Overview of CDS/ISIS Distribution in Jamaica: 2004 Update

Introduction
The National Library of Jamaica has been distributing CDS/ISIS, later called WINISIS, since November 1989 as a platform for the computerization of libraries. There are over 272 registered users of WINISIS, including 25 secondary schools, in Jamaica. Over the years there has been very limited challenges from other library software. The Inmagic Library software, a special libraries commercial package, was the only other significant challenger, although there has never been more than five libraries using Inmagic at any particular time. The attractiveness of Inmagic was based on the fact that it has always been an integrated library software. This means that it facilitated the computerization of all the core library operations such as: acquisitions; cataloguing; serials control; and circulation.

On the other hand, NLJ initially only provided a (cont’d on page 2)

Editorial
Welcome to the first JamiISIS Newsletter for the year which has been issued to complement the first CDS/ISIS User Group Meeting for the year 2004.

JamiISIS takes the opportunity to welcome the new Executive Director Mrs. Winsome Hudson to her first user group meeting. On the departure of Mr. John Aarons, former director, Mrs. Hudson now assumes among other things, the ultimate responsibility for the coordination of the National Information System. It must be recalled that NLJ distributes CDS/ISIS as the foundation of the national computerized network of libraries in Jamaica.

This issue features an overview of CDS/ISIS’ growth, new products developed by National Library since 2001; and highlights of the X Regional Meeting of Distributors in Cuba, 2003. Our regular Question and Answer has been replaced by CDS/ISIS Tips a& Tricks. Our featured library for this issue is the Norman Manley Law School. The article was submitted by the Librarian Mrs. Yvonne Lawrence. She highlights the usage of CDS/ISIS in a high level academic library which serves a student population of 180.

Please be prepared to furnish future editions of JamiISIS with information about your library and accomplishments for our featured library series.

Have a good meeting!
Pictorial of meeting in Cuba

Members of X Regional Meeting

Meeting in session

Points of interest:

• **Winisis 1.5** (build 3)
  available for downloading at ftp://ftp.unesco.org/pub/

• To download **WWWISIS** version 5 and acquire license please visit:

• **CDS/ISIS Frequently Asked Question**
  http://www.unesco.org/isis

• Download **GenISIS** the web publishing tool for CDS/ISIS databases at
  http://www.unesco.org/isis

• **CDS/ISIS (Winisis) Tips and Tricks**

• **CDS/ISIS stands for? Computerized Documentation Service/Integrated Set of Information System**

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**HIGHLIGHTS FROM CUBA**

**X MEETING OF DISTRIBUTORS - 3-5 FEBRUARY, 2003**

The X Regional Reunion of CDS/ISIS Distributors meeting began on Monday February 3, 2003 with 52 representatives from 19 Latin America and the Caribbean countries. The Caribbean countries represented were Trinidad & Tobago, Barbados and Jamaica. The meeting was held at the El Bosque Hotel in La Habana, Cuba.

The National Library of Jamaica was represented by staff members, Bridgette Heron and Elroy Brown, of the Information Network Systems Department.

The objectives of the meeting were to allow the developers to share with the distributors what they were doing with CDS/ISIS - new products developed etc.; and for UNESCO to share and discuss with developers and distributors a new work style for development and distribution of CDS/ISIS, based on the concept of "Free Software", (whether to hand over the source code to developers or continue with the developments).

The meeting closed on February 5 and Mr. Elroy Brown from the National Library was nominated to sit on the planning committee for the next CDS/ISIS Meeting in Chile 2005.

For more on CDS/ISIS becoming Open Source visit the News section at http://www.unesco.org/isis

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**CDS/ISIS OVERVIEW (CONT’D)**

A cataloguing database to its library clientele. NLJ later included a circulation module that allowed a library to control its loan operations. As specific demands from our clients required, we created a catalogue card production program, particularly for schools, which unlike the special libraries, wanted to maintain both the computerized and manual catalogues. NLJ also designed particular databases as requested such as record management program, newspaper indexes, correspondence databases etc.

