Director Scientific Information Services

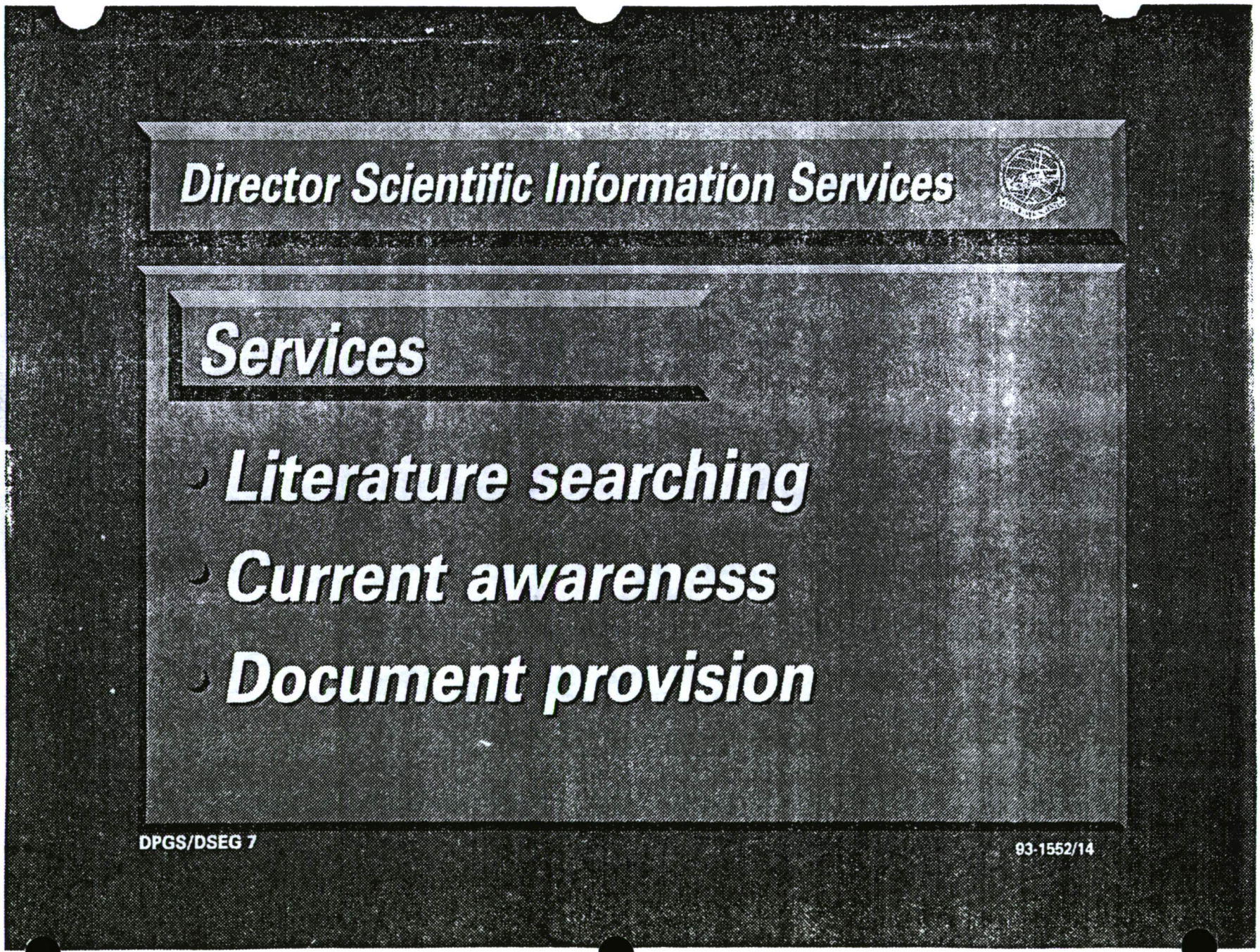
Mandate

- Acquire
- Manage
- Disseminate

Scientific and technical information to support defence research and development

