

# CATALOGING FOR REMOTE ACCESS ELECTRONIC JOURNALS

Yale University Library  
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## OVERVIEW

This document provides policy and practice guidance for Yale University Library catalogers and other technical services staff working with remote access electronic journals. It is arranged into five sections: an overview, acquisitions, copy cataloging, original cataloging, and a bibliography.

In June 1995, a task force on remote access electronic journals was appointed by the Chief Catalog Librarian, Monty Montee. The task force members are: Paula Ball, Matthew Beacom (chair), Jane Gillis (Rare Book Team), Libby Hofsas, Carol Jones (Kline), Nenita Hernandez (former member), and Tony Oddo. The task force has been assisted by many other librarians. Chief among these are: Jan Glover (Medical Library), Diane Goldenberg-Hart (Research Services & Collections), Fanny Hsieh (Catalog Department), Suzanne Lorimer (Research Services & Collections), Sandy Peterson (Government Documents Center), James Shetler, and Joan Swanekamp (Head, Catalog Department).

Cataloging remote access electronic journals is both an extension of traditional practice and an exploration of a new, rapidly changing environment for publishers, authors, readers, and librarians. Given the rate of change in the publishing environment and the media format for remote access electronic journals, our own policies and practices are also likely to change. However, as we catalog these materials, a document that describes our current policies and practices is a useful aid for staff and a reference for further discussion.

### **A separate record approach**

It is Yale Library policy to create a separate bibliographic record in Orbis for a remote access electronic journal and share these records with other libraries through the bibliographic utilities - OCLC and RLIN. We create a separate record whether or not the electronic journal has a print equivalent. In other words, we treat an electronic version and a print version of the same title as separate entities that require separate records. All original cataloging and copy cataloging for remote access electronic journals at Yale should follow the separate record approach.

As part of the separate record approach, we edit the records for the print versions of titles that have an online version. Following CONSER and advice from Yale Library public service librarians, we add to the record for the print version: a 530 note referring to the online version, a 776 field linking the record for the print version to the record for the online version, and an 856 field providing the electronic location and access information for the online version.

### **An exception**

The one exception we currently have is for the Government Documents Center (GDC). Since GDC has no cataloging staff and receives cataloging copy from the Government Printing Office (GPO) that follows the CONSER interim guidelines (*CONSER Cataloging Manual* Module 31.3.5) allowing the use of a 530 (other format) note and the 856 (electronic location and access) field in the record for the print version. Thus, copy cataloging used by GDC for its holdings may use a single record approach.

# ACQUISITIONS

## FOR REMOTE ACCESS ELECTRONIC SERIALS

### ORDERING

- If LTLC copy is available, DERI the BIBL into ORBIS.
  - 506 field: type the following note if applicable: **Access restricted by licensing agreement.**
  - 590 filed: type the following note if applicable: **Access is available to the Yale Community through use of a networked computer with a Yale IP address.**
  - Add: **655: 7:Electronic journals.|2lcs**
  - Add: **940: :yul,int**
- If no LTLC copy is available, create BIBL using the command **new d** and incorporate the following elements:
  - 022 field: ISSN should be included if know from brochure of other order information
  - 245 field: add **|h<computer file>** after the title
  - 362 field: type starting volume, number, or date information, or
  - 500 field: type **description based on:** and add starting volume numbering and date
  - 506 field: type (if applicable): **Access restricted by licensing agreement.**
  - 538 field: type note detailing system requirements or mode of access; if uncertain, omit [most likely EXAMPLE: **Mode of access: World Wide Web**]
  - 590 field: type the following note if applicable: **Access is available to the Yale Community through use of a networked computer with a Yale IP address.**
  - 655: 7: type **Electronic journals.|2lcs**
  - 856:7 :|u field: type the URL, adding |2 http at the end of the field
  - 940 field: type yul,int [EXAMPLE: **yul,int** ]
- Alternately, if no LTLC copy is available and a record for the print version is in ORBIS, you may DERI the BIBL for the print version. Edit the new record to fit the online version. .
  - 022 field: keep ISSN of the print version, but change |a to |z
  - 050 field: keep the call number, but change the indicators to 14
  - 245 field: add **|h<computer file>** after the title
  - 362 field: type starting volume, number, or date information, or
  - 500 field: type **description based on:** and add starting volume numbering and date
  - 506 field: type (if applicable): **Access restricted by licensing agreement.**
  - 590 field: type the following note if applicable: **Access is available to the Yale Community through use of a networked computer with a Yale IP address.**
  - 65x fields: keep
  - 655: 7: type **Electronic journals.|2lcs**
  - 856:7 :|u field: type the URL, adding |2 http at the end of the field
  - 940 field: type yul,int [EXAMPLE: **yul,int** ]

## COPY HOLDINGS:

- enable copy statement: **yul,int |b Electronic;Text**
- change 2A to **2T**
- In the COPY-LEVEL NOTES field, type library's primary code and staff initials.  
[EXAMPLE: **KSL/clj**]
- Multiple copy statements may be enabled if two or more libraries will share the cost of the electronic resource; only the first copy statement will have the loc code yul,int. In a subsequent copy statement, change 2A to 2Z and enter the loc code for the additional library.
- Create OPR, completing information as with any other order, plus the following:
  - SCOPE: change to **2**
  - NV field: type URL
  - NV field or N statement(s): type any other relevant information which may be unique to this electronic resource, including the title and ORBIS number of any related or corresponding print version(s) which are held in the collection
  - MED field: **pr**
  - PCS field: **46**
  - FC field: change NOFUND to **KSLSER97** or the equivalent serial fund for library unit  
NOTE: Because the location code yul,int is not tied to a specific location or ORDUNIT code, the FC will default to NOFUND.

