

Appendix D: Sample Reports

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D.1 Batchload Processing Summary

When you submit records for a batchload project, this report is generated for each file in the project as it completes processing. These reports are available for pickup on the [OCLC Product Services Web](#) (PSWeb) or, by request, via e-mail.

Sample report

BATCHLOAD PROCESSING SUMMARY
 Current Project Contact: kozselym@oclc.org

Report Date: 16-Feb-2008
 Run Date: 16-Feb-2008

Institution Name: Kungl. biblioteket - National Library of Sweden
 Symbol: S30
 Order IDs: 208234
 File: DBS.@S30.MARCIN.D080215

Project ID: P009035

PRODUCT CODE SUMMARY

Product Code: TAP3819	48
Product Code: TAP3919	1,279

HOLDINGS SUMMARY

Holdings set:	1,253
Holdings canceled:	0

PROCESSING

Records received:	1,327
Records processed:	1,327
Records added:	687
Unresolved records:	74
Duplicates dropped:	0
Invalid or not selected:	0

PROCESSING:

Records received: Total number of records received for preprocessing. This **may not** be the same as the total number of records received from the library. If the total number of records received in preprocessing is less than the total number received from the library, it means that severe structural errors or incorrect coding was found and the records were removed before the file was "preprocessed."

Records processed: Number of records that were successfully preprocessed. If this number is less than the number of records received, then preprocessing software deselected the records. Records can be deselected during preprocessing when:

- The record is a duplicate based on comparing numbers in the 001 fields
- The record is invalid (usually because of invalid values in the Record Leader)
- The record lacks an 001, 008, or 245 field
- A special deselect routine is included in a customized setup
- The record lacks a valid library identifier (for Group Batchload projects only)

Records added: Number of records added as original records to WorldCat

Unresolved records: Number of records that OCLC matching software could not match or add to WorldCat.

Duplicates dropped: Number of duplicate records in a file dropped during preprocessing based on comparing numbers in the 001 fields only. No other checks are made.

Invalid or not selected: Records that contain invalid values in the Record Leader, or lack an 001, 008, or 245 field, or are deselected by special deselect routines designated for that project.

See chapter 5 for more about deselected, unresolved, and duplicate records.

Batch Specialist email address

The OCLC institution symbol

A unique number assigned to each project. One project may have many associated Order IDs.

A unique number assigned to each unique file in a project.

The file name assigned by OCLC when the file is received.

Product codes track record processing and are used for invoicing and billing. See appendix F for details about product codes.

D.2 Batchload Processing Summary Including Bibliographic Institution Records (IRs)

The description of this report is the same as for the Batchload Processing Summary report in D-1. This illustration shows the same report but for a project that included processing IRs. The IR results appear as a separate section.

IR records are attachments to bibliographic records. The number of IR records added, replaced, or unresolved may be much higher than the number of bibliographic records added or unresolved, since any number of IR records can be attached to a single bibliographic record.

Sample report showing IR processing

BATCHLOAD PROCESSING SUMMARY		Report Date: 16-Jul-2009
Current Project Contact: wolkanl@oclc.org		Run Date: 16-Jul-2009
Institution Name: American Antiquarian Society		Institution Symbol: AQM
Order IDs: 266148,266167		Project ID: 010974
File: DBS.@AQM.MARCIN.D090715, 3,257 records		
PRODUCT CODE SUMMARY		
Product Code: TAP3812	2,702	See details about product codes in appendix F.
Product Code: TAP3911	555	
Product Code: TAP3971	327	
Product Code: TAP1199	3,257	
Product Code: TAP1729	788	
Product Code: TAP1739	2	
Product Code: TAP1749	2,467	
HOLDINGS SUMMARY		
Holdings set:	3,255	
Holdings canceled:	2	
BIB PROCESSING		
Records processed:	3,257	
Records added:	327	
Unresolved records:	1	
IR PROCESSING		
Records added:	788	IR processing summary
Records replaced:	2,467	
Unresolved records:	1	

D.3 Batchload Processing Summary for a Numeric Search Key Project

This report is generated when a numeric search key project is completed and is sent to you via e-mail.

