MarcEdit and Vendor Records: Thriving Together

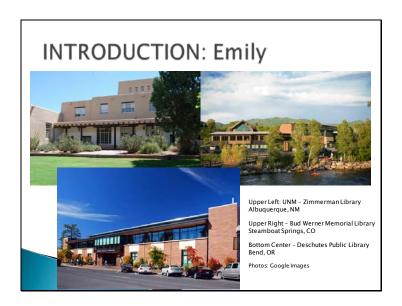
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Presented by...

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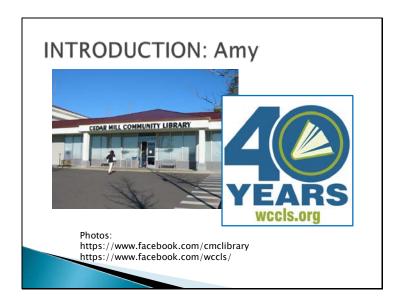
I have been working in library technical services since I was in high school!

Professionally, I have managed aspects of Technical Services for 9 years!

Originally I was in an academic library as the 'Operations Manager of Collections' which basically means do everything! Huge system, large consortium

I then moved to CO, Head of Technical Services, single branch but in a large consortium

Now the Manager of Technical Services, serves all of Deschutes Co. w/ lending agreements with Jeff and Crook



I started out my library career doing public library on-call reference at five different libraries in two library systems over two years.

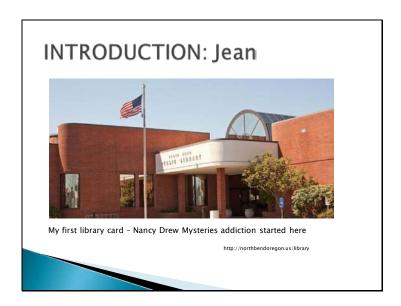
My dream, however, was always to catalog and eventually I got a full time job in technical services at Cedar Mill Community Library. I was there for 7 years.

First in acquisitions, then for nearly 6 years as a cataloger.

Cedar Mill is a member of Washington County Cooperative Library Services.

Four years ago I moved to the central WCCLS Automation department where my title is Cataloging Librarian and I help to oversee a catalog shared by 15 member libraries (in 19 locations) and several outreach programs. Total collection = 1.6 million. Annual checkouts = 11.8 million. Source:

 $https://www.wccls.org/sites/default/files/uploads/2015_16\%20 Year\%20 in \%20 Review\%20 Infographic.pdf$



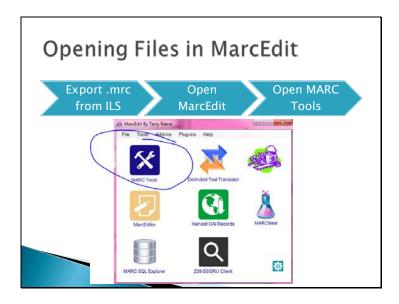
My very first library as a card holder was the North Bend Public Library when I was about 3 ft. tall.

Flash forward a few decades and a couple of other careers- started in circulation and reference at Wilsonville Public Library (LINCC); managed the book library (got to do everything) at Oregon College of Art and Craft; and cataloged at Tigard Public Library. (OCAC and TPL are WCCLS libraries.) I was doing some combination of the above at the same time for a few years but eventually cataloged full-time at Tigard for 5 years. Since 2012, I've been doing project based work as a Technical Services Librarian for WCCLS Automation. It is where I discovered the wonders of MarcEdit.

Interactive part of the program

- Raise of hands:
 - Who has never seen MarcEdit?
 - Who has used it but is looking for new ideas?
 - Anyone here to get a refresher?
 - Public libraries?
 - Academic libraries?
 - School libraries?
 - Special libraries?
- Plug here for future session suggestions please note them on your evaluation sheet.

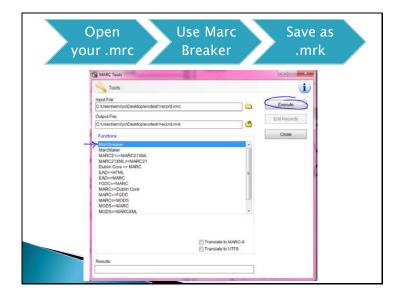
Technical Services Roundtable is always looking for a) interested members, b) presenters, c) program ideas. Thanks in advance for filling out an evaluation form for the presentation.



