

every special collections repository, and Briston offers valuable information. She uses clear language to define open access and copyright, and delves into questions related to the Library and Archives exception in the US Copyright Act, fair use, orphan works, and works in the public domain. Her section on tools and workflows is particularly useful, as it describes openly available documentation of digitization projects and best practices regarding rights issues. Many special collections librarians or archivists could use these tools in their own repositories.

While this anthology presents the voices of many different people in the library and archives fields at various stages in their careers, the majority of the authors are from colleges and universities. This reviewer would have liked more diversity amongst the types of institutions represented, such as community archives or other less traditional spaces. This book has much to offer, but will ultimately be most useful to those in academic environments.—*Jessica Holden (jessica.holden@umb.edu), University of Massachusetts Boston, Boston, Massachusetts*

The Subject Liaison's Survival Guide to Technical Services. By Krista Schmidt and Tim Carstens. Chicago: ALA Editions, an imprint of the American Library Association, 2017. 95 p. \$40.00 softcover (ISBN: 978-0-8389-1502-8); \$32.00 e-book (PDF: 978-0-8389-1532-5; ePub: 978-0-8389-1532-2; Kindle: 978-0-8389-1534-9).

What happens when an experienced subject liaison is teamed with a veteran technical services librarian? You get a slim but informative volume that details the fine points of technical services in a way that anyone can understand.

The Subject Liaison's Survival Guide to Technical Services is divided into chapters corresponding to different aspects of library technical services: "Collection Development," "Budgets and Budgeting," "Submitting Orders" (from the subject liaison's perspective), "Acquisitions Ordering" (what the technical services department does with those submitted orders), "Receiving and Processing," "Cataloging," and "Collections Maintenance." While the guide could be read in a single sitting, the way it is arranged also makes it useful as a reference tool. A subject liaison can consult each of the chapters as needed. Each chapter contains a section titled "Questions You Should Be Asking," which serves as a concise summary of the most important things subject liaisons will need to know during the course of their daily duties.

This book is the first of its kind to delve into the specifics of how technical services works from a subject liaison's perspective and how and where those two fields can overlap and intersect. The American Library Association's Reference and User Services Association (RUSA) has a webpage devoted to "Guidelines for Liaison Work in Managing Collections and Services."¹ A 2005 paper by Macaluso and Whitney Petruzzelli provides a toolkit for the library liaison.²

Both of these resources, however, are far broader in scope than *The Subject Liaison's Guide*, focusing more on patron interactions than relations with other library departments.

Chapter 2, "Budgets and Budgeting," is a great example of this guide's utility. The authors state, "We realize it's tempting to ignore budget issues and just focus on spending what you are allocated. However, liaisons are well served to learn as much as possible about how budgets are determined and structured because understanding the overall budget situation allows you, as a liaison, to operate strategically" (13). Perhaps because they recognize that this may be a tempting chapter to skip in favor of those more directly relevant to the daily workings of the job, this chapter contains several breakout sections detailing the most important highlights of the text, including a budgeting 101 primer, moving money from one fund type to another, and how to be a team player when there are budget cuts. A subject liaison could focus solely on the breakout text and gain a good, workable overview of how budgets work and how they can facilitate and work within the budget process. This artful blending of detailed main text with breakout boxes and chapter summaries makes this an easy book to navigate.

While there is a lot of information here, Schmidt and Carstens are mindful of not getting bogged down in details. The reader does not need to worry about being overloaded with minutiae that may not actually be useful in practice. For example, Chapter 6 "Cataloging" does not go into the finer points of ISBD punctuation, MARC fields, and non-filing indicators. Though these are important aspects of cataloging, they are less important to the work of the subject liaison and too much information of this type would clutter an otherwise clean and concise text. Instead, the authors focus on the differences between copy and original cataloging and what consequences each method has when it comes to processing and arrival-to-shelf time. The authors give a quick overview of basic cataloging terminology so that the subject liaison can speak and understand "cataloger-ese" when questions arise. And they focus on how the catalog can be enhanced, customized, and corrected when there are errors—all things a subject liaison will need to know to provide the best service to their patrons.

