

# BEGINNING CATALOGUING ROADMAP

## Purpose

To be able to update the catalogue, with confidence in our cataloguing decisions.

## Ethics

We consider our values as cataloguers and the impact of our decisions on library users' experience.

## RDA in MARC

We know the standard used in our system (AACR2 / RDA), can recognise hybrid data, and know when and how to edit it.

## Local Studies

Uncatalogued materials are often significant locally. We realise we may be the sole public repository for them and know how to document them.

## Teamwork

We don't work in isolation, and know where to look for help – within our service, nationally and internationally.

## WHEN THE LOCAL MATTERS GLOBALLY

Anne Welsh, Beginning Cataloguing

## Principles

We think about why we catalogue and the core elements of decision-making.

## WEMI

We understand the IFLA Library Reference Model, how our practices relate to it, and how to keep up with changes.

## Name Authority

We know why consistent headings matter, the resources available and how to apply them.

## Format

Privately printed and unpublished materials are not uncommon. We know their challenges and how to approach them.

## Autonomy

We know which decisions we can make and when to refer to others. We have confidence in our choices.