MarcEdit is essentially a text editor so it will open files with many different extensions:

- .mrc (exports from an ILS or vendor)
- .dat (batch exports from Connexion)
- .bin

A feature in MarcEdit can also convert .csv (comma separated values) data (i.e.: from a spreadsheet) into a MARC bib record. (We don't cover this today, but it's worth a mention if you receive "records" in .csv form from a vendor.)

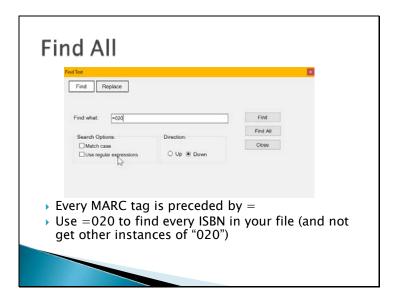


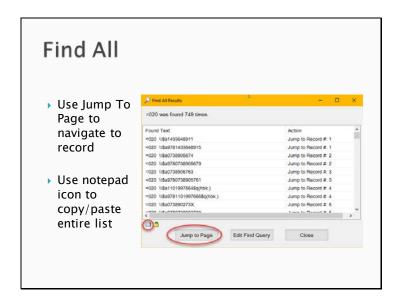
Execute Edit records

Also note the "Translate to UTF8" – more about that later

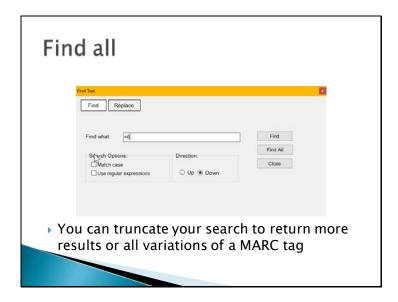
Note the double click on the .mrc file auto fills this. Otherwise, change extension to .mrk for output file

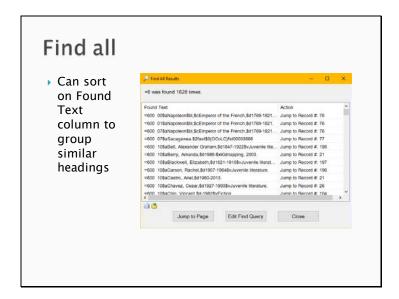
MarcBreaker – adds line breaks that make the file readable by human eyes



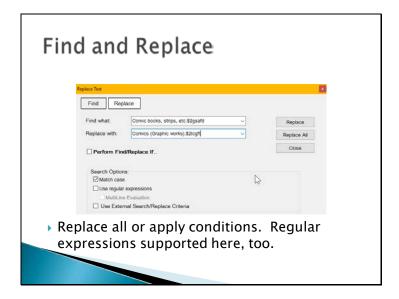


Copy paste list useful for OCLC Connexion batch searching



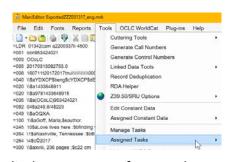




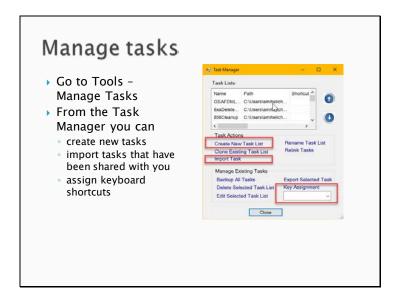


WCCLS has a saved task to replace all common gsafd headings with lcgft equivalents. As a saved task it performs 30 replacements on an entire file of records in about 1-2 seconds.

Manage tasks and Assigned tasks

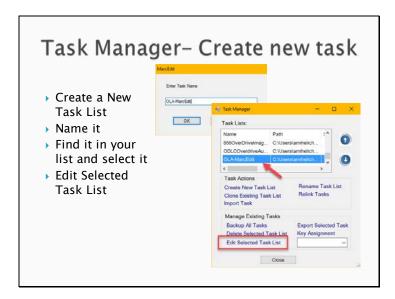


Any edit that you can perform can be saved as an assigned task to be run later with a shortcut.



You can also Export task lists if you want to share them.

