Introduction to Information Organization

Reading List
Fall 2015

(Note: This is a work in progress. As the semester progresses, other articles may be added as suggested reading)

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Required textbook

Recommended book

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Required textbook


Chapters are assigned by course topic below.

Recommended book


In this book, Mann presents the major conceptual frameworks for library materials organization and access. This is not an optional textbook, but rather a particularly useful resource for librarians and users.
Required readings

All readings complement material presented in class and online. The citations below are organized by course topic. Citation style is a variation of APA with the addition of bracketed notes. Page lengths for online readings are estimates for printouts.

Some materials are available digitally through the UNT Libraries Course Reserves. Passwords will be provided in order to access those materials. See http://www.library.unt.edu/circulation/reserve/reserve-materials-for-student#electronic-reserves-1 for access details.

1. Concepts of information organization

Taylor describes the big picture of information organization from past to present. She leads us to question the concept of libraries and where librarianship is going. Schamber explores the meaning of an even more fundamental concept, that of a document. Your own understanding of the concept of document has a profound influence on the way you choose to represent the documents and information in your collection. Tennant looks ahead to metadata representation in the future.

Taylor
Ch. 1. Organization of recorded information
Ch. 3. Development of the organization of recorded information in Western civilization

Online
Author’s version available at: http://roytennant.com/metadata.pdf

2. Users and information behavior

Marchionini and Borgman focus on users’ knowledge and skills, which are important considerations for the Information Organization Project. (If you do not understand the technical terms in Borgman’s article, we come back to it later.) Because of the importance of the study that resulted in the Functional Requirements for Bibliographic Records, we have selected sections of that report for your convenience.

Print

Online

Selections related to the four user tasks from the *Functional Requirements for Bibliographic Records*. Available at: http://courses.unt.edu/SLIS5200Resources/CourseReadings/FRBRSelectionsUserTasks.pdf


### 3. Information representation and metadata

This topic addresses core concepts of information and information representation. Wilson’s work on bibliographic control is a classic; Wilson presents a philosophical twist on the saying, “Information is power.” Metadata refers to the representations at the heart of information organization. Metadata, a key concept that has emerged in recent years as a method for representing objects, is nicely introduced in the booklet from the National Information Standards Organization. Taylor’s chapters 6 and 7 and the online readings on metadata do an excellent job of explaining this complex and controversial concept. Taylor’s chapter 2 and Tillett’s article describe bibliographic tools and principles at a practical level.

**Taylor**

- Ch. 2. Retrieval tools
- Ch. 4. Metadata
- Ch. 7. Metadata: Description

**Print**

- Wilson, P. (1968). Introduction. The bibliographical universe. Bibliographical instruments and their specifications. In *Two kinds of power: An essay on bibliographic control*. Berkeley: University of California Press. [Intro., 1-5; Ch. 1, 6-19; Ch. 4, 55-68] (both available through Course Reserves as electronic copies – go to http://www.library.unt.edu/circulation/reserve/reserve-materials-for-student#electronic-reserves-1 ; password is ‘pancut04’)

**Online**

4. Information systems and databases

These readings introduce basic concepts of database structures in nontechnical language. **Taylor** describes the basics of text-retrieval systems commonly found in libraries. **Evans** summarizes major types of databases in libraries.

**Taylor**
- Ch. 6. Systems and system design

**Online**

5. Rules, standards, and authority control

Beyond **Taylor**’s chapters, three of these readings illustrate major standards: MARC format for catalog records (**Furrie**); data input rules for catalog records (**American Library Association**); and descriptive elements for networked resources (**Dublin Core Metadata Initiative**). The other four readings expand on trends and issues in authority control from the authors' inside perspectives. **Maxwell** provides an overview of why we do authority work. **Gorman** and **Tillett** take individual approaches to discussing challenges of authority control in the networked and international environment. **Moen** presents a view on what to expect in bibliographic standards.

