



# Technical Bulletin 246 Database Enrichment

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## About Technical Bulletin 246

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### Route to

Route this document to OCLC Cataloging and Metadata staff.

### Why read this?

To learn about enhancements to OCLC Cataloging Database Enrichment capabilities that allow users to add or edit more fields to existing records in WorldCat® (the OCLC Online Union Catalog).

### Installation of changes

August 2002

### Support

Contact your OCLC regional service provider or the user training development manager at OCLC if you are an independent institution.

Contact OCLC for support in English, Spanish and Portuguese. Hours:

7:00 am–9:00 pm U.S. Eastern time, Monday through Friday

USA: 1-800-848-5800

International: 1-614-793-8682

E-mail: [support@oclc.org](mailto:support@oclc.org)

### OCLC System Help

OCLC System Help will incorporate these changes at a future date.

### Manuals affected

*Bibliographic Formats and Standards, OCLC Cataloging Service User Guide*

# 1 Database Enrichment

## Master record enrichment

**Currently**, you can enrich master records by adding:

- Field 006 (Fixed-Length Data Elements—Additional Material Characteristics) and field 007 (Physical Description Fixed Fields)
- Field 300 (Physical Description) to CIP records
- Call numbers and subject headings in schemes **not** already present in a record
- Or editing—if already present—field 505 (Formatted Contents Notes)
- Or editing—if already present—field 856 (Electronic Location and Access)

**After implementation**, you will be able to add or edit—if already present—additional designated fields to any record, except an authenticated serial. The various conditions for adding these fields are described in this technical bulletin.

## Additional designated fields

|     |   |
|-----|---|
| 020 | International Standard Book Number      |
| 022 | International Standard Serial Number    |
| 024 | Other Standard Identifier               |
| 027 | Standard Technical Report Number        |
| 028 | Publisher Number                        |
| 030 | CODEN Designation                       |
| 041 | Language Code                           |
| 043 | Geographic Area Code                    |
| 052 | Geographic Classification               |
| 084 | Other Classification Number             |
| 088 | Report Number                           |
| 506 | Restrictions on Access Note             |
| 520 | Summary, Etc. Note                      |
| 526 | Study Program Information Note          |
| 530 | Additional Physical Form Available Note |
| 538 | System Details Note                     |
| 583 | Action Note                             |
| 600 | Subject Added Entry—Personal Name       |
| 610 | Subject Added Entry—Corporate Name      |
| 611 | Subject Added Entry—Meeting Name        |
| 630 | Subject Added Entry—Uniform Title       |
| 650 | Subject Added Entry—Topical Term        |
| 651 | Subject Added Entry—Geographic Name     |
| 655 | Index Term—Genre/Form                   |
| 656 | Index Term—Occupation                   |
| 657 | Index Term—Function                     |

# 1 Database Enrichment (continued)

## Fields with subfield ‡2 (Source)

**After implementation**, any full cataloging member can add the fields listed below if fields with the same tag and the same value in subfield ‡2 (Source) do **not** already exist in the master record. A field must meet the following two requirements before it can be added:

- The field may *or* may not already exist in the record.
- If already present, the code in subfield ‡2 must be different.

This rule applies to fields:

- 024 Other Standard Identifier
- 084 Other Classification Number
- 655 Index Term–Genre/Form
- 656 Index Term–Occupation
- 657 Index Term–Function

## Field 069 (Other System Control Number)

Field 069 is **no** longer valid. The current special rule allowing National Library of Medicine (NLM) users to add field 069 **no** longer applies.

## 5xx and 856 fields

**Currently**, the following rules govern editing of fields 505 (Formatted Contents Note) and 856 (Electronic Location and Access):

- You can add these fields to any record, except authenticated serial records, that lacks them, but you **cannot** add the fields if the record already has them.
- If a record has one or more of these fields and contains errors or is incomplete, you can correct or add information to the existing note

**After implementation**, the above rules apply also to the following fields:

- 506 Restrictions on Access Note
- 520 Summary, Etc. Note
- 526 Study Program Information Note
- 530 Additional Physical Form Available Note
- 583 Action Note

## Call numbers rule

The **current** rule for call numbers has **not** changed. You can add call numbers for call-number schemes associated with your cataloging authorization number. If a record already has a call number of that scheme, you **cannot** add that type of call number or modify the call number already in the record, regardless of your authorization. You may be authorized for more than one call-number scheme.

# 1 Database Enrichment (continued)

**Call numbers fields** You can add call numbers in the following fields for the class schemes listed:

| <b>Class Scheme</b>                                   | <b>Add Fields</b> |
|---|-------------------|
| Government Printing Office                            | 037 or 074 or 086 |
| Library of Congress                                   | 050 or 090        |
| National Library of Canada                            | 055               |
| National Library of Medicine                          | 060 or 096        |
| National Library of Agriculture Subject Category Code | 070 or 072        |
| Universal Decimal Classification                      | 080               |
| Dewey Decimal   | 082 or 092        |

**Subject heading rule** **Currently**, you can add subject headings for all subject-heading schemes associated with your authorization number that are **not** already represented in the record. You may be authorized for more than one subject-heading scheme.