DPGS/DSEG 7

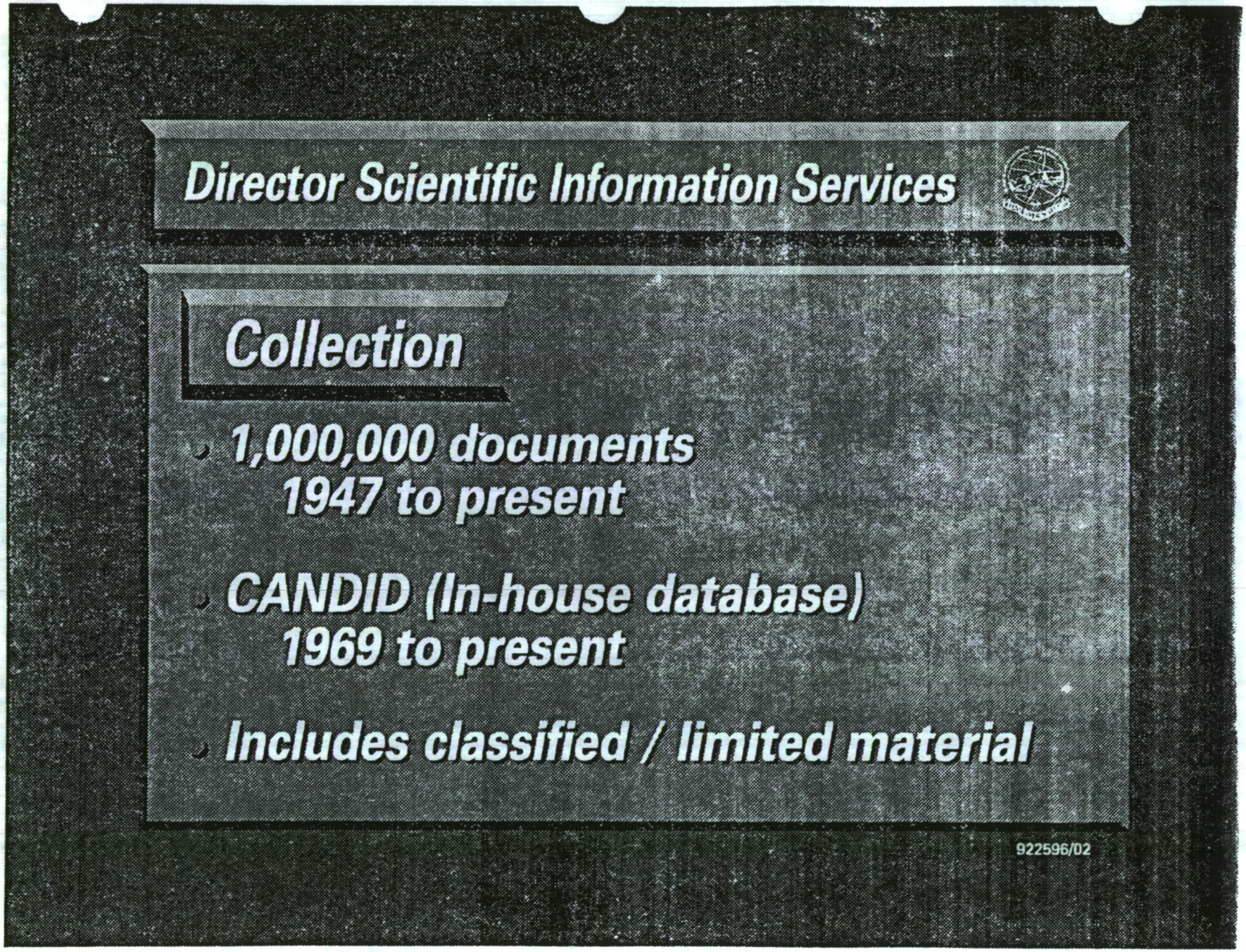
93-1552/08


Director Scientific Information Services
Services
Literature searching
Current awareness
Document provision
DPGS/DSEG 7
93-1552/14

