

頒發導  
結業



## 卷四 2009年館務發展策略成果

Chapter Four: 2009 Library Service Development Strategy Achievement



# 工志覽博 證書





# 卷四 2009年館務發展策略成果

本館於2008年提出「國家圖書館2009至2012年中程發展策略計畫」，以爲營運方針，並以「持續發展圖書館及圖書館事業：構築世界一流的圖書館，匯聚學術文化泉源，引領知識奧秘，創意無限智慧」爲願景。在此爲期4年的中程發展計畫中，本館以5理念，5目標宣示努力達成願景的決心，並在實務操作上以5項策略、27項方案計畫進行理念實踐。

經過一年來全體同人的全力投入，除有前述章節各項業務成果外，在爲館務指導原則的館務策略部分，共計有「國家圖書館館藏發展政策」、「國家圖書館閱覽政策」、「國家圖書館書刊資料分級典藏及調度管理政策」、「國家圖書館數位資源典藏分級暨服務管理政策」等4項重大營運政策的研議。其中「國家圖書館館藏發展政策」與「國家圖書館書刊資料分級典藏及調度管理政策」已完成細部確認，幾近定案；「國家圖書館閱覽政策」與「國家圖書館數位資源典藏分級暨服務管理政策」則已完成原則性討論並於館內公開，將賡續進行細節與相關配套措施之研訂。

## 壹、國家圖書館館藏發展政策

本政策修訂主軸，係爲重新架構館藏發展政策內容大綱及每一種館藏資源發展之細目綱要、內容。內容大綱共分爲三大部分，第一部分爲「前言」，簡要說明本館成立歷史、宗旨、服務對象，以及館藏發展政策目標、原則等；第二部分爲「館藏發展政策概述」，共分成九大項，其內容大要分爲通則、圖書文獻、政府出版品、學位論文、報刊資料、非書印刷資料、視聽資料、特藏暨漢學資料、電子資源等；第三部分爲「附錄」。

## Chapter Four: 2009 Library Service Development Strategy Achievements

In 2008, NCL proposed the “National Central Library Strategic Plan 2009-2012” as a compass for navigating future development; the vision behind the strategic plan is “to ensure sustainable development of libraries and librarianship—construct a world-class library that consolidates the world's academic and cultural resources, leads in the quest for knowledge, and offers a continuous flow of new ideas and wisdom.” In this four-year mid-term strategic plan, NCL committed to strive for the achievement along the course set by five “administrative goals” determined in accordance with five main guiding concepts, or “administrative aims.” The actual implementation of the development plan is guided by five strategies and the execution of a total of 27 programs.

With the investment of the full energy of NCL colleagues over the past year, in addition to operational accomplishments made in accord with the goals and aims described above, there are now also four vital, carefully deliberated operational policy statements for guidance: “National Central Library Collection Development Policy”; “National Central Library Reader Services Policy”; “National Central Library Non-Digital Collection Grading and Distribution Management Policy,” and “National Central Library Digital Resource Grading and Service Management Policy.” Among these policies, the “National Central Library Collection Development Policy” and the “National Central Library Non-Digital Collection Grading and Distribution Management Policy” have already been through a detailed verification procedure, and are very close to being finalized; a discussion of the principles of the “National Central Library Reader Services Policy” and the “National Central Library Digital Resource Grading and Service Management Policy” has already been undertaken and opened for further discussion within the library. These policies will continue to be discussed in detail and deliberated in consideration of other related policy measures.

### I) National Central Library Collection Development Policy

The main direction of the policy amendments is to restructure the outline of the collection development policy as well as the organization and details of development for all types of collection resources. The outline of the content is divided into three main parts. The first part, entitled “Introduction,” briefly and concisely describes NCL's history of establishment and development, mission, service commitment, and objectives and principles behind development policy. The second part is the “Statement on Library Collection Development Policy,” which is split into nine categories: monographs and grey literature; government publications; academic theses and dissertations; periodicals and newspapers; non-book printed materials; audiovisual materials; special collection and Chinese studies materials; and electronic resources. The third and final part is an appendix.



