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Collection

Research is becoming ever easier and more convenient. Important steps in this process include the integration of digitised tables of contents into the library catalogue and the introduction of the *Gemeinsame Normdatei*. A new disaster plan provides better protection for the collections.

Acquisitions

Despite the increase in electronic publications, the number of conventionally printed new publications is roughly the same as in previous years. A total of 10 972 such items from publishers were added to the NL collections in 2011 (compared with 10 568 in 2010). Including digitally born works, the Helvetica collection grew by 120 861 units (2010: 63 895). Around half of this exceptionally high figure is made up of photographs from the archive of Niklaus Stauss. The Swiss Literary Archives (SLA) and the Prints and Drawings Department (PDD) managed a total of 372 archives and literary estates (2010: 368).¹⁷

Thanks to an agreement with Swiss publishing houses, most books published in Switzerland are supplied to the NL automatically and free of charge. Helvetica published abroad, however, must be located and generally purchased. To ensure that this part of the collection also remains as complete as possible, 2011 saw a drive to acquire translations of works by Swiss authors. In terms of association publications, the emphasis was on acquiring items from companies listed on the Swiss Exchange. The electronic management system introduced in recent years enabled an automatic reminder process to be set up for currently published serials, enabling gaps in the collection to be progressively closed.

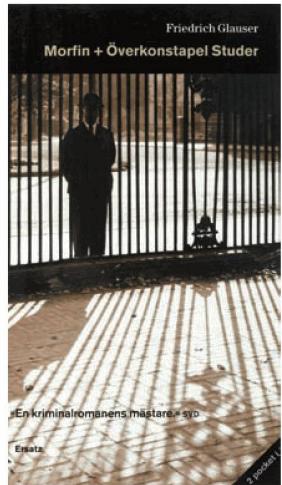
Catalogues

At the end of 2011, the *Helvetica* library catalogue comprised 1 515 943 bibliographical records (2010: 1 485 076). Since December 2011, as part of a collaboration with the Library of Bern University, the tables of contents of newly catalogued titles are also recorded as a PDF file, when they contain useful information. These are then included in catalogue searches, leading to a wider range of search results.

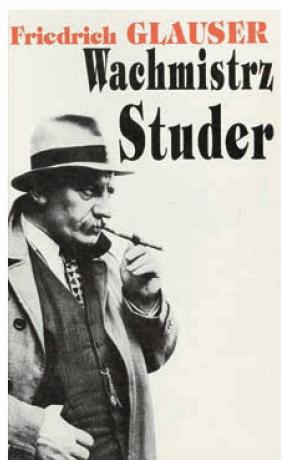
The *Helvetica* catalogue contained 242 019 records on 31 December 2011 (2010: 108 634). The catalogue of biographical newspaper articles has now been included in its entirety. It contains records of articles on public figures in Switzerland. The entries in *Helvetica* are now also accessible via Google and can be consulted in *swissbib*, the metacatalogue of Swiss university libraries and the NL. One of *swissbib*'s features is the facility to locate on a map the geographic coordinates recorded with images.

The Swiss Poster Catalogue contained 61 456 records (2010: 56 072). The catalogue homepage has been made more user-friendly. The *Bibliography on Swiss History*¹⁸ has switched over to online access. At the end of 2011 it contained 87 472 records (2010: 24 782).

A further advance in standardisation comes in the form of the German National Library's *Gemeinsame Normdatei* (GND, Combined authority files), which combines the various cataloguing regulations into a single entity. From early 2012, the GND will be introduced for subject indexing. There are also plans to use it for alphabetical cataloguing, but further studies will be required before this is implemented. The GND will also replace the *Schlagwortnormdatei* (SWD, Keyword authority control), for which the only Swiss clearing house has long been run by the NL. The major academic libraries of German-speaking Switzerland established their own SWD clearing houses during 2011.



Friedrich Glauser's *Wachtmeister Studer* in Swedish: Stockholm, Ersatz, 2008, Sig. N 290626



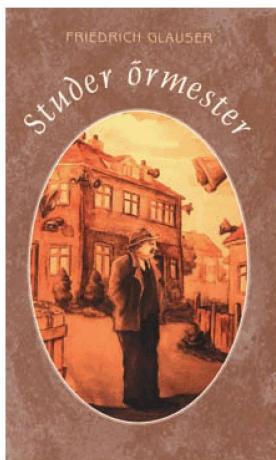
Wachtmeister Studer in Polish: Kraków, Wydawnictwo Antykwarskie, 1994, Sig. Nb 61297

¹⁷ For the SLA, this figure includes only the entries listed in the *Index of manuscript collections*. There is a time delay in the inclusion of new acquisitions.

¹⁸ See p. 15.



Wachtmeister Studer in Russian:
St Petersburg, Kult-inform-press,
1992, Sig. Nb 61124



Wachtmeister Studer in Hungarian:
Budapest, Napkút Kiadó, 2009,
Sig. Ns 59

The *Virtual International Authority File* (VIAF), to which the NL has been supplying data since 2009, now matches 18 million authority files of personal names, making it an exceptionally useful research tool. Alignment of corporate data began in 2011.

Preservation and Conservation

During 2011, 46 131 new publications (2010: 42 137) underwent conservation treatment, 4264 protective covers were manufactured (2010: 2934) and 453 books were repaired (2010: 37 113 documents weighing 34.2 tons).

The survey of the conservation status of all collections begun in 2006 was completed in 2011. The collections are consistently in good to excellent condition. New conservation guidelines have been drawn up to ensure that this situation is maintained and isolated shortcomings can be rectified; these will replace the guidelines dating from 1999. A new response plan for natural disasters has been revised and is already in force. The conservation strategy for the PDD has also been finalised. Concrete measures to conserve the photographs and electronic data have been implemented.

Deacidification is currently in a transitional phase. Most of the documents that could be mass-processed have now been treated. Initial experience in the individual deacidification of particularly sensitive documents was gained during the year in review.

Test operation of the paper conservation department's consultancy services is now complete. It will continue to provide approximately the same services to third parties in future as it does now. On request, it will provide advice and recommend private providers to carry out specific measures. Originally the plan was for the department to advertise its consultancy services, but this proved impossible as the NL is not permitted to recruit additional staff even if it can finance them via additional income.

Collection of Digitally Born Documents

The Collection of Digitally Born Documents grew strongly during the year in review. At the end of 2011 it comprised a total of 12 219 units occupying 617GB of storage space (2010: 403GB; 9724 units). Of those units, 40% were commercial publications, 15% dissertations, 11% official publications and 34% websites (Web Archive Switzerland). The digital collection is now available for use. The beta version of the application¹⁹ went live at the end of 2011, enabling access to both the digitally born documents and the digitised books.²⁰ The definitive version is scheduled for release in early 2012. Many documents will be freely available for consultation via the internet. Those that are subject to copyright restrictions may be consulted in the information room of the NL.

Collection guidelines have been drawn up for publications that appear in both printed and electronic form.

¹⁹ www.e-helvetica.nb.admin.ch

²⁰ For the accessibility of further digital holdings, see p. 16.