**Taylor**
- Ch. 4. Encoding standards
- Ch. 7. Metadata: Description
- Ch. 8. Metadata: Access and access control

**Print**

**Online**
6. Verbal subject representation

What is a subject? How does one identify and represent a subject? These are fundamental questions that challenge the most experienced information professionals. Taylor offers ideas and examples that may help you identify subjects and guide your decisions about indexing languages. Maxwell provides a nice discussion on associative, hierarchial, and equivalent relationships. Rowley (2000) explains key concepts in indexing languages for subject representation. Beyond these general introductions, the readings in Thesaurus construction and format and by Rowley (1994) and Willpower Information provide explicit descriptions and examples of vocabulary control and thesauri in practice. The Synapse White Paper goes further in showing why controlled vocabularies and conceptual cross-referencing in thesauri are important for alleviating some of the problems inherent to text-based searching. Liddy and Feldman each offer wonderfully readable explanations of the role of language in information retrieval. Ezzo, a student in a thesaurus construction assignment, shares her experience.

Taylor
  Ch. 9. Subject analysis
  Ch. 10. Systems for vocabulary control
  Appendix. Subject-analysis application

Print


Thesaurus construction and format. (2001). In Thesaurus of ERIC Descriptors (14th ed.). Phoenix, AZ: Oryx Press. [xxvii-xxi] (Generally available for use at most library reference desks)

Online


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7. Classification

**Taylor, Hunter**, and **Rowley** introduce the nuts and bolts of this oldest information organization process. The optional readings by **Beghtol**, **Cheti** and **Paradisi**, and **Gnoli** provide further exploration of classification, the latter two discussing faceted classification in particular.

**Taylor**

Ch. 11. Systems for categorization

Appendix C. Arrangement of metadata displays

**Print**

Hunter, E. J. (2009). [Chapters 1-5]. In *Classification made simple: an introduction to knowledge organization and information retrieval*. (3rd ed.). Burlington, VT: Ashgate. (Chapters are available as one PDF through Course Reserves — go to [http://www.library.unt.edu/circulation/reserve/reserve-materials-for-student#electronic-reserves-1](http://www.library.unt.edu/circulation/reserve/reserve-materials-for-student#electronic-reserves-1); password is ‘pancut04’


**Optional**


[Link to the journal via UNT library.]


[Link to the journal via UNT library.]


[Link to the journal via UNT library.]
8. Name authority control

Taylor covers principles for name access points in traditional cataloging. Maxwell focuses on authority control of personal, corporate, and geographic names. Riemer takes us into a deeper level of authority records, their structure and content.

Taylor
Ch. 8. Metadata: Access and access control

Print

Available through Course Reserves as an electronic copy – go to http://www.library.unt.edu/circulation/reserve/reserve-materials-for-student#electronic-reserves-1; password is ‘pancut04’

Online


9. Information retrieval evaluation

This topic focuses on how information retrieval works and how to evaluate its effectiveness. Gloor provides an easy-to-read introduction to basic IR system models. Taylor discusses a number of issues about quality of indexing and searching, whereas Lancaster and Warner explain distinct effects of human and system factors on IR system performance. These readings, along with a review of Borgman (Topic 2), may help you think of criteria for evaluating your own information organization system.

Taylor
Ch. 6. Systems and system design

Print


Online

10. User behavior research

Kuhlthau discusses the implications of her classic behavior model for library services and IR system design. Other good articles on information behavior are available in the same issue as Kuhlthau’s article.

Online


11. Information organization horizons

The future is now and it is networked! These readings address thorny problems related to information representation and access we are currently confronting.

Online


Connecting to library articles

Via the library catalog

1. Go to http://www.library.unt.edu/
2. Select Library Catalog.
4. Type in the journal title.
5. Select the relevant entry.
6. Select Connect to online version. This will lead you to the publisher’s web page from which you may access several issues of the journal in various formats (PDF, HTML, full text or abstract).

Via electronic resources

1. Go to Link to the journal via UNT library.
2. Log in with your EUID and password
3. Select Abstract and Index Database titles alphabetically OR Select Journal and Newspaper titles alphabetically.
Via Course Reserves

To access Electronic Reserves -

1. Go to the [http://www.library.unt.edu/](http://www.library.unt.edu/)
2. Click on Course Reserves
3. Search by Course or by instructor's name
4. Click on the title needed
5. Sign in with your name, your EUID, your password, and the course password. The password must be given to you by the faculty member teaching the course.
6. When the above information is entered correctly, you will see the PDF for the article.
7. If you have additional articles to read, use the back button to return to the Library Catalog.
8. When you are finished, please exit from the browser if you are using a public PC. This is to protect your personal information.

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