Forthcoming books

The following books have recently been published by Facet. Please email the *Elucidate* editor if you are interested in reviewing one or more of them.

Information 2.0

Martin De Saulles

Covering every aspect of the new digital information environment from iPads and e-books to the future of information and how it will be controlled, this landmark textbook provides a comprehensive and cutting-edge guide to what's happening, why and how information professionals can have a pivotal role in this new landscape.

The New Professional's Toolkit

Bethan Ruddock

This practical toolkit will be your guide towards career success and fulfilment as you make your way in the information sector. Each chapter captures the expert advice of rising stars in the profession and across sectors, interweaving case studies that illustrate how to thrive in the information sector, take control of your professional development and get to grips with every area of information work.

Successful Enquiry Answering Every Time, 6th edition
Tim Buckley Owen

This best-selling 'one-stop' practical guide, formerly titled *Success at the Enquiry Desk,* is designed to help all information professionals become self-sufficient in answering enquiries. Step by step, the book guides the reader through all stages of research, from finding out what the enquirer really wants to providing a polished, value-added answer. There's an emphasis throughout on how to make the best use of limited resources – and a final chapter offers practical advice on how to set up an enquiry service from scratch or revive a run-down one.

Practical Cataloguing: AACR, RDA and MARC21

Anne Welsh and Sue Batley

This essential new textbook provides cataloguers with the skills needed for transition to Resource Description and Access (RDA). The book builds on John Bowman's *Essential Cataloguing* and gives an introduction to Functional Requirements for Bibliographic Records (FRBR), which provides the conceptual basis for RDA; discusses the differences between AACR2 and RDA; and shows the current state of play in MARC 21.