As all life, man has evolved obeying the laws of the cosmos. *J.T Muheim*, experimental physicist, postulates in *'Management im Lichte der Wechselwirkungskosmologie'* (Management in the light of interaction cosmology) a cosmos which is networked physically by fields of thoughts. Though he argues using mathematical formulae and employs also a mathematician's language, the order of knowledge behind this argument extends into the realms of the transphysical and the esoteric - this term being used here for once in a positive sense and not in order to classify. The result, however, is easy enough to agree to: responsibility of management as the nucleus of a healthy economy. More difficult to grasp one may find the leading concept to be: that of thought forms, i.e. of condensations within the physical fields of thought. That may be the case even if the author gives a photographically documented example. More acutely so than the others, this contribution raises critical questions concerning the systemic constraints of knowledge order(s) set by prevailing 'Forms of Thought', their underlying principles, their connections - or possibly even their emergence from the conventional physical understanding.

The probably prescribed and therefore somewhat misleading title may not be held against the author or the content of the contribution. In *'Genialität durch Synergie aus Geistesstärke und Energie'* (Originality through synergy from mental strength and energy), *Gertje Latham* introduces an approach and a mode to intensify and enrich one's mental capacity. This method, known by the acronym NATHAL, re-activates the faculties of the brain and other organs to synchronize the two cerebral hemispheres, permitting them to be voluntarily active at distinct frequency levels. The lasting positive results can be observed not only by significantly enhanced mental efficiency but also by spectral-analytically documented frequency curves gained by means of brain research techniques. Gratifyingly immune to spurious esoterisms, she bases herself on the natural faculties of the human mind. Qualities and energies undeveloped if not even suppressed by the constraints of modern civilizations, in particular by tutelage, spoiling, and by working conditions, are energetically revived or improved. The cognitive capacities thus retrieved or newly won prove useful in particular for the creative and innovative endeavors necessary to cope with change and the impeding crisis. They provide an effective basis for problem-solving on the lowest level, for the accomplishment of tasks or for meeting challenges successfully. On higher levels of consciousness they promote the creative opening-up of new potentials and of realistic visions to guide strategy and operations in industry. Not as a mere complement, but as a fundamental act the emotional aspect of cognition: feeling, emphasis, involvement, phantasy, is included. Emotion only releases readiness for new vistas, for change. The dialogue on higher frequency levels also opens up the faculty of induction, that which G. Bateson called 'abduction' (analogic thinking, 'Glasperlenspiel' (Bead game, after Hermann Hesse's novel), freesensing, and, last not least, drawing from knowledge contained in what C.G. JUNG called the collective subconscious. Thinking then adopts the lasting characteristic of active and inclusive integration of additional knowledge spheres, normally accessible only under extremely favorable conditions. Again, this concept requires an altered Knowledge Order, a changed perception of reality. The influence of universal laws of harmony can be retraced here, too. With experience over longer spans of time Nathal eventually will induce a positive evolution of personality referring to the deeper background and widened context of mind. Though the basic faculties are transferred within a five-day seminar, the further development, of course, depends on the individual's involvement and application to learning.

Part 4, 'Leadership-Konzepte aus der Praxis' (Leadership concepts from practice) exemplifies, on paradigmatic concepts, what has been proposed above. *Gilbert Lenssen*, a successful trainer and manager, writes on *'Besinnung in der Wirtschaft'* (Contemplative stock-taking in business). Based though it is on a wealth of experience and presenting a wealth of concepts backed by such experience, the paper is not always easy to read. May we suggest that a lector be asked to help smoothen and condense the text? Concerning knowledge organization: well-designed examples are given of how a new perspective for looking at managerial tasks and managerial responsibility may be put into action and interaction with employees. It is not at all an easy endeavor and calls for thorough organizational and training preparations to make group work concepts really work, to transform management into a service function and make self-organizing teams a success. In summing-up the paper will be a must for the practice-oriented manager or lecturer.

Short but immediately to the point as it is, the view presented by *J.Bieker* in *'Neue Wege: Human Resources Engineering'* (New paths: ...) is a pleasure to follow. The author explains on 18 pages and a few graphics the new creative, self-responsible role of the employee and that of the - serving - manager. Thus he gives in fact a convincing conclusion to the core of the texts mentioned above.

A conclusive remark on the Knowledge Organization behind concepts and hypotheses, behind experiences and examples, can be very short. The Knowledge Organization called for here will not only have to follow but, in a way, also to parallel if not even to precede actual change. Whoever feels uncertain concerning the direction and details of the representative sector of societal systems will find a wealth of material to extract the possible knowledge organization from. The general line of development is well known: systems and systemic, networked ordering, allowing for - ordered - levels of intentional classification, etc. Really of interest the actual details of the life systems described, material, mental or conceptual, will prove to be: how Knowledge Organization will have to be designed and why, departing from what theoretical reasoning, from what historical evolvement, from what practice actually experienced. Though mainly aiming at the open-minded, receptive manager in industry, the book may serve this purpose as well.   Hellmut Löckenhoff

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CHAN, Lois Mai: **Cataloguing and Classification: an Introduction.** 2nd ed. New York: McGraw-Hill 1994. XXII,519p., ISBN 0-07-010506-5

96

Knowl. Org. 22(1995)No.2
Book Reviews

The 1989 recipient of ALA's Margaret Mann Citation for Outstanding Professional Achievement in Cataloging and Classification, Professor Lois Mai Chan is an experienced and noted teacher of knowledge organization and a prolific writer distinguished by clear thinking and lucid expression of the subject. In this its second edition, her already popular book, first published in 1981, has been updated and rewritten to incorporate recent developments ushered in by the telecommunications and electronics environment. Her vast experience and indepth understanding surfaces in every paragraph of the book.