A batch project based on search keys for a numeric index has two steps:

1. WorldCat records are matched to the numeric key of the records your library sent.
2. The set or cancel holdings action is taken on single matches, and the results are listed in this report.

However, if a local record matches multiple WorldCat records, the set or cancel holdings action is not taken, since batch processing cannot determine a correct matching record. Also, some records may have no match in WorldCat. Multiple or no matches are reported at the end of this report in the Exception Report section (shown on the next page).

What to do about multiple matches? The library can use the Exception Report section (see the next page) to select the correct matching record and send the OCLC numbers to complete setting or canceling holdings.

Sample report

BATCHLOAD PROCESSING SUMMARY		Report Date: 20-Jul-2009
Current Project Contact: smithp@oclc.org		Run Date: 20-Jul-2009
Institution Name: Lompoc Public Library		Institution Symbol: LOM
Order IDs: 266566		Project ID: 011532
File: DBS.@LOM.MRC.B0985.RECORDS,	109 records	
PRODUCT CODE SUMMARY		
Product Code: TAP3919	109	
HOLDINGS SUMMARY		
Holdings set:	109	
Holdings canceled:	0	
BIB PROCESSING		
Records processed:	109	
20090720 STATISTICS REPORT FOR LOM		
	CURRENT	PROJECT
	BATCH	TO DATE
SINGLE HITS	109	4,938
HOLDINGS DELETED	0	0
2 TO 10 HITS	8	852
OVER 10 HITS	0	10
NO HITS	0	37
REJECTS	0	0
TOTALS	117	5,837

The following Exception Report area of the Batchload Processing Summary above for a numeric search key project shows local record numbers that had multiple or no matches.

20090720 EXCEPTION REPORT FOR LOM

2 HITS FOR:
0439761263
LOMA

OCLC: 061734729
Harris, Christine,\$d1955-
Fugitive /\$cChristine Harris.
1st American ed.
New York :\$bScholastic,\$c2005, c2004.
155 p. ;\$c20 cm.
IMF\$cIMF

OCLC: 426074349
Harris, Christine,\$d1955-
Undercover girl.\$n#2,\$p--Fugitive /\$cby Christine Harris.
New York :\$bScholastic,\$c2004.
155 p. ;\$c20 cm.
CNSPL\$cCNSPL

4 HITS FOR:
0439761255
LOMA

OCLC: 061284978
Harris, Christine,\$d1955-
Secrets /\$cChristine Harris.
New York :\$bScholastic,\$c2005.
152 p. ;\$c20 cm.
BKLS\$cBKL

OCLC: 062338061
Harris, Christine,\$d1955-
Undercover girl /\$cChristine Harris.
New York :\$bScholastic,\$c2005-
v. ;\$c20 cm.
BNY\$cBNY

OCLC: 063167860
Harris, Christine,\$d1955-
Secrets /\$cChristine Harris.
New York :\$bScholastic,\$c2005.
152 p. ;\$c20 cm.
IHIS\$cIHI

OCLC: 319903492
Harris, Christine,\$d1955-
Secrets /\$cby Christine Harris.
1st American ed.
New York :\$bScholastic,\$c2004.
152 p. ;\$c20 cm.
OTPS\$cOTP

NO HITS FOR:
9786303301
LOMA

OVER 10 HITS FOR:
0792107667
LOMA

Local record number 0439761263 had two “hits” (that is, two matching WorldCat records). Data from the two matched records is displayed.

Local record number 0439761255 matched four WorldCat records. Data from the four matched records is displayed.

Record number 9786303301 had no matches.

Record number 0792107667 had over ten matches. If a record matches ten or more WorldCat records, details of each matched WorldCat record are not given.

D.5 Batchload Processing Summary—Exception Log

The Exception Log is generated when a batchload project is completed and is sent to you as an e-mail attachment. The Log lists the local system control numbers (from the 001 fields) of records in your project that OCLC software could not match or add to WorldCat.

