

ANNOUNCEMENTS

Welcome to Janet Miranda!

We are pleased to introduce our newest full-time contract cataloger, Janet Miranda. Janet started at the end of January and is working on the Holmes Project cataloging materials from this special collection owned by the University of Minnesota Libraries.

Recently she and her family relocated to the Minneapolis area from Chicago. While in Illinois, Janet worked at Loyola University Law Library, the University of Illinois at Chicago, and Jones Day Reavis and Pogue.

Janet is a welcome addition to our cataloging program, and we are very excited to have her on staff.

[Kay Beaudrie, MINITEX Contract Cataloging]

COLLECTIONS AND TECHNICAL SERVICES

OCLC Arabic Cataloging Software Now Available

OCLC has concluded the OCLC Arabic Cataloging Pilot Project which began in July 2000. The production software is now available. You can use OCLC Arabic to catalog materials with the Arabic script. The software is available to all OCLC Cataloging members at no charge.

You must use this software to lock, replace, and upgrade any bibliographic records in WorldCat that include Arabic script. If you attempt to lock a record with Arabic script using other software, you will receive an error message. You can determine if a record includes Arabic script by the presence of an 066 tag with values of either (3 or (4.

For more information on the OCLC Arabic Cataloging software and to download the software, please see the Arabic home page at

<http://www.oclc.org/oclc/arabic/>

[David Whitehair, OCLC, *Bits and Pieces*, Feb. 2001; edited]

Cataloging Fixed-fee Pricing Changing to Automatic Renewal

OCLC is in the final stages of producing Cataloging Fixed-fee Pricing quotes for FY2001/2002.

PLEASE NOTE THE FOLLOWING CHANGE IN THE RENEWAL PROCESS FOR THE COMING YEAR.

If your library is currently subscribed to Cataloging Fixed-fee Pricing, the MINITEX Bibliographic and Technical Services unit (BATS) will distribute your new price quote to you along with a renewal notice indicating that you will be renewed automatically at your new price for the coming year. To remain on fixed-fee, you do not need to complete a new order form as you have in the past. If you wish to cancel, you need to complete the "cancel" portion of the renewal notice and return it to MINITEX.

Libraries not currently on fixed-fee pricing should contact MINITEX BATS for a fixed-fee quote. To switch from transaction to fixed-fee pricing, you need to complete an order form found at:

<http://www2.oclc.org/oclc/pdf/forms/catfix.pdf>

How is the fixed-fee calculated?

The fixed-fee is based upon annual transaction averages for about 100 product codes. Most online and offline cataloging product codes, including credits, are included. As part of FY2002 pricing changes, separate profiling and MARC output charges are being eliminated. Therefore, these product codes are also being removed from the fixed-fee calculation and zero billing. The 24-month period, Jan. 1999 – Dec. 2000, is used to calculate annual transaction averages. Current fiscal year prices (i.e., FY2000/2001) are then applied. OCLC offers a discount to libraries participating in Cataloging Fixed-fee Pricing for second and subsequent years if the fixed-fee calculated for next year is greater than the fixed-fee they are currently paying. The FY2001/2002 cataloging fixed-fee also includes a percentage increase equal to the FY2001/2002 projected price increase.

The FY2002 fixed-fee covers the period, July 2001 – June 2002. OCLC fixed-fee for cataloging is billed in 12 equal monthly installments using five rollup-billing codes. Although five product codes are used for billing, the total of these product codes is considered the fixed-fee. All regular product codes covered by the fixed-fee are zero-billed.

Cataloging fixed-fee pricing is optional

Libraries may remain on transaction pricing. If your library has the following characteristics, you are a good candidate for cataloging fixed-fee pricing:

- ?? Have stable or increasing OCLC Cataloging activity
- ?? Want predictable monthly OCLC Cataloging bills

?? Want to try out additional cataloging products such as CORC, PromptCat, and Bibliographic Record Notification

As in the past, submit all orders and cancellations to the MINITEX BATS unit for forwarding to OCLC. OCLC must receive all fixed-fee orders and cancellations by June 15, 2001.

