

Level 3 Encoding: 866-868 Fields

SCOPE: This section describes the recording of free text or *Textual Holdings* statements in the 866-868 fields. Decisions recommended in this document reflect the best practices for recording holdings statements by the Working Group. Many decisions were made in an attempt to meet the goal of achieving uniformity in the holdings displays between levels 3 and levels 4 of the 866-868 and the 853/863-855/865 fields used by USG libraries.

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 Working Group recommendation is to follow the ANSI/NISO standard and leave the holdings open (i.e., 1996-) ([1] 5.5.5.1-p3).

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 enumeration and/or chronology only. As stated in section 5.5.5.1 [1] paragraph 3, Level 3 summary holdings are recorded open (e.g. 1996-).

Chronology

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-

Enumeration

Scenario: Library has received nos.1-5, 8, and 10. Publication pattern is irregular and the library has chosen to record only the volume numbering for this reason. The title is currently received. Captions are repeated. The *summary* holdings statement would be recorded as:

Tag	I1	I2	Subfield data
866	3	1	\$a no.1-no.5,no.8,no.10-

Public Display:

Volumes Owned: no.1-no.5,no.8,no.10-

Enumeration/Chronology

Scenario: Library has received vols.1-5, 8, and 10 (1980-1984, 1987, 1989). Publication pattern is annual and it is currently received.. Enumeration and Chronology should be displayed separately. The *summary* holdings statement would be recorded as:

Tag	I1	I2	Subfield data
866	3	1	\$a v.1-v.5,v.8,v.10- 1980-1984,1987,1989-

Public Display:

Volumes Owned: v.1-v.5,v.8,v.10- 1980-1984,1987,1989-

Chronology/Enumeration

Scenario: Library has received 2001 edition published in two parts (vol. 1-2). Publication pattern is annual and it is currently received. Enumeration and Chronology should be displayed separately. Library retains latest edition only. The *summary* holdings statement would be recorded as:

Tag	I1	I2	Subfield data
866	3	1	\$a 2001

Public Display:

Volumes Owned: 2001

Enumeration: 1st and 2nd levels

Scenario: The title is published monthly. The library has v.1, no.1-12 (1980), v.2, no.1-12, v.3, no. 4-12, v.6, no. 1-10, v.7, no.1-12, v.9, no.1-12. The title is currently received. The *summary* holdings statement would be recorded as:

Tag	I1	I2	Subfield data
866	3	1	\$a v.1-v.3,v.6-v.7,v.9- 1980-1982,1985-1986,1988-

Public Display:

Volumes Owned: v.1-v.3,v.6-v.7,v.9- 1980-1982,1985-1986,1988-

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).