

# Annex-related tech processing procedures

Hi everyone:

There are quite a number of "LTS procedures" that contain at least some mention of the Annex. They are -

- Accessioning Added Manuscripts (<http://lts.library.cornell.edu/lts/pp/rmc/79accessaddtoms>)
- Accessioning Manuscript Collections (<http://lts.library.cornell.edu/lts/pp/rmc/78accessmanus>)
- Added Volumes/Copies (<http://lts.library.cornell.edu/lts/pp/cat/6addvol>)
- Annual Report Tables for RMC (<http://lts.library.cornell.edu/lts/pp/rmc/92rmcgrowthstat>)
- Classification and Shelflisting (<http://lts.library.cornell.edu/lts/pp/cat/11shelf>)
- Fastcat (<http://lts.library.cornell.edu/lts/pp/fas/4fastcat>)
- Large-Scale Digitization (LSDI): Record Maintenance (<http://lts.library.cornell.edu/lts/pp/dam/109lsdi>)
- Medium Rare Transfers (<http://lts.library.cornell.edu/lts/pp/dam/12rare>)
- Microforms Processing (<http://lts.library.cornell.edu/lts/pp/sfc/28amicroproc>)
- Patron Requests for Items Set to Storage (<http://lts.library.cornell.edu/lts/pp/rec/19patronreq>)
- Physical Processing (<http://lts.library.cornell.edu/lts/pp/dam/physproc104>)
- Serials Cataloging (<http://lts.library.cornell.edu/lts/pp/spp/32postca>)
- Thesis Processing (<http://lts.library.cornell.edu/lts/pp/fas/16thesisprocess>)
- Videorecordings Processing (<http://lts.library.cornell.edu/lts/pp/sfc/33video>)
- Withdrawals, Transfers, and Reinstatements (<http://lts.library.cornell.edu/lts/pp/dam/12withtranrein>)\\

The easiest way to check exactly how the Library Annex is addressed in these documents is to do a search on "annex procedure" in the Search This Site box on one of the LTS Web pages (e.g. <http://lts.library.cornell.edu/>). You'll retrieve a few inappropriate hits, but you'll also get everything I've listed above.