

The final report about “The Future of Cataloguing in Egypt” Project

By

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Cybrarians

**The Arabic Portal for Librarianship and
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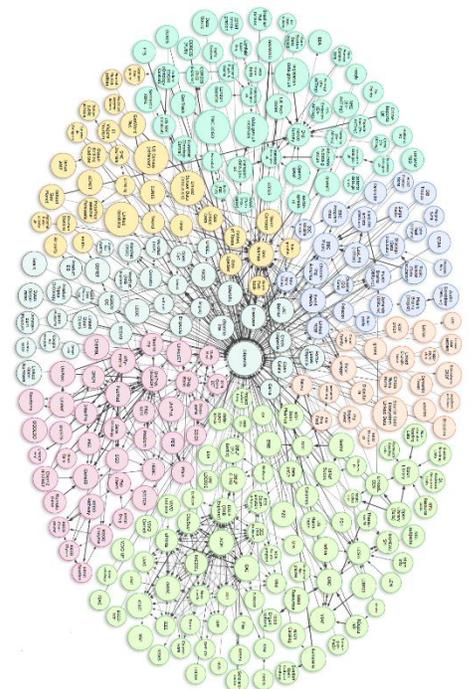
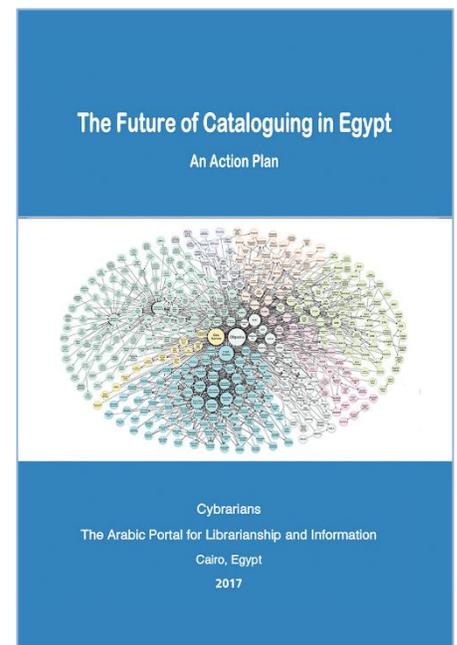
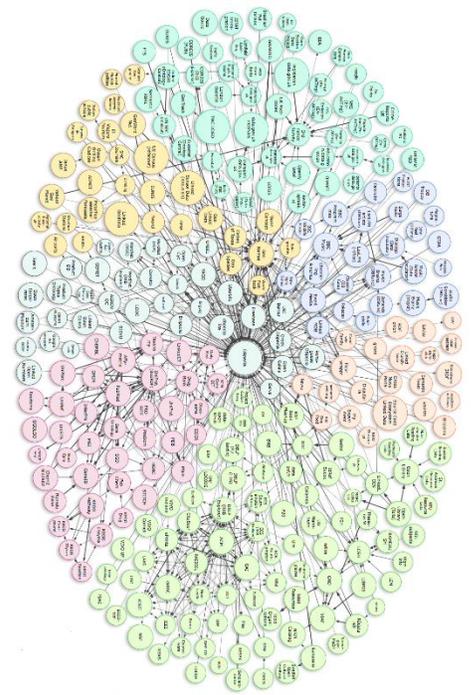


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1. Introduction

On the 18th of November 2017, Cybrarians (The Arabic Portal for Librarianship and Information) launched the final document of “The Future of Cataloguing in Egypt” project. The project was a result of recommendations the seminar held on March 2016 about future of cataloguing in Arab libraries and the new challenges and developments that happened in the global library community regarding cataloguing.

The document includes nine proposals for core projects related to cataloguing field on the national level, the projects could be implemented at any country not only in Egypt. The document available in both printed and electronic formats. This final report documenting the project from the beginning until the final step.

