the top of the page.

After you have selected your preferred *Cataloger's Desktop* configuration, please select the **Next** button at the top of the page.

B. Your Desktop Configuration *(full view)*

Your Desktop Configuration

This page allows you to make basic choices about the types of resources you would like to routinely consult. Please take a few moments to complete this page. This will help Cataloger's Desktop focus your searches on the resources that best meet your needs.

Country <i>(Select one of the following)</i>	Encoding Scheme <i>(Select all that you wish to routinely consult)</i>
<input checked="" type="radio"/> United States	<input type="checkbox"/> MARC21
<input type="radio"/> Australia	<input type="checkbox"/> MAB
<input type="radio"/> Canada	<input type="checkbox"/> OCLC MARC
<input type="radio"/> New Zealand	<input type="checkbox"/> UNIMARC
<input type="radio"/> United Kingdom	Metadata
<input type="radio"/> Other	<input type="checkbox"/> Dublin Core
Language of Interface <i>(Select one of the following)</i>	<input type="checkbox"/> Encoded Archival Description (EAD)
<input checked="" type="radio"/> English	<input type="checkbox"/> Learning object Metadata
<input type="radio"/> Deutsch	<input type="checkbox"/> Metadata Encoding & Transmission Standard (METS)
<input type="radio"/> Español	<input type="checkbox"/> Metadata Object Description Schema (MODS)
<input type="radio"/> Français	<input type="checkbox"/> OAI-ORE
Language of Resources <i>(Select all that you wish to routinely consult)</i>	<input type="checkbox"/> OAI-PMH
<input type="checkbox"/> English	<input type="checkbox"/> ONIX
<input type="checkbox"/> Deutsch	<input type="checkbox"/> VRA Core
<input type="checkbox"/> Español	Activity Type <i>(Select all that you routinely perform)</i>
<input type="checkbox"/> Français	<input type="checkbox"/> Descriptive Cataloging
<input type="checkbox"/> Italiano	<input type="checkbox"/> Access Points
<input type="checkbox"/> Korean	<input type="checkbox"/> Subject Headings
<input type="checkbox"/> Português	<input type="checkbox"/> Call Numbers
<input type="checkbox"/> Suomi	Classification <i>(Select all that you wish to routinely consult)</i>
<input type="checkbox"/> Svenska	<input type="checkbox"/> LCC
Libraries/Archives <i>(Select all that you wish to routinely consult)</i>	<input type="checkbox"/> Dewey
<input type="checkbox"/> Library	<input type="checkbox"/> NLM
<input type="checkbox"/> Archive	<input type="checkbox"/> UDC
<input type="checkbox"/> Museum	Material Type <i>(Select all that you routinely catalog)</i>
<input type="checkbox"/> Online	<input type="checkbox"/> Text
Other Resources <i>(Select all that you wish to routinely consult)</i>	<input type="checkbox"/> Cartographic Materials
<input type="checkbox"/> Discussion lists	<input type="checkbox"/> Music & Sound Recordings
<input type="checkbox"/> Online catalogs	<input type="checkbox"/> Motion Pictures and Video Recordings
<input type="checkbox"/> RSS feeds	<input type="checkbox"/> Graphic Materials
Method of Distribution <i>(Select all that you routinely catalog)</i>	<input type="checkbox"/> Electronic Resources
<input type="checkbox"/> Monographic Resources	<input type="checkbox"/> Three-Dimensional Artifacts and Realia
<input type="checkbox"/> Continuing Resources	Core Elements <i>(Select all that you routinely perform)</i>
	<input type="checkbox"/> Work/Expression/Manifestation/Item Attributes
	<input type="checkbox"/> Name Attributes
	<input type="checkbox"/> Work/Expression/Manifestation/Item Relationships
	<input type="checkbox"/> Name Relationships with Resource
	<input type="checkbox"/> Subjects

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