## RECEIVING

- Change AN to BN when notified by the selector or other Librarian that access to the electronic resource has been established.
- No item record(s) will be created for remote-access electronic resources.
- Notify Matthew Beacom (matthew.beacom@yale.edu), and the head of the cataloging team that will catalog the item via email when a remote-access electronic resource is to be cataloged. The email message should include a copy of the ORBIS record (copy and paste from ORBIS), or, at the very least, the title and ORBIS record number.
- Copies of any brochures or other supporting printed materials can be sent via the library delivery system. These materials may contain information which will be of use in the cataloging process.

# COPY CATALOGING FOR REMOTE ACCESS ELECTRONIC SERIALS

## SEPARATE RECORD APPROACH

### Print Version Record

#### **Bibliographic Record:**

Check that 530, 776, and 856 fields are present. If not present, add them according to the following instructions and examples. For notes (530 and 856 |z) accept wording that conveys the appropriate meaning even if the wording differs from the preferred phrase.

1. Add a 530 field. Follow the format:

e.g. 530: :|a Also available online.

Other phrasing is acceptable; such as:

530: :|a **Issued also in an online version: Emerging infectious disease (Online).**

2. Add a 776 field. Follow the format:

e.g. 776:1 :|t Neurobiology of learning and memory |x 1074-7427 |w (DLC) 95642180 |w (OCoLC)29817352

3. Add an 856 field: Follow the format:

e.g. 856:7 :|z Also available online :|u  
<http://www.idealibrary.com/cgi-bin/links/toc/nl> |2 http

Other phrasing is acceptable; such as:

856:7 :|z **Online version:** |u <http://muse.jhu.edu/journals/callaloo/> |2 http

4. Add a 949 field. Follow the format:

e.g. 949: :|a Orbis record updated; 530/4,776/1,856/1 added; sml,soc/FHH 05/97

5. Add an 040 |dCtY (or other Yale Cataloging unit symbol) when the record has been modified.

6. If the bibliographic record has been overlaid by a newer record (e.g. bovl'd from LTLC), be sure to retain the following fields: 035, 590, 940, and 949. Also, add 928::actape to mark the record for authority control.

## Example Print Version Record

Edits in **bold**. The following record was found in the LC resource file (LTLC) and laid over the existing record in Orbis using the BOVL command. The 035 in the existing record was copied back into the new record, 928::actape was added for authority control processing, and a 949 was added as a local processing note. The required 530, 776, and 856 were present in the record found in the LC resource file.

LTYL MORE

ACB3944

ORBIS CATALOGING YS1

YL FMT S RT a BL s T/C DT 07/08/89 R/DT 08/04/97 STAT fc E/L DCF a D/S D  
SRC d PLACE lau LANG eng MOD OA a REPRO D/CODE c DT/1 1976 DT/2 9999  
CONT o S/T p FREQ q REG r MED GOVT ISDS 1 CONF 0 SLE 0

010: : |a 84647963 |z sc 78001358

022/1:0 : |a 0161-2492

032/1: : |a 003746 |b USPS

035/1: : |a (OCoLC)3880433

**035/2: : |a (CStRLIN)CtYG87-5543**

037/1: : |b Johns Hopkins University Press, Journals Publishing Division,  
2715 N. Charles St., Baltimore, Md. 21218-4319 |c \$65.00 (institutions)

040: : |a NSDP |c NSDP |d DLC |d NSDP |d DLC |d OCoLC |d NST |d DLC |d NSDP  
|d NST |d AIP |d DLC |d AIP |d NSDP |d NST |d InU |d NST |d NSDP |d NST |d NSD  
|d NST |d WaU |d NST |d NSDP |d NST |d OCoLC |d NSDP |d GU |d InU

041:0 : |a engpor

042: : |a nsdp |a lc

043: : |a n-usu--

050/1:00: |a NX506 |b .C34

082/1:0 : |a 700/.8996075 |2 19

210/1:0 : |a Callaloo

222/1: 0: |a Callaloo

245:00: |a Callaloo.

260: : |a Baton Rouge, La. : |b Callaloo, |c c1976-

300/1: : |a v. : |b ill. ; |c 22-25 cm.

310: : |a Quarterly, |b <1986->

321/1: : |a Three no. a year, |b 1976-

362/1:0 : |a No. 1 (Dec. 1976)-

500/1: : |a Subtitle varies.

500/2: : |a Published: Baltimore, MD : Johns Hopkins University Press, <1986->

510/3:1 : |a Book review index |x 0524-0581 |b 1986-

510/4:2 : |a Abstracts of English studies |x 0001-3560

510/5:2 : |a MLA international bibliography of books and articles on the  
modern languages and literatures (Complete edition) |x 0024-8215

510/6:0 : |a America, history and life |x 0002-7065  
 510/7:0 : |a American humanities index  
 510/8:0 : |a American literature  
 510/9:0 : |a Historical abstracts. Part A. Modern history abstracts |x 0363-2717  
 510/10:0 : |a Historical abstracts. Part B. Twentieth century abstracts |x0363-2725  
 510/11:0 : |a Index of American periodical verse |x 0090-9130  
 515/12: : |a Whole numbering discontinued with no. 41 for fall 1989.  
 515/13: : |a No. 4-41 called also v. 1, no. 4-v. 12, no. 4.  
 520/14: : |a "A Black South journal of arts and letters."  
 520/15: : |a Some special issues devoted to the literatures of other minorities.  
 530/16: : |a Also available online.  
 546/17: : |a Text in English; Portuguese text on inverted pages, fall 1995.  
 550/18: : |a Sponsored by the University of Virginia, <1986->  
 650/1: 0: |a Afro-American arts |z Southern States |x Periodicals.  
 650/2: 0: |a American literature |x Minority authors |x Periodicals.  
 710/1:2 : |a University of Virginia.  
 776/1:1 : |t Callaloo (Online) |x 1080-6512 |w (DLC)sn 95007064 |w  
 (OCOLC)31870270  
 856/1:7 : |z Online version: |u <http://muse.jhu.edu/journals/callaloo/> |2 [http](http://muse.jhu.edu/journals/callaloo/)  
**928: : |a actape**  
 940/1: : |a BEIN,YCAL  
**949/1: : |a RLIN record updated; sml,eng**

No changes are made to the Orbis copy holdings record or to the MARC holdings record.