Director Scientific Information Services

Reports classified or limited in nature

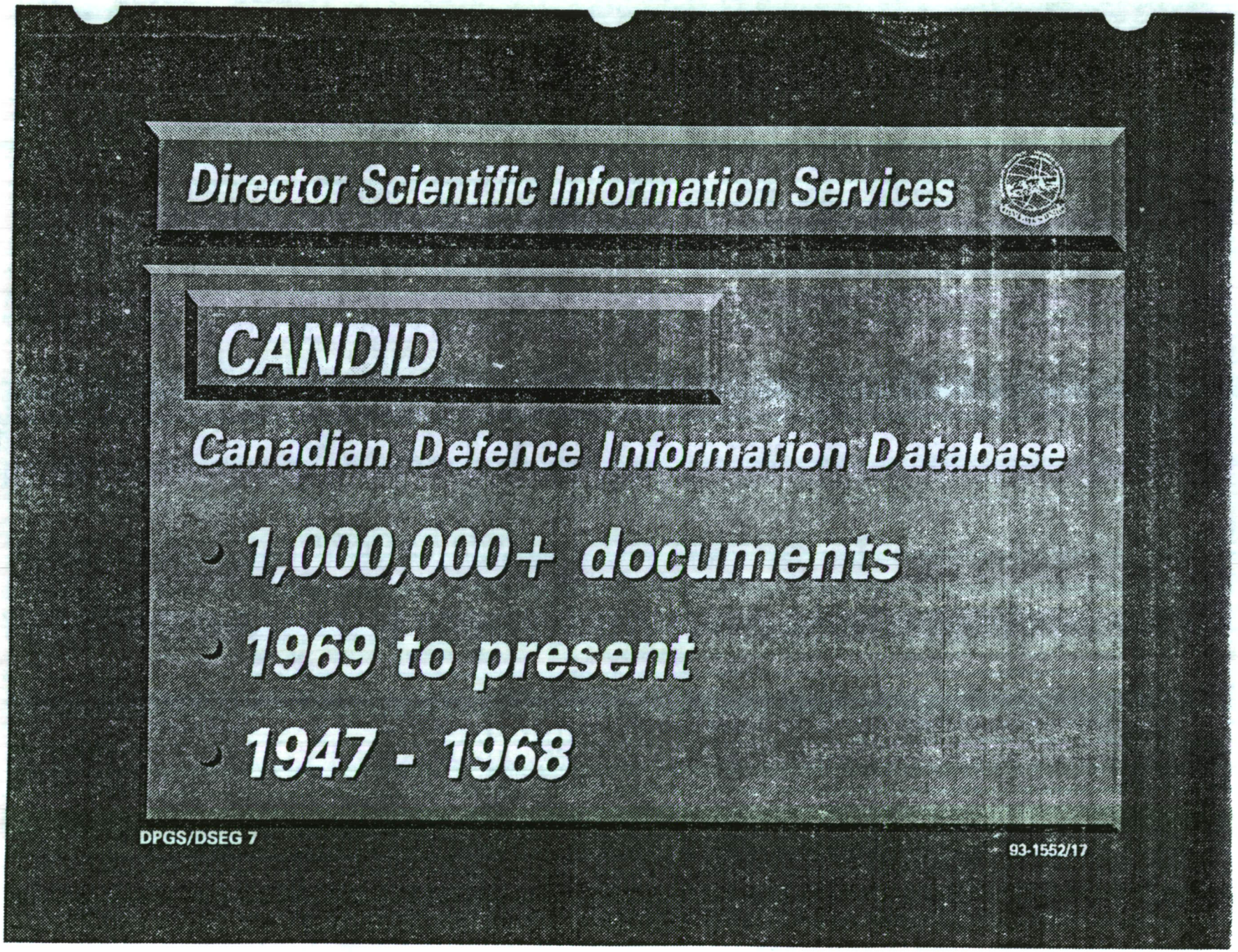
Director Scientific Information Services
Foreign document orders
Information exchange agreements with:
Australia
Fed. Rep. of Germany
The Netherlands
New Zealand
Norway
Sweden
United Kingdom
United States
9073701559/16


Director Scientific Information Services
Collection
1,000,000 documents
1947 to present
CANDID (In-house database)
1969 to present
Includes classified / limited material
922596/02

Director Scientific Information Services

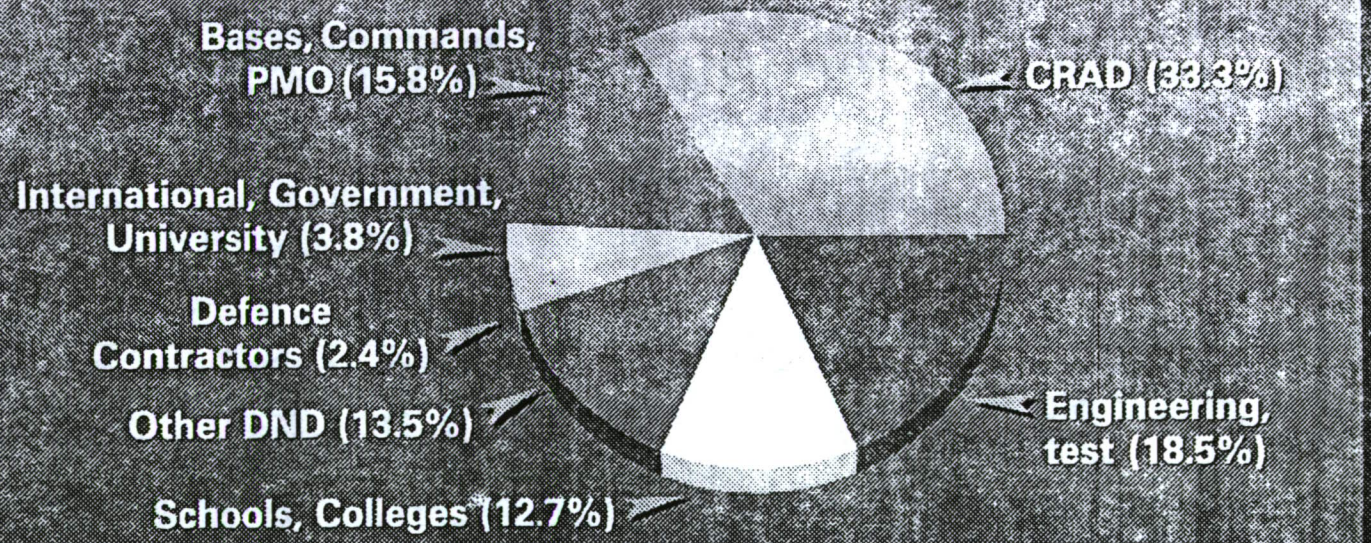
Unique Features

- 1200+ current awareness profiles
- CANDID - Canada's defence database
- Canadian access to DROLS
- NATO
  - AGARD National Distribution Centre
  - DRG Document Centre