**Subject heading fields** You can add subject headings in the following fields for the subject-heading scheme listed:

| <b>Subject Heading Scheme</b>                        | <b>Add Fields</b>             |
|--|-------------------------------|
| Library of Congress subject heading                  | 600–651 2nd Indicator value 0 |
| LC subject heading for children's literature         | 600–651 2nd Indicator value 1 |
| Medical subject heading                              | 600–651 2nd Indicator value 2 |
| National Agricultural Library subject authority file | 600–651 2nd Indicator value 3 |
| Canadian subject heading                             | 600–651 2nd Indicator value 5 |
| Répertoire de vedettes-matière                       | 600–651 2nd Indicator value 6 |
| Other  | 600–651 2nd Indicator value 7 |
| Sears subject heading                                | 600–651 2nd Indicator value 8 |

**After implementation**, the current rule has been expanded to allow all cataloging users to add one or more fields with the second indicator value 4, regardless of whether a field is present with a second indicator value 4.

This rule applies to fields:

|     |                                     |
|-----|-------------------------------------|
| 600 | Subject Added Entry–Personal Name   |
| 610 | Subject Added Entry–Corporate Name  |
| 611 | Subject Added Entry–Meeting Name    |
| 630 | Subject Added Entry–Uniform Title   |
| 650 | Subject Added Entry–Topical Term    |
| 651 | Subject Added Entry–Geographic Name |

## Technical Bulletins Online

### Introduction

This section covers retrieving technical bulletins in electronic form.

### OCLC Web site

To access technical bulletins on the OCLC Web site:

|   | Action   |
|---|--|
| 1 | Type<br><b><a href="http://www.oclc.org/support/documentation/technicalbulletins/">http://www.oclc.org/support/documentation/technicalbulletins/</a></b> in the address bar of your Web browser. |
| 2 | Click the name of the technical bulletin you want to view.   |

### Internet list

To subscribe to TECHBUL-L—a public list that e-mails an announcement of availability of new technical bulletins on the OCLC Web site:

| Action   |
|--|
| Type <b><a href="https://www3.oclc.org/app/listserv/">https://www3.oclc.org/app/listserv/</a></b> in the address bar of your Web browser. Click <b>Submit</b> after you complete the form. |
| Or   |
| Type <b>subscribe techbul-l</b> in the body of an e-mail message and send it to <b><a href="mailto:listserv@oclc.org">listserv@oclc.org</a></b> .  |
| To unsubscribe, type <b>unsubscribe techbul-l</b> in the body of an e-mail message, and send it to <b><a href="mailto:listserv@oclc.org">listserv@oclc.org</a></b> .                       |

### Comments

The OCLC Documentation Department welcomes comments about this document. Please send them via e-mail to **[doc@oclc.org](mailto:doc@oclc.org)**.

## Current OCLC Technical Bulletins

List below is current as of November 2004. Technical Bulletins not listed are obsolete. Please discard them or mark them obsolete.

**Reminder:** Effective March 20, 2003, OCLC discontinued issuing printed copies of technical bulletins.

| No. | Date | Title  | OCLC Documentation Affected   |
|-----|------|--|---|
| 251 | 0411 | <i>Connexion WorldCat Searching</i>            | <i>Searching WorldCat User Guide, Searching WorldCat Quick Reference, Find Bibliographic Records (Connexion browser)</i>  |
| 250 | 0310 | <i>Parallel Records</i>                        | <i>Bibliographic Formats and Standards, Enhance Training Outline, OCLC Cataloging Service User Guide</i>  |
| 249 | 0304 | <i>OCLC-MARC Format Update 2003</i>            | <i>Authorities User Guide, Bibliographic Formats and Standards, OCLC Cataloging Service User Guide, OCLC Input Standards Tables, OCLC-MARC Records, Searching WorldCat User Guide</i> |
| 247 | 0211 | <i>OCLC-MARC Format Update 2002</i>            | <i>Bibliographic Formats and Standards, Cataloging Electronic Resources, OCLC Cataloging Service User Guide</i>   |
| 246 | 0207 | <i>Database Enrichment</i>                     | <i>Bibliographic Formats and Standards, OCLC Cataloging Service User Guide</i>  |
| 244 | 0107 | <i>OCLC-MARC Format Update 2001</i>            | <i>OCLC Cataloging Service User Guide</i>   |
| 242 | 0104 | <i>OCLC Symbol Expansion</i>                   | <i>Union List User Guide</i>  |
| 241 | 0011 | <i>National Library Control Number Changes</i> | <i>OCLC Cataloging Service User Guide, Union List User Guide</i>  |
| 240 | 0008 | <i>Pinyin Conversion Project</i>               | <i>OCLC Cataloging Service User Guide</i>   |