## OPAC brief view

Search Request: T=CALLALOO  
 SERIAL - Record 1 of 20 Entries Found

Yale Library Catalog  
 Brief View

-----YS63

Title: Callaloo.  
 Published: Baton Rouge, La. : Callaloo, c1976-  
 Extent: No. 1 (Dec. 1976)-  
 Other formats available:  
     Also available online.  
 Electronic version:  
     Online version: <http://muse.jhu.edu/journals/callaloo>

-----  
 LOCATION: CALL NUMBER: STATUS:  
 SML, Stacks, LC NX506 C34 (LC) Enter HOL 1 for holdings  
 Classification BEINECKE JWJ A +C13 Enter HOL 2 for holdings  
 (Non-Circulating)

## Online version record

### **Bibliographic Record:**

1. Add a 506 field when access is restricted. Follow the format:  
506: : |a Access restricted by licensing agreement.  
Other phrasing is acceptable.
2. Add a 590 field for local information, such as access restrictions: Follow the format:  
590: : |a Access is available to the Yale Community through use of a  
networked computer with a Yale IP address.  
Other phrasing is acceptable.
3. Add a 655 field. Follow the format:  
655: 7: |a Electronic journals. |2 lclsh
4. Add local use fields:  
To mark record for tape loading:  
927: :tape  
928: : actape  
To define Orbis location code for keyword searching:  
940: : yul,int  
To record local processing notes:  
949 Follow the format:  
e.g. 949: : |a Orbis record updated; 530/4,776/1,856/1 added; sml,soc/FHH 05/97
3. Check to see that existing tags and content are appropriate to the online version. See the guidelines for original cataloging to see a fuller description of the fields used in cataloging e-journals.
4. If adding a 5xx field, renumber the 5xx fields in numeric tag order per CONSER policy (*CCM 13.2.5*).

Make sure that the following are present:

- a. 516 field noting type of computer file or data or describing the availability of multiple file formats. If inputting the 516 field, follow the formats:  
516: : |a Text (electronic journal)  
516:8 : |a Electronic journal available in HTML and Acrobat formats

b. 530 field referencing the print version. If inputting the 530 field, follow the format:  
530: : |a Also available in print.

Other phrasing is acceptable.

e.g. 530: : |a Electronic version of the back issues of: The American economic review, originally published by the American Economic Association.

c. 538 field for system requirements and mode of access (one for each). If inputting the 538 fields, follow the formats:

538: : |a System requirements: Internet connectivity, World Wide Web browser, and Adobe Acrobat reader.

538: : |a Mode of access: Internet via World Wide Web.

d. 776 field linking to the record for the print version . If inputting the 776 field, follow the format:

776:1 : |t American economic review |x 0002-8282 |w (DLC) 11007619 |w (OcoLC)1075058

e. 856 field. If inputting the 856 field, follow the format:

856:7 :|u <http://www.jstor.org/journals/00028282.html> |2 http

Multiple 856 fields are allowed. When using multiple 856 fields, use public notes in |z to clearly distinguish among the electronic locations.

f. FMT = d

g. 006 s (check all 006 fields to assure they are appropriate for the online version.)

h. 007 c (check all 007 fields to assure they are appropriate for the online version.)

Online Version Record (cont.)

**Copy Holdings Record:**

Create a copy holding statement, coded 2T (or 3T), with the location yul,int. Use “Electronic;Text” as the call number; do not duplicate the call number of the print versions..

E.g., #T |a yul,int |b Electronic;Text

The # sign in the above example should be replaced with the numerals 2 or 3 as appropriate.

Example:

```
LTYL DONE                                FLB7274
                                ORBIS COPY HOLDINGS    YS1E
YL MRDF LC sn 95007064
Callaloo (Online)
Callaloo <computer file>. -- Baltimore, MD : Johns Hopkins University Press,
c1995-
STATUS h DT 06/03/97 AD none
NOTES |a as/rtp
001 2T CN |a yul,int |b Electronic;Text          |d 06/03/97
    NOTES
    MHLD
```

Online Version Record (cont.)

**MARC Holdings Record:**

Use 4 866 fields to record the necessary information for the holdings of the online version.

In the 1st 866 in subfield a, add the information about the extent of Yale's holdings (from the 362 field or other source.)

e.g. 866/1:41: |8 0 |a v.213:no.2(1995:Nov.10)-

In the 2nd 866 in subfield z (public note), add a note indicating that more information about holdings is available at the e-journal's web site.

e.g. 866/2:41:|8 0 |z For detailed holdings, see the e-journal's web site.

In the 3rd 866 in subfield z , add the information from the 590 field about access restrictions.

e.g. 866/3:41: |8 0 |z Access is available to the Yale Community through use of a networked computer with a Yale IP address.