Sample log

100:05	11 DEC 2008	BATCHLOAD PROCESSING SUMMARY FOR STANDARD/GROUP LOAD		PAGE 1
BATCH SBK41028 RUN ON 20081210				
PROCESSING EXCEPTION LOG				
SPR	4247726	ERR	4248142	SPR 4250727
SPR	4250732	SPR	4250983	SPR 4251408
SPR	4251519	SPR	4251557	SPR 4251834
ERR	4251856	SPR	4251890	SPR 4252116
SPR	4274757	SPR	4274899	SPR 4275062
ERR	4275393	SPR	4275805	SPR 4276416
SPR	4276590	ERR	4277213	SPR 4277646
ERR	4277833	SPR	4278283	SPR 4278739
ERR	4295032	ERR	4295224	ERR 4399064
ERR	4399517	ERR	4399529	SPR 4400153
SPR	4400162			

Key to abbreviations in the Exception Log

- CAN** Cancel holdings transaction; no matching record found
- ERR** Record contains an error and could not be added
- MUL** Multiple match; could not be resolved (if you see question marks instead of an abbreviation, the question marks mean the same as MUL)
- N/M** No matching record found; records not added because they did not meet quality standards (does not include unmatched sparse records)
- SPR** Unmatched sparse record not added

D.6 Cross Reference (XREF) Report

Batchload generates this report for every file completed in a project. It is a two-column text file that lists the matching OCLC number (without prefix) across from your unique local system control number found in the 001 field. This report is posted to [PSWeb](#) for pickup or, on request, as a text file (*.txt) attachment in an e-mail.

If your local system control number was not in field 001 in the records you submitted for processing, batch preprocessing moves it to field 001 (see 5.2 “Preprocessing” for details).

Note:

You use the Cross Reference Report to match and merge the OCLC numbers into the bibliographic records in your local system. To perform this task, you can work with your local system provider, if needed, or choose another option for obtaining the OCLC numbers.

Sample report

OCLC XREF REPORT	
OCLC	Submitted
Control #	001 Field
22255842	085405019
221275514	085412538
220554074	085412570
154270854	085412597
32648395	085412627
173194008	085412643
221107946	085412651
154241241	08541266X
221009433	085412678
32119009	085412686
32648432	085412716
152432804	085412724

D.7 Custom Cross Reference (CXREF) Report

Custom Cross Reference reports are generated only by request. In the sample report below, data from the 082 field has been included in the third column if present in the record. Custom reports can include only numerical data in fields with one subfield. Only the following tags are available for CXREFs: Bibliographic institution record number or local system control number (field 001), 019, 020, 022, or 082.

Sample report

GBVCP Custom X-Ref Report		
ocn256083510	023325127	
ocm25269821	023503580	838/.609 B
ocm17131982	023618051	
ocn256285123	023708972	
ocn214278364	023719109	
ocm70285272	023736844	
ocm07422320	023804785	838/.91209
ocn256331405	023829869	
ocn256241104	023843535	
ocm09365921	023934891	363.320943
ocm74503083	023936142	
ocm09758351	023952334	331.88/0943
ocm04113170	023973137	709/.47
ocm46110324	024012866	
ocm09443926	02403889X	831/.2
ocm12422529	024071919	809/.93351
ocn187406539	024111848	
ocm26400449	024117064	
ocm17451873	024129402	941.3/4082/0924
ocm18092015	024171611	
ocm09084215	02429635X	822/.91/099415
ocn214328271	024344885	
ocm16801948	024347426	349.494/023 344.940023
ocm06378513	024532525	343.43/082
ocm14902336	02456575X	
ocn256200425	024591017	
ocn256201031	024591297	
ocn256201868	024592900	
ocm46116964	024603945	

D.8 Bibliographic Institution Record (IR) Cross Reference Report

The Cross Reference report for an IR project lists the local record control number in column 1 across from the corresponding OCLC control number in column 2 across from the corresponding IR number in column 3. Custom cross reference reports are unavailable for IRs.

