

Algerian Democratic and Popular Republic Ministry of Higher Education and Scientific Research Abderrahmane Mira University of Bejaia Faculty of Natural and Life Sciences Common Core Department



Course 2 Library Catalogue

Presented by Dr. AZZOUZ. Z Dr.BENAISSA F

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Course Outline:

- Key Definitions: Catalogue, Classification Code, Notice
 - Accessing the Catalogue (On-site or Online)
 - Search Techniques in the Catalogue
 - Library Regulations



National bibliographies serve as specialized databases that list all documents stored in national libraries.

The **Bejaia University Bibliography** is integrated into the Algerian Library Catalogue, accessible online via <u>Algerian Libraries Catalogue</u> <u>https://www.pdoc-dz.com/catalogue-bibliotheque-algerienne</u>

The university's library catalogue is available at <u>Bejaia</u> <u>University Catalogue</u>. <u>http://recherche.univ-bejaia.dz/opac/</u>

These catalogues are fed by **legal deposit**, requiring all publishers to submit copies of their publications.

- A library catalogue is a descriptive list of the documents held by a library:
 - Books
 - Periodicals
 - government publications
 - ➤ audiovisual documentation,
 - ➢ dissertations,
 - ➤ Theses
 - \succ reports, etc.
 - A library catalogue allows you to :
 - check the availability of documents,
 - > locate documents by author, title, subject, etc.
 - Library catalogues are often automated and accessible via the Internet.
 - They are then considered as databases.

1. Key Concepts

Classification Code Cote

A set of symbols (letters and numbers) used to locate a document within a library.

It aids in retrieving and re-shelving documents, whether they are accessible in open spaces or in storage.

Digital documents also have classification codes to help identify them.

Libraries use **classification systems** to organize all documents on a particular topic physically.

These classifications group similar topics, facilitating easy access for researchers.

Numerical classification ;

> Universal Decimal Classification (UDC):

A globally used system that categorizes documents into nine numeric classes. More details at <u>UDC Scheme</u> OF Otlet et Lafontaine. [http://www.udcc.org/scheme.htm]

Universal Decimal Classification (UDC)

Universal Decimal Classification

57 languages

×

Accedez aux paramètres pour activer

English (English)

ABOUT EXPORTS TRANSLATIONS

TOP SIGNS AUXILIARIES 0 1 2 3 4 5 6 7 8 9

For complete UDC schedules see UDC Online Hub

Universal Decimal Classification (UDC)

Universal Decimal Classificat	57 language
summary	English (English)
P SIGNS AUXILIARIES 0 1 2 3 4 5 6 7 8 9	ABOUT EXPORTS TRANSLATION
expand all collapse all	
MATHEMATICS. NATURAL SCIENCES 502/504 Environmental science. Conservation of natural resources. Threats to the	
51 Mathematics	CIICK ON A CIASS
	to the left to
54 Chemistry. Crystallography. Mineralogy	to the left to
	display records
57 Biological sciences in general 58 Botany	uispiay records
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The UDC Summary (UDCS) provides a selection of around 2,600 classes from the whole scheme which comprises more than 70,000 entries. Please send



Accédez aux paramètres pour activ

Universal Decimal Classification (UDC)

Universal Decimal Classification		57 language
summary		English (English)
TOP SIGNS AUXILIARIES 0 1 2 3 4 5 6 7 8 9		ABOUT EXPORTS TRANSLATIONS
expand all collapse all	5	MATHEMATICS. NATURAL SCIENCES
 5 MATHEMATICS. NATURAL SCIENCES 502/504 Environmental science. Conservation of natural resources. Threats to the 51 Mathematics 51 Mathematics 52 Astronomy. Astrophysics. Space research. Geodesy 53 Physics 54 Chemistry. Crystallography. Mineralogy 55 Earth Sciences. Geological sciences 56 Palaeontology 57 Biological sciences in general 58 Botany 59 Zoology 	57	Biological sciences in general $\Rightarrow 58$ Botany $\Rightarrow 59$ Zoology $\Rightarrow 61$ Medical sciences Special auxiliary subdivision for theoretical aspects, characteristics, factors, etc. in biology Application Note: These special auxiliary numbers are applicable in classes 57, 58 and 59 $\Rightarrow 57$ Biological sciences in general $\Rightarrow 58$ Botany $\Rightarrow 59$ Zoology
	57.01	General laws. Theoretical aspects. Characteristics. Properties
	57.02	Biological and ethological processes Including: Mechanisms. Interaction with environment. Social behaviour
	57.03	Pattern of property variations Including: Fluctuation. Cyclic variation. Equilibrium
	57.04	Factors. Influences
•	57.05	Characteristics dependent on control processes. Principles of control processes at various levels Activer Window

> Library of Congress Classification (LCC):

A more detailed system that uses alphanumeric codes, with 21 main classes. Each classification is a combination of the primary subject and additional identifiers (e.g., author, publication year). See Library of Congress Classification. https://www.loc.gov/catdir/cpso/lcco/

The Library of Congress Classification (LCC)

An LCC call number consists of two parts:

A classification index that precisely represents the main subject of the resource.