Director Scientific Information Services
CANDID
Canadian Defence Information Database
1,000,000+ documents
1969 to present
1947 - 1968
DPGS/DSEG 7
93-1552/17

Director Scientific Information Services

DSIS users 1993
SDI service (1230 profiles)



DPGS/DSEG 7

93-1552/21

MILITARY LIBRARIANS WORKSHOP

18 NOVEMBER 1993

DOWNSIZING

- 1992 - 25% REDUCTION
  STAFF REDUCED FROM 34 TO 25

- 1994 AND 1995
  ONE MORE POSITION LOST EACH YEAR

- REORGANIZATION

- GREATER RELIANCE ON AUTOMATION

- INTEGRITY OF COLLECTION

- QUALITY OF DATABASE

- QUALITY OF SERVICE ?

- FUTURE OF DSIS STUDY UNDERWAY

MILITARY LIBRARIANS WORKSHOP

18 NOVEMBER 1993

FUTURE PLANS

- IMAGING SYSTEM FOR DOCUMENT STORAGE AND RETRIEVAL
- LOCAL AREA NETWORK UPGRADE AND CONNECTION TO INTERNET
- ELECTRONIC DELIVERY OF UNCLASSIFIED SERVICES
- CD-ROM PRODUCTS
- INCREASED DIALOG WITH USERS
- IMPROVED MARKETING

ALL — ARMY LIBRARY LISTSERV

Michael Morrison
In Conjunction With
Networking Developmental Assignment
Pentagon Library

Any military library with a PC, a modem, and an E-Mail address can now receive free instant electronic distribution of professional news and information of interest to the military librarian from ALL - the new Army Library List Server (LISTSERV). Current subscribers are not only Army librarians, but also from the Navy, Air Force, Geological Survey, and Defense Technological Information Center. This is an opportunity to keep everyone informed of current issues that affect us and to share our concerns and solutions.

*A few samples of the types of items found on **ALL** are attached. This Fact Sheet explains **ALL** and tells how to participate.*

- ***What Is A LISTSERV?***

A LISTSERV is a computer service that provides systematic distribution of posted messages to a list of subscribed participants. Thousands of LISTSERVs, also called discussion groups, now flourish in all fields of interest; there are already over 100 on libraries alone. The Army Library LISTSERV was inaugurated in the summer of 1993.

- ***What Does It Do?***

The primary purpose of the LISTSERV is to provide an informal avenue for the professional exchange of information of interest to all military librarians. It is intended to cover a wide spectrum of topics such as operational procedures, vacancy announcements, personnel news, excess library materials, professional meeting announcements, etc.

- ***Is This The Same As A Computer Bulletin Board?***

A LISTSERV differs from a Bulletin Board Service (BBS) in that each item posted to a LISTSERV is automatically delivered to every subscriber, while on a BBS the participant browses a list or menu and reads only the selected files. An example of a BBS is the ALIX service of the Library of Congress.

- ***Who Edits The Contents?***

The LISTSERV is not moderated. This means that any information posted to it will be relayed automatically to the entire list membership. Although intended for Army librarians, the LISTSERV is available to anyone with Internet access (e.g., private corporations, universities, military commanders, all government agencies, members of Congress, the White House, etc.). Each subscriber is expected to keep material on a professional level. Obviously, the appearance of information on the LISTSERV does not make it official policy.

- ***What Organization Sponsors Our Army Library LISTSERV (ALL)?***

The LISTSERV was established by the Army Library Committee. The host computer of the LISTSERV is located in the Department of Mathematical Sciences at the United States Military Academy at West Point, New York.

- ***How Do I Subscribe?***

To subscribe to the Army Library LISTSERV, send an E-mail message to:

LISTSERV@EULER.MATH.USMA.EDU

Leave the subject line blank. In the first line of the text, enter only the command:

UNSUBSCRIBE ARMY-LIB

(Please note that when you unsubscribe, you do not include your name after the command).

You can always subscribe again in the future, of course.

- ***How Do I Submit An Item For Distribution?***

To post a message on the LISTSERV, send it to:

ARMY-LIB@EULER.MATH.USMA.EDU

Enter the appropriate subject in the subject line and your message in the text area. This will be relayed to the entire list, so be sure that the contents are of group interest.

