value to the book by providing the reader with access to a wide range of useful resources.

The Complete Guide to Acquisitions Management does achieve the authors' goal of providing an up-to-date, comprehensive guide to acquisitions management for staff new to the field. Published in 2003, the content remains timely. As previously noted, the book does not provide the detailed level of discussion that more experienced acquisitions and electronic resource librarians require that appeared in *Understanding the Business of Library Acquisitions.* However, this book does provide a good introduction to acquisitions management and is recommended for graduate library school collections and library technical service or acquisitions department reference collections.—*Robert Alan (roal@psulias.psu.edu), Pennsylvania State University, University Park*

References

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Managing Information Technology: A Handbook for Systems Librarians. By Patricia Ingersoll and John Culshaw. Westport, Conn.: Libraries Unlimited, 2004. 199p. $45 hardbound (ISBN 0-313-32476-X).

This handbook is a much-needed text regarding systems librarianship and covers topics not encompassed by or in need of updating from earlier works by Thomas C. Wilson and Rachel Singer Gordon.[1] Many systems librarians today are still self-taught, despite the widening of library school curricula to include more information technology basics, and this handbook is a must for the desks of those librarians. Although the Wilson text contains a more thorough (though rapidly becoming dated) treatment of the history of computers in libraries and the philosophy of systems librarianship, Ingersoll and Culshaw provide more than adequate introductory material and address a wide assortment of subject areas relating to information technology. Including many practical tools and lots of tips and advice, their work amounts to a compilation of the many and sundry things they have learned and developed during their collective thirty years of on-the-job learning in an academic library setting.

The first chapter of the work is devoted to planning. With technology playing the major role it does in today's libraries, the importance of the systems librarian's involvement from the outset in any planning process is stressed. The authors appropriately emphasize that successful results are particularly dependent on systems staff involvement in any planning related to integrated library system (ILS)

migration. With the flux in the technology marketplace and the accompanying demise of so many ILS vendors and systems, system migration has become a high priority for many systems departments, and those not affected now can expect to have to deal with the problem somewhere down the road. Ingersoll and Culshaw therefore are right to consider the planning for migration as a subject to be handled in some detail, as they do.

The authors emphasize that reporting lines and staffing should respond in a dynamic way to environmental changes. They note that close alliances between the library and the computer center are likely on today's college and university campuses; if a formal reporting connection does not exist between the library and the computer center, one can generally expect that there is a strong informal relationship, and they stress communication with the intent of shifting "the emphasis from control of information to sharing it" (39). Good advice.

A systems librarian must be an excellent communicator within his or her own organization and also in interacting with peers outside their library as well as with others who may not be so knowledgeable about the ins and outs of technology. Ingersoll and Culshaw stress that the use of technical jargon and acronyms can often inhibit communication with those outside the systems department, in much the same way as the use of library jargon and acronyms can sometimes inhibit communication between librarians and nonlibrarians.

The wide variety of topics covered in the work is both a strength and a weakness. On the plus side, this work will surely open the eyes of some students and even some systems librarians to the ever-expanding role that they are being asked to play. On the other hand, some of the important topics covered, such as statistical reporting, link checking, wireless computing, and other service-related topics, are covered in a summary style, taking up only a few pages. The reader will often wish that these and a number of other topics were covered in more detail.

For a book published in 2004, the dates of the literature cited seem a bit problematic. The authors quote abundantly from literature published in the mid-1990s or even earlier. Given the subject nature of the work and the fluid nature of the systems field, the reader is often left wondering about the relative absence of systems librarianship literature from 2000 and beyond. Although such literature is not plentiful, it is always difficult for the skeptical reader to give credence to the continuing validity of materials more than ten years old in this rapidly changing field. The authors might have found it fruitful and useful to their readers to do a better job of explaining the relevance of the materials cited, even if only as an attempt to provide a historical perspective.

At 132 pages, with an additional 49 pages devoted to resource materials containing a sample local area network

(LAN) account policy, a sample acceptable-use policy, and a library technology plan, the handbook will serve its readers well as a way to get their arms around a wide-ranging subject. Other resource material provided includes ILS vendor information, a job evaluation form, a sample of an online help page, a professional reading list, and a good bit more. These resource materials will no doubt be helpful to systems librarians at many levels and in many situations.