In the 4th 866 in subfield z , add the information form |u of the 856 field. Change |u to URL:

e.g. 866/4:41: |8 0 |z URL: <http://www.idealibrary.com/cgi-bin/links/toc/vy>

Example:

```
LTYL DONE                                FLB7274-001
                                           ORBIS MARC HOLDINGS   YS1E
YL MRDF LC sn 95007064
Callaloo (Online)
  Callaloo <computer file>. -- Baltimore, MD : Johns Hopkins University Press,
c1995-
=>001 STATUS: 2T LOCN: Internet Resource          COPY:
CALL: |b Electronic;Text                       ITEMS: 0
YL- FLB7274 FMT H DT 06/03/97 R/DT 08/04/97 STAT c RT y E/L 4
R/STAT ? MTHD ? DT/CAN   G/RTN ? S/RTN   CMPLT ? LEND ? REPOL ? LAN ???
```

866/1:41: |8 0 |a 18.1(1995:winter)-

866/2:41: |8 0 |z For detailed holdings, see the e-journal's web site.

866/3:41: |8 0 |z Access is available to the Yale Community through use of a networked computer with a Yale IP address.

866/4:41: |8 0 |z URL: <http://muse.jhu.edu/journals/callaloo/>

Online Version Record (cont.)

**Example record: Using copy to catalog for Yale Library. Edits in bold.**

LTYL MORE  
FLB7274  
ORBIS CATALOGING YS1E  
YL FMT D RT m BL s T/C DT 06/03/97 R/DT 08/04/97 STAT ff E/L DCF a D/S D  
SRC d PLACE mdu LANG eng MOD T/AUD D/CODE c DT/1 1995 DT/2 9999  
DF/TYP d GOVT  
006 TYP s FREQ q REG r ISDS 1 S/T p MED REPRO CONT GOVT CONF 0  
OA a SLE 0  
007 GMD c SMD r O/R u COLOR c DIM n SOUND u

010: : |a sn 95007064  
022/1:0 : |a 1080-6512  
035/1: : |a (OCoLC)31870270  
035/2: : |9 (LC)SFD7014  
037/1: : |b Johns Hopkins University Press, P.O. Box 19966, Baltimore, MD  
21211  
037/2: : |b Project Muse Subscription Coordinator (Email: muse@muse.jhu.edu)  
040: : |a NSDP |c NSDP |d OCoLC |d NSDP |d GU |d InU |d CtY  
041:0 : |a engpor  
042: : |a nsdp |a lcd  
043: : |a n-usu--  
050/1:14: |a NX506  
082/1:10: |a 700 |2 12  
130:0 : |a Callaloo (Online)  
210/1:0 : |a Callaloo |b (Online)  
222/1: 0: |a Callaloo |b (Online)  
245:00: |a Callaloo |h [computer file].  
260: : |a Baltimore, MD : |b Johns Hopkins University Press, |c c1995-  
310: : |a Quarterly  
362/1:0 : |a 18.1 (winter 1995)-  
530/1: : |a Also available in a print ed.  
550/2: : |a Digitized and made available by: Project Muse.  
500/3: : |a Title from title screen.  
**506/4: : |a Access restricted by licensing agreement.**  
516/5: : |a Text (electronic journal)  
538/6: : |a System requirements: World Wide Web browser software.  
538/7: : |a Mode of access: Internet via World Wide Web.  
**590/8: : |a Access is available to the Yale Community through use of a  
networked computer with a Yale IP address.**  
650/1: 0: |a Afro-American arts |z Southern States |x Periodicals.

650/2: 0: |a American literature |x Minority authors |x Periodicals.

**655/3: 7: |a Electronic journals. |2 lcsb**

710/1:2 : |a Project Muse.

776/1:1 : |t Callaloo |x 0161-2492 |w (DLC) 84647963 |w (OCOLC)3880433

856/1:7 : |u <http://muse.jhu.edu/journals/callaloo/> |2 http

**927: : |a tape**

**928: : |a actape**

**940/1: : |a yul,int**

### Copy Holdings Record:

LTYL DONE

FLB7274

ORBIS COPY HOLDINGS YS1E

YL MRDF LC sn 95007064

Callaloo (Online)

Callaloo <computer file>. -- Baltimore, MD : Johns Hopkins University Press,  
c1995-

STATUS h DT 06/03/97 AD none

NOTES |a as/rtp

001 2T CN |a yul,int |b Electronic;Text |d 06/03/97

NOTES

MHL D

002 2A CN |d 08/04/97

NOTES

### Marc Holdings Record:

LTYL DONE

FLB7274-001

ORBIS MARC HOLDINGS YS1E

YL MRDF LC sn 95007064

Callaloo (Online)

Callaloo <computer file>. -- Baltimore, MD : Johns Hopkins University Press,  
c1995-

=>001 STATUS: 2T LOCN: Internet Resource COPY:

CALL: |b Electronic;Text ITEMS: 0

YL- FLB7274 FMT H DT 06/03/97 R/DT 08/04/97 STAT c RT y E/L 4

R/STAT ? MTHD ? DT/CAN G/RTN ? S/RTN CMPLT ? LEND ? REPOL ? LAN ???

866/1:41: |8 0 |a 18.1(1995:winter)-

866/2:41: |8 0 |z For detailed holdings, see the e-journal's web site.

866/3:41: |8 0 |z Access is available to the Yale Community through use of a  
networked computer with a Yale IP address.

866/4:41: |8 0 |z URL: <http://muse.jhu.edu/journals/callaloo/>

# COPY CATALOGING FOR REMOTE ACCESS ELECTRONIC SERIALS

## **Single Record Approach**

NOTE: Only the Government Documents Center is currently following a single record approach to cataloging remote access electronic resources. See *CONSER Cataloging Manual (CCM)* Module 31.3.5.

## **Bibliographic Record:**

1. Add “yul,int” to the 940 field
2. Make sure the record contains the following:

530 field referencing the online edition

e.g. 530: : |a Current issue available online.  
530: : |a Also available online.