Sample Report

tag:recid	tag:master	tag:ir
100075	ocm05538035	ocn191124094
100093	ocn191093671	ocn191124110
100094	ocm01855327	ocn191124111
100097	ocm03521382	ocn191124114
100098	ocm02054573	ocn191124115
100099	ocm01709195	ocn191124116
10042	ocm13155858	ocn191124396
100836	ocm05935397	ocn191124802
101047	ocm03553745	ocn191125016
101570	ocm01330538	ocn191125561
10168	ocm08776345	ocn191125670
102206	ocn191059343	ocn191066280
103261	ocm01942389	ocn191127309
104077	ocm03550436	ocn191128132
104282	ocm05744388	ocn191128335
104631	ocm04372569	ocn191128668
105298	ocm05734601	ocn191129317
105397	ocm01541343	ocn191129406
10558	ocm09295739	ocn191129591
106095	ocm00437575	ocn191130103
106762	ocm00445587	ocn191130789
10688	ocm10835049	ocn191130910
10844	ocn191100402	ocn191132492
11009	ocm10882472	ocn194928941
111945	ocm77068559	ocn191136063
1120	ocm15924461	ocn191136122

D.9 Detail Error Validation Report

This report is generated when a batch project is completed for unresolved records that were rejected because of validation errors. (See chapter 6 “Exception Data (Records Remaining)” for more about unresolved records and appendix C for more about validation.) Other unresolved records, along with a code for the reason, are reported in the Exception Log (D-5).

The Detail Error Validation Report is available on the PSWeb. The file name is in the form *D[YYMMDD]R[PROJECT ID].UDEV* (example: **D090810.R268798.UDEV**). The report lists errors in each record and includes a processing summary at the end (the processing summary for the sample report below is shown on the next page). The sample report shows only one record and part of a second record of 43 total unresolved records that failed validation. It gives details for the count of invalid/deselected records that displays in the Batchload Summary Report (D-1).

Sample report

```

15:48  22 SEP 2009                BATCHLOAD INPUT RECORD PREPARATION

      CATALOGING INSTITUTION: MMX

ERROR: INVALID FIRST INDICATOR ' ' (ASCII X'20') IN POSITION 380 (024 FIELD)

      LDR  24      0      |00844cam  2200265 a 450 |
      001  10     265     |.b5665814+|
      005  17     275     |20080902175609.0+|
      008  41     292     |070511s2008      enk      b      00100deng  +|
      020  25     333     |=a9781861893567 (hbk.)+|
      020  22     358     |=a1861893566 (hbk.)+|
      024  16     380     |=a40015209645+|
      035  11     396     |=a313860+|
      040  41     407     |=aUKM=cUKM=dBAKER=dBTCTA=dYDXCP=dBWKUK+|
      050  25     448     4|=aN237.R316=bC67 2008+|
      082  15     473     04|=a759.13=222+|
      100  21     488     1 |=aCorris, Michael.+|
      245  36     509     10|=aAd Reinhardt /=cMichael Corris.+|
      260  31     545     |=aLondon :=bReaktion,=c2008.+|
      300  21     576     |=a240 p. ;=c26 cm.+|
      504  64     597     |=aIncludes bibliographical references (p. 172-22|
      647     |7) and index.+|
      600  61     661     10|=aReinhardt, Ad,=d1913-1967=xCriticism and inter|
      711     |pretation.+|
      700  31     722     1 |=aReinhardt, Ad,=d1913-1967.+|
      852  27     753     0 |=aNNoMA=xM020080626 pp.+|
      996  34     780     |=a.b5665814=b08-18-09=c11-19-08+|
      993  29     814     |=aOCLTRACK=cE2ZQOT00y=r60+|

      ERROR SEVERITY LEVEL 1 ←
ERROR: SUBFIELD $b MAY NOT BE REPEATED IN POSITION 562 (245 FIELD)

      LDR  24      0      |01276cam  2200325Ia 450 |
      001  10     325     |.b5720886+|
      005  17     335     |20080902180052.0+|
      008  41     352     |080404s2008      enka      bc      00000 eng d+|
      020  15     393     |=a1905462182+|
      020  18     408     |=a9781905462186+|
      035  11     426     |=a314489+|
      040  24     437     |=aYDXCP=cYDXCP=dBTCTA+|
      041  18     461     0 |=aeng=adut=ager+|
      050  22     479     4|=aN6490=b.A346 2008+|
      245  101    501     00|=aAgainst nature :=bthe hybrid forms of modern s|
      551     |ulpture /=bcurated by Stephen Feeke and Jon Woo|
      599     |d.+|
      260  43     602     |=aLeeds :=bHenry Moore Institute,=c2008.+|
      300  40     645     |=a26 p. ;=b11 (some col.) ;=c35 cm.+|
    
```

See appendix D, Batchload Record Validation, for more information on error severity levels and on rejected records.

