

BOOK REVIEW

Technical Services in Libraries: Acquisitions, Cataloging, Classification, Binding, Photographic Reproduction, and Circulation Operations. By MAURICE TAUBER AND ASSOCIATES. New York: Columbia University Press, 1954. 487 pp. \$6.50. (Columbia University Studies in Library Service, Number Seven.)

Much has been written about the various technical services of libraries as defined in the title above. This volume serves to bring together and summarize practices and opinions. It is an excellent text for library schools, and this reviewer enjoyed the refresher course provided in a careful reading of it.

One of Dr. Tauber's associates is Carlyle J. Frarey, Associate Professor of Library Science at the University of North Carolina. Mr. Frarey wrote the portion of the book concerned with subject cataloging, "made many pertinent criticisms of the first draft and helped with the proofreading."

As stated in the Preface: "The volume purposes to survey the various technical services and to orient the student to the range of operations and techniques associated with the procurement, recording, preservation, and handling of library materials. The specific aims are: (1) to familiarize the student with problems in the technical services and with current thought concerning the best solutions of them; (2) to familiarize him with sources of published and other information concerning the practice and administration of the technical services; (3) to indicate methods that have been used in studying the technical operations; (4) to point out those areas in which research or special study is needed or likely to prove fruitful; and (5) to furnish a background of information that may be useful in performing the technical services in libraries."

The book fulfills its aims quite adequately. The arrangement is logical and full bibliographical notes, printed between the body of the book and the index, lead the student and librarian to greater detail in the areas discussed.

Dr. Tauber and his associates include in the area of technical services that part of a library's activities which is not direct reader service, but which is a necessary prerequisite to good reader service. The authors favor the unification of as many technical processes as possible in a single department. Over-all planning can avoid duplication of operations needed in several processes. The division of necessary work between professionals and clerical workers is also discussed.

The book was written with the large research library in mind. It will be used as a text in many library schools, and by administrators and professional librarians employed in university and large public libraries. But there is much meat in it for the librarian of a smaller library. There is a trend in the public library field, for example, to larger units of service, especially in the case of county and regional library systems. Many acquisition practices of the large research library can be adapted into book selection and ordering procedures for the regional library serving a wide area. There are also suggestions to aid in planning a cooperative processing center for a number of small public libraries which are not organized into a region. Many procedures of large libraries have been forgotten or are unknown to the librarian who has for years been administrator, public relations officer, technical processor and direct server of the general public.

The book would be useful simply as a summary and index to the existing thought in the field and as a point of departure for newer ideas and experiments. Its potentialities are greater. It was needed and it is good to have it.

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