Brings out the need for union catalogue with reference to Canadian conditions. Describes the method of compiling the Union Catalogue by photocopying the main entry cards of the various libraries. Indicates the need for considerable editing and constant revision. Provides a subject breakdown of the requests received during October-December 1958.

1 WHY?

Canada, with its ten provinces and width of more than four thousand miles, has three main concentrations of library resources. The province of British Columbia has 85 libraries holding more than one and one half million volumes; the province of Quebec, 244 libraries with more than five million volumes; and Ontario has 703 with over nine and one half million. The other seven provinces have book resources of less than a million each. As a result, interlibrary borrowing has always been heavy and, as was natural, libraries tended to apply for loans to the largest libraries in the country where they were most certain of finding the material they needed. For years, the University of Toronto Library and the McGill University Library in Montreal have received many requests for loans which could have been filled by libraries nearer the borrowing library, if only there had been some way of knowing where to find the needed material. In addition, these large libraries had no way of knowing whether material which they needed was in any Canadian library or whether they should apply abroad for their interlibrary loans.

11 Need for Union Catalogue

A Union Catalogue of the library resources of the whole country was the answer. Not only would it distribute more equally the burden of interlibrary loans, but it would greatly reduce the amount of correspondence necessary in order to locate a book needed by a library. With a Union Catalogue, of the major libraries in the country, one request to that catalogue would locate every copy in the country and the loan could be made by the nearest library, or the one best able to lend the material.
SHEPARD

2 HOW?

When the Canadian Bibliographic Centre came into being in 1950, it was felt that its most important tasks were the publication of a national bibliography, Canadiana, and the compilation of a Union Catalogue. Both of these undertakings were begun immediately and have been continued by the National Library, which came into existence on January 1, 1953, and absorbed the Canadian Bibliographic Centre at that time.

21 Method of Compilation

The Union Catalogue has been compiled photographically. The National Library's camera and a librarian from the Reference Division have been sent to each library and all main entry cards have been photographed on 16mm film. Next, facsimile-size enlargements of these cards have been made from the films. To begin with, the enlargements were on photostat paper, but for the last three years, the cards have been reproduced by the Xerox process. Xerox prints have two important advantages: there is no danger that they will fade, and, being without emulsion, they have much less tendency to curl. The enlargements are made on long rolls of paper, 5 inches wide, and have close to 5000 cards on each roll.

For the cutting of the enlargements, a team of three clerks is used. The first one stamps each enlargement with the symbol used for the library, the second sits in front of a guillotine and cuts the cards along the top and bottom, and the third picks up the cards as they fall from the cutter, checks their order and puts them into drawers ready for filing.

22 Keeping the Catalogue Up to Date

In addition to these enlargements of the microfilmed cards, the libraries whose catalogues have been microfilmed undertake to report all titles added to their collections from the time the filming is finished. These reports of accessions are now received at the rate of 15,000 per month (three times what we received per month in 1956) and are interfiled into the Union Catalogue as they are received.

23 Editing

Considerable editing is necessary to reconcile so many systems of cataloguing and to insure that all copies of a publication are entered under the same entry. (We have found as many as seven different entries for the same book.) As time and staff permit, Library of Congress cards or National Library typed cards are used for the editing and the symbols for all the libraries holding the book are stamped on the left hand margin of the L.C. card. The enlargements or accession slips are then discarded. For these fully edited cards, added entries and references are made if needed; these make the Union Catalogue a more easily used tool.

24 Revision

In many sections it is necessary to maintain a continuous revision in order to avoid complete chaos - notably the sections with entries beginning with such words as Association, Conference, International, and the entries under the names of countries, especially Canada, United States and Great Britain. There are so many ways of entering government documents that the users of a union catalogue would be unable to find their material if a great deal of work was not constantly being done to check the entries.

25 Coverage

The Union Catalogue now contains over four million cards representing more than seven million volumes and records the holdings of more than one hundred libraries from coast to coast.

3 WHAT NOW?

Now that the holdings of libraries from each province of Canada have been added to the Union Catalogue, a request from any library can be sent on to the nearest library having the book, thus insuring faster service and at the same time cutting down mailing costs.
34 Use of the Catalogue

The use of the Union Catalogue by Canadian libraries has grown as the library holdings have been added to it. During the first two years, most of the libraries in Ottawa were filmed and the librarians in the fifty or sixty Ottawa libraries quickly discovered that one telephone call to the National Library would locate all the Ottawa copies of a needed publication. The telephone service has grown dramatically - from 15 calls per month during 1952-53, to 431 calls in February 1959.

341 Libraries Outside Ottawa

Libraries outside of Ottawa send lists of publications for which they wish locations, or in cases where they need to borrow immediately, the interlibrary loan form is sent with the space for the lending library left blank. These titles requested are searched for in the Union Catalogue and, whenever possible, are mailed out the same day they were received. Lists are marked with the symbols for all the libraries having the publications and when interlibrary loan forms have been sent, the forms are mailed to the library nearest the borrower. A report is also sent to the borrowing library telling where their request has been sent and listing the locations of any other copies in case it is not possible for the nearest library to lend the book or periodical. The number of the mail requests has also increased greatly, growing from 7 per month in 1952-53, to 471 in February 1959.

342 Number of Requests

The number of requests which can be filled in Canada averages between 60-70%, while a large number of the remaining 30-40% can be filled by American libraries. For the Union Catalogue statistics, a request is counted as filled only if it has been located in Canada.

4 SUBJECT BREAKDOWN OF REQUESTS

A pattern of the type of material being borrowed on interlibrary loan is beginning to emerge. Requests for books and serials in Science and Technology far outnumber all other subjects. The following table shows the activity in the various subject fields for the quarter October, November, December, 1958.

<table>
<thead>
<tr>
<th>Subject Field</th>
<th>Requests Received</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Science &amp; Technology</td>
<td>649</td>
<td>833</td>
</tr>
<tr>
<td>History, Biography &amp; Geography</td>
<td>537</td>
<td>566</td>
</tr>
<tr>
<td>Sociology &amp; Economics</td>
<td>367</td>
<td>482</td>
</tr>
<tr>
<td>Literature, Language &amp; Art</td>
<td>300</td>
<td>344</td>
</tr>
<tr>
<td>Philosophy &amp; Religion</td>
<td>93</td>
<td>405</td>
</tr>
</tbody>
</table>

5 SERVICE

54 Telephone Service

It is interesting to note that the telephone service is mainly concerned with material published in 1951 or later, while the mail service falls into three nearly equal divisions - publications issued earlier than 1925, those appearing between 1925 and 1950, and those from 1951 to date.

52 Requests by Mail

Mail requests come from all provinces in the country and a few from abroad. During the quarter October, November, December, 1958, the number of items for which locations were sought shows the following geographical breakdown. (It should be remembered that these figures represent the mail requests only since obviously, the telephone service is largely restricted to Ottawa).

Mail requests from
British Columbia - 23
Alberta - 28 (This was four times the number received in the previous quarter)
Saskatchewan - 90
Manitoba - 115 (This was more than three times the number received in the previous quarter)

Ontario - 806 (This was nearly twice as many as were received in the last quarter)
United States - 25

Quebec - 146

New Brunswick - 50

Nova Scotia - 32

Newfoundland - 15 (Only three requests had been received from Newfoundland previously. The Newfoundland libraries were added to the Union Catalogue in August and September 1958).

England - 4

We feel that the Union Catalogue of Canadian libraries is beginning to fill the role for which it was created and, while it will never be either complete or in perfect order, it is proving itself to be a valuable reference and bibliographic tool.  

6 USEFUL ROLE