“Processing Summary Statistics” section of the Detail Error Validation Report

This example is taken from the end of the report shown on the previous page.

<pre> PROCESSING SUMMARY STATISTICS 3,422 RECORDS READ 38 RECORDS CORRECTED 16 RECORDS HAD MINOR ERRORS 19 RECORDS HAD SEVERE ERRORS 8 RECORDS REJECTED 3,415 RECORDS WRITTEN (INCLUDING CONTROL RECORD) 5,058 IS LARGEST BLI RECORD LENGTH 832 IS AVERAGE BIB RECORD LENGTH DBSCONVX NORMAL END </pre>	<div style="border: 1px solid black; padding: 5px;"> <p>These are the records shown in the body of the Detail Error Validation Report (total of 43 unresolved records; that is, those with minor or severe errors plus rejected records).</p> <p>See appendix D for more information on record validation.</p> </div>
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Key to the “Processing Summary Statistics” list above

- **Records Read**
 A count of the records in the report, not the total number of records processed. For example, if 1500 records were in the file sent by **SYS** institution and 529 had holdings set, 971 would be in the Error Validation report. These are unresolved records.
- **Records Corrected**
 A count of records which had minor errors that were corrected automatically by the validation/conversion program during processing.

Example: A record has a non-blank value in one of the indicators of field 020. Since no values other than blank are defined for field 020, the program changes the indicator to blank and counts the record as corrected.

Note: Although a record with this error has been corrected, it still may fail to match a WorldCat record or may not be added to WorldCat (if adds are enabled for the project) if, for instance, the data in the record is too sparse.
- **Minor Errors**
 Errors that are severity level 1 and 2. See appendix D for more information on record validation.
- **Severe Errors**
 Errors that are severity level 3. See appendix D for more information.
- **Records Rejected**
 The total count of records rejected.
- **Records Written**
 The number of records written by validation to the unresolved record file. This number is the sum of records read and records rejected.

Example: 3,422 (records read) + 8 (records rejected) = 972 - 1 (control record) = 971 unresolved records

Note: This report does not include other records that may be in the unresolved record file; that is, sparse records (not added) and deferred records (too many matches). Therefore, the number of records in the unresolved file for the project may not match this report.

D.10 Error Validation Summary

This report is generated for unresolved records that were rejected because of validation errors, along with the previous report (D-9). (See chapter 6 “Exception Data (Records Remaining)” for more about unresolved records and appendix C for more about validation.) The report is sent as an e-mail attachment.

The first column shows the total number of occurrences in the records of each error type, listed by tag number.

The following sample report is for the same project/institution shown in the Detail Error Validation Report above (D-9).

Sample report

ERROR VALIDATION SUMMARY		
CATALOGING INSTITUTION: MMX		
RESULTS		
1	000	FIELD 100 MAY NOT BE REPEATED
1	006	INVALID DATA IN POSITION 0 OF 006 FIELD (T006)
1	006	006 FIELD INCORRECT LENGTH
11	008	INVALID DATA IN POSITIONS 35-37 OF 008 FIELD (LANG)
1	008	INVALID DATA IN POSITIONS 7-10 OF 008 FIELD (DATE 1)
2	024	INVALID FIRST INDICATOR ' ' (ASCII X'20') (024 FIELD)
6	036	INVALID SUBFIELD CODE 'z' (ASCII X'7A') (036 FIELD)
1	100	INVALID SUBFIELD CODE 'v' (ASCII X'76') (100 FIELD)
1	245	ILLEGAL ESCAPE SEQUENCE IN POSITION 521 (245 FIELD)
1	245	ILLEGAL ESCAPE SEQUENCE IN POSITION 525 (245 FIELD)
1	245	ILLEGAL ESCAPE SEQUENCE IN POSITION 606 (245 FIELD)
1	245	ILLEGAL ESCAPE SEQUENCE IN POSITION 610 (245 FIELD)
1	245	SUBFIELD \$b MAY NOT BE REPEATED IN POSITION 562 (245 FIELD)
1	245	SUBFIELD \$b MAY NOT BE REPEATED IN POSITION 738 (245 FIELD)
1	362	INVALID FIRST INDICATOR ' ' (ASCII X'20') (362 FIELD)
1	490	INVALID SUBFIELD CODE 'c' (ASCII X'63') (490 FIELD)
1	505	ILLEGAL ESCAPE SEQUENCE IN POSITION 1074 (505 FIELD)
1	505	ILLEGAL ESCAPE SEQUENCE IN POSITION 1078 (505 FIELD)
1	505	ILLEGAL ESCAPE SEQUENCE IN POSITION 1257 (505 FIELD)
1	505	ILLEGAL ESCAPE SEQUENCE IN POSITION 1261 (505 FIELD)

