

## Chronology and Enumeration 1st Levels: 866-868 Fields

**SCOPE:** This section describes the recording of first and second levels of 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 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. However, if one or more issues of a volume are held, record the holdings as if the entire volume is owned. 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- ) when the title is currently received. Summary holdings do not record the second level of chronology. Record gaps in holdings using a single 866 field and standard punctuation ([1] table 3).

**Scenario 1:** Library has received the volumes for 1986-1991, 1993, and 1996-2001 all of which are issued in two parts. 1993, Vol. 1 is not owned. 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-

**Scenario 2:** Title uses the year and season only. It is issued quarterly and the library has Winter 1981 thru Winter 1985. The title has ceased publication. The *summary* holdings statement would be recorded as:

Tag	I1	I2	Subfield data
852	0		\$a GYG \$b PER \$z Ceased publication.
866	3	1	\$a 1981-1985

*Public Display:*

**Notes:** Ceased publication.

**Volumes Owned:** 1981-1985

## SUPPLEMENTS and INDEXES

According to the ANSI/NISO standard, supplements 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.

**Scenario 1:** Library has received the volumes for 1986-1991, 1993, and 1996-2001 all of which are issued in two volumes. 1993 Vol. 1 is not owned. The closed *detailed* holdings statement would be recorded as:

Tag	I1	I2	Subfield data
866	4	1	\$a 1986:v.1-1991:v.2,1993:v.2,1996:v.1-2001:v.2

*Public Display:*

**Volumes Owned:** 1986:v.1-1991:v.2,1993:v.2,1996:v.1-2001:v.2

**Scenario 2:** Title uses the year and season only. It is issued quarterly and the library has Winter 1981 thru Winter 1985. The title has ceased publication. The *detailed* holdings statement would be recorded as:

Tag	I1	I2	Subfield data
852	0		\$a GYG \$b PER \$z Ceased publication.
866	3	1	\$a 1981:Winter-1985:Winter

*Public Display:*

**Volumes Owned:** 1981:Winter-1985:Winter

**Supplements:** v.12:suppl.

### 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.

Tag	I1	I2	Subfield data
866	4	1	\$a 1986:v.1-1991:v.2,1993:v.2,1996:v.1-2001:v.2
867	4	1	\$a 1996

*Public Display:*

**Volumes Owned:** 1986:v.1-1991:v.2,1993:v.2,1996:v.1-2001:v.2

**Supplements:** 1996

If there is an index issued to the title (perhaps covering a range of years), record its receipt in the **868** field.

Tag	I1	I2	Subfield data
866	4	1	\$a 1986:v.1-1991:v.2,1993:v.2,1996:v.1-2001:v.2
867	4	1	\$a 1996
868	4	1	\$a 1996/2000

Note the forward slash (/) indicates the years are combined into a single volume.

*Public Display:*

**Volumes Owned:** 1986:v.1-1991:v.2,1993:v.2,1996:v.1-2001:v.2

**Supplements:** 1996

**Indexes:** 1996/2001