表4-1：國家圖書館館藏發展政策大綱

Table 4-1 Outline of NCL Collection Development Policy

大綱 Outline	說明 Summary description
<p>壹、前言 1) Introduction</p>	<p>簡要說明本館成立歷史、宗旨、服務對象，以及本館藏發展政策目標、原則、參與修訂人員及時間。 Brief description of the library's history, mission, service commitment; goals and principles guiding collection development; librarians involved in revision and time of policy revision.</p>
<p>貳、館藏發展政策概述 2) Library Collection Development Policy Statements</p>	
<p>(一) 通則 (A) General Principles</p>	<p>整體說明館藏概況、館藏發展範圍與重點、館藏選擇、採訪途徑、採訪資料來源、採訪層級、媒體管理、典藏層級、計量單位、提供檢索方式、館藏維護等。 Overall description of the current state of the collection; the scope and focus of collection development; collection choice; methods of acquisition; information for acquisition; collecting level; media management; collection grading level; unit of measurement; offered search methods; and collection preservation and maintenance.</p>
<p>(二) 圖書文獻 (B) Monographs and Grey Literature in General</p>	<p>包含國內外正式與非正式出版之圖書文獻，包括普通圖書、參考工具書、研究報告、國際組織出版品等。國內正式出版品以送存為主，非正式出版品則選擇性徵集；國外正式與非正式出版均選擇性徵集。 Includes domestic and overseas general publications and grey literature, including monographs, reference works, research reports, publications from international organizations, and the like. Domestic publications are all sought for legal deposit at NCL; grey literature is collected selectively; overseas publications and grey literature are all collected selectively.</p>
<p>(三) 政府出版品 (C) Government Publications</p>	<p>包含國內送存及國外選擇性徵集之政府出版品。 Includes domestic government publications for legal deposit and selectively collected overseas government publications.</p>
<p>(四) 學位論文 (D) Academic Theses and Dissertations</p>	<p>包含國內送存及國外選擇性徵集之學位論文。 Includes domestic degree theses and dissertations for legal deposit and selectively collected overseas degree theses.</p>
<p>(五) 報刊資料 (E) Newspapers and Serials</p>	<p>包含國內送存及國外選擇性徵集之期刊報紙資料。 Includes legally deposited domestic newspapers and serials and selectively collected overseas newspapers and serials.</p>
<p>(六) 非書印刷資料 (F) Non-book Printed Materials</p>	<p>選擇性徵集國內外地圖、照片、樂譜、明信片及海報等非書印刷資料。 Selectively collection of domestic and overseas maps, photographic images, music scores and sheet music, postcards, posters, and other such non-book printed materials.</p>
<p>(七) 視聽資料 (G) Audiovisual Materials</p>	<p>以國內出版之聲音、影像、微縮資料及多媒體資料為主，主題包含中華文化、台灣本土文化、藝術或具歷史意義的資料；國外則就主題、地區、教育性及得獎電影等進行採購。 Primarily domestic audio, visual, microform and multimedia materials; subject areas focus on traditional Chinese culture, local Taiwanese culture, and materials with artistic and cultural significance. Overseas materials are selectively collected on the basis of subject area, geography, educational value, and critical acclaim (e.g. films that have received awards).</p>



