MarcEdit Step by Step:
Make Bad Records Better For Your Catalog

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MarcEdit

- Creator – Terry Reese, Head of Digital Initiatives at The Ohio State University Libraries
- Began 1999 for a major database cleanup project at Oregon State University
- Terry moved to Ohio State in 2013
- MarcEdit is Free!
Implementation of Batch Cataloging: A Case Study

Andrew Turner

Batch cataloging, or adding many records at once to a database, is growing in popularity over individually cataloging records, especially regarding electronic resources. Academic libraries increasingly incorporate batch cataloging into workflows, due to the necessity of limiting access to revenue collections. This increases efficiency when adding many records at once to a database, making the process of adding many records easier. Despite the increasing popularity of batch cataloging and the widespread use of open source software such as DSpace and other software, there is very little literature currently available on the implementation process. This paper presents a case study of the implementation of batch cataloging and accommodations made in an academic library facing the challenges and opportunities of the process, including the tools used. The study is the result of a methodical and analytical approach to batch cataloging, as well as a hands-on approach to the database and cataloging systems. The result is a detailed report on the implementation and user interface of a batch cataloging system.


Batch Cataloging Checklist

HU064
Batch Cataloging Checklist

<table>
<thead>
<tr>
<th>Task</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Record data (e.g., ISBN)</td>
</tr>
<tr>
<td>2</td>
<td>Record title (e.g., title page)</td>
</tr>
<tr>
<td>3</td>
<td>Record authors (e.g., author(s) name)</td>
</tr>
<tr>
<td>4</td>
<td>Record publisher (e.g., publisher name)</td>
</tr>
<tr>
<td>5</td>
<td>Add call number (e.g., Dewey Decimal System)</td>
</tr>
<tr>
<td>6</td>
<td>Add classification (e.g., Library of Congress Classification)</td>
</tr>
<tr>
<td>7</td>
<td>Add subject headings (e.g., keywords)</td>
</tr>
<tr>
<td>8</td>
<td>Add notes (e.g., notes or additional information)</td>
</tr>
<tr>
<td>9</td>
<td>Add bibliographic information (e.g., book, article)</td>
</tr>
<tr>
<td>10</td>
<td>Add additional records (e.g., series, subseries)</td>
</tr>
<tr>
<td>11</td>
<td>Add metadata (e.g., MARC 21 format)</td>
</tr>
<tr>
<td>12</td>
<td>Add accessions (e.g., accession number)</td>
</tr>
<tr>
<td>13</td>
<td>Add copyright information (e.g., copyright holder)</td>
</tr>
<tr>
<td>14</td>
<td>Add digital object identifier (e.g., DOI)</td>
</tr>
<tr>
<td>15</td>
<td>Add metadata (e.g., Dublin Core)</td>
</tr>
<tr>
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</tr>
</tbody>
</table>

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Kate's Files

https://github.com/WanAndy/MarcEditStuff

MarcEditor

Text editor with similarities to MS Office products and others

Fonts | Reports
Font... | Color...
**MRK versus MRC**

MarcEdit default is .mrk so to open a .mrc use

File->Open->.mrc

Finally compile and save as .mrk

Reports – Field Count

Field Count completed.

Field 000: 1 occurrences. Found in 1 records.
Field 072: 6 occurrences. Found in 3 records.
Field 072: 20 occurrences. Found in 10 records.
Field 100: 27 occurrences. Found in 27 records.
Field 111: 1 occurrences. Found in 1 records.
Field 245: 81 occurrences. Found in 81 records.
Field 246: 5 occurrences. Found in 5 records.
Field 250: 7 occurrences. Found in 100 records.
Field 298: 90 occurrences. Found in 90 records.

Report Style

- Tab Delimited Report
- XML Report
- HTML Report

Close  Generate Report
✓ Check 245 title for appropriate case

Step 1:

[Image of keyboard shortcuts and OCWC options]
Check 245 Title for appropriate case
Step 2: Find->Replace

Add/Delete Fields
Making a Print Record an Online Record

Convert to RDA
Convert to RDA
Adding Relator Field $e

Add 650 Subject Headings
Add Call Numbers
Add 650 Subject Headings  Add Call Numbers

About OCLC's Classify Service

Insert the following fields are present (example: 08/06/2000,000)

Insert generic classifications into the

Use Subfield b for matching

856 URL Field Work
Deleting Subfields
856 URL Field Work
Adding $z

856 URL Field Work
Adding proxy URL prefix
Using a task list

Thank you!

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