856 field referencing the electronic address of the online edition

e.g. 856:7 : |z Also available online: |u  
<http://www.dc.eneews.com/magazines/civilization/> |2 http

## **Orbis Copy Holdings Record:**

1. Add an Orbis copy holdings location statement.

e.g. 002 2T CN |a yul,int |b Electronic;Text

# ORIGINAL CATALOGING FOR REMOTE ACCESS ELECTRONIC SERIALS

## Cataloging online versions of printed serials

### A Separate Record Approach

Note: Create a separate Orbis record for a remote access electronic serial and modify the Orbis record for the print version of the serial. (Only Government Documents Center is now using a single record approach and only for copy cataloging.)

1. Call up the work form by giving the command on the command line:

new d

2. Add the 006 field to the work form by giving the command at the top of the variable fields:

006 s

3. Add the 007 field to the work form by giving the command at the top of the variable fields:

007 c

The resulting work form should look like this:

```
LTYL DONE                                ORBIS CATALOGING      YS3A
YL FMT D RT m BL m T/C  DT 03/25/97 R/DT none  STAT nn E/L 9 DCF ? D/S D
SRC d PLACE ??? LANG ??? MOD ? T/AUD  D/CODE ? DT/1 ??? DT/2 ???
DF/TYP ? GOVT ?
006 TYP s  FREQ ? REG ? ISDS ? S/T  MED ? REPRO ? CONT ??? GOVT ? CONF ?
OA ? SLE ?
007 GMD c  SMD ? O/R ? COLOR ? DIM ? SOUND ?
```

4. Fill in the fixed fields as needed. See the following chart and examples as an aid. See the USMARC pages of the *Cataloger's Desktop* and Module 31 Remote access computer file serials of the *CONSER Cataloging Manual* for details.

5. Fill in the variable fields as needed. See the following examples and the USMARC pages of the *Cataloger's Desktop* and Module 31 Remote access computer file serials of the *CONSER cataloging manual* for details. Other modules of the *CONSER Cataloging Manual* and the *CONSER Editing Guide (CEG)* are necessary, too.

6. Fill in the fields in the Orbis copy holdings record as described below.

7. Fill in the fields in the MARC holdings record as described below.

## Chart of the fixed fields for remote access computer file serials

Fixed fields	006	007
FMT            D	TYP            s	GMD            c
RT             m	FREQ	SMD            r
BT             s	REG	O/R            [default]
E/L            [blank]	ISDS           [blank]	COLOR        Often c
DCF            a	S/T	DIM            n
PLACE	MED	SOUND        Often u
LANG	REPRO	
D/CODE	CONT	
DT/1	GOVT	
DT/2	CONF	
DF/TYP        d	OA	
	SLE	

## Computer File (007/00 = c) 007/00 Category of material

GMD c computer file  
**Always Use c**

SMD 007/01 Specific material designation  
**Always use r**

a	Tape cartridge
b	Chip cartridge
c	Computer optical disc cartridge
f	Tape cassette
h	Tape reel
j	Magnetic disk
m	Magneto-optical disc
o	Optical disc
<b>r</b>	<b>Remote</b>
u	Unknown
z	Other

O/R 007/02 Original versus reproduction aspect  
**Always use** fill character or leave as default

f	Facsimile
o	Original
r	Reproduction
u	Unknown 007/02

COLOR 007/03 Color  
**Use value as** appropriate. Will often be c.

a	One color
c	Multicolored
g	Gray scale
h	Hand colored
m	Mixed
n	Not applicable
u	Unknown
z	Other

**DIM**                      007/04 Dimensions  
**Always use n**

a	3 ½ in.
e	12 in.
g	4 ¾ in. or 12 cm.
I	1 1/8 x 2 3/8 in.
j	3 7/8 x 2 ½ in.
<b>n</b>	<b>Not applicable</b>
o	5 ¼ in.
u	Unknown
v	8 in.
z	Other

**SOUND**                      007/05 Sound  
**Use value as appropriate. Will often be u.**

#	No sound (silent)
a	Sound
u	Unknown

## Variable fields in records for remote access electronic serials

- 022** ISSN  
use |z and the ISSN for the print version when there is no separate ISSN for the online version
- 040** cataloging source code
- 050** LC classification number  
(082, 086) Other class scheme numbers  
use indicators 14; copy from print version if present
- 1xx** main entry  
130 (title main entry)  
e.g. 130:0 :American historical review (Online)
- 2xx** titles  
245 transcription of title |h [computer file]. (245 ends with a period.)  
246 varying form of title
- 260** imprint
- 310** current publication frequency
- 321** former publication frequency
- 362** dates of publication or volume designation  
Use of 362 is limited to instances when cataloging is being done from the 1st issue. When cataloging is done from an issue other than the first, make a “description based on” note. The “description base on” note is the last of the 500 notes when there are multiple 500 notes..  
e.g. 362:0 : Vol. 1, no. 1 (Jan.-Mar. 1995)-  
or  
500: : |a Description based on printout of online display of: Vol. 117, no.1 (Jan. 15, 1996); title from title screen.

- 5xx** Notes (sort these in numeric order, per *CONSER Cataloging Manual*)
- 500 source of title proper  
 e.g. 500: :Title from title screen
- 500 description based on  
 e.g. 500: :|a Description based on printout of online display of: Vol. 117, no.1  
 (Jan. 15, 1996); title from title screen
- 506 Access restrictions  
 e.g. 506: :Access restricted by licensing agreement.
- 510 Indexed in  
 Note: Use the 510 notes from the record for the print edition if the online edition has the same volume and issue numbering and pagination as the print edition.
- 516 type of computer file or data  
 Note: no ending period in 516; first indicator value controls display constants: use 8 for free text note and blank for a formatted note. Second indicator is blank.  
 e.g. 516:8 :Electronic journal available in ASCII, Acrobat, and PostScript file formats  
 e.g. 516: :Text (electronic journal).
- 530 other format available  
 e.g. 530: :Also available in print.
- 538 System requirements  
 e.g. 538: :System requirements: Internet connectivity, World Wide Web browser, and Adobe Acrobat reader.  
 e.g. 538: : System requirements: Graphical World Wide Web browser software; direct parallel or LAN-attached PostScript printer.
- 538 Mode of access  
 e.g. 538: :Mode of access: Internet via World Wide Web.
- 550 Issuing body note  
 e.g. 550: :Digitized and made available on the World Wide Web by Academic Press through IDEAL, International Digital Electronic Access Library.
- 590 local notes  
 e.g. 590: :Access is available to the Yale Community through use of a networked computer with a Yale IP address.
- 655** genre tracing  
 Add this tracing to each record for an online journal.  
 e.g. 655: 7:|a Electronic journals |2 (lcs)
- 65x** subject tracings