大綱 Outline	說明 Summary description
<p>(八) 特藏暨漢學資料</p> <p>(H) Special Collections and Chinese Studies Materials</p>	<p>包含珍稀古籍、普通本舊籍、金石拓片、族譜、手稿、版畫等特藏資料、重印珍本古籍及海外漢學研究書刊、博士論文、電子資源等學術性資料。</p> <p>Includes special collections housed in NCL, such as precious ancient documents; old and rare books; metal and stone rubbings; genealogical materials; manuscripts; block prints; and reproductions of precious rare books and ancient documents. Also includes overseas Chinese studies research materials; PhD and MA theses; electronic resources; and other scholarly materials.</p>
<p>(九) 電子資源</p> <p>(I) Electronic Resources</p>	<p>包含本館自建資料庫(含線上參考資源)及徵集取得之線上資料與實體形式之電子資料，如線上資料庫、電子期刊、電子書、各種實體載體之整合性電子資源(磁片、光碟、DVD、隨身儲存設備)等。網站典藏亦為本館電子資源，以國內外選擇性授權之網站為主。</p> <p>Includes databases created by NCL (including online reference resources) and collected digital materials on online systems and concrete media, such as electronic journals, electronic books, and integrated electronic resources on all types of concrete storage media (i.e. magnetic storage disks, CDs, DVDs, portable drives). Web archives, primarily selectively licensed domestic and overseas resources, are also included in the collection.</p>
<p>參、附錄</p> <p>3) Appendix</p>	<p>包含採訪層級、館藏概述及館藏發展相關法規。</p> <p>Includes collecting levels, overview of the NCL library collection, and regulations pertinent to collection development.</p>





## 貳、國家圖書館閱覽政策

閱覽服務是讀者服務的第一線，資訊科技的進步使得閱覽實務工作有大幅轉變和進步，為使服務能有效利用且發揮最大效益，圖書館必須以共同的目標與方法以及標準，統合館藏發展與資訊系統，將相關的政策作有系統的連接，順應未來發展趨勢，閱覽政策的研訂實有其必要。

本館閱覽政策之擬訂除收集國內外圖書館相關資料、本館各項服務規範、相關法規等外，並借鏡澳洲國家圖書館之「讀者服務政策」，以為政策架構之參考。為強調本館保障讀者閱讀自由之出發點，因此將「世界人權宣言」第19條列為政策開宗明義的首要宣示。撰寫體例採綱要式為主。閱覽政策包含七大項：服務理念、閱覽服務、服務空間及設施、收費政策、服務的限制、讀者意見回饋、附錄。閱覽政策不僅在於顯示理想，更是訂定做事的優先順序，使得圖書館的讀者服務有了整體規劃的架構，作為協調合作之指標，在資訊時代積極發揮其應有功能。





## II) National Central Library Reader Services Policy

Reader services are the front line of services provided to readers. The development of information technology has dramatically advanced and altered the nature of reader services; in the interest of enabling services to make full use of the benefits of technology and respond to technological advancement in the most advantageous manner, it is imperative that the library integrate the development of its collection and information systems with a common, unified set of goals, methods and standards. If the library is to weave related policies together into a common, systematically organized fabric and respond to the trends of tomorrow, then it is clearly essential to develop new policies.

In planning and laying out NCL's reader services policy, aside from assembling materials pertinent to domestic and international libraries, NCL service guidelines, related laws and regulations, and the like, NCL also carefully studied the "reader services policy" of the National Library of Australia, treating it as a reference for the structure of policy. To stress NCL's commitment to guaranteeing readers a free and independent point of entry to information, NCL has taken the UN's "Universal Declaration of Human Rights" article 19 as the central guiding spirit behind policy design. The statement on reader services policy is composed primarily in outline style, and is divided into seven main parts: core service philosophy; reader services; service space and facility design; service fee policies; limitations of service; reader feedback; and an appendix. The reader services policy not only expresses a core philosophy, it also lays down a statement of relative priorities, giving the new policy a comprehensive structure and making it a design for harmonious cooperation, aiding the library in responding properly to the great potential offered by the information age.



表4-2：國家圖書館閱覽政策大綱（草案）

Table 4-2: Outline of NCL Reader Services Policy (draft)