- ***What Should I Do If I Get An Error Message When I Try To Subscribe?***

You may need to request your systems administrator to add the LISTSERV address to your address tables in order for you to subscribe. If so, the following information applies:

Domain Name Address: EULER.MATH.USMA.EDU
Equivalent IP Numeric Address: 129.29.79.198

For additional information at the U.S. Military Academy Library, please contact Mr. Larry Tietze, u19106@trotter.usma.edu, DSN 688-2659/Commercial (914) 938-2659; or Ms. Rona Steindler, ur7809@trotter.usma.edu, DSN 688-3185.

- **Who Do I Call If I Need Help?**

It is usually a good idea to talk to someone locally or in your technical channels e.g., your systems administrator who has worked with a LISTSERV to answer routine questions. If you can't get good answers that way, the LISTSERV owner is LTC John Robertson, Room AJ4640, Department of Mathematics and Sciences, USMA, West Point, NY 10996-1786.

E-mail: AJ4640@euler.math.usma.edu
DSN: 688-2453; Commercial: (914)938-2453
FAX: (914)938-2409

- **How Can Subscribers Avoid Saturating The System With Unwanted Messages?**

One very important distinction that must be made when sending items to the LISTSERV concerns the portion of the address before the "@" symbol. Type "ARMY-LIB" in this area for messages intended for *all* subscribers, but type "LISTSERV" for such things as subscription requests. It is also considered good NETiquette to include your own E-mail address in the text of any document you post for distribution. That way readers can contact you directly if they have questions or comments that are not likely to be of interest to the entire subscriber list. By following these suggestions, you can help minimize the irrelevant, repetitive, and redundant messages that plague some LISTSERVs.

- **Why Do I Need It?**

You can run, but you can't avoid E-mail. It is - for some - the only way to communicate and to share even now. It is true that not all the messages you receive are appropriate. But enough of them are, and this could be your main source of information about what is happening in military libraries.

Several samples of things pulled off from **ALL** are attached to give you an idea of what you are missing. And it could be a way to get ideas from others on problems you can't solve. Why not give it a try. It's free and it can't hurt.

[THIS IS THE BEST POSSIBLE REPRODUCTION OF TEXT BASED ON THE ORIGINAL.]

MEIRON@PENTAGON.HQDADSS.ARMY.MIL,
LINTHICU@PENTAGON-HQDADSS.ARMY.MIL,
MNOWELL@ALEXANDRIA-EMH1.ARMY.MIL,
linda s dean@pentagon-1dms2 army mil,
wynell= h lewis@pentagon-1dms2 army.mil,
anthony m.vallette@pentagon 1dms2.army.mil,

Subject: CP 34 Meeting

I have instituted meetings with our PERSCOM CP34 staff and others on a 4-6 week basis. Today's meeting was the first and very productive. Highlights are:

1. Army FY94 funds for ACTEDS will be approx. 82M dollars. Most of that money will go for the Army's intern programs and its leader development programs (Army Management Staff College and the Leavenworth LEAD programs). 10M dollars will be for competitive professional development, and we in CP34 can expect approx. 700K - 800K for our people.

2. As we had requested, PERSCOM presented a full laydown of our (CP34) interns since 1990. Some stats:

a. Because of downsizing and hiring freezes, our intern allocations have gone from a high of 487 (1990) to today's (1994) of 123. This parallels the drop in interns throughout the Army.

b. Intern intake between 1990 and 1993 - 37% are minorities (Army stats are all DA interns, 27%; all career program people, 19%) and 53% are women (Army stats are: all DA interns, 41%; all career program people, 40%). Note that the two stats (minorities and women) are not exclusive. Also, 66% have BA degrees or higher compared with 97% to the DA statistic. This will be a topic of discussion at our IMA career advisory council this fall.

3. PERSCOM presented a milestone schedule for the integrated ACCES (referral system). Workshops will start this fall to begin to get the data from our various career tracks, do some pilot testing, codify policies, do formal staffing, get training etc. I stated loud and clear that I want the system to be streamlined, user friendly, easy and quick to fill out (NEVER AGAIN 100 ITEM SKAPS TO FILL OUT!!). I will need all of your help to assure that this occurs. Latest ECD for this system to begin referrals is Sep 95.

4. Earlier, PERSCOM had indicated that they might raise the central referral levels of some of our career tracks because of personnel cuts at PERSCOM. Looks like the personnel cuts will be in the manageable range and, thus, the current referral levels stay as they are.

Again, a good session, lots of discussions. In addition to my staff and PERSCOM, the Deputy FCRs were invited and most attended.

