This book provides basic instruction in descriptive cataloging and the MARC bibliographic format in a library or other information agency, whether at a professional or a paraprofessional level. It is equally suitable for use by library students in universities and colleges, and others who are studying classification by themselves, either with a specific goal or as part of their continuing professional development. Since the bibliographic record is the foundation of all the tools used in a library, from catalog to bibliography to online database, it is important for all library staff to be familiar with at least the basics. Truly a hands-on guide, Learn Descriptive Cataloging contains useful exercises to practice new skills and quizzes to test understanding. There are answers for self-checking at the back of the book.

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