We discovered that some email servers cause issues with tasks; Emily could send her tasks to Amy, but Amy's tasks could not be read when sending to Emily. Amy saved hers to a flash drive as a workaround to share the tasks with Emily.



The Task Manager is one of the less intuitive parts of the MarcEdit interface, so if you can master this, the rest should be fine.

Task and Task list are used almost interchangeably. The Tools dropdown calls them Assigned Tasks but they are called Task Lists in the Task Manager. They are talking about the same thing.

Task Manager - Create new task

- ▶ Click on the + button
- Select type of task you want to add from the dropdown
- You can add multiple tasks to a task list
- You can an existing task list to another task list
- Use the arrow buttons to adjust the order they run in



Task manager

- Tasks available to be saved as Assigned Tasks:
 - Replace all
 - New field
 - Delete field
 - Edit subfield
 - Edit indicator
 - Swap field
 - Copy field
 - Add task list
 - RDA Helper
 - Remove blank lines
 - $_{\circ}$ Change case (UPPER, lower, Title Case, Initial case)
 - ... and more

Task Manager - Create new task

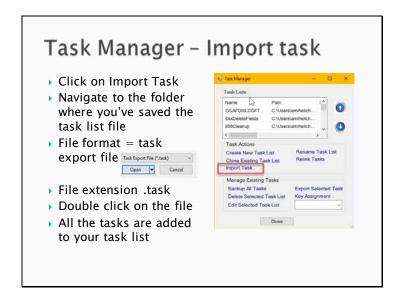


- Selecting from the dropdown opens the task form.
- Fill it out and then click the button for Add Field, Delete Field, etc. to complete the task list.

Task Manager – editing task lists

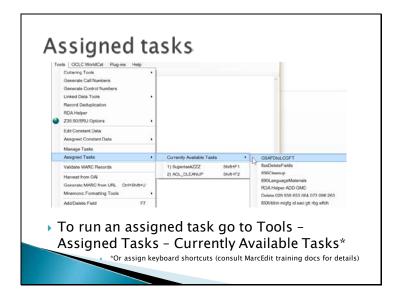


- Once you've entered a task you can copy it, delete it, or edit it using the Actions buttons.
- Hover over a button to get the description.

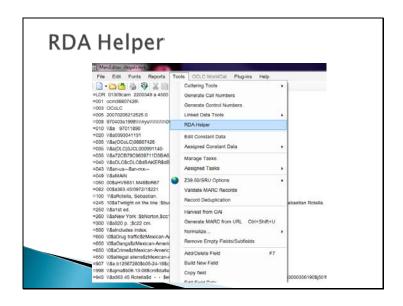


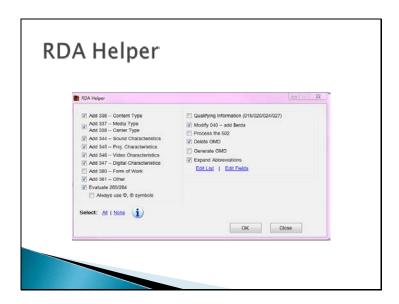
Tasks can be shared via email attachments, Dropbox, shared folders

MarcEdit also has options for using a network folder so everyone can link to the same task lists
(they only have to be updated centrally), but we don't use that option.



Keyboard shortcuts not covered in this presentation, but very useful! There is a limited list of available key commands—you can't assign just any keyboard shortcut.





You can edit the fields and or the list of edits to customize by clicking on the 'edit list' 'edit fields'. For example, my institution added field 250 because it isn't on the original list.

WCCLS still uses gmd, but not the AACR2 approved ones; we use RDA helper to "Generate GMD" and then find/replace to insert our local gmd string.

Some vendor records are delivered as a mix of rda, AACR2, and hybrid records. RDA Helper can quickly add elements of your choice so the records in the file are consistent with each other.

OverDrive Records

- ▶ RDA Helper
- > Add 856 field for URL
 - Delete current 856 parameters
 - · 856 4_
 - 856 404\$3
 - Edit Subfield
 - 856 \$z any data replaced with eBook Digital Download title.
 - · Add if not present

Example of local workflow for DPLS:

Open the records \rightarrow MarcBreaker \bigcirc RDA helper (we do this on all records, big time saver for us) Then we want to make it our own so in batch we are able to add the 856 URL There is usually 856 data present so we have a task build to delete the current data And part of that task we also add our own data or even the whole field if needed

OverDrive Records

- Delete each of the following:
 - 306 _ _
 - 776
 - 650 \$2bisacsh
 - 720 \$2bisacsh
 - 263
 - 6xx \$2fast (done with regular expressions)
 - 655 \$2local

Also part of our task, all of these operations are done in batch. Locally we are able to delete the following all in one click.