Match subjects in record for online version to subjects in record for print version.

**710** added entries

710 added entry for corporate bodies  
e.g. 710:2 :|a JSTOR (Organization)  
e.g. 710:2 : |a IDEAL (Project)

**776** linking field for record of other format

e.g. 776:1 :|t Experimental neurology |x0014-4886 |w (DLC) 61038087 |w (OCoLC)1568644

**Note:** format the |w for LCCN according to the *CONSER Editing Guide*. Ignore alphanumeric identifiers and revision dates; follow “(DLC)” with 3 spaces; if “sn” is the prefix (It is not an “alphanumeric identifier”.) of the number, type sn and one space following “(DLC)”.

**78x** linking fields

Add a linking fields as needed. If an online version of the earlier or later title exists, link to the online version. If no online version exists, link to the print version.

e.g. 780:00: |t Mississippi Valley historical review (Online) |w (DLC)sn 97023021  
|w (OCoLC)35781793

e.g. 785:00: |t Journal of American history (Bloomington, Ind. : Online) |w (DLC)sn  
97023007 |w (OCoLC)35782298

**856** electronic location or access

e.g. 856:7 : | u <http://www.idealibrary.com/cgi-bin/links/toc/ey> |2 http

**9xx** local fields

927::tape

928::actape

940::yul,int

## Orbis copy holdings record for remote access electronic serials

1. Final status should be 'h'
2. Add initials to record level notes field
3. use "T" in the classification status code
4. |a yul,int |bElectronic;Text as location code and call number substitute

Example:

```
LTYL DONE                                FKS7078
                                           ORBIS COPY HOLDINGS    YS60

YL MRDF
Neurobiology of learning and memory (Online)
  Neurobiology of learning and memory <computer file>. -- Orlando, Fla. :
Academic Press,
STATUS h DT 10/11/96 AD none
NOTES |a HSS/fhh
001 2T CN |a yul,int |b Electronic;Text          |d 10/11/96
  NOTES
  MHLD
```

## MARC holdings record for remote access electronic serials

Use 4 866 fields to record the necessary information for the holdings of the online version.

In the 1st 866 in subfield a, add the information about the extent of Yale's holdings (from the 362 field or other source.)

e.g. 866/1:41: |8 0 |a v.213:no.2(1995:Nov.10)-

In the 2nd 866 in subfield z (public note), add a note indicating that more information about holdings is available at the e-journal's web site.

e.g. 866/2:41:|8 0 |z For detailed holdings, see the e-journal's web site.

In the 3rd 866 in subfield z , add the information from the 590 field about access restrictions.

e.g. 866/3:41: |8 0 |z Access is available to the Yale Community through use of a networked computer with a Yale IP address.

In the 4th 866 in subfield z , add the information form |u of the 856 field. Change |u to URL:

e.g. 866/4:41: |8 0 |z URL: <http://www.idealibrary.com/cgi-bin/links/toc/vy>

Example:

```
LTYL DONE                                FKS7078-001
                                           ORBIS MARC HOLDINGS    YS60
YL MRDF
Neurobiology of learning and memory (Online)
  Neurobiology of learning and memory <computer file>. -- Orlando, Fla. :
Academic Press,
=>001 STATUS: 2T  LOCN: Internet Resource          COPY:
CALL: |b Electronic;Text                    ITEMS: 0
YL- FKS7078 FMT H DT 05/29/97 R/DT 07/14/97 STAT c RT y E/L 4
R/STAT ? MTHD ? DT/CAN  G/RTN ? S/RTN  CMPLT ? LEND ? REPOL ? LAN ???
```

866/1:41: |8 0 |a v.64:no.3(1995:Nov.)-

866/2:41: |8 0 |z For detailed holdings, see the e-journal's web site.

866/3:41: |8 0 |z Access is available to the Yale Community through use of a networked computer with a Yale IP address.

866/4:41: |8 0 |z URL: <http://www.idealibrary.com/cgi-bin/links/toc/nl>

# Example record: Yale Library Original Cataloging

## Neurobiology of learning and memory

Edited bibliographic record for print version

Edits in **bold**.

LTYL MORE FJQ1929  
ORBIS CATALOGING YS60  
YL FMT S RT a BL s T/C DT 12/20/94 R/DT 07/02/97 STAT fc E/L DCF a D/S D  
SRC d PLACE cau LANG eng MOD OA a REPRO D/CODE c DT/1 1995 DT/2 9999  
CONT S/T p FREQ b REG r MED GOVT ISDS 1 CONF 0 SLE 0

010: : |a 95642180 |z sn 94002363

022/1:0 : |a 1074-7427

030/1: : |a NLMEFR

032/1: : |a 045670 |b USPS

035/1: : |a (OCoLC)29817352

035/2: : |a (DNLM)9508166©

035/3: : |a (DNLM)SR0081347(s)

037/1: : |b Academic Press, Inc., 6277 Sea Harbor Drive, Orlando, Fla. 32887-4900 |c \$344.00

040: : |a NSDP |c NSDP |d OCoLC |d NSDP |d NBuU-H |d DLC |d WaU |d DNAL |d NSDP |d N |d TxU |d DNAL |d MH |d MiU |d DNLM |d OUCA |d DLC |d InU |d **CtY**

042: : |a nsdp |a lc

050/1:00: |a QP406 |b .N482

060/1:00: |a W1 |b BE129N

070/1:0 : |a QH301.C63

072/1: 0: |a X300

082/1:00: |a 519.1/88 |2 20

210/1:0 : |a Neurobiol. learn. mem.