An additional element for shelving the book (usually letters to identify the author, the year of publication, and possibly a volume number).

The **Library of Congress Subject Headings (LCSH)** classification system ([<u>http://www.loc.gov/catdir/cpso/lcco/]</u>) uses 21 alphanumeric classes.

"Indication of the volume number of a book that contains several volumes, which appears in the signatures, on the title pages, and on the spines of the bindings."

Library of Congress Classification (LCC):



- R -- MEDICINE WP version Word version
- S -- AGRICULTURE WP version Word version

Library of Congress Classification (LCC):

	LIBRARY OF CONGRESS CLASSIFICATION OUTLIN	E	
0	CLASS Q - SCIENCE	Ó	
	(Click each subclass for details)		
Subclass Q	Science (General)		
Subclass QA	Mathematics		
Subclass QB	Astronomy	Subclass QH	
Subclass QC	Physics	QH1-278.5	Natural history (General)
Subclass QD	Chemistry	Q(11*(139.5)	Including nature conservation, geographical distribution
Subclass QE	Geology	QH201-278.5 QH301-705.5 QH359-425	Microscopy Biology (General)
Subclass QH	Natural history - Biology	QH426-470	Genetics
Subclass QK	Botany	QH471-489 QH501-531	Life
Subclass QL	Zoology	QH540-549.5 QH573-671	Ecology Cytology
Subclass QM	Human anatomy	QH705-705.5	Economic biology
Subclass QP	Physiology	Activer Winde	
Subclass OR	Microbiology	Accédez aux para	

Cataloguing and bibliographic description

Bibliographic description is governed by rules.

A general ISBD (International Standard Bibliographic Description) scheme concerns the elements of description and prescribes an order for these elements.

Notice

When we catalogue, we establish a catalogue notice, which is a description of the content and form of the document, and we add information about its localization.



catalogue notice

Notice

A bibliographical (catalogue or descriptive) notice is a record that describes in a unique and clear format a documentary resource that is used in a library.

- Each notice describes a document according to its main bibliographic and physical characteristics.
- Bibliographic characteristics: author, title, place of publication, publisher, series, year of publication,
- Characteristics: number of pages and dimensions.
- This is followed by a list of subject headings describing the content of the document.
- ➤ The catalogue contains as many notices as there are titles in the library.

PDOC: Doctoral Candidates Support Platform

Catalogue of Algerian Libraries

The PDOC website features a catalogue of Algerian libraries, offering access to various resources and databases across multiple disciplines, including sciences, humanities, and technology. It allows users to search for library catalogues, add their own, and share documents. Additionally, it includes sections for requesting articles and books, as well as an e-learning space. For more information, you can visit the <u>PDOC website</u>

https://www.pdoc-dz.com/catalogue-bibliotheque-algerienne#

Library Loans

Book Catalogues: Catalogues list books, monographs, theses, and other unique publications.

There are:

Library Catalogues (OPAC): These include all books from a library or multiple libraries (collective catalogues). OPAC (Online Public Access Catalog) allows users to search a library's catalogue.

The OPAC (Online Public Access Catalog) of the University of Bejaia offers users the ability to search for a wide range of resources, including books, theses, and other publications available in the library. It enables users to perform advanced searches using various criteria, making it easier to find specific materials. Additionally, the system may provide access to digital resources, borrowing policies, and information on library services.

Effective use of a library catalogue requires knowledge of authority lists, subject headings, or thesauri.

Bookstore Catalogues: The most well-known are Electre (paid) and Amazon (free consultation).

> Open Access Catalogues:

Open access catalogues, such as <u>WorldCat</u>, help locate documents containing the sought information. Access to the actual document is through library consultation or purchase. For public domain books, there are digital catalogues available for free, such as <u>Project</u> <u>Gutenberg</u> and <u>Gallica (BNF)</u>, which offer a wide selection of digitized literary works and resources.

Gutenberg http://www.gutenberg.org/

Ou Gallica (bnf) <u>http://gallica.bnf.fr/</u>

2. Consult the Catalogue On-Site or Online

Users can access the library catalogue either in person at the library or online through the library's website. This allows for convenient searching of available resources, including books, articles, and other materials, ensuring easy retrieval of the necessary information.

The library catalogue can be accessed through either an alphabetical list by author, title, or subject, or by searching for significant keywords related to the title, subject, or author.