Or you can do it manually using the Tool "Add/Delete Fields" in MarcEdit

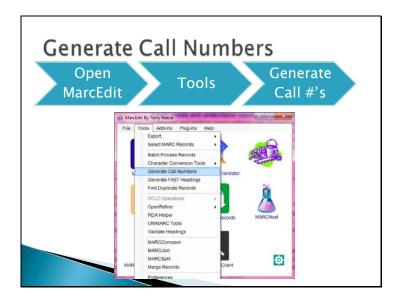
The 6xx \$2 Fast needs to be done with a regular expression, more on that in a moment.

Item Record Creation 949 *Disclaimer - based off Innovative Interfaces 949 _1 † Barcode † Copy Number † Location Code † Status Code † Item Type Code † Volume/Part Number/Year † Note (Add Collection Notes Here!)

- This is another task you can have set up if you are bringing in vendor data and you want to add item records globally. NOTE: they will all be the same unless you actively edit the subfields.
- It is a way to have item records brought in at the same time as your bib records, will need to input the data elements
- For example, we added item records for our Overdrive records as a discovery point. All of the data was the same in each record so we were able to build out dummy item records in mass

Different item record tags and fields per ILS. You will need to look up the specifics for your ILS but the foundation information is the same.

(Each bib record had to have an item record in order for the bib to display in our discovery layer. Adding the necessary fields to the bibs was made fast and easy by MarcEdit for our ILS to create the item records for us at import.)



Can also auto generate FAST headings if your institution uses those. We don't but the tool is pretty simple to navigate

Dupe checker: choice to use exact matches or fuzzy matches as well as select the match point. MarcEdit saves the file with removed duplicates for you to work from.

Generate Call Numbers

- Select either add to all records or to just selected records
- Select classification Dewey or LC
- Select if you would like for FAST SH to be added and when
- Additional option:
 - Which field (090 is default)
 - Select cutters and dates
 - Can omit dates for serials or continuations
- Find file to classify and save
- Open in MarcEdit Tools

Demos

Regular Expressions

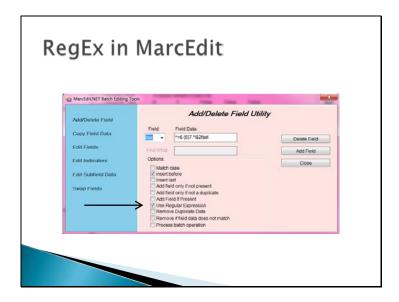
- Regular Expressions (RegEx) is a query language that allows for the manipulation across multiple different data interfaces, MarcEdit is one of those
- FANTASTIC webinar to help learn RegEx:

http://uknowledge.uky.edu/libraries_present/
157/

https://regex101.com/

RegEx is incredibly helpful and powerful

None of us are regex expers, see the websites listed for information and tutorials Really handy for finding specific bits in fixed fields (how WCCLS started using regex) WCCLS was able to filter out Elvl 3 and Elvl M records from our CatPartners files during the period that OCLC didn't make that filtering option available in their profiles Learn how to do one thing and then build on that



Most of the tools offer the box for regular expressions.

If you are using regular expressions and your search doesn't yield any results, double check that the "Use Regular Expression" box is checked – learned this the hard way.

Regular Expressions

- Example: remove 6xx \$2fast
- Field Data: ^=6.{5}7.*\\$2fast
- ^ is the start of line anchor. Tells expression, start here
- ▶ =6 is the marc field, matches literally
- .{5} matches any character (except for line terminators)
- ▶ {5} Quantifier Matches exactly 5 times
- 7 matches the character 7 literally (case sensitive)
- .*matches any character (except for line terminators)
- \\$ matches the character \$fast literally (case sensitive)

An example of Regular Expressions and how to utilize the language in MarcEdit. We use this because the 6xx could be a variety of numbers in the 'x' field, 650, 651, 655 =6 literal