2. The beginning of the project

The Arabic Portal for Librarianship and Information (known as Cybrarians), organised a seminar titled “The Future of Cataloguing in Egypt”, on the 5th of March 2016, at MISR Public Library. It was delivered by Dr. Mostafa Hossam El Din, Associate Professor of the Librarianship Department, Cairo University, and chaired by Professor Hisham Fathi. The seminar discussed the challenges facing libraries in Egypt in the field of cataloguing in particular and bibliographic control in general, with regards to the revolution that has taken place in this field. The discussion addressed the emergence of the new International Standard (RDA), the frequent

discussion about efforts to issue the BIBFRAME standard model as an alternative to MARC 21 and other developments and changes, as well as steps to be taken on the national level to address these challenges.

The seminar was highly attended by a large number of library and information science community and affiliates, who enriched the discussions that ensued from the seminar sessions. An action plan was needed, and the Arabic Portal for Librarianship and Information has recommended organizing another second session of this seminar.

On the 21st of May 2016, at Misr Public Library, the Arabic Portal for Librarianship and Information launched this second session of the seminar, with the participation of various representatives of the library and information science community in Egypt in order to come up with a shared action plan. Participating representatives were from major libraries such as the national library, big research libraries, academic departments, public libraries, university libraries, school libraries, as well as the Egyptian Library Association and other libraries that have implemented the new international cataloguing standard. Representatives from each of these parties have put forward a clear vision for an action plan that would tackle all issues, aspects, and problems related to the future of cataloguing in Egypt.

Seminar Speakers:

- Professor Mohammed Fathi Abdel Hadi, Librarianship Professor, Cairo University
- Professor Raouf Helal, Director of the Egyptian National Library
- Professor Khaled Abd El Fattah, Head of the Egyptian Universities Libraries Consortium
- Professor Amany Gamal Megahed, Head of the Egyptian Library Association
- Mr. Ahmed Aman, Deputy Director of MISR Public Library
- Mr. Mostafa Ganbah, in charge of the union catalogue of school libraries in Egypt
- Dr. Salah Hegazi, Chairman of the Egyptian Library Association committee for libraries of private universities
- Dr. Hisham Fathi Makki, Deputy Head of the Computer Department, Library of Congress Office, Cairo, Egypt
- Ms. Rania Osman, Head of Libraries of the Future Section, Bibliotheca Alexandrina

- Ms. Shadia El Hanafi, Head of Authority Control Section, the American University in Cairo Library
- Ms. Heba Ismail, Technical Director of Egypt's Society for Culture & Development (ESCD)

The seminar was concluded with a statement entitled "The Future of Cataloguing in Egypt" recommending the following:

First: Forming a team involving representatives from all the sectors of the library community in Egypt.

Second: The team undertakes the following tasks:

1. Prepare the detailed plan
2. Develop implementation mechanisms
3. Suggest cooperation and coordination proposals
4. Follow-up evaluation of performance and results of work periodically

Third: The plan should include the following aspects:

1. Arabisation and propagation of the RDA standard
2. National cataloguing policy
3. Technical aspects of the specifications of the automated systems used
4. Position on machine readable bibliographic and authority records accessible in Egyptian libraries
5. Position on BIBFRAME
6. Training programs at the local and national levels
7. Education programs and curricula
8. Research projects proposed to provide practical solutions
9. Initiatives and efforts of coordination and cooperation
10. Funding resources available

Fourth: The team meets regularly. The team should choose its premises and elect its secretary on its first meeting. It can also invite those who wish to attend its meetings and participate in its efforts.

Fifth: The Arabic Portal for Librarianship & Information (Cybrarians) serves as the technical secretariat of the team and the window through which its activities, documents and the results of its meetings are made available.

Sixth: The plan is published after the initial preparation on a large scale and presented to the library community to discuss, amend, improve, or modify it within a prescribed deadline.