Accessing the OPAC of the University of Bejaia is free via their website: <u>http://recherche.univ-bejaia.dz/opac/</u>.

Upon clicking the link, a user-friendly interface will appear for easier navigation and search.

3. Searching the Catalogue

To search the catalogue, users can input queries through various methods such as using an alphabetical list by author, title, or subject, or by entering significant keywords related to their topic of interest. This allows for flexible searching to find the desired resources efficiently.

Catalogue Bibliothèque

Entrez le(s) critère(s) de	recherche		
Mot(s) du titre	Cellulaire		
Mot(s) auteur			
Mot(s) sujet			
AR	Rechercher	Recherche avancée	

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To search for a document, simply fill in the displayed fields with keywords. For instance, you can enter the term "cellulaire" in the "one word from the title" field. After clicking "search," you will receive the relevant results.

Catalogue Bibliothèque

Recherche simple				
Entrez le(s) critère(s) de	e recherche			
Mot(s) du titre	Cellulaire			
Mot(s) auteur				
Mot(s) sujet				
AR	Rechercher	Imprimer	Recherche avan	ée

N°	Titre	Auteur	Туре	Année
1.	900 QCM de biologie cellulaire, histologie et embryologie, UE 2	Ghorbal, Mounaïm	Livre	2015
2.	Acteur de controle et régulation du cycle cellulaire.	Djahida, Berkani	Thèse	2011
3.	Activités antiproliférative, génotoxique et antigénotoxiquedes extraitsde deux plantes médicinales sur le cycle cellulaire de Allium cepa	Baaziz Fatma	Thèse	2013
4.	Activités génotoxique et anti-génotoxique d'extrait ethanolique des bourgeons de Populus nigra sur le cycle cellulaire del'Allium cepa	Kadi-Ayouaz, Linda	Thèse	2014
5.	Aide mémoire biologie cellulaire	Tourte, Monique	Livre	2011
6.	Aide-mémoire de biologie cellulaire : classes préparatoires, 1er cycle universitaire	Geneves, Louis	Livre	1989
7.	Appoptose et senescence cellulaire.	Naima, Ourari.	Thèse	2011
8.	Atlas Biologie cellulaire	Roland, Jean-Claude	Livre	2007
9.	Bases thermodynamiques de la biologie céllulaire	Thellier, Michel	Livre	1992
10.	Biochimie : études médicales et biologiques. 1, Biologie céllulaire et moléculaire	Kruh, J.	Livre	1982
11.	Biochimie générale et médicale : structurale, métabolique, sémiologique. Vol.4, Catabolismes, énèrgétique céllulaire, biosynthèses, hormones	e Louisot, Pierre	Livre	1983
12.	Bioénergétique cellulaire	Bernard, Jean-Jacques	Livre	2002
13.	Biologie cellulaire : aide-mémoire	Tourte, Monique	Livre	2003
14.	Biologie cellulaire	Julien, Raymond	Livre	1997
15.	Biologie cellulaire : 300 QCM	Maillet, Marc	Livre	2002
16.	Biologie cellulaire	Maillet, Marc	Livre	2006
17.	Biologie cellulaire : des molécules aux organismes	Callen, Jean-Claude	Livre	2005

To browse the list of search results, click on "next" located at the bottom right of the page. This will allow you to navigate through the available documents and access the information you need.

