

### 1. Selection Criteria

Free Web resources, including ejournals and ebooks, are selected by subject librarians according to overall collection guidelines. Free resources must serve the academic and research interests of the University.

Special criteria that might aid in the selection of free materials include:

- The extent of material available
  - one issue or current issue only vs. a deep archive of full-text
  - a list of links vs. substantial research content
- The stability of the resource
  - consistently available
  - regularly updated and maintained
  - responsibility and authorship readily determined
- The ease of access
  - freely available to all
  - areas that are fee-based are clearly marked
- The importance to local programs
  - for example, for electronic journals, indexing in subject-specific databases

Selectors have two routes in making free Web resources available to users:

- a) posting on the Libraries' collection of free links
- b) requesting cataloging for the resource in the library catalog, InfoLinks

### 2. Free Web Links

Each selector is responsible for maintaining his or her subject links; selectors may delegate some responsibilities for maintenance and inputting to others as they feel appropriate. The Web Services librarian will routinely request that link-checking routines be run against link collections.

### 3. Cataloging

Certain free materials are automatically cataloged as a part of Technical Services workflow. These include:

- Any Arkansas materials
- Free materials that correspond to print resources already cataloged.  
(In some cases, technical services staff may confer with selectors to ascertain the value of the free resource.)

Because items in the catalog must be maintained both in the catalog and in the WebBridge (Find it!) knowledge base, record creation and maintenance involves significant staff time from several units.

Selectors who wish to recommend a free resource for cataloging should:

- a) Examine the resource itself (not merely rely on an announcement or listing).
- b) Recommend only items in their assigned subject areas (suggestions outside assigned areas should be forwarded to the appropriate selector for review).
- c) Complete the EResources Cataloging Form, currently located at <http://libinfo.uark.edu/webdocs/collectionmanagement/ecatalogingform.pdf> and forward it to...

