

ANALYSIS AND PRACTICAL APPLICATION OF ELECTRONIC AUTHORIZED CATALOGS

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ABSTRACT

This article provides an analysis of authority files and their functions. The creation of a system of authority files is one of the prerequisites for organizing and maintaining electronic catalogs of national and regional libraries, as well as consolidated catalogs. The use of authority files allows unified access points in bibliographic records and enables efficient retrieval of information. The challenge is to create robust corporate systems for generating national authority files to be loaded into local and corporate automated library systems. These circumstances determine the importance and necessity of generalizing international experience in the creation, support and use of authority files. The functions of authority files are divided into system-wide and specific (optional).

Key words: regulation, search, control, help, communication, identification, differentiating, informational, complex, coordinated, cumulative, modeling, navigational, orienting, transforming, accounting, systematizing, structuring, terminological, technological, usability (usability), clarifying, accounting, selection function.

INTRODUCTION

The study of how the system operates as a whole and its constituent elements is through the Functional Approach, one of the basic methods of scientific knowledge.

Today, the concept of "function" (from Latin *functio* means to accomplish, to implement) is broadly meaningful in the field of science, representing the peculiarities of activity, task, work; meaning, role; scope of activity, aim of the object; the methods of execution, object in the system [1].

The theory of librarianship, bibliographical, and informatics focuses on the functional aspects (object, element, or system and its integrity) in the study of the essence of an event.

The functional approach applied by the researchers not only determines the set of functions performed by the object, but also provides generalized and specific separation of the additional functions.

As part of the function of authoring files analysis and functionality, it is important to identify the role and purpose of the authoritative files. Obviously, we have to distinguish between the functions of the authoritative files and their significance and purpose.

ANALYSIS FUNCTIONS OF AUTHORITY FILES

In the historical period, the content of the authoritative file functions is derived from the functions of the traditional utility catalog, or looked through by the features that are performed under the authority and workmanship control [2].

At the end of the 19th century American librarian scientist J.E. Ketter [3] for the first time predetermined that the a tool for accessing the regulatory and control functions through the card catalog "author's lists" to improve the catalog's positioning and search functionality.

Later, American theorists and practitioners of library science M. Mann, M.F. Tauber, B.S. Vinara and others gave the idea of forming the unifying function of authoritative file names and titles [2].

For years, researchers S.G. Akers, L. Old and others [8, 9, 10] have discovered that authorized file content and other means, that is to say, it has been marked that to provide with writing in the form of authority, name and naming as well as the use of the received and defined form:

Making a specific and full link to the effective search of users in the catalog;

Differentiation of author / organization / subject name and title similarity;

Controls for the accurate representation of titles and names in the bibliographic records;

Ease of use and convenience in electronic catalog.

In the course of the analysis, it is necessary to consider the issues of functioning, goals and roles of the authoritative files they perform in the process of cataloging and obtaining of documents in the world library, and to identify the functions of the authority files:

Table 1

Content of AF	Suggested functions
Name / title of authorship forms, tool for recording the use of the received form identification and registration	Information function
Having full and clear links to the catalog to make an effective search	Navigation and search function
Distinguish similarities name of the subject of author and title the organization	Differentiation function
Controlling the specific expression names of bibliographic records	Control function
Tool for easy and convenient operation with catalog	Convenience for users

As a result of the automation process, the function of the AF expanded significantly, its purpose and content completely changed.

American researcher S.M. Malinkoniko [10] pointed out that the automated authoritative file was a tool for coordinating the activities of the cataloger and ensuring the uniformity of the headings in the bibliographic database.

S.M. Malinkoniko distinguishes the authority file service into two basic categories:

directs to the existing suggestion on the selection of the authorized AF headline to apply to authoritative sources;

If there is no suitable option for selecting a title in context, it provides a new heading guide [2].

Thus, an authoritative file indicates if there should be added some of the components of a structure to the base, and if necessary, to add some records.

By analyzing the role and functionality of the authorizations file recommended by S.M. Malinkoniko, you can define the following functions:

Table 2

Functions of AF	Suggested AF functions
Co-ordination tool of catalyst activities	Coordination function
Means of ensuring uniformity of Bibliographic databases headings	Unification Function
An authorized source that can be allowed to identify opportunity to make decisions on selecting an authority title	Information function

Provides instructions for creating a new title based on the context, if the appropriate option is not found in the title selection, shows a complementary model by including the Recording option.	Model, copy function
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Researcher I.P. Antonenko [5] separates the following tasks that help the author file:

Provision of bibliographic data in a similar manner;

Providing information on filling out electronic catalogue;

To ensure completeness and accuracy of the search;

Check the accuracy of the information included in the electronic catalogue (control of bibliographic records);

Changing information based on some adjustments;

Providing information accessibility and information compatibility not only at national and international levels.