Seventh: The plan shall be finalised no later than 6 months from 21 May 2016 (i.e. by December 2016) at a general national meeting organised by the Egyptian Library Association.

3. Beyond the second seminar

In implementation of this statement, a voluntary team was formed of the following members:

1. Prof. Mohammed Fathi Abdel Hadi
2. Prof. Raouf Helal
3. Prof. Khaled Abd El Fattah
4. Prof. Amany Megahed
5. Mr. Ahmed Aman
6. Dr. Salah Hegazi
7. Dr. Hisham Makki
8. Ms. Rania Osman
9. Ms. Heba Ismail
10. Dr. Mostafa Hossam El Din
11. Dr. Mahmoud Khalifa
12. Ms. Shadia El Hanafi
13. Mr. Mostafa Ganbah
14. Dr. Laila Samea
15. Dr. Sahar Rabei
16. Dr. Dina Abdel Hadi

As work began, sub-teams were formed and new staff members were added, including:

1. Mr. Ayman El Masry
2. Mr. Mahmoud Abu El-Fadl El-Dewi
3. Ms. Amina Adel

4. Ms. Aziza Ali Mohammadi

Then in the publishing and translation phase, team of translators joined the team from Bibliotheca Alexandrina:

1. Ms. Sara El Gabalawy
2. Ms. Gamila Mahmoud Hanafy
3. Mr. Mahmoud Samy Sharawy.
4. Manal Nasser.
5. Shadia Hamdy

Finally, the Arabic language reviewer:

1. Mr. Ibrahim Sabry.

The team held three meetings. Its most important proposals were the following:

First meeting

Held at 11 am on Saturday 4 June 2016 at Misr Public Library. The following topics were discussed:

1. Procedural aspects

The team unanimously decided to select Professor Mohammed Fathi Abdel Hadi as the Team Leader, Dr. Mustapha Hossam El Din as Deputy Leader and Dr. Mahmoud Khalifa as Technical Rapporteur for the team.

2. Distribution of the team members on work areas, committees, and projects

The team proposed nine main projects as an action plan to develop the future of cataloguing in Egypt, with a specific plan being prepared for each project. The tasks and responsibilities of preparing these plans were distributed to the team members as follows:

	Project	Team
1.	Arabisation of the RDA standard	- Ms. Rania Osman - Dr. Mahmoud Khalifa
2.	Egyptian National Cataloguing Policy	- Dr. Mostafa Hossam El Din

3.	National Egyptian Cloud Catalogue	<ul style="list-style-type: none"> - Prof. Khaled Abd El Fattah - Prof. Raouf Helal
4.	Egyptian National Authority File of Names	<ul style="list-style-type: none"> - Dr. Laila Sayed Sami'a - Mr. Ayman El Masry - Ms. Shadia El Hanafi
5.	Cataloguing curriculum in libraries and information science departments in Egypt	<ul style="list-style-type: none"> - Prof. Mohammed Fathi Abdel Hadi - Dr. Dina Fathi - Dr. Sahar Rabei
6.	Training program on the RDA standard	<ul style="list-style-type: none"> - Dr. Amany Megahed - Dr. Mahmoud Khalifa
7.	Union catalogue of public libraries in Egypt	<ul style="list-style-type: none"> - Dr. Salah Hegazi - Mr. Ahmed Aman - Ms. Heba Ismail
8.	Union catalogue of school libraries in Egypt	<ul style="list-style-type: none"> - Mr. Mostafa Ganbah
9.	Updating technical and functional specifications of systems for automated libraries and content management systems and making preparations for the BIBFRAME model	<ul style="list-style-type: none"> - Dr. Hisham Makki - Mr. Ayman El Masry

3. Team approach

Each project plan is set within ten pages, with the following points:

- Project title
- Preparation team
- Project objective
- Aim of the project
- Executive actions and procedures of the project
- Proposed time plan for implementation
- Contributors needed for implementation
- Project costs
- Expected outputs
- Performance indicators

4. Time Plan for achievement of projects plans

- Finishing all plans and sending them at least one week before 3 September.
- 3 September: Meeting to discuss projects plans.
- 24 September: Finalising all projects in view of the remarks of the team.
- 8 October: Introducing the projects to the library and information science community in Egypt for reviewing.