[illegible]
Received: from euler.math.usma.edu by trotter.usma.edu (4.1/SMI-4.1-eef)
id AA14296, Thu, 5 Aug 93 12:59:42 EDT
Errors To: "|IFS=' ' exec /usr/local/bin/procmail"@euler.math.USMA.EDU
Received: from [illegible] by euler.math.usma.edu (4.1/SMI-4.1)
id AA04792, Thu, 5 Aug 93 13:04:17 EDT
Date: Thu, 5 Aug 93 13:04:17 EDT
Errors To: "|IFS=' ' exec /usr/local/bin/procmail"@euler.math.USMA.EDU
Message Id: <9307057445 AA7445/1483@rma-emh1.army.mil>
Errors To: aj4640@euler.math.USMA.EDU
Reply To: army-lib@euler.math.USMA.EDU
Originator: army-lib@euler.math.usma.edu
Sender: army-lib@euler.math.USMA.EDU
Precedence: bulk
From: "jknight" <jknight@rma-emh1.army.mil>
To: Multiple recipients of list <army-lib@euler.math.USMA.EDU>
Subject: Ad Notes: Bulletin Board - GPO Access
X-Listserver Version: 6.0 - UNIX ListServer by Anastasios Kotsikonas
X-Comment: The Army Library Mailing List

Received: by ccmail from pmrma-emh1.army.mil
>From <@PSUVM.PSU.EDU:owner-govdoc-l@PSUVM.PSU.EDU
X-Envelope-From: <@PSUVM.PSU.EDU:owner-govdoc-l@PSUVM.PSU.EDU
Received: by pmrma-emh1.army.mil (5.65/DEC-Ultrix/4.3)
id AA19590; Thu, 5 Aug 1993 09:10:26 -0600
Message-Id: <9308051510.AA19590@pmrma-emh1.army.mil>
Received: from PSUVM.PSU.EDU by PSUVM.PSU.EDU (IBM VM SMTP V2R2)
with BSMTP id 8345; Thu, 05 Aug 93 11:11:45 EDT
Received: from PSUVM.PSU.EDU (NJE origin LISTSERV@PSUVM) by PSUVM.PSU.EDU
(LMail V1.1d/1.7f) with BSMTP id 1671; Thu, 5 Aug 1993 11:11:27 -0400
Date: Thu, 5 Aug 1993 10:04:46 CDT
Reply-To: Discussion of Government Document Issues <GOVDOC-L@PSUVM.PSU.EDU>
Sender: Discussion of Government Document Issues <GOVDOC-L@PSUVM.PSU.EDU>
From: TULIS@guvax.acc.georgetown.edu

Subject: Ad Notes: Bulletin Board - GPO Access
To: Multiple recipients of list GOVDOC-L <GOVDOC-L@PSUVM.PSU.EDU>

---------- --Original message----------
Following is from Admin Notes, vol. 14, no. 17, 8/15/93.

BULLETIN BOARD INVITES COMMENTS ON GPO ACCESS

A new free Special Interest Group (SIG), GPOACCES, has been added to the Federal Bulletin Board (202-512-1397). This SIG contains the text of Senate bill S. 564, the "Government Printing Office Electronic Information Access Enhancement Act of 1993," signed into law by President Clinton on June 8, 1993 (Public Law 103-40).

The SIG also contains the text of the accompanying House and Senate reports and the President's statement on the bill. It will also include relevant Fact Sheets prepared by GPO's Office of Electronic Information Dissemination Services (OEIDS). Depository librarians and the general public may address comments and questions to OEIDS by sending an E-mail message to GPOACCES.

Ad Notes: Bulletin Board - GPO Access

SAMPLE #1

SAMPLE #2

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RELATIONSHIPS BETWEEN LIBRARIES & NEW INFORMATION ENTITIES

Chair Kurt Molholm, DTIC

Members Norman Lee, NAIC/DXI - VUGRAPHS ONLY
Keith McConnelly, DISA/CIM
Pat McWilliams, STINFO-AFMC - VUGRAPHS ONLY

MILITARY INTELLIGENCE CHANGES
AND
THE OPEN SOURCE INFORMATION SYSTEM

MR NORM LEE
NAIC/DXI
OSSA PROGRAM MANAGER

OVERVIEW

- CHANGES IN MILITARY INTELLIGENCE
- OPEN SOURCE ARCHITECTURE

CHANGES IN INTELLIGENCE

- NAVY
- ARMY
- AIR FORCE
- DIA

DEFINITION -- OPEN SOURCE INFORMATION

- PUBLICLY AVAILABLE INFO IN PRINT OR ELECTRONIC FORM ... TRANSMITTED THRU RADIO, TV, NEWSPAPERS OR DISTRIBUTED BY COMMERCIAL DATABASES,ELECTRONIC MAIL NETWORKS OR PORTABLE ELECTRONIC MEDIA
- BROADLY DISTRIBUTED – MASS MEDIA SELECTED AUDIENCES – GRAY LITERATURE
- INVOLVES NO INFORMATION CLASSIFIED AT ITS ORIGIN
- SUBJECT TO PROPRIETARY CONSTRAINTS