Based on the AF problems selected by the author, the names of the functions can be summarized as follows:

Table 3

Functions of AF	Suggested functions
Provide a bibliographic data in a similar manner	<i>Join function</i>
Providing information on completing electronic catalogue	<i>Information function</i>
Ensure full search and accuracy	<i>Search function</i>
Controlling the accuracy of the information included in the electronic catalogue (control of bibliographic records)	<i>Control function</i>
Changing information based on some adjustments	<i>Replacement function</i>
Providing information accessibility and information compatibility not only at national and international levels	<i>Transfer (Communication) Function</i>

At present, authoritative files are used in various automated information systems (libraries, archives, museums and others) as well as global information systems - in semantic networks and ontologies.

The current main purpose of the files IFLA document, is defined in the book "Functional Requirements for Authority Data, FRAD" [11;12].

These are:

- Determine the solution taken when choosing the link structure and access control form;
 - Service provider when selecting a controlled access point (when creating a new access point in a newly created bibliographic record or existing bibliographic record);
 - Control the form of access points used in bibliographic files;
 - Provide access to bibliographic files through records and links that help form a user-friendly query;
 - Providing communication between bibliographic and authoritative records.
- Based on the functions defined in the "Authorized Data Processing Functional Requirements", we identify the AF functions:

Table 4

Functions of AF	Suggested AF functions
Determine the solution taken when choosing the link structure and access control form;	<i>Recording function</i>
Service provider when selecting a controlled access point (when creating a New access point in a newly created Bibliographic record or existing bibliographic record);	<i>Information function</i>
Control the form of access points used in bibliographic files;	<i>Control function</i>
Provide access to bibliographic files through records and links that help form a user-friendly query;	<i>Navigation function</i>
Providing communication between bibliographic and authoritative records.	<i>Communication function</i>

The functional aspect of automated information systems has also been studied by experts, allowing them to identify the purpose and role of the authoritative files.

According to leading expert in the field of authoring information, O.A. Lavrenova, it is clear that AF is used for the control of bibliographic record elements, similar to the use of a list of regulatory terminologies (tags, keywords, country and language names, catalogs, etc.) in the search engines. As a result, the author outlined the basic control function of AF.

Researcher A.V. Muktepavel [2] responds to the AF function that indexes of classification, subject areas, organization names, and person names are the basis of the capability of writing a subscription, serves as a tool for unifying the headlines, as

well as eliminating deficiencies in the cataloging business, and not only provides the use of at the national, but at the international level, and serves to exchange information on the search engine.

According to the AF characteristic, A.V. Muktepavel offers the following features:

Table 5

Functions of AF	Suggested functions
Elimination repetition in cataloging	<i>Coordinate</i>
Searching for information	<i>Search</i>
Exchanging information both at national and international level	<i>Communication</i>
Individual names and organization names, titles of subjects, classification indicators and all possible forms of writing.	<i>Unification function</i>

In the "National Authority File" manual, when the file is authorized in terms of searching for resources and documents in the electronic catalog and using them in the cataloging process [13]:

AF all types of documents / resources are used as a source for selection of titles received through a system of parallel and linked attachments for use in titles as a standardizer for the bibliographic access point;

The copyright file serves as the source for creating new caption headline;

Identification and correction of errors in bibliographic records, as authoritative control tool of the authorization file;

Creating AF for users, adding Authoritative records and linking intermediate links lets you fill in content;

The AF bibliographic file is used as an effective tool for selecting and searching terms.

The names of the AF functions can be formatted as follows in the list of authoritative file functions:

Table 6

Functions of AF	Suggested functions
AF all types of documents / resources are used as a source for selection of titles received through a system of parallel and linked attachments for use in titles as a standardizer for the bibliographic access point	<i>Definition function</i>

The copyright file serves as the source for creating new caption headline	<i>Recording function</i>
Identification and correction of errors in Bibliographic records, as authoritative control tool of the authorization file	<i>Control function</i>
Creating AF for users, adding Authoritative records and linking intermediate links lets you fill in content	<i>Information function</i>
The AF bibliographic file is used as an effective tool for selecting and searching terms	<i>Search function</i>

Scientists L.A. Jarikova, A.A. Markova and G. A. Scaruk offers the following content, taking into account the functionality of the authoritative files [14]:

The task of the standard documentation guide on the organization of authority supervision, management of the information search language;

Selection and use of indexing terms as data sources when creating a bibliographic record;

The possibility of user's access in electronic catalogues to the bibliographic record and organize a clear search order;

By analyzing the purpose of the authoring files provided by these authors, you can define the names of the following features:

Table 7

Functions of AF	Suggested functions
The task of the standard documentation guide on the organization of authority supervision, management of the information search language;	<i>Information, control</i>
Selection and use of indexing terms as data sources when creating a bibliographic record;	<i>Information</i>
The possibility of users access in electronic catalogues to the Byo and organize a clear search order;	<i>Search</i>

AF functions - identification, modelling, transformation, user convenience (ease of use) - in specific cases identified by the researchers.

