

Summary

This thesis deals with the issues of the subject access to the documents at National Library of the Czech Republic with focus on user and librarian preference. It comprises seven chapters, dealing successively with all aspects and activities related to the subject access and knowledge organization at the National Library of Czech Republic. The first part is devoted to the National Library, its position in the system of the Czech public libraries and its organizational structure. Particular attention is paid to the Acquisition, Bibliography and Cataloguing department. The second chapter discusses the importance and methods of content analysis, subject access and knowledge organization. Generally characterizes the types of subject retrieval languages and traditional indexing languages with emphasis on those used in the National Library. The third section concerns principles of subject access at NL with emphasis on users' accessibility. It describes new projects, which should facilitate access to provided information. Primarily it mentions authority files, conspectus, UDC. This chapter is followed by specific examples of cataloging in MARC 21 and the importance of each step for final information retrieval. Next chapters describe other activities of the department of subject access at NK as cooperation in cataloguing, CIP project or scanning contents and covers. The last part deals with general requirements and methods of informational retrieval and how The National Library of the Czech Republic meets them, as well as current trends in the subject access issues, new impulses coming from the World Wide Web and future challenges.