

LDR Batch Loading to OCLC

Many libraries in the University System may be interested in the OCLC service of batch updating LDRs into WorldCat. OCLC has provided *draft* specifications necessary to accomplish this [7]. **Please Note:** Libraries recording their holdings in the *free text* 866-868 fields will have this information recorded in subfield z (\$z) of the 852 (the note field). ([7] 2.1, 2:2). However, it is possible that a library could have their free text holdings customized by OCLC and added to the appropriate subfields v (\$v) and y (\$y). If a library desires to have their holdings recorded in the standard designated enumeration and chronology fields, the data would have to be "packaged" in a usable format specified by OCLC. ([7] 3.2, 3:3). In order for LDRs to be created/updated using the traditional fields and subfields, the paired fields should be used (853/863). LDRs are recorded at Level 3, regardless of whether the GIL holdings are at Level 4.

- **Character Position** (c/p in this manual) is the location of an alpha or numeric character in a data string. Character positions are numbered beginning with 0 or 00 if the string is greater than ten characters. For example, in the data string *991231*, the first 9 is in the character position 0 and 2 is in the character position 3.

The following fields are recommended by the Working Group for the processing of LDRs. Those fields preceded with an asterisk are required by OCLC. ([7] 2.1, 2:2). Note that the 853/863 and the 866 do not have to be used together.

- ***Leader**
- ***Directory** (automatically supplied by Voyager)
- ***001** (*Hldg id* supplied by Voyager)
- **004** (*Bib id* associated with the holdings record supplied by Voyager and cannot be a substitute for 014)
- **007**
- ***008**
- ***014** Linkage field with OCLC number
- ***852**
- **853** (captions/patterns)
- **856**
- **863**
- **866**

LEADER

OCLC does not process all of the c/p data recorded in the Leader. The following is the list of c/ps required by OCLC. Regardless of whether or not the data is processed the Working Group recommends all of the c/p information be recorded.

- **00-04** - Logical record length (supplied by Voyager)
- **05** - Record status

- **c** - corrected (automatically changed by Voyager)
- **d** - deleted
- **n** - new (supplied by Voyager)
- **10** - Indicator count (supplied by Voyager)
- **11** - Subfield code count (supplied by Voyager)
- **12-16** - Base address of data (supplied by Voyager)
- **17** - Encoding level
 - Choose the level the holdings record is recorded in (e.g., 3 or 4)
- **20** - Length of the length-of-field portion (supplied by Voyager)
- **21** - Length of starting character position (supplied by Voyager)
- **22** - Length of the implementation-defined position (supplied by Voyager)
- **23** - Undefined entry map character position (supplied by Voyager)

DIRECTORY

The Directory is recorded by Voyager.

001 and 004

The **001** field is record by Voyager when you create and save a holdings record. The **004** field records the *bib id* and is also supplied by Voyager when the bibliographic record is saved. This information is displayed in text form as the holdings record header.

Voyager Cataloging - [Hldg 465226 (bib 437028)]

007

OCLC will process the format indicated in the holdings record of the serial. If the 007 is not recorded, the *Phys form* of the LDR will be recorded as *zu*.

008

Like the *Leader* described above, not all of the *c/ps* in the 008 field are processed. However, the Working Group recommends the 008 field be recorded completely. The following *c/ps* are required by OCLC.

- **06** - Receipt or Acquisition status
- **12** - General Retention Policy
- **16** - Completeness
- **17-19** - Number of Copies Reported (must be set to **001**)
- **25** - Separate or Composite report (must be set to **0**)
- **26-31** - Date of report

014 or 035

The OCLC number must be recorded in one of three fields, 004, 014, or 035. The 004 currently is used to record the Voyager Bib id. The Working Group recommends using the 014 to record the OCLC number.

Tag	I1	I2	Subfield Data
014	1		\$a 1605897 \$b OCoLC

Libraries may choose to place the OCLC number in the same field used by the bib record, the 035.

Tag	I1	I2	Subfield Data
035			\$a (OCoLC)1605897

583

The 583 field is identical to the 583 field used in the bib record. It is not required by OCLC, but if present, it is processed and placed in the PRES field.

852

The 852 is the location field recording the call number, etc.

- **\$a** - Institution Identifier (found in [MARC Code List for Organizations](#). [6])
- **\$b** - Sublocation (e.g., STACKS)
- **\$h** - Classification
- **\$i** - Item or Cutter
- **\$k** - Call Number Prefix
- **\$m** - Call Number Suffix
- **\$t** - Copy Number
- **\$z** - Public Note

853

The 853 is the Captions and Pattern field used in conjunction with the 863 field. This field basically defines what is being recorded in the 863 field.

- **\$a** - First Level of Enumeration (also first level of chronology when the item lacks enumeration)
- **\$g** - Alternative Numbering Scheme, First Level Enumeration
- **\$i** - First Level Chronology
- **\$m** - Alternative Numbering Scheme, Chronology
- **\$8 Link and Sequence Number**

856

Electronic Location and Access (retained, but not processed)

863

The 863 records the data specified in the 853 Caption and Patterns field.

- **\$a** - First level of Enumeration (also first level of chronology when the item lacks enumeration)
- **\$g** - Alternative Numbering Scheme, First Level Enumeration
- **\$i** - First Level Chronology
- **\$m** - Alternative Numbering Scheme, Chronology
- **\$z** - Public Note
- **\$8 Link and Sequence Number**

866

The 866 field can be used instead of the 853/863 paired fields, or in conjunction with the paired fields when a different OPAC display is desired. If the library chooses to use only the 866 fields for recording their holdings, this data will be processed into the subfield n (\$n) note field of the LDR, unless the library provides a "consistent" acceptable non-MARC data format (e.g., Excel spread sheet). ([7] 3.2, 3:2).

- **\$a** - Textual Holdings
- **\$z** - Public Notes
- **\$8** - Link and Sequence Number