大綱 Outline	說明 Summary description
一、服務理念 (A) Core Service Philosophy	以「世界人權宣言」第19條為宣示性原則：「人人有權享受主張和發表意見的自由；此項權利包括持有主張而不受干涉的自由，和通過任何媒介和不論國界尋求、接受和傳遞消息和思想的自由。」 概要說明館員專業倫理及服務守則。 The UN's "Universal Declaration of Human Rights" article 19, states that: "Everyone has the right to freedom of opinion and expression; this right includes freedom to hold opinions without interference and to seek, receive and impart information and ideas through any media and regardless of frontiers." NCL takes this as a concise statement of the professional, ethical, and service conviction undertaken by its library services professionals.
二、閱覽服務 (B) Reader Services	先以引言方式整體說明本館服務方式，讀者可以網路、親自臨館方式利用本館所提供的各項資源，亦可以電話、信件、網路等途徑利用本館所提供的服務。 Firstly, NCL's modes of service are comprehensively laid out as an introduction. Readers can use resources provided by NCL via the internet or by coming in person. Services provided by NCL can be used by telephone, postal mail, the internet, and other such modalities.
(一) 館藏服務 i. Collection Services	含紙本館藏、數位館藏及特殊館藏。(配合「館藏發展政策」內容) Collection services include those for the printed collection, digital collections, and special collections (consistent with the content of the "NCL Collection Development Policy")
(二) 參考服務 ii. Reference Services	整體說明參考服務項目。 Comprehensive explanation of reference services policy.
(三) 圖書資源利用指導 iii. Library Resource Utilization Guidance	包括導覽服務、圖書館資源利用教育等。 Includes guided tours of the library, instruction in the use of library resources, and the like.
(四) 資訊檢索服務 iv. Information Search Services	提供查檢各項書目資訊、數位館藏及網路資源的方式；資訊安全相關規範說明。 Provides methods for searching all types of bibliographic data, digital collections, and web resources; explains regulations pertinent to information security.
(五) 資訊訂閱服務 v. Information Subscription Services	說明圖書館的加值服務，讀者可依個人需求訂閱，如電子報、每日預告書訊、專題選粹服務等。 Explains the library's value-added services; readers can request subscriptions as needed, such as e-newspapers and newsletters, the Daily CIP Information Service, SDI, etc.
(六) 館際讀者服務 vi. Interlibrary Reader Services	館際合作服務項目。 Focused on interlibrary cooperation services.
三、服務空間及設施 (C) Service Space and Facility	整體說明本館館舍空間(含館外的三間專科閱覽室)。本館所提供的閱覽服務設施、場所、身心障礙者專有設施等。 Comprehensively explains space on the premises of NCL (including three off-site special subject reading rooms); NCL's reader service facilities, site locations, special facilities for individuals with physical and mental disabilities, and related information.



大綱 Outline	說明 Summary description
四、收費政策 (D) Fee Service Policy	<p>整體說明讀者無償使用的服務項目，以及使用者付費項目如影印、列印、補發閱覽證、停車場等。</p> <p>Thoroughly explains the services offered to readers free of charge, as well as types of service which require a fee, such as photocopying, printing, re-issuing library cards, parking in the lot, etc.</p>
五、服務的限制 (E) Limitations of Service	
(一) 法律適用 i. Proper Observance of the Law	<p>依各相關法令規定的所產生的服務限制，如著作權法、個人資料保護法、網路使用資訊安全的相關規定、傳染病防治法等。</p> <p>Explains service limitations dictated by legal codes, such as copyright laws, personal information protection laws, laws related to internet use and information security, public health codes for prevention of the spread of diseases, etc.</p>
(二) 協議限制 ii. Limitations on Agreements	<p>主要為電子資源協議限制及其他因授權所產生之限制</p> <p>Primarily describes limitations on agreements pertaining to electronic resources and other limitations related to intellectual property licensing.</p>
(三) 調閱服務限制 iii. Limitations on Document Request and Retrieval	<p>重點說明本館分級典藏及調度管理作業，以及館藏不公開項目，如撤銷學位之論文、經判決有毀謗之著作限制閱覽服務方式等，其他限制如：有損毀之虞、珍稀資料等。</p> <p>Mainly explains the collection grading and distribution system, and service policy items dictating that parts of the collection not be open to the public, such as degree theses for which the degree has been revoked, copyright restrictions on materials judged to be slanderous; other limitations cover items at risk of damage, precious rare materials, and like items.</p>
(四) 參考諮詢服務 iv. Reference Services	<p>參考服務限制提供回答之問題。</p> <p>Limitations on the types of inquiry reference services can respond to.</p>
六、讀者意見回饋 (F) Reader Feedback	<p>說明本館所做的各項讀者服務滿意度調查、讀者意見處理原則。另參考澳洲國家圖書館之「讀者服務政策」，說明讀者使用本館服務時之義務，如遵守本館相關規定，善待圖書、接受館員的利用指導。</p> <p>Explains all of the NCL's reader service satisfaction surveys and principles for responding to reader recommendation. Also refers to the National Library of Australia's "Reader Services Policy," which explains the responsibilities of the reader in using the library, such as respecting library rules, treating books with respect, and accepting the guidance of librarians in using library.</p>
七、附錄 (G) Appendix	<p>包含讀者服務相關之法規。</p> <p>Includes regulations related to reader services.</p>