One of the two records that have this error is shown in the sample Detail Error Validation Report above (E-9).

The record that has this error is shown in the sample Detail Error Validation Report above (E-9).

D.11 Scan/Delete Report

You can request to run this report **before** and/or **after** your scan/delete project is processed to show a list of records, identified by OCLC number and title, for which holdings will be canceled or were canceled. No counts are included in this report. Scan/Delete projects are requested by e-mail. You can request the report and when you want to receive it in the same e-mail. The report is sent as an e-mail attachment.

15266 Constitution Of The Republic Of Paraguay 1967
19859 Law Making Process In Ethiopia
26992 Consulting The Romans An Analogy Between Ancient Rome And Present-Day America
29461 Practice And Theory Of Probation And Parole
31771 Dictionary Of Commercial Financial And Legal Terms Pertaining To Trade And Industry Including Terms Used In Importing Manufacturing Distributing And Marketing As Well As Those Used In Banking Stock
48244 Private Law Sources And Analogies Of International Law
50496 Food For Us All
53503 United States Policy In The Near East Crisis
57181 Russian-English Law Dictionary
62454 Federal Securities Act Of 1933
73979 State And Local Employee Pension Systems A Summary
88412 Study Of Agency Comments On The Proposed Code Of Federal Administrative Procedure Of The American Bar Association (S 1070 86th Cong (1959))
88792 Compensation And Restitution To Victims Of Crime
93368 Proceedings And Addresses At The Freethinkers Convention Held At Watkins N Y 1878
116509 Unsafe At Any Height
118954 Supreme Court And The Idea Of Progress
132253 Business Organizations Professional Corporations And Associations
134835 Selected Readings On The Administration Of Justice And Its Improvement
134945 United States Code
149382 New Approaches In The Law Of Civil Procedure
172828 Little Women
173317 Beyond The Welfare State Economic Planning And Its International Implications
180630 Childrens Social Values An Action Research Study
188585 Ranjit Singh Maharajah Of The Punjab
195120 Notes On Matrimonial Causes Proceeding In District Registries
210049 American International Law Cases
219364 Shepards Puerto Rico Citations Cases And Statutes A Compilation Of Citations To Puerto Rico Cases Reported In The Various Series Of Puerto Rico Reports And To The United States Constitution And
219845 Index Of British Treaties

D.12 How batchload statistics are reported: Implications for reports

This section explains how the system tracks transactions it receives (that is, actions taken on records) and the implications for batchload reports.

Transactions. When a matching record is found by batchload software, the system sends a transaction code to the matching WorldCat record. When a batchload project is profiled to "set an institution's holding for every match found," an **Update** transaction is sent to the database, and the software turns on the *Institution Holding Byte* (or **IHB**) for the profiled institution, for example, the institution with OCLC symbol CN8ML. This transaction is reported in the Batchload Processing Summary as "Holdings set."

When a batchload project is profiled to "cancel an institution's holding for every match found," the opposite happens. A **Cancel Holdings** transaction is sent to the matching WorldCat record and the IHB is turned off. This transaction is reported in the Batchload Processing Summary as "Holdings canceled."