Second Meeting

Held at 12 am on Saturday, 3 September 2016 at the Greater Cairo Library in Zamalek. The meeting discussed the following topics:

1. Presentation and discussion of the projects that have been completed

Each team presented its own project. After the presentation, the project was discussed with the rest of the team. The discussion was followed by comments and observations on each project. Each team was asked to complete the proposed amendments during the meeting.

2. Determine the next work plan and the date of the next meeting

- Add the proposals made at this meeting to the projects and make minor adjustments that may be required.
- Projects should be submitted before 8 October 2016.
- Projects should be available to the community of specialists for discussion on 8 October 2016, and the deadline for receiving proposals is one month.
- Gather the proposals received from the community, finalise the projects, issue a document of the projects, and publish them.
- Next meeting: Thursday, 3 November 2016, hosted by Prof. Khaled Abd El Fattah, in the digital library unit of the Supreme Council of Universities, Cairo University.

3. Add new members to the team

- Mr. Mahmoud Abou El Fadl, participated in the preparation of the union catalogue for school libraries project
- Ms. Amina Adel, participated in the project training program representative of the Egyptian of Libraries Association

Third Meeting

Held on Thursday, 3 November 2016, 11 am at the Digital Library Unit of the Supreme Council of Universities. The meeting covered the following topics:

1. The proposed contents, format, and final form of the document

Dr. Mostafa Hossam El Din presented a proposed demonstration for the document. After reviewing the discussions and proposals presented by the attendees, it was agreed to submit the document according to the following:

1. Title: “The Future of Cataloguing in Egypt: An Action Plan”

2. Contents

- Presentation of the document by Prof. Mohammed Fathi Abdel Hadi
- A General introduction presenting the document, the work team, the emergence of the idea, its development and administrative matters by Mahmoud Khalifa
- Exclusive summary clarifying the objectives and principles of the document with a summary of the projects by Dr. Khaled Abd El Fattah, Dr. Mostafa Hossam El Din
- The full texts of the nine projects
- A bibliographic list that includes all the literature on cataloguing in general and the Arabic intellectual production about the new international standard for cataloguing RDA published 2005-2016, to be prepared by Ms. Aziza Ali Mohammadi

2. The proposed method for submitting the document and making it available to the library and information science community in Egypt

- The document to be published in electronic form and accessed through the Arab Library and Information Portal.
- And to be published in print form by the Bibliotheca Alexandrina if it so agrees.

3. The concerned Egyptian institutions and bodies to which the document will be submitted

The document will be made available in limited editions and sent to the concerned institutions for the implementation of the projects. Each copy shall be accompanied by a letter addressed to the concerned institutions indicating the role it can play. The institutions to be contacted are:

1. Egyptian National Library and Archives

2. Bibliotheca Alexandrina
3. The American University in Cairo
4. General Administration of School Libraries at the Ministry of Education
5. Egyptian Library Association
6. Digital Library Unit of the Supreme Council of Universities
7. Software Engineering Competence Centre (SECC) of the Egyptian MCIT
8. Misr Public Libraries
9. Egypt's Society for Culture & Development
10. Departments of libraries and information science in the Egyptian universities
11. Companies producing automated systems for library management in Egypt

4. Determine the proposed date to present the document, and the proposed date for the submission of the document to the Egyptian authorities and institutions concerned

The team agreed on the following tasks and dates for the completion and issuance of the document:

- 26 November: All amendments to the projects are completed and the final draft is written.
- 26 November: Completion of the presentation and demonstration of the document and the executive summary.
- December 3: The document is ready in its final form and to be sent to the entities involved.
- January 2017: Receive any comments or remarks from the entities involved and add them to the document to be ready for printing
- The date of the launch of the document will be determined later on, based on the acceptance of the Bibliotheca Alexandrina to publish the document, provided that the ceremony will be held in it in that case.