## 參、國家圖書館書刊資料分級典藏及調度管理政策

本館為完善保存館藏書刊資料，加強圖書資訊之蒐集、管理及利用，建置分級典藏暨調度管理制度，俾利發展館藏特色及提供讀者分級化加值服務，而訂定「國家圖書館書刊資料分級典藏暨調度管理作業要點」以為館藏調度管理的依據。

本政策將本館書刊資料依其性質:出版年代、利用率及媒體型式等分為七級進行典藏，並依資料之等級進行調度管理與分級服務。

### III) National Central Library Non-Digital Collection Grading and Distribution Management Policy

In order to most optimally preserve the NCL collection, enhance the searching, retrieval, management, and use of library resources, NCL has established a system of collection grading and distribution management; and in the interest of developing the unique character of the collection and offering readers graded, value-added services, NCL has established the “National Central Library Non-Digital Collection Grading and Distribution Management Guidelines” to serve as a guide in the management of collection grading and distribution.

The policy categorizes all non-digital collection materials according to the topic of the material, publishing date, utilization rates, type of medium, and other such characteristics. Materials are separated into seven collection grades for the purpose of organizing. Distribution management is undertaken and graded services provided according to the grade of the materials.



表 4-3：國家圖書館書刊資料分級典藏及調度管理政策

Table 4-3: NCL Non-Digital Collection Grading and Distribution Management Policy

級別 Grade Level	定義 Definition	範圍 Scope	資料內容 Content of Material	典藏地 Collection Location	調度管理 Distribution Management	服務方式 Type of Service	備註 Notes
1級文獻 Grade 1 Documents	1-1 一般書刊資料 (開架) General printed materials (open shelf)	近期出版及利用率高之書刊資料 Recently published printed materials with a high utilization rate	一般書刊、參考工具書(含地圖)及學位論文等 General printed materials, reference works (including maps) and degree theses, etc.	各閱覽專室 All dedicated reading rooms	定期調度 1-1級書刊資料入2-1級 Move grade 1-1 collection materials into 2-1 at specified intervals	開架閱覽 Open-shelf services	
1-2 數位資源 Digital resources	1.自建數位資源 NCL internally created digital resources 2.非自建數位資源 Non-NCL created digital resources	電子資料庫、數位檔案(含原生及轉製)等 Electronic databases, digital files (including born-digital and reproductions), etc.	資訊組電腦主機或供應商主機 Computer servers provided in Information Division or Service Provider	依業務需求調度 Graded management according to operational demand	依權限開放使用 區域 Domains made available subject to copyright limitations	Managed in accord with NCLs "Digital Resource Grading and Service Management Essentials"	依據本館「數位資源典藏暨服務管理要點」辦理
2級文獻 Grade 2 Documents	2-1 一般書刊資料 (閉架) General printed materials (closed shelf)	出版逾一定年限或罕用之書刊資料 Published prior to a defined date or rarely used non-digital materials	一般書刊、參考工具書(含地圖)及學位論文等 General printed materials, reference works (including maps) and degree theses, etc.	閉架書庫 Closed stacks	1.定期調度1-1級書刊資料入2-1級 Move grade 1-1 collection materials into 2-1 at specified intervals 2.定期調度2-1級學位論文入2-3級 Move grade 2-1 collection materials into 2-3 at specified intervals	閉架調閱 Closed-shelf retrieval	

