

FIND IT! ILLINOIS

EDI Depositor

JUNE 2007

Jesse White • Secretary of State & State Librarian

Volume and Issue Consistency Important

Following is a brief review on entering identifiers for publications that are published periodically, whether annually, quarterly, monthly or irregularly.

When the EDI metadata generator asks for volume or year, please enter as much information as is displayed on the publication. For example, when this newsletter is deposited, the line will read "2007." Another publication may display a volume number or both year and volume. An example of both may look like "24 2007." **Please do not enter the word "volume" or any abbreviation of it.**

When the generator asks for the number or identifier, again, enter as much information as is displayed on the publication. In the case of this newsletter, "May" would be entered. Another publication may use numbers instead of months, as in "5" instead of May. If both indicators are displayed, enter both. Examples would be "3 Summer" or "5 May." Simply put one space between the two indicators. Please call or e-mail if you have questions.

Thanks to all of you who have deposited publications. You are providing an invaluable service to information seekers for years to come. Your time and efforts are appreciated!

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EDI Depositor Training

Training on electronic document depositing is scheduled for Wednesday, June 20, and Thursday, July 12, at the Illinois State Library in Springfield, 5th-floor training room. Training is on a first-come, first-served basis for the limited seating.

If you know of someone who would benefit from training on depositing state electronic documents, please refer them to the Continuous Learning Opportunities site at <http://finditillinois.org> to register for a training session. If the person who makes deposits is changing, the new person with the responsibility should be trained.

Training outside of Springfield can be arranged by contacting:

Connie Frankenfeld
217-782-5432
cfrankenfeld@ilsos.net

Two Newsletters Now One

As the EDI program matures, there is less need for two separate newsletters. The decision was made to combine the *Illinois Documents* newsletter with the *EDI Depositor*. This issue is the first combined issue to be sent to all interested parties. We at the Illinois State Library hope the EDI Depositor addresses your information needs concerning the Electronic Documents Initiative.

We Are Your Library

The Illinois State Library is the library for state government employees and elected officials. For assistance with your information needs, please contact:

Ask?Away virtual reference and other online services at

<http://finditillinois.org>

or

Reference Desk: 217-782-7596



Please send questions and concerns to:

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