The book consists of five parts. The first part (Chapt.1, p.1-28), entitled "Bibliographic control and library catalogs" provides a brief introduction to the concept and basic techniques of library catalogues as a technique in bibliographic control putting special emphasis on the MARC format. The second part (Chapters 2-6, p.29-152) on "Descriptive cataloging" describes descriptive cataloguing and the choice of access points, forms of headings of all kinds, and forms of documents to be catalogued according to AACR-2R (1988). It is illustrated with itemized rules interpreted with examples of actual documents reproduced photographically. The MARC field of every element of descriptive cataloguing has also been explained. The third part (Chapters 7-10, p.153-254), entitled "Subject access in library catalogs", deals with subject cataloguing: the need, purpose, and principles of subject headings. The three systems discussed in one chapter each are LC Subject Headings, the Sears List of Subject Headings, and Medical Subject Headings. Also briefly discussed in one chapter each are Derek Austin's PRECIS and BNB's current system COMPASS (Computer Aided Subject System). There is no mention of thesauri, however. The fourth part (Chapters 11-14, p.255-400), "Classification", dwells on classification systems. The first chapter explains briefly the general principles of classification. Predictably this introductory chapter is brief and inadequate by Indian or British standards of emphasis on classification theory. The chapters - one each - on DDC, LCC and the National Library of Medicine Classification, along with their book numbering systems, are quite detailed and comprehensive. Nowhere else will one find a better allround account of these systems in a space of one chapter each. In a separate chapter, such other systems as UDC, Bliss's BC, Ranganathan's CC, Cutter's Expansive Classification and Brown's Subject Classification are described briefly. The fifth part (Chapters 15-16, p.401-422), entitled "USMARC formats and production of cataloging records", deals with the history and structure of the US machine readable cataloguing system. At the end, there are five appendices besides a glossary of about 160 terms, each defined briefly but clearly.

This is essentially a textbook presented very systematically and consisting of excellently structured chapters with clear feature headings. Each part begins, as a separate feature, with three updated and useful lists of documents categorized as basic tools, background reading matter, and further reading matter. Chapters dealing with practical matters are dotted with exercises for the students, answers to which are given in appendix E, while other chapters list some topics for discussion. The table of contents itself is very analytical. The book constitutes a most uptodate, comprehensive and concise presentation of the state-of-the-art in knowledge organization and could profitably be adopted as a class text in any library school of the world. Library schools would do well to base their curriculum on this book. It is not merely student-oriented but equally useful for the practitioners as well. Peerless in its contents and presentation this indispensable book is distinguished by a logical format and a fine get-up.

M.P.Satija

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Rolf-Peter FISCHER, Manfred BUNDSCHUH: **Praxis der Entscheidungstechnik.** (Practice of Decision Making Techniques) EDV Systementwicklung 2, Ed.by Manfred Bundschuh. Frankfurt: R.G. Fischer Verlag (Orber Straße 30, D-60386). 1994.

The rising tide of uncertainty concerning the future and the rapid growth of complexity to be coped with have led to more and more sophisticated attempts to systematize as well as computerize decision making. A publication of handy size promising to give an overview on the concepts behind decisionmaking will therefore be warmly welcomed. Granted, there are other books on the market serving this purpose. The particular advantages of this one may be considered to lie in its being well-structured, admirably supported by more than a hundred figures and, with proper concentration, easy to grasp, though by no means trivial in nature. As its title indicates, the book is practice-oriented, so that it will find its application, thouh not exclusively, but rather predominantly in higher education, postgraduate education, and training. With its roughly 150 pages, this volume provides just about the proper degree of overseeability to enable one to decide on the right method in each given case, while in addition providing details for approaching its implementation.

It proves rewarding to read in particular the paragraphs dealing with the fundamental decision-making systems and with the approaches to a typology of methods also from the Knowledge Organization point of view. Decison-making may well serve as an example of fundamental ordering, including as it does such processes as pattern formation and analysis, classification and focussing, evaluation and searching for alternatives. The dispositon of the book follows didactical principles. Chapter 1 introduces decision making as a management technique and classifies, on the basis of criteria given, types of decisions and referential modes of decision-making. Chapter 2 inquires into the structural presuppositions behind decisions and thus into the predispositions, chances and natural limits of systematizing and/or algorithmizing the decision-making process. Chapter 3 specifies measures to be taken and tools to be employed. Brief though they are the paragraphs on the nature of modeling and, after the topics of certainty and uncertainty, on the distiction between 'complicated' and 'complex' are worth intensive reading. Regrettably there was no room, in the given context, to elaborate extensively on simulation. May we hope that one of the next publications will dwell on

≡≡owl. Org. 22(1995)No.2
Book Reviews

97