Catalogue Bibliothèque

72.	Dictionnaire de biologie cellulaire		Livre	2004
74	Electronhysiologie élémentaire : méthodes et techniques, proprités électroniques de la membrane	Benquerrah A	Livro	1984
/4.	cellulaire en au repas, proprietés électriques de la membrane cellulaire en activité.	Denguerran, A.	LIVIE	1304
75.	Eléments de biologie cellulaire	Robert, Daniel	Livre	2004
76.	Enzymologie moléculaire et cellulaire : Tom 2	Yon-Kahn, Jeannine	Livre	2005
77.	Enzymologie moléculaire et cellulaire.T.1	Yon-Kahn, Jeannine	Livre	
78.	Etude de l'infrastructure du réseau cellulaire de la ville de Bejaia	Kernou, F.	Thèse	2007
79.	Etude de l'infrastructure du réseau cellulaire de la ville de Bejaia	Kernou, F.	Thèse	2007
80.	Evaluation de performances et fiabilité d'un réseau cellulaire cas du réseau WLL de Bejaia	Sedda, hakmi	Thèse	2008
81.	Exercices corrigés et commentés de biologie cellulaire	Cau, Pierre	Livre	2010
82.	Exercices corrigés et commentés de biologie cellulaire	Cau, Pierre	Livre	2008
83.	Exercices corrigés et commentés de biologie céllulaire	Cau, Pierre	Livre	2000
84.	Fiches de revision biologie cellulaire et moleculaire : rappels de cours, QCM et QROC corrigés	Rangarajan, Desikan	Livre	2010
85.	Génitique du développement et de la différenciation cellulaire	Abdelli, Ahmed	Thèse	2004
86.	hormones thyroidie ,mécanisme cellulaire et controle génétique	s.loualia, n.makhloufi	Thèse	2002
87.	Introduction à l'étude de la chimie céllulaire	Barker, Géoffrey R.	Livre	1976
88.	Introduction a l'ultrastructure céllulaire	Messier, Paul Emil	Livre	1974
89.	Introduction du massive MIMO au réseau cellulaire 5G	Nacera ,Aoughlis	Thèse	2020
90.	Isolement et étude des virus dans l'oeuf embryonné et en culture cellulaire	Cateigne, Geneviève	Livre	1965
91.	La biologie cellulaire en 1.001 QCM et QROC	Cailliez, Jean-Charles	Livre	2003
92.	La céllule : biologie céllulaire étude structurale et moléculaire	Chevaillier, Philippe	Livre	1981
93.	La construction en béton cellulaire : conception et mise en oeuvre	Guegan, Christian	Livre	2013
94.	la fusion cellulaire	Harris, Henry	Livre	1974
95.	La relation entre la numération cellulaire et la qualité du lait : Relations entre numération cellulaire du lait,	Hamed , Houda	Livre	
06	les parametres physico-chimiques et le stress oxydant.	Amal Dahdauh	Thèse	2007
90.		Amer, Dandoun	These	2007
97.	Le cycle cellulaire	Galas, Simon	Livre	2008
90.	Le metabolisme cellulaire et sa regulation	Conen, Georges	Livre	19/1
99. 100	L'epieuve de biologie au baccalaureat D.1, biologie cellulaire genetique	Desire, Charles	Livie	1304
51 - 100 d			Pages : Dr	
JI - 100 a			rayes. rit	

To obtain a reference, simply click on the desired title. This action will display detailed information about the document, including its availability and relevant bibliographic data.

Catalogue Bibliothèque

		Recl	herche simple			
			recherche.univ-bejaia.dz/opac/notice.php?id=5151			
		(i) Non sécurisé	recherche univ-heiaia dz/opac/potice php?id=5151			
		() Hon securise		_		
		Public	BD UNIMARC			
		Type de document	Livre			
N10		Langue	Français		-	
N°	litre	Titre	Cytobiologie [texte imprimé]		Type	Annee
1.	Cytobiologie	Auteur(s)	Alliet, Jacques		Livre	1998
2.	Cytobiologie . Tome 2		Lalegerie, Pierre		Livre	1985
3.	Cytobiologie .Tome1	Edition	Nouv. éd. mise à jour et ref		Livre	1983
1 - 3 de 3 (2.66 min)		Adresse bib.	Paris : Ellipses, 1998			Pages: 1
		Collation	860 p. : ill. ; 26 x 18 cm			
		Collection	Les cours du PCEM			
		Notes	Lexique. Index			
		ISBN	2729847014			
		Sujet(s)	Biologie Cytologie			
		Résumé	Introduction à la biochimie structurale et aux principales méthodes d'étude de la cellule. Etude des principales formes de vie sur Terre. Données ultrastructurales et biochimiques des divers organites intracellulaires et de la matrice intercellulaire et des diverses pathologies qui s'y rapportent. Destiné aux étudiants des sciences de la santé.			
		Indices	574			
		En attente de recherche	e.univ-bejaia.d			

4. Borrowing Rules:

The university sets regulations for borrowing documents, as shown below:

Reader Category	Number of Documents	Borrowing Duration
Students	3	15 days
Permanent Teachers	6	2 months
Contract Teachers	4	1 month
Postgraduate Students	4	15 days
Staff	2	15 days

Sanctions

Regulation concerning sanctions applicable in case of loss or damage to library books.

Price of the book	Increase in %
From 01 to 1000 DA	+ 100 %
From 1001 to 2000 DA	+ 80 %
From 2001 to 3000 DA	+ 50 %
From 3001 to 4000 DA	+ 40 %
From 4001 to 5000 DA	+ 25 %
Above 5001 DA	+ 20 %

Advantages and limitations of CB

A library catalogue has a number of advantages that make it essential to consult.

- > Availability of documentation.
- > Quality of resources.
- ➢ Ease of retrieval.

The limitations of a library catalogue

- Limited documentation.
- > No journal articles or periodicals (review).
- > Information not very recent.

Bibliography

http://recherche.univ-bejaia.dz/index.php/services/services-aux-usagers.html