5-2-1991

Letter to Monica Corbett regarding the Southeastern Law Librarian, May 2, 1991

Timothy Coggins

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May 2, 1991

Ms. Monica Corbett
2617 Southbury Circle
Birmingham, Alabama 35216

Dear Monica:

Thanks for the copy of your paper. I have submitted the paper to Kathy Heberer who is the Co-Editor of the Southeastern Law Librarian. If she does not have space in this issue for portions of your paper, she will hold it until the next issue. I will make certain that you receive a copy of the newsletter when the article appears.

Thanks once again.

Sincerely,

Timothy L. Coggins
President, SEAALL

TLC/skr
2617 Southbury Circle
Birmingham, AL 35216
March 4, 1991

Mr. Timothy Coggins
University of North Carolina
School of Law Library
CB# 3385 Van-Hecke-Wettach Bldg.
Chapel Hill, NC 27599

Dear Mr. Coggins:

Enclosed is the second revision of my survey for the upcoming SEALL conference in Tuscaloosa. I edited according to our discussion by phone Friday, March 1. I also added one question about retrospective conversion. If this revised version is suitable, I will have it printed in a more professional-looking font and forward that original to The University of Alabama Law School Library and a copy to you.

Thank you for working with me on this endeavor. Your cooperation and that of the participants has my utmost appreciation.

Sincerely,

Monica Corbett

Enclosure
This survey was prepared by a graduate library school student for a library automation course. A copy of the compiled results will be submitted to the editors of The Southeastern Law Librarian.

1. Type of library:  
   (check one)  
   ___ Law firm  
   ___ Academic  
   ___ Government  
   ___ Other: ____________

2. Name of institution: __________________________________________

3. My position/title: ____________________________________________

4. Write the letter for the system name in the blank beside the function(s) for which it is presently used in your library.
   a. BIBLIOFILE  
   b. DRA  
   c. DYNIX  
   d. INNOVACQ  
   e. NOTIS
   f. VTLS  
   g. LE PAC  
   h. CLSI  
   i. Other: ____________
   ___ Public Access Catalog  
   ___ Cataloging  
   ___ Interlibrary Loan  
   ___ Serials Control  
   ___ Acquisitions  
   ___ Circulation Control  
   ___ Accounting Procedures  
   ___ Other: ____________
   ___ Reference Service (other than LEXIS & WESTLAW)

5. What systems (hardware and software) did you consider or are you considering implementing, and what advantages/disadvantages have you noted in each system or module?

__________________________________________________________________________

__________________________________________________________________________

6. What length of time did your planning procedure last (from the first organized committee meeting to the actual purchase of the system(s))? (check one)
   ___ 1 year  
   ___ <1 year  
   ___ >1 year  
   ___ >5 years

7. Your computer system(s) is/are networked with other computers...
   ___ in your library.  
   ___ in your institution.
   ___ in your city.  
   ___ in your state.  
   ___ in other states.

(over)
8. Which persons were/are members of the committee(s) to plan for and select the automated system(s) for your library? (Please fill in number of persons.)

___ Librarian(s) -- Type: ____________________________

___ Library personnel (non-MLS) -- Type: ________________

___ Systems analyst/consultant
Library employee? Yes ___ No ___

___ Member(s) of firm/academic administration (not library)
___ Student(s)
___ Attorney(s)
___ Library personnel from other institution(s)
___ Other: _______________________________________

9. What preparatory activities did you exercise before/upon initiating the new system(s)? (You may check more than one.)

___ Weed collection ___ Staff/Librarian training

___ Inventory ___ Patron training

___ Retrospective conversion ___ Other:____________________

10. What conversion strategy did/will you use?

___ Complete retrospective conversion

___ Conversion 'on the fly' (as circ. materials are returned)

___ Other: ___________________________________________

11. Problems we have encountered with our system(s): (i.e., with down time, support service, speed, accuracy)

________________________________________________________________________

________________________________________________________________________

12. Capabilities we would like to see added to our system(s):

________________________________________________________________________