.{5} searches the remainder of the 6xx field for the next 5 characters, so says, for the next 5 characters in this line, any data is acceptable. Ex: 6_____
On the fifth character we want a literal:

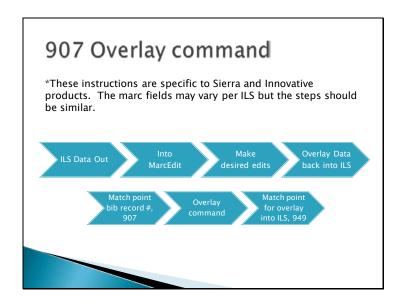
7 is a literal search for the indicator 7

.* is an extended wildcard, it basically says any data to follow the literal 7 is acceptible up until the next part of the RegEx string, which is: \\$ (literal \$) 2fast

Need \\$ to search the literal \$ because in RegEx \$ is actually a special search character

Put this in MarcEdit (previous screen) and it says, anything that is a 6XX field, indicator 7 with a \$2fast, delete it.

If your institution uses \$2fast, there is also a way to auto add these, Demo



Let's you overlay existing bib records in your ILS with your newly edited records from MarcEdit.

When you pull the data out of your ILS, in the Marc field there will be a match point, this might be different per ILS. In Sierra, the match point is the bib record #in the 907.

Once you make all of the desired edits, you need to bring that data back into the ILS, using that match point, but in some systems, this overlay needs to be in a different field, for Sierra it is a 949

These instructions are specific to Sierra and Innovative products. The marc fields may vary per ILS but the steps should be similar.

907 Overlay Command

Steps:

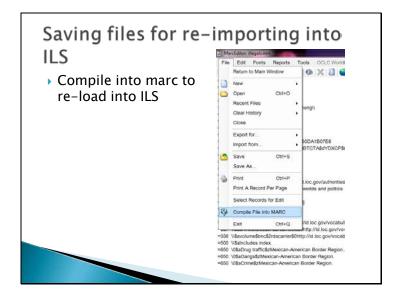
- 1. Add ";" to the end of subfield \$a in 907
- 2. Swap original data from 907 \$a into 949 \$a
- 3. Add "*ov=" to \$a in 949

Compile into marc, load into ILS

OVERLAY Command: *ov=.b ; ← start with * end with;

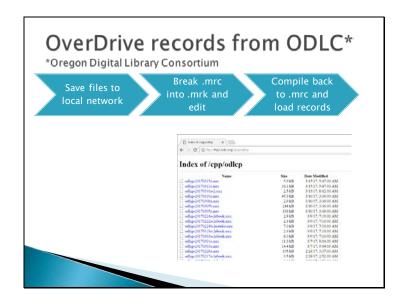


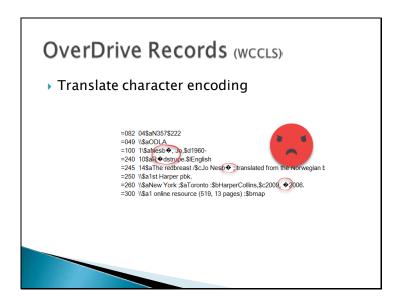
At WCCLS we use a similar workflow using the 001 and 035 fields and a specific load table to match records by their bib control number. This allows us to reload bibs after they've come back from our authority control vendor.



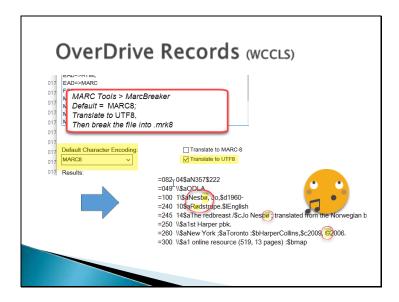
"Compiling" just means all the line breaks (that make the file readable by human eyes) are taken out. If you look at a .mrc file, it is one long continuous string of text.

What happens if you inadvertently remove the line breaks between two records from the .mrk file before you compile it back to .mrc? An odd mashup of those two records.





Occasionally there are records that contain symbols or diacritics that don't display correctly. This is most likely due to character encoding.



Extension is ".mrk8" when breaking and translating a file into UTF8.

OCLC will deliver records in UTF8 upon request or use MarcEdit to translate. ODLC's profile is probably set to deliver in MARC8.

