

Chronology 1st Level: 866-868 Fields

SCOPE: This section describes the recording of 1st level chronology in a *Textual Holdings* statement using the 866-868 fields.

Recommendation: At a minimum, the GIL Serial Holdings Working Group (GSHWG) recommends that holdings be recorded at Level 3. Choose the level of encoding on a title-by-title basis as deemed appropriate. As a guide, use the 362 field of the bibliographic record to formulate the holdings statement.

DEFINITIONS:

- **866** - This field records the *Basic Bibliographic Unit*, or each volume of the title. The 866 currently generates a print constant *Volumes Owned:* in the OPAC.
- **867** - This field records any *Supplements* issued for the title. The 867 generates the print constant *Supplements:* in the OPAC.
- **868** - This field records any *Indexes* issued for the title. The 868 generates a print constant *Indexes:* in the OPAC.
- **Compressed** - To record the range of holdings in chronology or enumeration using the first and last issues only.
- **Itemized** - Listing each bibliographic unit individually.

ENCODING LEVEL 3

DEFINITION: Level 3 Encoding, or summary level, indicates the holdings is recorded only at the first level of enumeration and/or chronology in a compressed form.

- **First Indicator (I1):** - record as **3**
- **Second Indicator (I2):** - record as **1**

Recommendation: For recording holdings at Level 3, the GSHWG recommendation is to follow the ANSI/NISO standard and leave the holdings open (i.e., 1996-).

Holdings at level 3 provides a *summary* of the issues held. When an entire volume is missing from the serial title, the holdings statement should reflect this gap. As indicated in the ANSI/NISO standard ([1] 5.5.1.5), gap *ranges* are recorded for the highest level of chronology only. As stated in section 5.5.5.1 [1], Level 3 summary holdings are recorded open (e.g. 1996-). Use a single 866 field to record gaps in holdings. A space does not follow the comma.

Scenario: Library has received the volumes for 1986-1991, 1993, and 1996-2001. The *summary* holdings statement would be recorded as:

| Tag | I1 | I2 | Subfield data |
|-----|----|----|--------------------------|
| 866 | 3 | 1 | \$a 1986-1991,1993,1996- |

Public Display:

Volumes Owned: 1986-1991,1993,1996-

SUPPLEMENTS and INDEXES

According to the ANSI/NISO standard, supplements and/or indexes are *secondary bibliographic units*, and are not recorded at the summary holdings level (Level 3) ([1] 5.5.1.6).

ENCODING LEVEL 4

DEFINITION: - Level 4 Encoding, or detailed level, indicates the holdings is recorded in detail either in an itemized or compressed form.

- **First indicator(I1):** - record as **4**
- **Second indicator (I2):** - record as **1**

Recommendation: GSHWG suggests that closing or leaving the holdings recorded open at level 4 should be determined by each individual institutions policy. Note that the holdings recorded and levels 3 or 4 using the paired fields (853/863, etc.) are typically recorded closed. Holdings recorded at level 3 using the textual holdings (866-868) are left open.

Use a single 866 field to record gaps in holdings. A space does not follow the comma.

Scenario: Library has received the volumes for 1986-1991, 1993, and 1996-2001. The *open detailed* holdings statement would be recorded as:

| Tag | I1 | I2 | Subfield data |
|-----|----|----|--------------------------|
| 866 | 4 | 1 | \$a 1986-1991,1993,1996- |

Public Display:

Volumes Owned: 1986-1991,1993,1996-

SUPPLEMENTS:

Record any supplements issued for the title in the **867** field (Level 4 only). Indicators are the same as those used in the 866. Note the 866 field is *closed*.

| Tag | I1 | I2 | Subfield data |
|-----|----|----|------------------------------|
| 866 | 4 | 1 | \$a 1986-1991,1993,1996-2001 |
| 867 | 4 | 1 | \$a 1996 |

*Public Display:***Volumes Owned:** 1986-1991,1993,1996-2001**Supplements:** 1996

If there is an index issued to the title (perhaps covering a range of years), record its receipt in the **868** field. Note the forward slash (/) indicates the range of years are combined into a single volume.

| Tag | I1 | I2 | Subfield data |
|-----|----|----|------------------------------|
| 866 | 4 | 1 | \$a 1986-1991,1993,1996-2001 |
| 867 | 4 | 1 | \$a 1996 |
| 868 | 4 | 1 | \$a 1996/2000 |

*Public Display:***Volumes Owned:** 1986-1991,1993,1996-2001**Supplements:** 1996**Indexes:** 1996/2000