級別 Grade Level	定義 Definition	範圍 Scope	資料內容 Content of Material	典藏地 Collection Location	調度管理 Distribution Management	服務方式 Type of Service	備註 Notes
2級文獻 Grade 2 Documents	2-2 非書資料 Non-book materials	各類型非書資料 All types of non-book materials	書刊資料之附件、視聽資料、微縮資料(拷貝片)、光碟、磁片等 Attachments or accessories to books and printed materials, audiovisual materials, microform materials (copies), CDs, magnetic storage disks, etc.	閉架書庫 Closed stacks	調度入閉架管理 May be moved into closed-shelf management	閉架調閱 Closed-shelf retrieval	
2-3 早期學位論文	2-3 Early degree theses	出版逾一定年限之學位論文 Degree theses approved prior to a defined date	學位論文 Degree theses	專區閉架書庫 Devoted closed stacks	定期調度2-1學位論文 2-3級 Move grade 2-1 degree theses into 2-3 at regularly scheduled intervals	預約調閱 Retrieval by prior reservation	
3級文獻 Grade 3 Documents	典藏本書刊資料 Archived printed materials	永久典藏、不宜公開及罕用之書刊資料 Printed materials in the permanent collection that are unsuitable to be made publically available or are rarely used	1. 永久典藏之複本書刊資料 Duplicate copies in the permanent collection 2. 經判決確定涉及不法之書刊資料 Documents that have been judged unlawful 3. 不流通之書刊，如智力、心理測驗題庫等 Non-circulating printed materials, such as intelligence and psychological test items 4. 不宜公開之委託研究報告等。 Research results entrusted to NCL unsuitable for public access	倉儲庫房 Warehouse storage	定期調度入倉儲典藏 Move into warehouse collection at regularly scheduled intervals	以不提供閱覽為原則 Generally not available for use	



級別 Grade Level	定義 Definition	範圍 Scope	資料內容 Content of Material	典藏地 Collection Location	調度管理 Distribution Management	服務方式 Type of Service	備註 Notes
4級文獻 Grade 4 Documents	非書及數位資源之備份 Non-book materials and backup copies of digital resources	微縮、珍稀影音資料、原生數位資源及數位資源之備份資料等 Microform, rare audiovisual materials, born-digital materials, born-digital and backup copies of digital resources	1. 微縮資料 (母片) Microform materials (master) 2. 珍稀影音資料 Rare audiovisual materials 3. 數位資源備份 Backup copies of digital resources	微縮片庫、閉架書庫、資訊組及異地備份地點等 Microform stacks, closed stacks, Information Division, and remote backup locations	閉架管理或異地備份 Closed-shelf and remote backup management	以不提供閱覽為原則 Generally not available for use	
5級文獻 Grade 5 Documents	普通書籍及實物等 General older books and artifacts	清光緒二十一年至民國三十八年(西元1895-1949年)間為主之藏品 Primarily items from 1895-1949 (Qing Dynasty Guangxu reign year 21 to ROC year 38)	舊籍、館史檔案、名人手稿、版片、明信片、照片、古文書等 Older books, historical library documents, manuscripts from noted authors, printing blocks and plates, postcards, photographs, materials written in literary Chinese	善本書庫及各典藏單位 Rare book collection divisions	閉架管理 Closed-shelf management	審核閱覽 Reading utilization by application	

