

Agenda for Catalogers Training Session

Tuesday, February 14th, 2023

1. Welcome – We will do sound checks around 8:50. If you do not hear anything at that time, please adjust your volume. This short video may help if you are having problems with our audio: <https://support.zoom.us/hc/en-us/articles/201362283-Testing-computer-or-device-audio>
2. Please ask questions in the chat area – IHLS staff will monitor chat and ensure the speaker sees questions.
3. SHARE Update
4. Bibliographic and Cataloging Standards Committee Update
 - a) Graphic novel authors vs. adapter
 - b) New thesauri (Genre Terms for Tabletop Games \$2 gttg, Art & Architecture \$2 aat)
 - c) Large Print books
5. Miscellaneous Information and Updates
6. CMC Update
7. To Merge, Or Not To Merge? : Merging Bibliographic Records In Polaris
8. Questions

The background of the slide is a light gray gradient. It is decorated with several realistic water droplets of various sizes, primarily located in the top-left, top-right, and bottom-right corners. The droplets have highlights and shadows, giving them a three-dimensional appearance.

SHARE Update



Bibliographic and Cataloging Standards Committee Update

Graphic novel authors vs. adapters

- Change of SHARE local practice for graphic novel adaptations
- Previous policy: when a translated work has been adapted, enter the work under the person responsible for the adaptation. Make an added entry for the original author.
- New policy: when a translated work has been adapted, enter the work under the original author. Make an added entry for the adapter.

New thesauri

- Genre Terms for Tabletop Games (\$2 gttg)

<https://digital.library.unt.edu/ark:/67531/metadc826647/>

- Getty's Art & Architecture (\$2 aat)

<https://www.getty.edu/research/tools/vocabularies/aat>

Large Print books

- December 23, 2022 –“Large print books” was officially added to the LCGFT Genre Term List.
- The SHARE Bibliographic and Cataloging Standards Committee approved updates to the “Large print and larger print materials” policy, available on the SHARE website.



LIBRARY OF CONGRESS AUTHORITIES



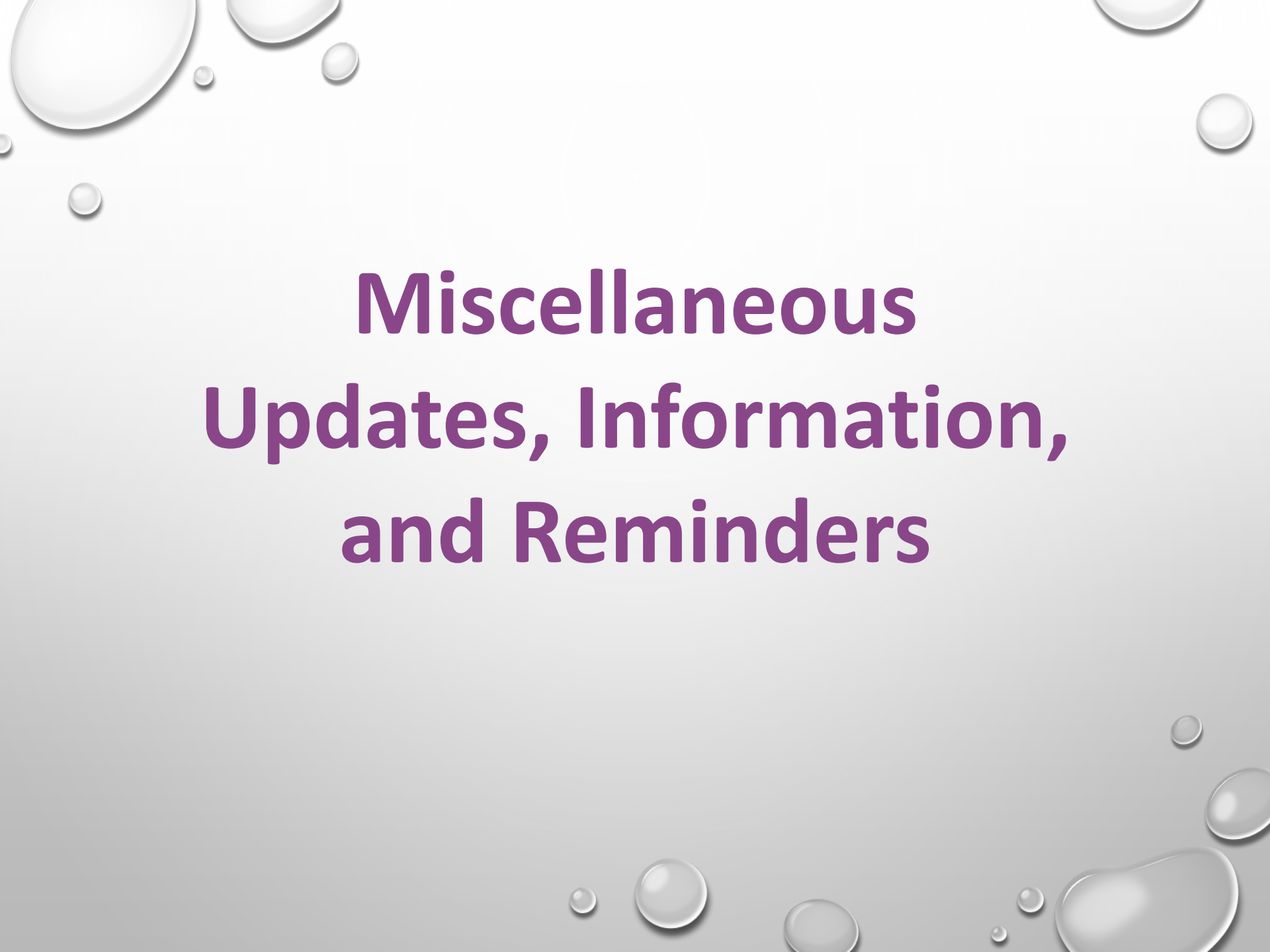
[Help](#) [New Search](#) [Search History](#) [Headings List](#) [Start Over](#)