Please address questions about Cataloging Fixed-fee pricing to MINITEX BATS (800-462-5348, 612-624-4002, mino@othello.minitex.umn.edu)

[Chris Grabenstatter, OCLC, *Bits and Pieces*, Feb. 2001; edited]

Exporting Multiple Records from CORC

Express multi-record export (sites that prefer to edit records in their local system)

- 1) Search the Resource Catalog and tag records. (Tagging in CORC is similar to tagging in FirstSearch: From the results display, check the boxes next to the desired records. From a single record display, select Tag record on the Actions list). The tagged records from multiple searches accumulate so you may search as many times as you wish and tag at will. (You may also untag if you make an error.)
- 2) Click Resource Catalog >Show >Tagged RC Records in the Navigation bar. Tagged records are displayed. In the Actions list, select Export Tagged Items to download all of the tagged records in a single file to your workstation.

Record-by-record editing, updating, and then batch export

- 1) After editing a record, update holdings and then tag record. Or edit, tag, and then update holdings. (Either order works.)
- 2) Click Resource Catalog >Show >Tagged RC Records in the Navigation bar. Tagged records are displayed. In the Actions list, select Export Tagged Items to download the records in a single file to the user's workstation.

Variation

Records may be saved to the Resource Catalog save file and then tagged and exported as a batch from Resource Catalog >Show >Tagged RC Save File. (Note: Records with the OCLC number "new" may not be exported. This is also true in other OCLC systems. You must add a record to WorldCat before it can be exported.)

Remember: Tags are session specific and disappear once you log off so no matter what approach you adopt to tag records, you must export tagged records before exiting CORC. Otherwise, you must repeat searching/editing and tagging to export the records in a future CORC session.

See CORC Help for detailed instructions on exporting resource records, including batch export. Search Help for "export resource records."

Several enhancements in development will make export easier. The enhancements will make CORC export more akin to export in other OCLC cataloging interfaces.

Exporting to specific ILSs

The CORC-L archives are a good source of posted information, in response to questions, about exporting to a specific local system. The CORC-L archives are accessible at:

<http://orc.rsch.oclc.org:5103/corc-1/>

Also, posting your own questions to the CORC-L listserv is a good way to ask for assistance and ideas. Sign up for CORC-L at

<http://www.oclc.org/oclc/forms/listserv.htm>

[Alane Wilson, OCLC, *Bits and Pieces*, Feb. 2001; edited]

CORC Help Updated

Updated CORC Help was included in the new version of CORC (1.11), installed Jan. 28, 2001.

CORC online documentation

The following printable CORC system guides (in PDF format) have been revised to reflect changes included in release 1.11:

- ?? Getting Started
- ?? Create, Import, and Export Records
- ?? Find Records
- ?? Edit Records
- ?? Create and Use Pathfinders

All CORC online documents are available in PDF format on the CORC documentation page at:

<http://www.oclc.org/oclc/corc/documentation/index.htm>

To go to the documentation page from within CORC,

?? click on the navigation bar under General, click Documentation.

Or

?? click on the CORC home page, under Useful Links, click CORC Documentation.

OCLC welcomes and appreciate your comments on CORC Help and online documentation.

[Joanne Murphy, OCLC, *Bits and Pieces*, Feb. 2001; edited]

Change to Export in CORC

OCLC implementation of field 994 in bibliographic records exported from CORC was done on Feb. 25, 2001. Field 994 was defined in *OCLC Technical Bulletin 232, OCLC-MARC Processing Field 994 Added* available at:

http://www.oclc.org/oclc/tb/tb232/frames_man.htm

Tag 994 will be added to all records exported from the CORC Resource Catalog and from WorldCat using the CORC interface. Records exported from other databases via CORC (for example, Authorities) will not contain field 994.

Field 994 identifies the institution that performed the transaction that generated a record and indicates the type of transaction performed. Field 994 is added to each record. Users may not edit, change, or delete tag 994. In records exported from CORC, subfield ‡a will contain the code 'C0' to indicate "CORC export." (Note that the second character is the numeral 'zero'.) Subfield ‡b will contain the institution's OCLC symbol.