OPEN SOURCE VISION

- OPEN SOURCE -- INFO SOURCE OF FIRST RESORT
- ACCESSIBLE FROM USER ENVIRONMENT
- MANIPULATABLE IN USER ALL-SOURCE ENVIRONMENT
- IC VIEWED AS A VIRTUAL ENTITY -- INDEPENDENT OF LOCATION
- END -TO-END CONNECTIVITY
- "SMART NETWORK" DOMAIN KNOWLEDGE

OPEN SOURCE ARCHITECTURE

- CONNECTIVITY
- FUNCTIONALITY (OSSA)

CONNECTIVITY

- UNCLASSIFIED -- INTERNET
- CLASSIFIED -- DSNET/ JWICS

OSSA MAIN FEATURES

- FIND INFORMATION
- GET INFORMATION
- TRANSLATE
- MANIPULATE
- SHARE

OSSA -- ADDITIONAL FEATURES

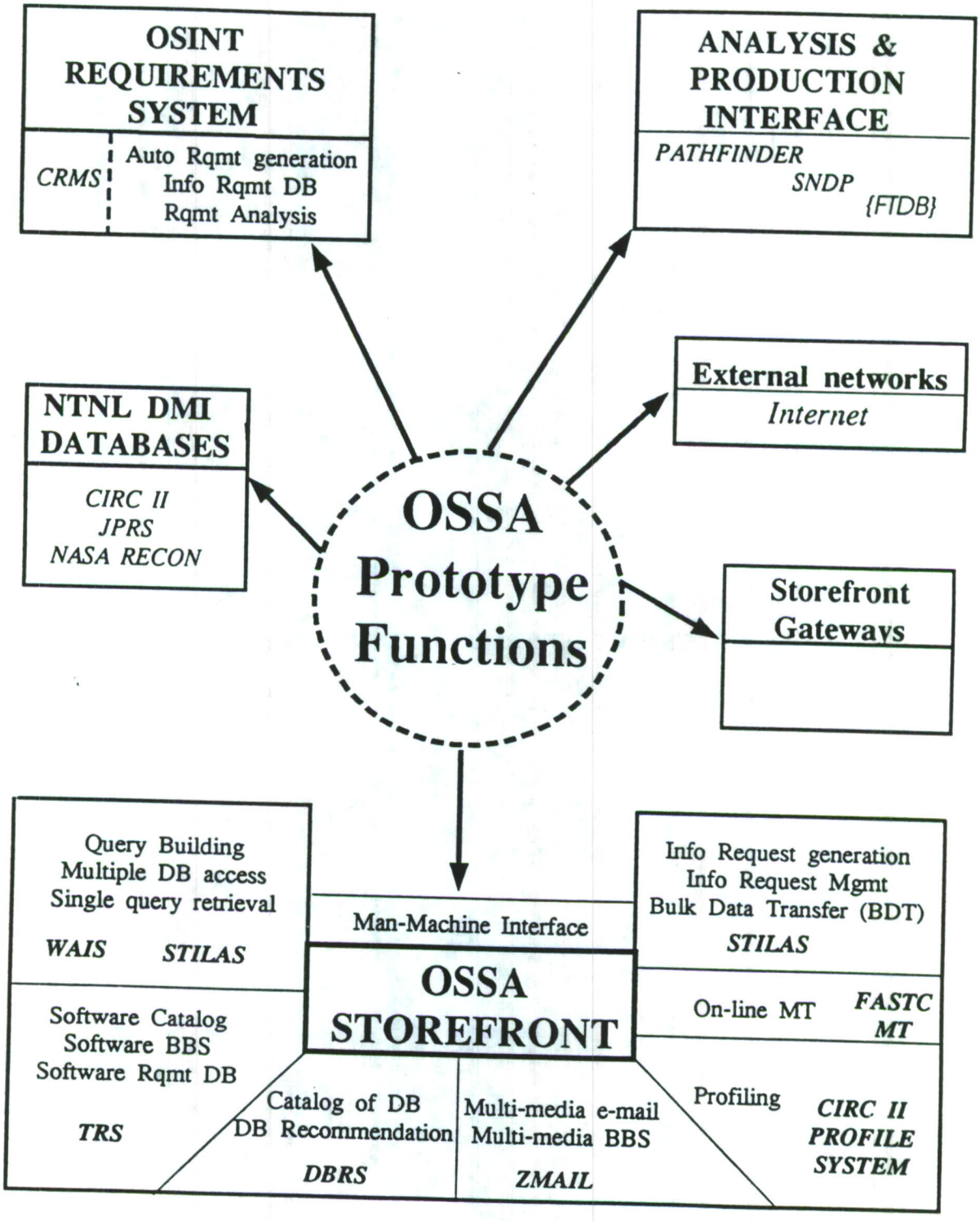
- REQUIREMENTS SYSTEM
- HELP DESK

OSSA STATUS

- PROTOTYPE ON CONTRACT
- ENHANCED OSSA UNDER STUDY

CONCLUSION

- IC DEVELOPMENT ACTIVE
- TOOLS PROGRAM UNDERWAY
- CONNECTIVITY ACTIONS



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CORPORATE INFORMATION MANAGEMENT AND BUSINESS PROCESS RE-ENGINEERING

Keith S. McConnelly
Leader, Process Innovation Support Group
Center for FPI Expertise
November 18, 1993

Slide 1, CIM for Military Librarians

In this session I would like to introduce you to Defense Information Management and the Business Process Re-engineering program. I don't have to tell you that Librarians are one of the biggest users of information and information technology. You already fully understand that information is an asset that needs to be protected and managed as such.

