

Libraries

for the
21st Century



Professional Memberships

- ATLA (American Theological Library Association)
- ABTAPL (Association of British Theological and Philosophical Libraries)



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SISTERS
OF ST. BENEDICT
FERDINAND, INDIANA
Seek. Pray. Share.

*I can assist you in making your library collection
accessible and friendly to your patrons.*

- Weeding/Sorting
- Installation of Electronic Catalog
- Cataloging
- Processing
- Training

Sister Rebecca Abel, OSB, MLS

Library Consultant and Information Specialist

I can help you manage these goals:

- Determining the needs of your collection
- Selecting a catalog program appropriate to your library, personnel, and budget
- Transitioning from paper catalog or no catalog to an electronic catalog
- Installing and setting up the electronic catalog with online access
- Cataloging, labeling, and staff training

I accomplished these goals:

I helped establish the online catalog at the Pontifical North American College (Rome, Italy), St. Bede Library (Ealing, London), and St. Benedict Library (Ferdinand, Indiana) by doing the following:

Establishing the system

- Visited and made an assessment of local needs and resources
- Selected the program tailored to local library
- Advised on the purchase of the program and the service agreement
- Secured a web-hosting service or downloaded software on local hardware
- Ensured that the appropriate hardware was purchased
- Supervised the establishment of Wi-Fi
- Recommended the library classification system

Beginning the process

- Began cataloging the collection
- Purchased office supplies locally (such as labels and bar codes)
- Processed books with labels and bar codes
- Arranged the books on the shelves
- Trained the staff in operating and maintaining the system
- Taught the staff how to catalog books
- Instructed on how to post online

IT collaboration

- Collaborated with the web-hosting service
- Facilitated communications between IT personnel
- Assured on-line access to the catalog
- Worked with IT personnel to ensure easy updating of the online catalog
- Advised the IT personnel on establishing an online web-page

Experience in working with

- Religious communities, academic and school libraries and media centers
- Collection space allocation
- Weeding books and materials (determining which to keep based on the needs of the community)
- Installation and setup of an electronic catalog
- Cataloging, processing and training

Academic Background

- M.L.S., Library Science — Ball State University, Muncie, Indiana **1975**
- B.S., Education — St. Benedict College, Ferdinand, Indiana **1969**

Positions Held

- Southeast Dubois County School Corporation (Ferdinand, Indiana) **1975–1996**
 - Director of Media Services for Elementary and Secondary Schools
- Pontifical North American College (Rome, Italy) **1996–2013**
 - Librarian for the Randal Reide Library
 - Supervisor for the Casa Santa Maria Library



Other Professional Services

Liturgy Institute (London, England)

- St. Bede Library **2013–**

Irish College (Rome, Italy)

- Training and supervising personnel in maintaining the library catalog and copy cataloging. **2001–2013**
- Consultant for development of space for Rare book and Irish collections. **2005**
- Consultant for renovation of Library space and conversion of library catalog. **2000**

Centro Jubileo Centre (Rome, Italy)

- Consultant for development and renovation of library space. **2006**
- Consultant for conversion of library catalog and training of personnel. **2004**
- Assisting cataloging and processing of materials. **2008–2013**

San Clemente (Rome, Italy)

- Assisted in selecting and implementing electronic catalog.
- Training and supervising personnel in maintaining the library catalog and copy cataloging. **2008–2009**
- Weeding collection for Academic use **2009–2010**