With this change to CORC, all bibliographic records that OCLC outputs in MARC format will have field 994, as described in TB232.

[Rich Greene, OCLC, *Bits and Pieces*, Feb. 2001; edited]

Ingram Library Services, Inc.

Ingram Library Services, Inc. is now an active OCLC PromptCat service vendor. If you have questions about the OCLC PromptCat service, or wish to subscribe to PromptCat and/or profile Ingram Library Services, Inc. as your vendor of choice, please contact the MINITEX Bibliographic and Technical Services unit.

[Robin Buser, OCLC, *Bits and Pieces*, Feb. 2001; edited]

DOCUMENTATION

Why Read OCLC Technical Bulletins?

Because they document new OCLC products, features, and options. They describe changes in the OCLC systems that affect your workflow. They give the step-by-step procedures you need until user guides are issued or revised.

Technical bulletins consolidate system changes into one document, rather than many revision pages for several manuals. They are supplements to the related documentation until revisions are published.

When are bulletins obsolete?

As OCLC revises user guides and issues revision pages, staff include information from the technical bulletins. The bulletins become obsolete. You should discard your copies or mark them obsolete. (When a new Technical Bulletin is released, it contains a list of all Technical Bulletins that are still current as of that date. You can use this list to check the validity of a bulletin if you are uncertain.)

How to find Technical bulletins on the OCLC web site?

Current technical bulletins are available on the OCLC web site at:

<http://www.oclc.org/oclc/menu/tb.htm>

If errors are reported, OCLC revises the version on the web, but does not reissue and distribute the bulletin in print.

Techbul-L is a discussion list that alerts you to new technical bulletins and gives their location on the OCLC web site. You may subscribe to this list by going to:

<http://www.oclc.org/oclc/forms/listserv.htm>

[Lois Yoakam, OCLC, *Bits and Pieces*, Feb. 2001; edited]

Announcing the OCLC Product Services Reference Card

The Product Services Web Reference Card is now available in print and PDF format. It contains procedures for using the Product Services Web page. It also gives browser-specific instructions for viewing and downloading records and reports. The Product Services Web Reference Card is available on the web at:

<http://www2.oclc.org/oclc/pdf/pswrefcard.pdf>

The card supersedes *Technical Bulletin 225: OCLC Product Services via the Web*, which is now obsolete.

How to order print copies

The card is available at no charge. Please contact the MINITEX Bibliographic and Technical Services Unit (800-462-5348, 612-624-4002, mino@othello.minitex.umn.edu) for copies or use the OCLC Documentation Request form on the web at:

<http://www.oclc.org/oclc/forms/docsof.htm>

Please include product code REF1061 in your order and send your order to the MINITEX address above or via fax to 612-624-4508.

[Chris Dawson, OCLC, *Bits and Pieces*, Feb. 2001; edited]

RESOURCE SHARING

OCLC ILL Document Supplier Program: Access Russia, Inc.

This month's featured participant in the OCLC ILL Document Supplier Program is Access Russia, Inc. The following article details its collections along with some ILL policies.

Access Russia staff provide searching, photocopying and delivery of scientific and business information publications from libraries and information centers of Russia, the republics of the former Soviet Union, and Eastern Europe. Access Russia also provides translations of documents to English, utilizing its machine translation system. Its coverage includes the ability to deliver almost any published document from any of the countries of the former Soviet Union, including newspaper and journal articles, books, conference proceedings, deposit documents, patents, dissertations, and standards. The service has access to a number of Russian databases to obtain needed documents.

Access Russia materials are available for purchase only. Document searching up to \$25.00 is available depending on the difficulty of request. Copying is available for \$0.40 per page. Rapid machine translation (for documents in machine-readable format) is available for \$0.05 per word. Subject (profile) searching of Russian databases is available for \$50.00-\$100.00 per search, depending on the difficulty of request. Each bibliographic record found incurs a \$0.18 fee. Courier expenses and copyright payments are additional.

Requests can be filled and sent along with a list of bibliographical citations subject related to the requested document, free of charge.

Urgent requests are filled within 24-48 hours. The most difficult requests will be filled within 10 days. Requests are mailed via US mail, unless a special request is made to do otherwise.