Slide 2, Outline

I will introduce you to the principles of Corporate Information Management as they are used in the Department of Defense, and how it is being implemented through Business Process Re-engineering (formerly called Functional Process Improvement). Then we will discuss the tools available to support BPR and finally the Center for FPI Expertise and it's support for your BPR projects.

Slide 3, CIM Principles

These principles were first generated by the Executive Level Group that originated Corporate Information Management about three years ago. These were codified in DoD Directive 8000.1 early this year. I don't have to tell you that librarians are tremendous users of information and information technology. These principles apply directly to your working environment. The two elements that, I think, are most important to you, Military Technical Librarians, are the second, Data Standards, and the third, Communications Infrastructure. As information managers, it is essential that Librarians develop and maintain standard data structures. Because of the nature of your work you need to become involved in the establishment and maintenance of the Communications Infrastructure. At the end of my presentation I will let you know who to contact to work with in each of these areas.

Slide 4, DoD FPI (BPR) Methodology

This slide shows the six phases of the DoD Business Process Re-engineering (BPR).

In the first phase it is essential to establish top level leaders' support for accomplishing BPR; also validate the organizations mission and update and revise the strategic plan that will guide your organization into the future.

Once we are committed to doing BPR in our organization and we have established the teams that will lead these efforts, it is time to get started. The first efforts are to document what we are doing today. What are the processes, what are the inputs and outputs of those processes. What constraints are there in the processes, and what resources, equipment, and people do we need to carry out our processes. We need the baseline as a basis of comparison for our improvements. In our baseline we also need to document the information being used and the infrastructure supporting them. Many times improvement opportunities are identified while we establish the baseline. These are usually low or not cost alternatives - eliminating non-value-added activities. We will use this baseline to compare our improvement alternatives.

The next step is a concerted effort to find new ways to accomplish our mission. A variety of techniques will be used to improve our processes. These include techniques such as brainstorming - just getting the right people together in the correct environment can result in savings and improvements. You may want to compare with others that do similar activities, this is called benchmarking, or learn how the best of the best accomplish similar activities. The viable improvement alternatives that still accomplish our mission are documented. We document the new processes, information requirements, and cost of operation.

Once we have identified and documented our improvement opportunities we need to put together a business case to sell the improvements. In DoD we use the Functional Economic Analysis of FEA as our business case. We will include the management plan for implementing the alternatives.

Then we actually sell our improvement program to the approval officials - those that will approve and fund our improvement program.

The final step is to actually implement our improvement opportunities. This is where we actually see if we have top leadership support of our effort. This is where we invest in the new processes, organization, policy, and equipment and systems that support our new business processes.

These next six slides show additional details on each of these steps. The slides were not shown due to limited time but are provided for your information.

Slide 5, Methodology, Establish Project Framework (Not shown)

Slide 6, Methodology, Document and Analyze Current Baseline (Not Shown)

Slide 7, Methodology, Perform Business Improvement Analysis (Not Shown)

Slide 8, Methodology, Develop Management Plan and FEA (Not Shown)

Slide 9, Methodology, Review and Approve Program (Not Shown)

Slide 10, Methodology, Execute FPI (BPR) Program Decisions (Not Shown)

Slide 11, Featured Services; Center for FPI Expertise

The Center for FPI Expertise provides a one-stop-shop for doing business process re-engineering. We generally provide three types of services. We have facilities where we actually conduct BPR workshops. These have included improvement workshops, strategic planning, policy development, and fact gathering sessions that are leading to improved business processes. We demonstrate the automated tools and techniques that are used to do BPR. These tools are also available through our loaner library for limited periods of time. We can do limited training in the use of these tools. In the third area, we have contractual vehicles in place to provide support for doing functional process improvement.

Slide 12, Tools to Support Process Improvement

The center has tools to support all aspects of business process re-engineering. There are tools to support activity and data modeling. IDEF< the Integrated DEFinition language is the technique that DoD has standardized for activity and data modeling. We support unit cost through activity based costing or ABC. The FEA model will help you document your functional economic analysis. Simulation tools can be used to proof improvement alternative. We provide access to databases of best business practices that support benchmarking efforts. Finally there is a repository of IDEF models to support the reuse of models.