The Subject Liaison's Survival Guide to Technical Services does an excellent job of explaining the various aspects of technical services that a subject liaison with no technical services experience may not intuitively grasp. It works both as a guide to read during the first days on the job and also as a reference work to consult for a refresher course on a specific area as needed. The book is thorough and detailed while also being clear and concise, mindful of giving the reader a good understanding of the inner workings of technical services without overloading them with too many particulars. This book could be a useful tool for anyone who works with specific subject or special collections in

any library setting.—*Shanna Hollich (shollich@gmail.com), Adams County Library System, Gettysburg, Pennsylvania*

References

1. “Guidelines for Liaison Work in Managing Collection Services.” Reference and User Services Association (RUSA), accessed February 15, 2017, <http://www.ala.org/rusa/resources/guidelines/guidelinesliaison>.
2. Macaluso, Stephan J. and Barbara Whitney Petruzzelli. “The Library Liaison Toolkit: Learning to Bridge the Communication Gap.” *The Reference Librarian* 43, no. 89–90 (2005): 163–77, accessed February 3, 2017, https://doi.org/10.1300/J120v43n89_11.

Cataloging Legal Literature, 4th Edition. Melody Busse Lembke and Melissa Beck. Getzville, NY: William S. Hein & Co., Inc., 2016. 409 p. \$95.00 softcover (ISBN: 9780837740126). *Editor’s note: this title is also available as an electronic version via HeinOnline.*

In the twenty years since the last edition of *Cataloging Legal Literature* was published, the cataloging has changed dramatically. Resource Description and Access (RDA) is the new cataloging standard, and it is impossible to overlook just how much the Internet has radically changed the world of legal literature. New to the publication of this edition is co-author Beck, who freely admits in the preface that her contributions are more about what she has learned and is learning rather than what she knows. This statement illustrates the fundamental tenant of the manual, that cataloging legal publications is an ever-changing and developing concept. The authors present information and sometimes unanswered questions to “help a cataloger analyze materials and think like a law cataloger” (xxi).

In the introduction, the authors stress that this book is not meant as a self-help guide for a beginning cataloger, but as a companion work to pre-existing cataloging handbooks. This means that at least a basic understanding of legal materials is necessary before reading. Legal publications are unique entities and follow different standards than those a non-legal cataloger would ordinarily encounter. The authors stress that this is not a how-to-manual. Instead, they suggest factors that need consideration before making a decision that is right for your library and your collection: “We cannot always say that there is only one correct way to handle these materials!” (132).

As in previous editions, the book is divided into two parts. The first half is primarily dedicated to types of legal publications and how they are unique. Each chapter concludes with additional resources that the reader can consult for more information. At the conclusion of part one, readers will find appendices that include a list of recommended tools, resources, illustrations, and tables.

The bulk of most law library collections is continuing resources, which are covered in Chapter 3. These publications run the gamut from loose-leaf titles to law journals to titles that are revised annually. Surprisingly, the phrase “continuing resources” was first defined in Anglo-American Cataloguing Rules, 2nd ed. (AACR2R), but was not carried over into RDA. Within this chapter, the authors rely heavily on examples to show RDA’s impact on legal cataloging. Particularly helpful is a section that lists parts of a MARC record that may need to be added or updated when cataloging serials for different scenarios.

The most notable difference between this edition and the previous version is the increased attention on electronic resources. Previously, there was little focus on electronic, unsurprisingly since twenty years ago legal literature was almost entirely print based. Illustrating this point is a quote from the third edition, “To be comprehensive would be impossible, as legal publications are always appearing in wondrous new forms, such as electronic journals and CD-ROM products.”¹ Electronic legal resources have certainly evolved since very few current publications include CD-ROMs. The fourth edition devotes all of Chapter 4 to electronic resources.

While the majority of Chapter 4 focuses on cataloging of electronic resources, there is a section on collection development and a discussion of whether these electronic resources should be cataloged. The authors offer arguments that need consideration during this process. Various electronic formats are covered with sample MARC records for each. Of particular note is that the authors also discuss how to handle the corresponding print resource.

No contemporary cataloging manual would be complete without mentioning the Functional Requirements for Bibliographic Records (FRBR). Chapter 6 details how the majority of legal literature falls outside the established RDA and the FRBR models. In fact, the authors state that “legal literature unfortunately consists of many types of publications that are still being defined in the FRBR model” (126). This chapter tries to illustrate which legal publications are true new editions according to RDA and FRBR with extensive MARC examples.

The second part includes an A-Z glossary of terms, including genre/form terms, complete with explanatory MARC records. Comprising just over half of the book, the glossary articulates legal terms in relation to cataloging rules and practices. These are terms that are commonplace to those in the legal field but not necessarily applicable to a non-legal cataloger. The authors stress what a cataloger needs to know about a term and which RDA rules apply. The table of contents lists the page number for each entry in the glossary.

This book is being published both as a softcover publication and electronically. The authors have stated that there