For additional information and more specific instructions on requirements for filling out the OCLC ILL workform as specified by Access Russia (OCLC symbol A4R), see:

<http://www.oclc.org/oclc/ill/supplier/tga.htm>

NAD record :102676, the ILL Document Supplier Reference Card, or contact:

Access Russia, Inc.
1000 Washington Avenue
Suite C
Albany, CA 94706
Telephone: 510-528-0536
Fax: 510-558-9118
E-Mail: arussia@arussia.com
URL: <http://www.arussia.com/>

[Mark Tullos, OCLC, *Bits and Pieces*, Feb. 2001; edited]

Union List Local Data Record (LDR) Credits

OCLC announced at the ALA 2001 midwinter conference that a credit will be given for each new Union List Local Data Record (LDR) added beginning Feb. 1, 2001. This credit, equal to the cost of a numeric or derived search, was based on a recommendation made by the Ad Hoc Task Force on Union Listing in summer 2000.

This "LDR addition credit" mirrors that of the "LDR update credit", which has been in place for some time. Both reward libraries for maintaining accurate serial holdings data within the framework of the OCLC WorldCat database.

REFERENCE SERVICES

New Linking Options for OCLC FirstSearch Services

Library users, influenced by their experiences using the web, expect libraries to deliver content and supporting services when they need them, where they need them, and within their own context. OCLC has recently implemented two enhancements to help users link to information available on the OCLC FirstSearch service. They are inbound linking and direct article access.

Inbound linking

Inbound linking allows libraries to link from databases purchased from alternative service providers to full-text/full-image publications hosted on FirstSearch. Cambridge Scientific Abstracts (CSA) is the first alternative service provider to implement links from 33 databases that it produces and hosts to full-image articles in OCLC FirstSearch Electronic Collections Online journals. To take advantage of inbound linking, libraries must subscribe to one or more of the CSA databases and the Electronic Collections Online journals to which they are linked. A list of the CSA databases that provide this linking is available at:

http://www.oclc.org/firstsearch/announcements/new_linking.htm

A joint press release about this enhancement is posted on the CSA web site:

<http://www.csa.com/csa/news/eco.pdf>

Current users of the CSA Document Linking Features can enable links to Electronic Collections online articles using their CSA Administrative Profile Module:

<http://www.csa.com/csa/support/adminauth.shtml>

Inbound linking helps libraries deliver content and supporting services and adds value to their Electronic Collections Online subscriptions. There is no additional charge for this service.

Direct article access

Direct article access facilitates linking from an external source directly to individual articles within databases on FirstSearch. Libraries can place an encoded URL on a web site for access to articles

in FirstSearch. An example of direct article access is linking from a course syllabus, reading list, or electronic reserve list on a library web site to the cited articles available within the OCLC FirstSearch service. Clicking a browser's Back button returns a user to the library site.

This additional full text access option is available to libraries that provide automatic logon access to FirstSearch via either IP address recognition or WebScript. For details about implementing Direct Article Access, see "FirstSearch Direct article access: linking from your library's Web pages to the full text of journal articles in FirstSearch" at:

<http://www.oclc.org/firstsearch/documentation/daa.htm>

OCLC continues to work with partners to help libraries integrate access to information through their chosen channels, to on-site and remote users of library resources

[Joan Giglierano, OCLC, *Bits and Pieces*, Feb. 2001; edited]

Enhanced PAIS International Database Reloaded on FirstSearch

An enhanced version of the PAIS International database is newly available on the OCLC FirstSearch service. PAIS International on FirstSearch now includes 17 new indexes and links to full text, leveraging libraries' investments in journals and full text available elsewhere in FirstSearch.

Streamlined access to local holdings on FirstSearch, along with a search limit to materials held in a user's library or another specific library, provide greater visibility to library collections. The database also links to the OCLC Interlibrary Loan service to help users more easily initiate requests for items not available online or locally. A preferred subject headings feature is scheduled to be added next month. The enhanced PAIS International database is available exclusively on FirstSearch.

[Joan Giglierano, OCLC, *Bits and Pieces*, Feb. 2001; edited]