SOURCE OF HEADINGS: Library of Congress Catalog

INFORMATION FOR: Large print books.

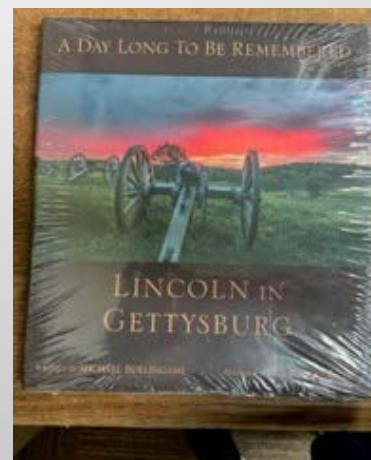
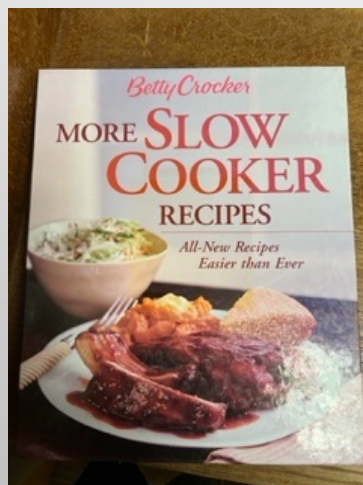
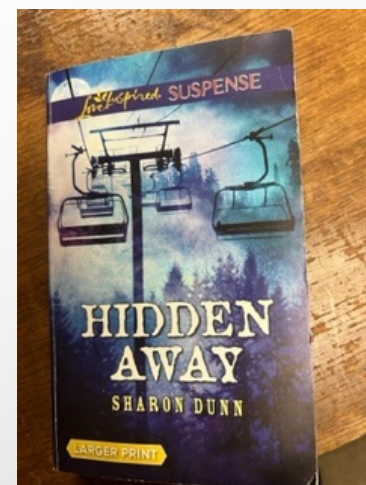
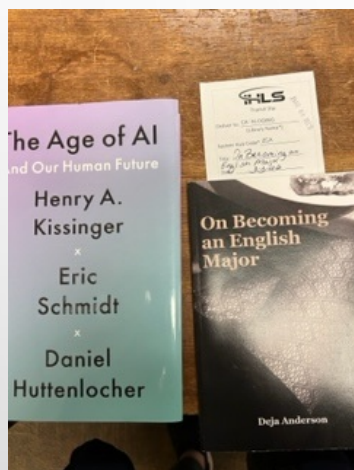
Scope Note:

Scope Note Books set in a type size larger than normal to enhance readability, improve letter and word recognition, and aid reading comprehension.