4. Content of the document

The document in the final form includes nine proposals for main projects in cataloguing field, in addition to a comprehensive bibliography about Arabic literature on cataloguing from 2005-2016. The proposals published in Arabic and English, but the bibliography available only in Arabic.

1. First Project: "Arabisation and Propagation of the RDA Standard"

Prepared by

Ms. Rania Osman

Head of Libraries of the Future Section, Bibliotheca Alexandrina

MSc in library and information science, University College London, Qatar

Mahmoud Khalifa

Head of the Arabic Portal for Librarianship and Information science

Library specialist, Library of Congress Office, Cairo, Egypt

The project aims to localise the "RDA Toolkit" in Arabic. The standard will be available online in Arabic, including the rules, vocabulary, data elements, lists for relators and relationships, plans, and all other related texts. The amendments and additions will be translated on a timely basis. The localised standard will provide examples and models from the Arab intellectual heritage.

2. Second Project: “National cataloguing policy”

Prepared by

Dr. Mostafa Hossam El Din, Proposal Team Deputy Leader

Associate professor, Libraries, documents & information science

Department, Cairo University

The project aims to issue a document outlining the Egyptian preferences, choices and inputs in cataloguing. It covers terms, data elements, description language and its vocabulary and levels, in addition to the formatting of numbers, dates and calendars records, measurement units, coding plans, abbreviations, symbols, methods and formats of recording and displaying metadata and access points, besides, roles and relationships based on the RDA instructions.

3. Third Project: "Egyptian Cloud Catalogue”

Prepared by

Professor Khaled Abd El Fattah

Head of Library & Information Science Department, Fayyoun University

Head of the digital library unit, Supreme Council of Universities

The project aims to develop a framework and mechanisms for building a national catalogue that adopts cloud-computing techniques. It will be an integrated tool that comprises all Egyptian libraries with electronic catalogues on the web. This includes a conceptualisation of Egyptian cloud catalogue specifications in terms of infrastructure and requirements, participating institutions, participation and membership model, data transfer mechanisms (export and import) and conservation measures.

4. Fourth Project: “The National Authority File for Names”

Prepared by

Ms. Shadia El Hanafi

Head of Authority Control Section, the American University in Cairo Library

Mr. Ayman El Masry

Deputy Head of Serials Cataloguing Section, Library of Congress Office, Cairo, Egypt

Dr. Laila Samea

Lecturer, Libraries, documents & information science Department, Cairo University

The project aims to form a national collaborative authority tool based on state-of-the-art technical and professional standards for name authority control, including, individuals, bodies, geographic areas, conferences, and Authorised titles. This tool helps to increase the efficiency of information retrieval and access, and to participate in international efforts in this context.

5. Fifth Project: “Cataloguing and Metadata Curriculum”

Prepared by

Professor Mohammed Fathi Abdel Hadi

Professor, Libraries, documents & information science Department, Cairo University

Dr. Sahar Rabei

Lecturer, Libraries, documents & information science Department, Cairo University

Dr. Dina Mohammed Fathi Abdel Hadi

Lecturer, Libraries, documents & information science Department, Cairo University

The project aims to develop a description of a course on cataloguing and metadata fit for teaching at departments of libraries and information science at Egyptian universities. It includes objectives, units, teaching methods, and resources, to keep pace with the technical and technological developments in knowledge organisation in web environment. It provides students with models, examples, and exercises from the Arab intellectual heritage and offers additional literacy guides to increase their knowledge and skills.