222/1: 0: |a Neurobiology of learning and memory

245:00: |a Neurobiology of learning and memory.

260: : |a San Diego, Calif. : |b Academic Press, Inc., |c c1995-

300/1: : |a v. : |b ill. ; |c 28 cm.

310: : |a Bimonthly

362/1:0 : |a Vol. 63, no. 1 (Jan. 1995)-

500/1: : |a Title from cover.

510/2:2 : |a Chemical abstracts |x 0009-2258

510/3:1 : |a Index medicus |x 0019-3879 |b 1995-

**530/4: : |a Also available online.**

650/1: 0: |a Memory |x Physiological aspects |x Periodicals.

650/2: 0: |a Learning |x Physiological aspects |x Periodicals.

650/3: 0: |a Neurobiology |x Periodicals.

650/4: 2: |a Learning |x periodicals.

650/5: 2: |a Memory |x periodicals.

650/6: 2: |a Neurobiology |x periodicals.

**776/1:1 : |t Neurobiology of learning and memory (Online)**

780/1:00: |t Behavioral and neural biology |x 0163-1047 |w (DLC) 79643544 |w (OCoLC)4289652

**856/1:7 : |z Also available online: |u <http://www.idealibrary.com/cgi-bin/links/toc/nl> |2 http**

927: : |a 9504RO

**928: : |a actape**

940/1: : |a MED,PER KSL,PER

**949/1: : |a Orbis record updated; 530/4,776/1,856/1 added; sml,soc/FHH 06/97**

**Neurobiology of learning and memory (Online)**

LTYL MORE

FKS7078

ORBIS CATALOGING YS60

YL FMT D RT m BL s T/C DT 10/11/96 R/DT 07/14/97 STAT cc E/L DCF a D/S D

SRC d PLACE flu LANG eng MOD T/AUD D/CODE c DT/1 199u DT/2 9999

DF/TYP d GOVT

006 TYP s FREQ b REG r ISDS S/T p MED REPRO CONT GOVT CONF 0

OA a SLE 0

007 GMD c SMD r O/R ? COLOR c DIM n SOUND u

022/1:0 : |z 1074-7427

040: : |a CtY |c CtY

050/1:14: |a QP406 |b .N482

130:0 : |a Neurobiology of learning and memory (Online)

245:00: |a Neurobiology of learning and memory |h [computer file].

260: : |a Orlando, Fla. : |b Academic Press,

310: : |a Bimonthly

500/1: : |a Description based on: Vol. 64, no. 3 (Nov. 1995); title from title screen.

506/2: : |a Access restricted by licensing agreement.

510/3:2 : |a Chemical abstracts |x 0009-2258

510/4:1 : |a Index medicus |x 0019-3879 |b 1995-

516/5:8 : |a Electronic journal available in HTML and Acrobat formats

530/6: : |a Also available in print.

538/7: : |a System requirements: Internet connectivity, World Wide Web browser, and Adobe Acrobat reader.

538/8: : |a Mode of access: Internet via World Wide Web.

550/9: : |a Digitized and made available on the World Wide Web by Academic Press through IDEAL, International Digital Electronic Access Library.  
 590/10: : |a Access is available to the Yale Community through use of a networked computer with a Yale IP address.  
 650/1: 0: |a Memory |x Physiological aspects |x Periodicals.  
 650/2: 0: |a Learning |x Physiological aspects |x Periodicals.  
 650/3: 0: |a Neurobiology |x Periodicals.  
 650/4: 2: |a Learning |x periodicals.  
 650/5: 2: |a Memory |x periodicals.  
 650/6: 2: |a Neurobiology |x periodicals.  
 655/7: 7: |a Electronic journals. |2 lclsh  
 710/1:2 : |a IDEAL (Project)  
 776/1:1 : |t Neurobiology of learning and memory |x 1074-7427 |w (DLC) 95642180 |w (OCoLC)29817352  
 780/1:00: |t Behavioral and neural biology |x 0163-1047 |w (DLC) 79643544 |w (OCoLC)4289652  
 856/1:7 : |u <http://www.idealibrary.com/cgi-bin/links/toc/nl> |2 http  
 927: : |a tape  
 928: : |a actape  
 940/1: : |a yul,int

## Orbis Copy Holdings Record

LTYL DONE

FKS7078

ORBIS COPY HOLDINGS YS60

YL MRDF

Neurobiology of learning and memory (Online)

Neurobiology of learning and memory <computer file>. -- Orlando, Fla. : Academic Press,

STATUS h DT 10/11/96 AD none

NOTES |a HSS/fhh

001 2T CN |a yul,int |b Electronic;Text |d 10/11/96

NOTES

MHL D

002 2A CN |d 08/06/97

NOTES

# Orbis MARC Holdings Record

LTYL DONE

FKS7078-001

ORBIS MARC HOLDINGS YS60

YL MRDF

Neurobiology of learning and memory (Online)

Neurobiology of learning and memory <computer file>. -- Orlando, Fla. :  
Academic Press,

=>001 STATUS: 2T LOCN: Internet Resource

COPY:

CALL: |b Electronic;Text

ITEMS: 0

YL- FKS7078 FMT H DT 05/29/97 R/DT 07/14/97 STAT c RT y E/L 4

R/STAT ? MTHD ? DT/CAN G/RTN ? S/RTN CMPLT ? LEND ? REPOL ? LAN ???

