

Cataloging the President's Lecture Series Videos

DVDs of the lectures in the President's Lecture Series are regularly added to the collection. Videos are sent to the Head of Cataloging and Metadata Services; permission forms from the speakers are retained by the Coordinator of Collection Development. The videos are classed together in a Rice University number and subarranged by academic year and number.

LD

4711

.R3k

P74

20xx/xx-x

The record includes among other access points:

710 2_ Rice University.

830 _0 President's lecture series ; 20xx/xx-x

Records are entered in OCLC and exported to our system. For details see *OCLC Bibliographic Formats and Standards* 3.7, "Locally made videorecordings" and Nancy B. Olson's *Cataloging Audiovisual Materials*.

Catalog using the following Sirsi values:

Item type = DVD-VIDEO1

Location = DVD-COLL

Item cat1 = GIFT

(The last video cataloged was dated 4/11/2005 for lecture recorded on January 27, 2005. No videos have been received since then.)