Elaboration of this basic record can take place in a variety of ways depending upon the requirements of the system and its users. The record may be augmented by the addition of:

> Enriched title terms
>
> Added descriptors
>
> Brief abstracts (using either a free vocabulary or a fixed thesaurus)
>
> Full narative abstracts (250-500 words)
>
> Full abstracts with some qualitative assessment

The control of the vocabulary used to create enriched titles, descriptors or abstracts can range from no control at all to a very rigid vocabulary. Use of a controlled vocabulary or thesaurus will provide some structure for the content of the data base and will give a higher ratio of retrieval of relevant information. At the same time, use of a fixed vocabulary will generally result in higher indexing costs plus the cost of developing and maintaining the thesaurus. There can be no such thing as a permanently "fixed" thesaurus since there must be constant development of the thesaurus to ensure its continued relevance to the material being indexed and the retrieval needs of the clientele being served.

The types of indexing available vary considerably from complex hierarchically classified indexes (eg. the Dewey Decimal Classification) to those with virtually no