Although library and information science education schools should now be supplying future librarians with systems librarianship specializations, most practicing systems librarians today got into their roles mostly because they are the type of people who feel comfortable with and are undaunted by computers, hardware, and software. Especially for this virtually self-taught type of systems librarian, the Ingersoll and Culshaw text should be a most welcome addition to their collection.—*Vicki L. Gregory (Gregory@shell.cas.usf.edu), University of South Florida, Tampa*

Reference

1. Rachel Singer Gordon, *Accidental Systems Librarian* (Medford, N.J.: Information Today, 2003); Thomas C. Wilson, *The Systems Librarian: Defining Roles, Defining Skills* (Chicago: ALA, 1998).

Binding and Care of Printed Music. Music Library Association Basic Manual Series, no. 2. By Alice Carli. Lanham, Md.: Scarecrow, 2003. 179p. $52.95 cloth (ISBN 0-8108-4651-9); $29.95 paper (ISBN 0-8108-4652-7).

This straightforward manual on binding music scores and maintaining music collections is the second volume in the Music Library Association's Basic Manual series. It is aimed principally at "music librarians with little conservation background and to library conservators with little music background" (vii). The author notes that there are many other resources that cover the binding and conservation of printed books, and that this manual pertains specifically to the use of those techniques for binding, conserving, and preserving printed music. What sets it apart is the author's knowledge of how printed music is used, because such knowledge is essential to ensuring that the music will be useable after it is bound. Music librarians and music collection managers are well-aware that printed music bindings must meet study and performance requirements—scores should lie flat on a music stand, and parts should not be jammed into pockets that are too tight or improperly constructed. Thus, the author addresses the particular stresses to which printed music is liable that necessitate bindings that allow for openability, secure page attachment, and storage of loose parts.

There are several options for music binding, as there are for binding books and journals. Carli describes each type of binding and comments upon its suitability for reading

or performance. She then gives clear, detailed, and precise instructions for making each kind of binding. There is sound advice throughout for those who make overarching decisions about repairing and replacing music materials. The instructions for all aspects of the binding process are succinct, free of jargon, and easy to follow. There is an extensive glossary covering terms that are specific to binding, conservation, and preservation.

The verbal instructions are helped immensely by the accompanying simple line drawings, making it fairly easy to carry out the step-by-step instructions for the binding and conservation tasks described. Additionally, even if one does not carry out the instructions oneself, their usefulness lies in the detailed explanations of how bindings are constructed, when one type of binding is to be preferred over another, and what is to be avoided all together. It is a valuable manual for training bindery workers, and would also be a worthwhile textbook in a music librarianship class. People who are working with commercial binders will also find these explanations helpful as they write their binding instructions.

The chapter devoted to working with commercial binders is a compendium of advice on workflow, shipping preparation, and record keeping. The explicit instructions, such as those for preparing a shipment for the bindery and receiving a shipment back into the collection, are invaluable to anyone who is new to the job and does not even know what questions to ask. They are also of value for reevaluating existing procedures. The author suggests that most of the work should be done by students under the supervision of a staff member who is well-versed in bindery procedures. Of course, the amount of preparation done at any library depends upon the level of staffing. One suggestion that the author does not mention, but that does make a real difference in one's approach to working with a binder, is to tour the bindery and talk to the people there about their procedures.

Carli's view that there is a decline in the quality found among commercial binders, due to low pay and repetitive work, seemed a tad harsh, considering the pride that most binders take in the quality of their work and their compliance with the *Library Binding Institute Standard for Library Binding*.[1] However, her point that it is the responsibility of the library to correctly prepare the material and provide clear and complete instructions is well-taken.

Most library managers find it difficult to carry out conservation and preservation plans for their existing collections in the face of the need to acquire and process new materials. Scores published before 1990, other than monumental pieces, tended to be printed on low-quality paper that has become brittle or disintegrated over time. Finding and repairing or replacing brittle or damaged scores is an undertaking that is beyond most libraries. Typically, libraries identify the damaged scores when they are returned to