Just recently we added a serials management database and launched an audio-visual database, called AVIDA for the management of audio-visual collections. Therefore an acquisitions module is all that remains for us market a complete integrated library management package to our clients.

**CDS/ISIS Penetration**

The list of libraries, available under the Directory of Information Units on NLJ’s Website, identified 503 libraries and information units in Jamaica. Two hundred and seventy-two (272) of these libraries/information units are registered users of CDS/ISIS, the UNESCO designed Database management system. NLJ distributes CDS/ISIS as the platform for the computerization of the National Information System (NIS). We are therefore talking about a 53% penetration of CDS/ISIS in the defined national library landscape.

The National Library of Jamaica System

The percentage of registered CDS/ISIS users among libraries that belong to the sectoral networks that comprise the NLJ system is, as one would expect, higher than the national percentage penetration of 53%. There are 132 registered users of CDS/ISIS among the 201 libraries in the six sub-networks. Thus there is an overall CDS/ISIS penetration among this group of 66%. The distribution among the particular networks is as follows:

- **Scientific and Technical Information Network (STIN)** - 27 of 29 93%
- **College Libraries Information Network (COLINET)** - 29 of 34 85%
- **Social and Economic Information Network (SECDIN)** - 53 of 76 70%
- **Jamaica Agricultural and Documentation Information Network (JADIN)** - 11 of 16 69%
- **Legal Information Network (LINET)** - 4 of 31 15%
- **Audio Visual Information Network (AVIN)** - 8 of 15 53%

These networks are the building blocks of the National computerized network being developed by NLJ.

Byron Palmer
NLJ
The Norman Manley Law School Library was established in 1972, and like many other libraries of that era, immediately established the requisite card catalogue to facilitate research by its tutors and the then 30 students which entered the school from the Faculty of Law to pursue the two-year course leading to the Certificate of Legal Education.

In the early 1990’s with the rapid growth of the student population the need for fuller and speedier exploitation of the collection had become increasingly evident. The first attempt at computerization commenced with local computer programs specially designed for the recording of serials and legislation. As the library expanded, these soon failed to meet the needs of both library staff and users as the applications were severely limited.

Consequently on the local availability of CDS/ISIS which had already begun to make an impact in the computerization of the library of the Supreme Court of Judicature, an administrative decision to test the software in the Norman Manley Law School Library saw its installation in the mid-1990’s, and the commencement of the electronic library catalogue. Subsequently, the National Library was asked to conduct workshops to train library staffing the use of the software. The flexibility of the software was obvious from the advent of the earlier versions, as there were no limits in terms of the number and types of databases which might be required for the library. In short order, therefore, a number of databases were created—for serials, legislation, unreported judgments, indexes to law reports and Council decisions—and work on the catalogue continued.

The software has well accommodated legal materials with their peculiarities. An important feature critical to the description of certain legal publications—unreported --> (Cont’d on page 4)

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**Serials Tracking Module**

National Library of Jamaica (NLJ) has designed, and can customize upon request, a serials control program, called the Serials Module. The Serials Module is designed to manage records of serials holdings (periodicals, journals, etc.) Serials control is another library operation that is ideal for computerization.

Serials control is often associated with the acquisitions operations. In fact, serials control is a record creating and keeping activity geared at documenting new acquisitions of a particular kind of library material—serials. The key characteristics of serials, which impact upon their documentation, are:

- The significant elements of description do not change with each new acquisition, that is, with each new issue;
- The frequency of each new acquisition is defined and generally regular;
- The acquisitions procedures (from a record keeping point of view) related to each serial is not only continuing but of indefinite duration. It keeps coming.

Serials therefore require a different type of record keeping from other library materials.

Each serial title requires a record format that can be easily and periodically updated continually. The record format must also allow easy display of issues held.

The Serials Module comprises a serials database, designed according to the data elements identified by the Anglo American Cataloguing Rules (AACR). This standardized database record structure will ensure the easy interchange of serials data and support the development of a national computerized library network.

