

Update

Batchload



Automate

Cataloging
and
Metadata

A circular inset image showing a screenshot of a data table. The table has columns labeled ABC, DEF, GHI, JKL, MNO, PQR. The rows contain alphanumeric strings and numbers.

	ABC	DEF	GHI	JKL	MNO	PQR
ABCD	000001	000002	000003	000004	000005	000006
EFGH	000007	000008	000009	000010	000011	000012
IJKL	000013	000014	000015	000016	000017	000018
MNOP	000019	000020	000021	000022	000023	000024
QRST	000025	000026	000027	000028	000029	000030
UVWX	000031	000032	000033	000034	000035	000036
YZAB	000037	000038	000039	000040	000041	000042
BCDE	000043	000044	000045	000046	000047	000048
EFGH	000049	000050	000051	000052	000053	000054
IJKL	000055	000056	000057	000058	000059	000060

Batch Processing

Maintain your holdings and add original records to WorldCat more efficiently



OCLCTM

The world's libraries.
Connected.

Batch Processing provides an easy and cost-effective way to add original records and your library's current and complete holdings information into WorldCat®—the world's most comprehensive bibliographic database.

Whether you want to add holdings to WorldCat for the first time or keep your collection information up to date, OCLC® Batch Processing helps you add large numbers of holdings and records to WorldCat more efficiently.

Batch Processing includes:

Batchloading—adding and maintaining holdings in WorldCat

.....
Local holdings records (LHRs) updating—adding and updating your OCLC (LHRs) in WorldCat

.....
Numeric Search Key processing—submitting a list of numeric search keys to retrieve matching records and set or cancel holdings in WorldCat

Batch processing is a cataloging option that enables you to:

Make your collection more visible—increasing user access and circulation of materials.

.....
Use other valuable OCLC services—including WorldCat.org™, WorldCat Collection Analysis™ and resource sharing.

.....
Eliminate backlogs and keep cataloging projects current—including theses, special collections and government documents.

.....
Save time and costs—initial batchload is free when holdings in WorldCat are kept up to date. Fees for ongoing processing are part of the cataloging subscription, and a nominal fee is assessed for set-up of the initial local holdings records updating.



How it works

We work closely with you to ensure the project meets your needs. An OCLC database specialist oversees your project and guides you from start to finish. Batch Processing is one of the most efficient, cost-effective ways for you to:

Initially load your library's whole collection into WorldCat and bring it up to date through a one-time retrospective project. Optionally, you can automatically delete holdings for materials no longer held by your library.

Maintain your holdings and add original records in WorldCat through ongoing batch processing.

Delete holdings—automated removal of your library holdings symbol saves staff time and costs.

Process records for groups of libraries through group batch processing, which lets an institution submit files of consolidated records for all their libraries.

The screenshot shows the OCLC WorldCat interface for a data analysis project titled "BIG LIBRARIES". The interface includes a menu bar with "Export", "News", and "Help". Below the menu, it displays "Data to Analyze: BIG LIBRARIES", "Column Values: Overlap", and "Row Expansion Order: Library > Division > Language > Format > Audience". There are also "Limits: (No Limits Selected)" and tabs for "Publication Date", "Overlap", and "Uniqueness". The main table is titled "View Library Names" and has a dropdown menu set to "BIG LIBRARIES". The table has 11 columns for library codes (ABC, DEF, GHI, JKL, MNO, PQR, STU, VWX, YZA, AAA, BBB) and a "Libraries Totals by 'Library':" row. The data is as follows:

Libraries Totals by "Library":	ABC	DEF	GHI	JKL	MNO	PQR	STU	VWX	YZA	AAA	BBB
University Library (ABC)	2083818	682042	559701	741057	570533	418612	793860	484124	785212	552431	476736
University Library (DEF)	682042	1520998	506335	690977	548350	397746	600417	416507	708863	486444	508113
University Library (GHI)	559701	506335	1151854	504917	366792	294497	469268	361277	539232	422414	356257
University Library (JKL)	741057	690977	504917	1757076	558981	396954	653468	463042	794722	528665	516657
University Library (MNO)	570533	548350	366792	558981	1172776	347372	551413	315265	553600	375780	403463
University Library (PQR)	418612	397746	294497	396954	347372	694328	364821	271376	393607	301966	268671
University Library (STU)	793860	600417	469268	653468	551413	364821	2192897	400817	768801	503640	372653
University Library (VWX)	484124	416507	361277	463042	315265	271376	400817	808319	495715	409287	328138
University Library (YZA)	785212	708863	539232	794722	563600	393607	768801	495715	2034537	600950	508037
University Library (AAA)	552431	486444	422414	528665	375780	301966	503640	409287	600950	1217616	358535
University Library (BBB)	476736	508113	356257	516657	403463	268671	372653	328138	508037	358535	698209

Success Story Coastal Resource Sharing Network

“Thanks to our OCLC reclamation project, we were really able to get our WorldCat holdings back on track. As a 14-library consortium that had grown considerably over the last ten years, we didn't always have the resources to keep our WorldCat holdings fully up to date with our catalog of 400,000 items.

This spring, using the OCLC reclamation service, we were able to completely reset our WorldCat holdings information across our entire set of four OCLC symbols with a single batch job. This reclamation project resulted in a 15% improvement in our WorldCat holdings accuracy. The reclamation process worked great with our new Sirsi Unicorn ILS software,

our OCLC project manager was very helpful and, best of all, the one-time reclamation project was free!”

*Wade Guidry
Systems Manager
Coastal Resource Sharing Network
<http://crsn.beachbooks.org>*

Benefits

Your library's records contain current and complete holdings information in WorldCat making your collection more visible to your users

Save staff time since automated record processing frees library staff for other tasks

Save costs—initial Batchload is free

Features

Automated processing

Bibliographic record and holdings update

Record matching through WorldCat

Delete holdings

Group processing

Submit data in MARC or non-MARC format

Requirements

Complete a Batchload order form or a Local Holdings Record Updating order form at <http://www.oclc.org/batchprocessing/ordering/default.htm> or contact your regional service provider for assistance.

Send records by FTP or physical media

An important return on your OCLC investment

With more than 90 million records, WorldCat is the world's most comprehensive bibliographic database. WorldCat connects librarians, students, researchers and other library users to 4,000 years of recorded knowledge. Updated at a rate of nearly one new record every 10 seconds, WorldCat contains bibliographic records and holdings information contributed by more than 9,000 libraries around the world. Learn more about WorldCat and watch new records enter the database live at www.oclc.org/worldcat/.

To learn more

For more information on Batch Processing, visit the OCLC Web site at www.oclc.org/batchprocessing/

To discuss pricing or begin a project

Call OCLC Library Services at 1-800-848-5878 or contact your regional service provider. Find yours at www.oclc.org/contacts/regional/



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