級別 Grade Level	定義 Definition	範圍 Scope	資料內容 Content of Material	典藏地 Collection Location	調度管理 Distribution Management	服務方式 Type of Service	備註 Notes
6級文獻 Grade 6 Documents	普通古籍文獻 General historic books and documents	清嘉慶元年至宣統三年(西元1796-1911年)間為主之藏品 Material from 1796-1911 (beginning of Qing Dynasty Jiaqing reign to Xuantong reign year 3)	清刊古籍、拓片、年畫、地圖等具文字之實物 Qing printed materials, inscription rubbings, Lunar New Year pictures, maps, and other written materials	善本書庫 Rare book repository	閉架管理 Closed-shelf management	審核閱覽 Reading utilization by application	
7級文獻 Grade 7 Documents	善本古籍文獻 Rare books and ancient documents	清乾隆六十年(西元1795年)以前為主之藏品 Primarily materials from before 1795 (Prior to Qing Dynasty Emperor Qianlong)	漢簡、善本古籍(含敦煌卷子)及具文字等實物 Han bamboo slips, rare books and ancient records (including Dunhuang scrolls), and other written materials	善本書庫 Rare book repository	閉架管理 Closed-shelf management	審核閱覽 Reading utilization by application	



各典藏單位除依本要點進行書刊資料分級外，並定期進行檢視及各級調度作業，俾利館藏空間整體規劃及運用。對於館藏書刊資料之維護，特重藏品之儲存環境溫濕度監控，各典藏單位應依書刊資料之等級，給予適當的典藏環境及閱覽方式，並兼顧其破損修復、酸化及脆化處理。

Aside from grading materials according to the collection grading and distribution guidelines, all collection divisions should regularly conduct inspection and redistribution of materials in order to aid the overall plan and operations of the NCL. Because the preservation of collection materials is especially reliant on properly monitoring and controlling the temperature and humidity, all collection divisions must provide a collection environment and reading protocol appropriate to the collecting grade. At the same time, all divisions must care for, repair, and restore damaged, acidified or embrittled books.



## 肆、國家圖書館數位資源典藏分級暨服務管理政策

本館數位館藏資源類型涵蓋多元，參酌國科會數位典藏計畫的數位典藏分級，根據用途及考量本館現況，將本館數位典藏分為4個等級，包括原生完整級、專題加值級、訊息發佈級、視聽瀏覽級，以做為本館2010「數位拓展年」的資源架構。等級級數越小乃代表該數位資源越具有獨特性，級數越大乃代表該數位資源越是普遍性，則其管理目標與服務重點亦不同，簡要說明如下：

- 第一級：原生完整級，屬知識基地型；此類數位資源乃本館的機構典藏，則擁有絕對的權威，應力求詳盡性的掌握。
- 第二級：專題加值級，屬資源輔助型；此類數位資源乃本館的專題典藏，擁有絕對的專業，應力求創意性的掌握。
- 第三級：訊息發佈級，屬新知公告型；此類數位資源乃本館的資訊典藏，則需具有絕對的即時，應力求時效性的掌握。
- 第四級：視聽瀏覽級，屬觀念傳播型；此類數位資源乃本館的影像典藏，則需具有絕對的便利，應力求友善性的掌握。







國家圖書館全球資訊網。  
NCL World Wide Web.

#### IV) National Central Library Digital Resource Grading and Service Management Policy

Because the contents of NCL's digital collection are very diverse, grading levels for the National Science Council's Digital Archive Program were examined, and in consideration of the use of materials and the current state of NCL's digital collection, NCL's digital collection was divided into four collection grades, as follows: born-digital and complete grade; special topic value-added grade; information dissemination grade; and audiovisual browsing grade. These grades will form the basic resource framework for "2010 ePromotion of NCL." The lower the grade of a digital resource, the more unique that resource; the higher the grade, the more common the resource. The management objectives and services are different for each grade of resources, and are concisely described as follows:

Grade 1: Born-Digital and Complete Grade, as knowledge base repositories. This grade of digital resources is NCL's institutional repository; records of this grade are records of absolute authority, thus their complete integrity must be preserved.

Grade 2: Special Subject Value-added Grade; resource repositories. This grade of digital resource is comprised in special topic devoted repositories of NCL, and these repositories have a unique value in specific areas of expertise; thus the unique and innovative character of these repositories must be preserved.