The Serials Module also has a component which tracks issues of serials that are overdue from the vendors. This component was developed using Visual Basic. It enables the user to easily identify all the overdue items as of a given date. The user can then select an option to display or print the list. The user can also generate form letters to the relevant supplier or suppliers.

The Serials Module will immediately fit into the computerization programme of most libraries, since their personnel are already competent with Winisis.

For more information contact a CDS/ISIS representative at NLJ

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**New & Existing Products**

- AVIDA
- Cataloguing database
- Circulation 3.0
- Circulation (DOS version)
- Catalogue Card Print Module
- Catalogue Card Print Module (DOS version)
- Duplicate Module
- Journal Database
- Serials Tracking Module & Database
judgments in particular—is the variable field length which permits short or lengthy summaries as is necessary to display the content of the judgment, and by the same token the title field is flexible enough to accommodate an inordinate number of parties to a court action typical in consolidated suits. Its repeatable fields allow for equal prominence of several authors, notable in British legal treatises which traditionally retain in one publication, the names of original and new authors for identification purposes. The ability to search on word and a combination of words/terms in almost any field is—as is the case in other subject areas—an important requisite for the research of law which requires specificity. Considerable use is made of analytical entries in the library cataloguing process as articles in local and Caribbean law journals and reviews, which might otherwise be overlooked, are included. The Law School now serves a student population of 180 in its three courses. CDS/ISIS for Windows (WINISIS) has been networked and is accessible by all students on the computers (Read only), however, they may search, retrieve and print. Plans are afoot to include the tutors and to a lesser extent certain administrative staff who will require access to Council (of Legal Education) decisions—a database of confidential documents maintained by the Library. The system will eventually be extended to the Norman Legal Aid Clinic to provide online access to the library’s databases for the Tutors of that institution, which is a department of the Norman Manley Law School. Students are trained to use the databases during Orientation Week and there have been few complaints about user-friendliness. We no look forward to the next phase of the program—the testing of the Circulation Module.

To date, WINISIS has served the Law Library well, and its users—staff and students alike—have expressed a degree of satisfaction with the ease with which the data can be manipulated and are therefore confident in the completeness of their research. There have been no regrets in the making of the decision to use that software. The operation is, however, not without its occasional breakdowns or glitches and, therefore, the Norman Manley Law School is grateful to the Information Network Systems Department of the National Library—only a phone call away—for always living up to the challenge. The support provided over the years has been reliable, continuous and educative and has given the Law School Library an opportunity to deliver a critical service to a very document-dependent profession.

Yvonne T. Lawrence
Librarian
Norman Manley Law School

CIRCULATION 3.0

Circulation is a package developed by the National Library of Jamaica to manage the loan operation a library. It works in cooperation with the CDS/ISIS information retrieval system. It transparently stores patron information and the history of all completed transactions. The core functions of the Circulation Module are automating customary library transactions, like material loan, material return, material reservation and administration and payment of fines by patrons. The Module searches both the materials database (WINISIS) and the patron database to complete a transaction. Circulation allows you to configure your setup defaults in an attempt to save time that would have been wasted when:

- Opening a database;
- Choosing your preferred search method (either by unique accession number or title);
- Notifying days the library is open for transactions and creating, updating or releasing any holidays that the system must know.

The latter default allows for easy fine administration since the system knows which days shouldn’t be registered as chargeable days in the library beforehand. Circulation allows you to print any transaction(s) made within a specified period (checkpoint) and view all accompanying details about the transaction(s). This kind of statistical data can easily be appreciated if you need to capture information about the least/most frequent materials circulated, and subsequently, the users that are involved. Moreover, these statistical data can be grouped for exactness, by either the materials or the patron (user). Circulation provides database maintenance utilities that allow you to:

- Back up your database(s),
- Release your database(s) or
- Restore your database to a previously backed up mode.

The development of this program underscores National Library’s dedication to using automation to achieve the imperative elements of time-saving and efficiency.

Kevin Bushay