The Batchload Processing Summary does not report anything if an IHB is already turned on (holdings set) or turned off (holdings not set; IHB not present) for those records matched because no transaction was necessary. This fact skews the statistics in the Batchload Processing Summary when compared to BARS (**B**atch **A**rchive **R**ecord) and CARS (**C**ataloging **A**rchive **R**ecords).

BARS and CARS. For every batch transaction performed against WorldCat a batch archive record (BARS) is created in the OCLC archive for that institution. These are often referred to as "offline transactions." The archive records are created by OCLC services such as Batchload, PromptCat, WorldCat Collection Sets, and more. When an institution is logged on to Connexion and performs a transaction in WorldCat (referred to as "online transactions"), such as setting or deleting holdings, a Cataloging Archive Record (CARS) is created.

OCLC updates a report weekly of all online and offline transactions, along with a current count of the actual number of IHBs (holdings) turned on in WorldCat for every Institution profiled with an OCLC institution symbol. This is called the CARS, BARS and IHB Summary Report.

Because the number of holdings in WorldCat is affected by both BARS and CARS transactions, but other processes (for example scan/deletes) are not counted in BARS and CARS, the change (increase or decrease) in the number of holdings for your library in WorldCat from before batch processing to after batch processing may not match exactly the number of record holdings set or holdings cancelled on your Batch Processing Summary. The following example explains how this might happen:

Example

This is a snapshot of the CARS, BARS AND IHB Summary before an April 2006 reclamation project for the institution with the symbol CN8ML. It shows 199,632 holdings in WorldCat. All were created by BARS (offline batch transactions). Note that there are more BARS than holdings, which indicates that some of the same OCLC records were found via an offline transaction several times.

CARS, BARS and IHB Summary Data - as of 20060318							
Inst	Inst#	Holdings	BARS	CARS	Institution Name	State	Network
CN8ML	34312	199,632	201,052	.	MALASPINA UNIV, COL LIBR	BC	CAN

This is the summary report, after the initial reclamation project processing. Note that both holdings and BARS increase:

CARS, BARS and IHB Summary Data - as of 20060415							
Inst	Inst#	Holdings	BARS	CARS	Institution Name	State	Network
CN8ML	34312	233,568	419,243	.	MALASPINA UNIV, COL LIBR	BC	CAN

As part of the reclamation project, a scan/delete of CN8ML holdings set prior to 12-31-2005 is performed. A Scan/Delete is one offline process that does **not** create an archive record; therefore, the BARS did not increase but holdings decreased (by the 17,227 holdings removed).

CARS, BARS and IHB Summary Data - as of 20060513							
Inst	Inst#	Holdings	BARS	CARS	Institution Name	State	Network
CN8ML	34312	216,341	419,243	.	MALASPINA UNIV, COL LIBR	BC	CAN

After the scan/delete, the batch project specifications were changed so that the system could match some of the unresolved (non-matching) records from the initial pass of processing the reclamation project files. Both BARS and holdings increased.

CARS, BARS and IHB Summary Data - as of 20070407							
Inst	Inst#	Holdings	BARS	CARS	Institution Name	State	Network
CN8ML	34312	235,549	438,864	.	MALASPINA UNIV, COL LIBR	BC	CAN

After the reclamation project was completed, a new project to cancel holdings became active, and after processing was completed, BARS increased while holdings decreased.

CARS, BARS and IHB Summary Data - as of 20070908							
Inst	Inst#	Holdings	BARS	CARS	Institution Name	State	Network
CN8ML	34312	234,089	440,379	.	MALASPINA UNIV, COL LIBR	BC	CAN

CARS, BARS and IHB Summary Data - as of 20080628							
Inst	Inst#	Holdings	BARS	CARS	Institution Name	State	Network
CN8ML	34312	234,064	440,505	.	MALASPINA UNIV, COL LIBR	BC	CAN

If the library chooses to have an ongoing batch project to set holdings, both BARS and holdings will increase, **but not by the exact number reported** as “Holdings set” in the Batchload Processing Summary. BARS will keep increasing, but if records in WorldCat already have the IHB turned on for matches, holdings will not increase. An IHB for a given institution can only be on or off on any given WorldCat record. A transaction can be sent multiple times, but it is only counted as a transaction if the IHB actually changes (turned on or off).