

Using Bowker's Book Analysis System (BBAS)

(revised August 2014)

About

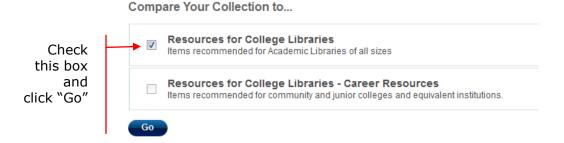
BBAS is an online tool that allows you to easily compare the titles owned by Trexler Library against those listed in *Resources for College Libraries* (*RCL*), which is the premier recommendation list for college libraries. The resource includes over 85,000 titles in 117 subjects. The hand-selected list is continuously updated with the input of over 400 subject editors, bibliographers and referees. The list consists mostly of books (print and electronic) but other formats are included.

Go to: Selection policy for RCL

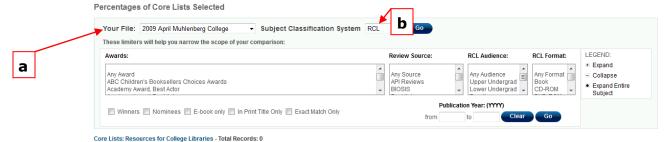
How to use BBAS or learn more about it

You must have access to the internet. On- or off-campus, follow these instructions:

- 1. Go to: http://www.bbanalysis.com
- 2. The menu you will see on the left links to more information and to BBAS itself
- 3. To use BBAS, click on the first link, "Access Book Analysis System"
- 4. Login as *Username:* general *Password:* logmein
- 5. On the next screen, you will see:

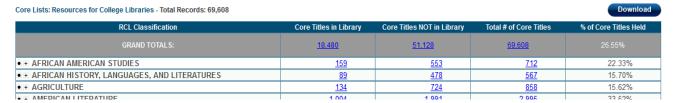


6. You should now see this screen. Please make the selections listed in a, b:



- a. Your File: choose the most recent file from the drop down list
- Subject Classification System: Choose how you would like to see the books grouped: by academic subject (RCL), by Dewey Numbers, or by LC (Library of Congress Numbers)

- c. Optionally, you may add any other limits available.
- d. When finished, click
- 7. You should now see a table with 5 columns. "Core Titles" means titles recommended in *RCL*.



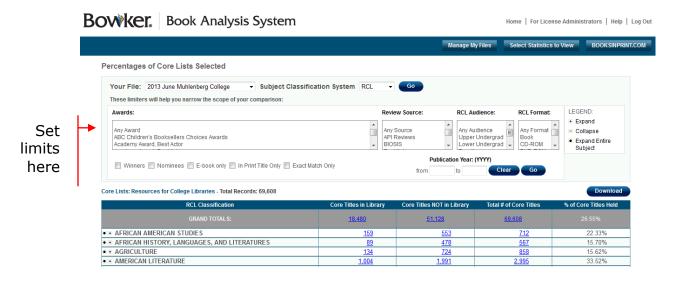
<u>Column 1</u>: **Dewey/RCL/LC Classification**: shows the list of subjects for the subject class you chose.

<u>Column 2</u>: **Core Titles in Library**: a count of RCL recommended titles that *owned by Trexler Library* for the subject area.

<u>Column 3</u>: **Core Titles NOT in Library**: a count of those titles that recommended by *RCL* but are *NOT owned by Trexler Library* for the subject area.

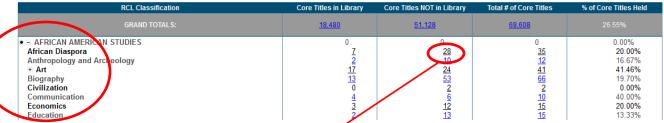
<u>Column 4</u>: **Total # of Core Titles**: the fourth column is a count of the *total number of RCL recommended titles* for the subject area.

<u>Column 5</u>: **% of Core Titles Held**: the fifth column represents the *percentage of titles owned* by Trexler Library.



8. Optionally, you can set limits to show only titles that meet certain criteria. To reset/change limits, you must first "Clear" your previous limits.

9. Drill down to more specific subjects by clicking on the "+" in the left column. This will expand the listing to the second level. For some subject areas, you will see another plus, which means you can drill down to a third level.



- 10. The numbers in the columns are hyperlinked. The link takes you to a title list including detailed results for each title included in the count. On the detailed results page, you can:
 - a. **Sort** the list by any of the column headings. Click on the column heading to sort. To reverse the order of the list, click on the column heading again after the initial sort finishes.
 - b. **Limit** the number of fields that display for the results page. Simply uncheck the boxes of the fields you don't wish to display on this page and click **GO**.

1-28 of 28 rows (Click on any header to Dewey Title▲ Author Publisher ISBN13 Price Format Year Form African Diaspora and he Metropolis: Reading the African Demissie, Trade ROUTLEDGE 304 8601732 978-0-415-56034-4 USD 125 00 2009 Book African American Cloth Fassil and Caribbean xperience Africana Studies: A CAROLINA Azevedo. Trade Survey of Africa and 960 978-0-89089-485-9 USD 50.00 2005 Book Mario ACADEMIC PRESS Paper the African Diaspora Afro-Atlantic **BOYDELL &** Dialogues: Yelvington, Trade 305.8/00954 978-0-85255-978-9 AUD 49.95 2005 Book Anthropology in the Kevin A. BREWER, LIMITED Paper Diaspora

Core Lists Resources for College Ligraries Subject: African Diaspora

11. In the detailed results, each title is hyperlinked to a fuller record in *Books in Print* where you will find a description of the item, reviews (if available), and other information.

Click title to go to Books in Print information

Download a list to Excel

You can download any of the lists to save in an Excel file on your computer. Click link which is near the top of the screen on the right side. Follow the pop-up box instructions to save or open the file on your computer.



<u>Tip:</u> By clicking on the bullet (•) next to the "+", you can break out a subject into its own tab/window and see grand totals for that subject. The search limit options will not be available in this breakout.

Main display

Core Lists: Resources for College Libraries - Total Records: 69,608

Core Lists. Resources for conege Libraries - Total Records, 05,000			
RCL Classification	Core Titles in Library	Core Titles NOT in Library	гу То
GRAND TOTALS:	<u>18,480</u>	<u>51,128</u>	
African American Studies African Diaspora Anthropology and Archeology Art Biography Civilization Communication	0 7 2 17 13 0 4	0 <u>28</u> <u>10</u> <u>24</u> <u>53</u> <u>2</u> 6	
Breakout display			

Percentages of Core Lists Selected

Your File: 2013 June Muhlenberg College

Download

Core Lists: Resources for College Libraries

Top Subject: AFRICAN AMERICAN STUDIES

RCL Classification	Core Titles in Library	Core Titles NOT in Library	Total # of Core Titles	% of Core Titles Held
GRAND TOTALS:	165	<u>547</u>	<u>712</u>	23.17%
African Diaspora	7	<u>28</u>	<u>35</u>	20.00%
Anthropology and Archeology	<u>3</u>	9	<u>12</u>	25.00%
Art	<u>3</u>	<u>8</u>	<u>11</u>	27.27%
Performing Arts/Cinema/Television	<u>7</u>	<u>8</u>	<u>15</u>	46.67%
Visual Arts	<u>8</u>	9	<u>17</u>	47.06%
Biography	<u>14</u>	<u>52</u>	<u>66</u>	21.21%
Civilization	0	2	<u>2</u>	0.00%
Communication	4	<u>6</u>	<u>10</u>	40.00%
Economics	3	12	15	20.00%