A logical description of AF functions that the researchers have identified is considered as components of linguistic language acquisition of automated information systems (libraries, archives, museums). Today, linguistic tools include computer dictionaries, linguistic processors, authoritative files, and other tools.

A.Sh. Merkulov [15] identifies the function of linguistic means as one of the elements of the linguistic system: transformation, search, configuration, identification.

Researcher A.D. Arkhipov interpreted normative / authoritative registrations, series headlines, unified headlines, in the formation of standardized individually and collectively by the bibliographic record elements in the linguistics of the automated information library system as a means of ensuring high quality of the bibliographic records on the basis of standard subjects [10]. Consequently, the researcher emphasizes the main function of the AF as a component of automated information library system - a definite definition (normative) function [1, 16].

For the linguistic-oriented (information-search thesaurus, descriptive dictionaries) use in the automated information library system, N.I. Gendina defines the following features as AF: terminology, systematization, navigation, normative, technological [1, 17, 18].

It is important to observe AF functionality in the context of informatics and bibliography, as well as in the context of librarianship. According to library scholars O.P. Korshunov, I.G. Morgenshtern, A.V. Sokolov, Yu.N. Stolyarov [1, 19, 20, 13, 21, 22] it is possible to the following functions: identification function, information, communication modeling (communication), normative, search, registration, records, technologies.

We try to summarize the functions described and proposed by the researchers discussed above. For this purpose, it is necessary to define the structure and content of the grouped functions in the set of previously defined functions in accordance with the rule of the Scientific Research [23,24].

For a systematic approach, it is desirable to divide the functions for AF into two groups: general and special (additional) functions.

We can also define the following structure and replenishment of AF functions as defined by the interpretation of the specific functions of the authoritative files.

General authoritative file functions:

Regulatory (Regulatory) function (normative, unification) - any authoritative file provides the same authorship of the object (group of objects) used as a controlled access point on bibliographic resources.

The search function is an authoritative file function that allows searching for information about objects (works, individuals, organizations, objects, etc.) and relevant bibliographic resources.

The control function is an authoritative file function that provides control of the names of objects used as access points in bibliographic sources.

Information function-authority file means that the bibliographic sources will perform the task of selecting the access point to be controlled.

Communication function - any authoritative file may be associated with other authoritative / bibliographic files (corporate system) and external media - global information networks / systems.

Identification (identification) function is an authoring file function that enables you to identify the subject based on specific characters.

Special (additional) authoritative file functions:

Differentiation is the result of the addition of the object identification (eg, identical geographical names, date and place of conferences, the scope of application of homonyms, the distinctive function to distinguish the object from other objects with the same name, etc.);

Information-any Authority File Provides information about the object (group of objects) used as a controlled access point on bibliographic resources;

Suggested functions

Navigation - guides each of the objects into the names and names of objects (group of objects) by establishing communication and relationships between objects;

Modification is the authoritative file, which changes the properties of the requested object (person, organization, object) in the natural language;

Registration - the function of ensuring the registration of names and names of objects of all forms when using bibliographic resources as a checking access point;

Systematization - the function of securing the same type of objects by a strictly defined order and some other characteristics;

The objects (entities, organizations, subject) set up their interconnection through the information and link system.

Structuring - distribution of objects according to some kind of sign of the same type, their mutual location and communication. Constructs and regulates various group structures, such as the organization, the existing internal structural division (educational institution, scientific institution), the current parent and its structural divisions; relationship between family / family members; is formed.

Terminology - refers to the name and the title, indicating the subject matter and the name of the object, as to the terminology of the subject matter.

Technological - authoritative file reflects name / title on the basis of objects or any other field of information;

Convenience for users (Comfort Optimization) - ensures that users have access to AF, functioning efficiently, productivity, and full satisfaction to succeed in achieving a specific goal.

Also, based on the various analysis during the study, it is possible to propose other AF functions: selection, cumulative, reference, identification, identity.

- Selection - a set of information about a given object in the AF allows the user to select an object that matches the object;

- Cumulative - converting the authoritative file into scientific information for collection of information on objects used as access control points on bibliographic resources;

- Directing - directs the user to independently search for information about objects and relevant bibliographic resources, showing link between authoritative and bibliographic files;

- Detection (identification, verification) - is associated with the creation of unknown or inaccurate information about the object (publisher, person, organization, etc.). This feature is mainly owned by authoritative files created for such categories of access points such as names of individuals, organization names, common names, combined names, sequences, geographic names;

- Identifying - recognizes all objects used as controlled access points on bibliographic resources in the authoritative file.

Conclusion

Thus, the analysis of AF functions indicates that its complexity is related to the theory and requires technical and technological transformation in the field of cataloging.

The historical approach allowed us to consider the emergence of the idea of authoritative files and its conceptual design in historical retrospective.

The systematic approach was applied to the study of an authority file as a system consisting of interconnected, interacting and interdependent elements, the totality of which made it possible to get an idea of the conditions for the emergence of authority files, the stages of their formation, as well as development trends and prospects.

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