866/1:41: |8 0 |a v.64:no.3(1995:Nov.)-

866/2:41: |8 0 |z For detailed holdings, see the e-journal's web site.

866/3:41: |8 0 |z Access is available to the Yale Community through use of a  
networked computer with a Yale IP address.

866/4:41: |8 0 |z URL: <http://www.idealibrary.com/cgi-bin/links/toc/nl>

## OPAC views

### Title Index

Search Request: T=NEUROBIOLOGY OF LEARNING AND MEM      Yale Library Catalog  
Search Results: 4 Entries Found      Title Index

-----YS60

#### NEUROBIOLOGY OF LEARNING AND MEMORY

- 1 <SAN DIEGO> serial (YL)
- 2 <1984> (YL)
- 3 NEUROBIOLOGY OF LEARNING AND MEMORY ONLINE <ORLANDO FL> datafile (YL)
  
- 4 NEUROBIOLOGY OF LEARNING AND MEMORY ONLINE. NEUROBIOLOGY OF LEARNING AND MEMORY <ORLANDO FL> datafile (YL)

### Print record brief view

Search Request: T=NEUROBIOLOGY OF LEARNING AND MEM      Yale Library Catalog  
SERIAL - Record 1 of 4 Entries Found      Brief View

-----YS60

Title:      Neurobiology of learning and memory.  
Published:      San Diego, Calif. : Academic Press, Inc., c1995-  
Extent:      Vol. 63, no. 1 (Jan. 1995)-  
Continues:      Behavioral and neural biology  
Other formats available:  
    Also available online.  
Electronic version:  
    Also available online: <http://www.idealibrary.com/cgi-bin/links/toc/nl>

-----  
LOCATION:      CALL NUMBER:      STATUS:  
MEDICAL, Periodicals      Shelved by title.      Enter HOL 1 for holdings  
(Non-Circulating)

OPAC views, cont.

### Online record brief view

Search Request: T=NEUROBIOLOGY OF LEARNING AND MEM Yale Library Catalog  
COMPUTER FILE - Record 3 of 4 Entries Found Brief View

-----YS6  
Title: Neurobiology of learning and memory [computer file].  
Published: Orlando, Fla. : Academic Press  
Access: Access restricted by licensing agreement.  
System requirements: Internet connectivity, World Wide Web  
browser, and Adobe Acrobat reader.  
Mode of access: Internet via World Wide Web.

Other format available:

Also available in print.

Local Notes: Access is available to the Yale Community through use of a  
networked computer with a Yale IP address.

Electronic version:

<http://www.idealibrary.com/cgi-bin/links/toc/nl>

-----  
LOCATION: CALL NUMBER: STATUS:  
Internet Resource Electronic Text Enter HOL 1 for holdings

### Online record holdings view

Search Request: T=NEUROBIOLOGY OF LEARNING AND MEM Yale Library Catalog  
COMPUTER FILE - Record 3 of 4 Entries Found Holdings Detail

-----YS60  
Title: Neurobiology of learning and memory

----- Location 1 -----

LOCATION: Internet Resource  
CALL NUMBER: Electronic Text  
STATUS:

LIBRARY HAS: v.64:no.3(1995:Nov.)-

For detailed holdings, see the e-journal's web site.  
Access is available to the Yale Community through use of a  
networked computer with a Yale IP address.  
URL: <http://www.idealibrary.com/cgi-bin/links/toc/nl>

# BIBLIOGRAPHY

## FOR CATALOGING REMOTE ACCESS ELECTRONIC JOURNALS

### Manuals and guidelines

*Cataloging Internet Resources: A Manual and Practical Guide*. Nancy B. Olson, Editor. Revised June 1995

<URL: <http://www.oclc.org/oclc/man/9256cat/toc.htm>>

*CONSER Cataloging Manual*. Jean L. Hirons, editor. Part of the LC Cataloger's Desktop.

*CONSER Cataloging Manual: Module 31 Remote Access Computer File Serials*. Prepared by Melissa Beck, with the assistance of Bill Anderson, Les Hawkins, and Regina Reynolds. Revised November 1996.

<URL: <http://lcweb.loc.gov/acq/conser/module31.html>>

*CONSER Editing Guide*. Prepared by staff of the Serial Record Division under the direction of the CONSER operations coordinator. Part of the LC Cataloger's Desktop.

*Guidelines for the Use of Field 856*. Prepared by the Network Development and MARC Standards Office. Revised March 1996.

<URL: <http://lcweb.loc.gov/marc/856guide.html>>

*Report of the Task Force on Cataloging Remote Access Electronic Serials*. Yale University Library. June 28, 1996

<URL: <http://www.library.yale.edu/cataloging/netinfo/ejtfprt3.htm>>

**Guides to resources on metadata, cataloging, and digital libraries.**

IFLA Metadata Resources

<URL: <http://www.nlc-bnc.ca/ifla/II/metadata.htm>>

IFLA Cataloging and Indexing of Electronic Resources

<URL: <http://www.nlc-bnc.ca/ifla/II/catalog.htm>>

Bibliography on Electronic Library Issues. Prepared by Peter Graham

<URL: <http://aultnis.rutgers.edu/texts/ElectLibBib.html>>

**OCLC's Internet Cataloging Project**

InterCat: OCLC's Catalog of Internet Resources

<URL: <http://www.oclc.org:6990/>>

InterCat listserv archive

<URL: <http://ftplaw.wuacc.edu/listproc/intercat/archive.html>>

Yale University Library  
6 August 1997