Grade 3: Information Dissemination Grade; news repositories. This grade of digital resources serve as NCL's information archives, and it has an absolute time sensitivity; thus it should be available in a timely fashion and maintained in an up-to-date state.

Grade 4: Audiovisual Browsing Grade; repositories intended for transmission of ideas. This grade of digital resources constitute NCL's public image, so they must be accessed with the utmost ease; these repositories should strive for the utmost in user-friendliness.

表4-4：國家圖書館數位資源典藏分級暨服務管理示意

Table 4-4 NCL Digital Resource Grading and Service Management Outline

級數 Grade Level	名稱 Grade Name	系統 System
第一級 Grade 1	原生完整級 Born-Digital and Complete Materials Grade	<p>數位出版品國家型永久典藏與服務平台 National Long-Term Presevation and Service Platform for Digital Publications</p> <p>全國博碩士論文資訊網、中文期刊篇目索引影像系統、中華民國出版期刊指南系統 National Electronic Theses and Dissertation System, Chinese Periodicals Index, Guide to Periodicals Published in the ROC</p> <p>政府公報資訊網、政府施政查詢系統、政府統計查詢系統 NCL Gazette Online, Government Policy Query System, Government Statistics Search System</p> <p>全國新書資訊網、國際標準錄音錄影資料代碼查詢系統 ISBNnet, ISRC Search System</p> <p>古籍影像檢索系統、金石拓片資料庫、中文古籍書目資料庫、古籍文獻資訊網 Rare Books Image Search System, Metal and Stone Inscription Rubbing Database, Chinese Rare Book Catalog, Ancient Records Information Net</p>
第二級 Grade 2	專題加值級 Special Value Grade	<p><b>參考</b> Reference</p> <p>臺灣客家數位圖書館、臺灣記憶、遠端調閱系統 Taiwan Hakka Digital Library, Taiwan Memory, Remote Retrieval System</p> <p>臺灣概覽 Taiwan Info</p> <p>臺灣地區家譜聯合目錄資料庫 Taiwan Genealogy Union Catalog Database</p> <p>當代文學史料、當代客家文學史料、臺灣文史哲論文集篇目索引、參考服務園地 Modern Literature Historical Materials, Contemporary Hakka Literature System, Taiwan Humanities Index, NCL Reference Services Portal</p> <p>漢學中心出版品全文資料庫 Full Text Database of Publications of Center for Chinese Studies</p> <p>明人文集聯合目錄與篇目索引、國際漢學博士論文摘要資料庫 Union Catalog and Index for Collection Works by Authors in Ming Dynasty, Database of International Chinese Studies MA and PhD Theses</p> <hr/> <p><b>圖書</b> Books</p> <p>編目園地 Cataloging Forum</p> <p>中文名稱權威資料庫、NBINet圖書聯合目錄、全國圖書書目資訊網 Chinese Name Authority Database, NBINet Union Catalog, NBINet</p>



級數 Grade Level	名稱 Grade Name	系統 System of Management
第三級 Grade 3	訊息發佈級 Information Dissemination Grade	全國報紙資訊系統 National Newspaper Information System
		圖書館名錄 Taiwan Libraries Directory
		漢學研究通訊電子報 E-Newsletter for Research in Chinese Studies
		藝術暨視聽中心電子報 Arts and Audiovisual Center E-Newsletter
		臺灣藝文海報影像資料庫 Taiwan Arts and Literature Poster Database
		國家圖書館全球資訊網, 臺灣研究入口網 NCL World Wide Web, Taiwan Research Portal
		館藏查詢系統 NCL Online Catalog
		數位多元資源查詢系統 Integrated Search of Selected Resources at the NCL
第四級 Grade 4	視聽瀏覽級 Audiovisual Browsing Grade	數位隨選視訊系統 Video on Demand System
		臺灣鄉土文獻影像資料庫 Taiwan Local Documents Image Database
		遠距學園 NCL E-Learning Campus
		台灣網站典藏系統 Web Archive Taiwan
		虛擬導覽服務系統 Virtual Guided Tour Services System