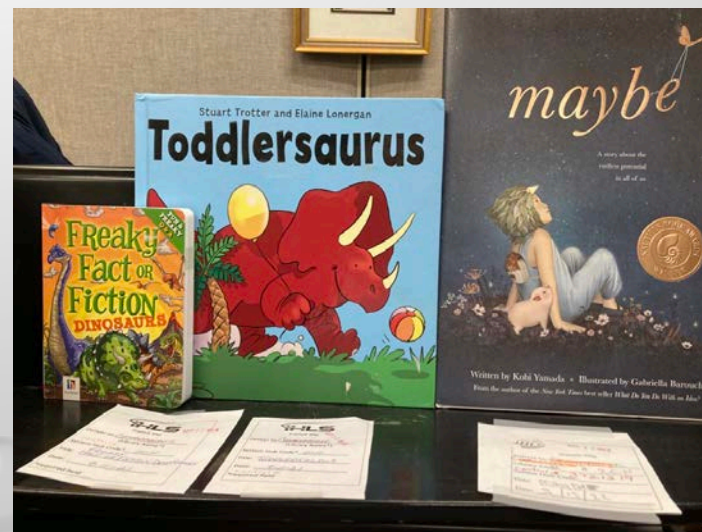


Miscellaneous Updates, Information, and Reminders

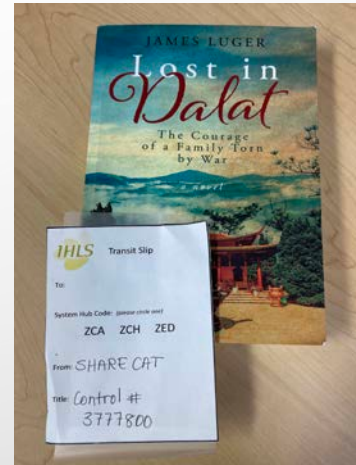
Orphan Items Currently at SHARE Cataloging - Carbondale



Orphan Items Currently at SHARE Cataloging - Champaign



Orphan Items Currently at SHARE Cataloging - Edwardsville



The background of the slide is a light gray gradient. In the top-left and bottom-right corners, there are several realistic-looking water droplets of various sizes, rendered with soft shadows and highlights to give them a three-dimensional appearance.

CMC Update

To Merge, Or Not To Merge? : Merging Bibliographic Records in Polaris

PRESENTED BY



SHARE

SHARING HEARTLAND'S AVAILABLE
RESOURCES EQUALLY

ILLINOIS HEARTLAND LIBRARY SYSTEM

Important matching points

035 System control number (specifically OCLC number)

It is possible to have matching records without having matching OCLC numbers, but having matching OCLC numbers is very helpful. If two otherwise matching records have different OCLC numbers, check OCLC to see if the records have been merged there.

1xx Main entry – Personal, corporate, etc.

Minor variations may be acceptable if clearly the same entity.

Title statement (245), Publication/copyright (260/264), Physical description (300)

Correct matching is critical for these fields.

505 Contents (as applicable)

This is most often relevant for audio/video media.

Things that do not have to match

Subject headings

Do see if the record to be superseded has subject headings that you might want to copy to the remaining record!

ISBN

Can be helpful for finding mergeable records, but is neither sufficient nor necessary to be a good match.

024/028 (Standard identifiers/publisher numbers)

These sometimes differ between otherwise identical items.

On-order records

Check ISBN and format

These are not always listed in on-order records, but when they are, use them to inform your judgment.

Use your cataloger's judgment

Use your judgment to determine if the on-order record matches, or if it is for a different version of the work. Keep in mind that, for new releases, it is unlikely that there will be many different versions available at time of release.

Things to remember when merging

Update to RDA standards

When necessary, please update records to meet RDA standards! 😊

Incorrect merges can be undone

If you realize you've made a bad merge, e-mail the SHARE Bibliographic Services team immediately! It's much easier to fix sooner rather than later.

Make the record look like one you'd want to use

Whether it's ensuring that relevant ISBNs are present on the merged record, or checking that any useful subject headings are carried over, make sure the finished record looks as good as any other record you would catalog.

Things to remember when merging

When in doubt ...

Submit a duplicate record merge request!

<https://share.illinoisheartland.org/support/forms/353>

SHARE website --> Support --> Forms



Live Merge Demonstration

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Questions?