

FIAF Cataloguing Commission Occasional Paper No. 4

**THE WAYS OF CATALOGUING IN THE
CINEMATHEQUE OF MACEDONIA**

by

**Igor Stardelov
Kinoteka na Makedonija**

September 1993

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The Cinematheque of Macedonia has for several years been occupied with the systematized researching and cataloguing of its complete film and video holdings, which are systematically arranged into the following groups: Macedonian feature and documentary production; Yugoslav production, and foreign films and videotapes.

Following world standards in the process of cataloguing and the experiences of related institutions, the Cinematheque of Macedonia accepts and uses these standards and experiences.

Our cataloguing is done on several levels. At first, in the archive's vaults, a technical examination and inspection is done with a registration of the primary technical records, which means: the title of the film, the number and the length of the reels, the gauge of film, the emulsion type, base type, physical condition and sound system.

The second level of the cataloguing is done by our professional personnel, whom we call "filmologists". This work is done in three stages. First, the data for the original title, the type and the genre of the film are registered. Next follows the whole cast and credits list. All these records, together with the technical qualities, are added into the file entitled our "main catalogue." The second stage is the description of the contents of the film. In the third stage, from the description of the contents of the film are derived documentary facts or "descriptors." These descriptors are classified according to the Universal Decimal Classification, and they also comprise part of the "main catalogue."

Connected to the fields in which they belong, the cards are divided, classified and stored into the card file. In this way, the Cinematheque of Macedonia achieves a wide and selected documentation, prepared for further inter-disciplinary research.

In 1989, with an aim of greater efficiency in the storing, usefulness and information retrieval possibilities for the catalogue records, the Cinematheque of Macedonia acquired the necessary hardware and began a system of computerized film cataloguing.

Taking into consideration the technical requirements of the database, the creation of the System of Scientific and Technological Information Services by the Institute of the Informational Sciences of the University in Maribor, Slovenia was crucial. This system was created in 1987 in the former Yugoslavia, and it included specialized systems and centers for separate scientific disciplines plus the ability to create specialized data-files, distributed through 8 nodes.

This system provided on-line retrieval information with continuous access and usage of both former Yugoslav and foreign data-files. The Cinematheque of Macedonia has been connected with this System since 1989, and, with the help of the computer specialists, they created a customized software for our specialized base for film, archive stock and video data, entitled DATAFILM. Despite the events that are happening in the former Yugoslavia and the bad telephone connections, DATAFILM is still connected with the Scientific and Technological Information Services System, and so far it is functioning in a good manner.

The content of DATAFILM is rather wide, which provides satisfaction to the widest sectors of scientific and artistic interest. DATAFILM consists of several parts:

- Filmographical records (original and translated title of the film, the producer, country of origin, the year of production, the type of film, the genre, the director, and the screenplay writer);

- List of credits and participants in the technical creating of the film (the director of photography and other cameramen, editors, art directors, costume designers, sound recorders, sound editors, and others);

- List of cast (actors) - during which for the main roles we accepted the name of the actor/actress/ and the name of the part/role;

- Technical records of the film gauge, the length, the emulsion and base type, color indicator, location number, etc.)

- A special part is dedicated to the researching and describing of records (a short content, and for the documentary film: description and counting of the sequences and frames, then filmological analysis and selected descriptors)

- Records for film exhibition (distribution in the country and abroad, the size of the audiences, video copies available, critical opinions, press-clippings and other information taken from domestic and foreign newspapers and journals, the representation in domestic and foreign festivals and awards, etc.).

At present, DATAFILM consists of data about Macedonian film production, and now we are in the process of working on data for the former Yugoslav newsreel, FILMSKE NOVOSTI [English language title: FILM'S NEWS]. Simultaneously, DATAFILM is translated into English so that our colleagues or anyone else can search and use it either to acquire specific information or for the purposes of comprehending our experience. (By the way, we use the Glossary of Filmographic Terms by Jon Gartenberg for the FIAF Cataloguing Commission, 1989.)

Although the data-base is large, its software enables information retrieval to take place in a relatively short period of time. Moreover, the data-base can be searched according to almost all above-mentioned data, either separately or in a combined format. We would mention some of the search possibilities: according to title, producer, director, screenplay writer, year of production, director of photography, editor, content of the film, descriptors, country of origin, colour indicator, the language of the intertitles, the names of the cast and credits, etc. Processing all these relevant data and information, the abilities of searching are great, and the data can be both limited and also sorted according to a predefined format which depends upon the user's wish and need.

If we disregard for the moment the errors made during cataloguing, as well as the problems of transliteration, we consider that our data-base is created quite correctly, and so far it is functioning satisfactorily. This, of course, does not mean that there is no need of some additional corrections and improvements.

Finally, a brief note about another level of computer cataloging specifically for recording data about film holdings. Because of the permanent growth of our film holdings, and with an aim to their more successful preservation and usefulness, under conditions in which our institution suffers from the lack of financial means, i.e., the financial means for supplementing equipment are very modest, the Cinematheque of Macedonia has succeeded in acquiring and installing a local computer network system. As software, we use the UNESCO'S programme CDS ISIS, the new multiusers' 3.0 version. So far, three data files have been created. The first consists of data related to the entire film holdings of the Cinematheque, both national and foreign film production. Of course, this data-file is much more narrow when compared with DATAFILM, particularly in the sense of individual record length. The second data-file consists of the files of the Department for Documentation (written film documentation), and the third is the data-file of the Phototheque, i.e., computer cataloguing of the photographs. In the next phase, we are intending to create a separate data-file for the library, as well as for the filmographic and bibliographic data. This plan will depend upon a provision of financial means and developing possibilities which consider the enlarging of the professional staff in the Cinematheque of Macedonia.