6. Sixth Project: "National Training Program on RDA"

Prepared by

Ms. Amina Adel

Member of the Board of Directors of the Egyptian Library Association

Information Specialist, Central Library, Helwan University

Mahmoud Khalifa

Head of the Arabic Portal for Librarianship and Information science

Library specialist, Library of Congress Office, Cairo, Egypt

The project aims at developing a training program that will be available to Egyptian cataloguers provide them with knowledge and skills to use the RDA standard. This program is based on the structure and content of the program developed by the Library of Congress to train US instructors on the standard, with examples and samples from the Arab intellectual heritage.

7. Seventh Project: "Union Catalogue for Public Libraries in Egypt"

Prepared by

Dr. Salah Hegazi

Head of GUC (German University in Cairo) Library

Mr. Ahmed Aman

Deputy Director of MISR Public Library, Gisa, Egypt

Ms. Heba Ismail

Technical Director of libraries of Egypt's Society for Culture & Development

The project aims at creating a standardised, machine-readable, and online catalogue inclosing bibliographic data and holding data that describes what is available in Egyptian public libraries from sources of information in various forms and types. The project includes a conceptualisation to identify the mechanisms and executive steps necessary to distinguish the recordings that describe the "focus group" within these holdings, specifically, the group that represents the basic information needs of the beneficiaries of the public libraries in Egypt.

8. Eighth Project: “Union Catalogue of School Libraries in Egypt”

Prepared by

Mr. Mostafa Ganbah

Library specialist, Ministry of Education

Coordinator of the union catalogue of school libraries in Egypt

Mr. Mahmoud Abu El Fadl El Dewi

Information Specialist, Dar Almandumah Company

The project aims to create a standardised, machine-readable, accessible catalogue of bibliographic data and holding data that describes the assets various forms and types available in Egyptian school libraries. The project includes a conceptualisation to identify the mechanisms and executive steps necessary to distinguish the recordings that describe the "normative group" from the sources of information recommended by the Egyptian Ministry of Education for the students of each grade, which suit their information needs.

9. Ninth Project: “Functional and Technical Specifications of Automated Systems”

Prepared by

Mr. Ayman El Masry

Deputy Head of Serials Cataloguing Section, Library of Congress Office, Cairo, Egypt

Dr. Hisham Makki

Deputy Head of the Computer Department, Library of Congress Office, Cairo, Egypt

The project aims at identifying technical and functional specifications that should be available in the automated systems used in Egypt to manage the activities, operations and functions of libraries in the web environment, especially with respect to the subsystems the cataloguing and the catalogue. The systems should suit the developments and changes imposed by the application of RDA, particularly in regard of database structure, characteristics of the new generation of catalogues or the availability of web-scale discovery tools.

10. Cataloguing in the Arabic literature: 2005-2016

Prepared by

Ms. Aziza Ali Mohammadi

Cataloguing Team Leader, Al-Manhal Company

A bibliography covers the published Arabic literature on cataloguing and other related topics, from 2005-2016. It lists 629 resources in all types and formats; books, articles, conference papers, theses, power point presentations, YouTube videos, and Slide Share presentations. The main body of the bibliography arranged by subjects related to the project, then under each topic items arranged chronologically, then by authors, then by title under author name. The bibliography has author index linked to the main body.

5. Resources about the project

The project had very good media coverage and documentation. All related resources published online. Each of the three seminars were broadcasted live and recorded videos available online now. Most of resources in Arabic, but some of them available in English as well.

Herein many links to important information about the document:

- Project's website: <http://cybrarians.org/en/cf.html>
- English full text: http://cybrarians.org/files/cf/FOC_EN.pdf
- Arabic full text: http://cybrarians.org/files/cf/FOC_AR.pdf
- Pictures from the seminars: <http://cybrarians.org/en/images.html>
- The final report (Arabic version):
http://cybrarians.org/files/cf/Project_Report_AR.pdf
- The final report (English version):
http://cybrarians.org/files/cf/Project_Report_EN.pdf
- To order a printed copy: <http://cybrarians.org/en/contact.html>