WCCLS uses this feature to translate all of our name and subject heading authority records into UTF8 before loading. We learned the hard way we need to do this since our authority control vendor and LC deliver authority records in MARC8.



An example of our supertask that is run on all incoming Overdrive records. There is another super task for e-audiobooks that does the same things but adds a different text string in the GMD.

The highlighted task is displayed in more detail on the next slide.



A short list of the replacements done by this task list. This is the task described earlier in the presentation.

Records for SDLAC resources

Statewide Database Licensing Advisory Committee (SDLAC)

- Gale Virtual Reference Library;
- National Geographic Kids;
- LearningExpress Library

Using MarcEdit to preview a file and make global edits to records is faster than editing those records once they are loaded.

Use many of the same features of MarcEdit for these SDLAC records as for OverDrive: find/replace, add/delete fields, add/delete/replace subfields

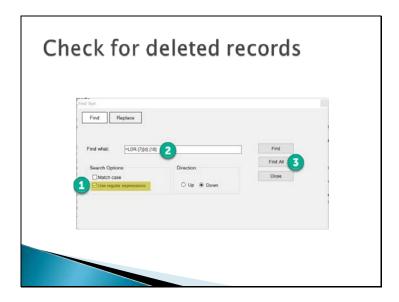
Lynda.com records

- MARCJoin
- ▶ Check for deleted records in the file
- Edit indicators
- ▶ Edit subfield data
- Swap field

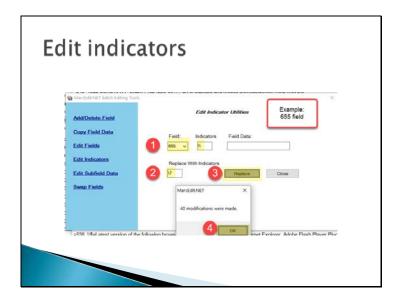
Files are delivered weekly; loaded monthly



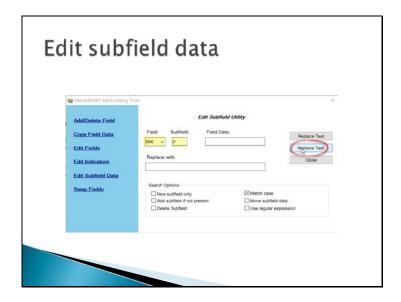
Watch file sizes and promote brain health with mental math to make sure you've joined all the files you intended. The small window makes it difficult to see if you haven't captured all the files you intend to join. (Another lesson from experience.)



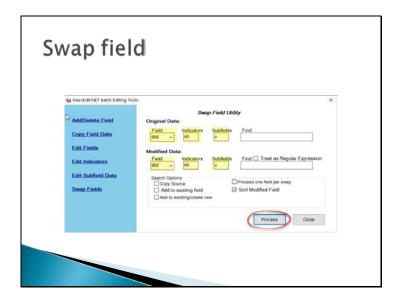
Can use regular expressions to locate particular codes in the fixed fields (record type or status, encoding level, etc.). Allows you to divide up your file by format (projected medium vs. language material) or by record encoding level (Elvl 3, 8, K, etc.). In this instance, I look for deleted records in each month's file so I can handle them separately from the new records.



These records come with 500, 505, and 655 tags that have incorrect indicators in one or both fields. I always know the record count in my file so I can confirm all the records had the affected field by checking the popup screen that gives a count of all the changes.



This image shows how to delete all 856\$z subfields. Can specify certain text strings in "Field Data" to narrow to certain 856 \$z to be deleted.



The downside of being "Washington County" – there are many others throughout the country. The vendor provided link info for Washington County, Minnesota.

In case we reformat these links in the future for Wa Co, Oregon I use swap field to preserve data from vendor supplied 856 links in a 902 tag.

In a separate task I add our own 856 \$u so we can use a preferred method for authentication. For tasks that must be run in a specific order, I can dictate that order in a saved task list.

Resources - MarcEdit

- MarcEdit Field Guide: http://marcedit.reeset.net/learning_marcedit/
- MarcEdit 101 Webinar Series: http://marcedit.reeset.net/marcedit-101-workshop

NOTE: MarcEdit is updated *frequently* - subscribe to the listserv or follow Terry Reese's blog to read update notes

- MarcEdit listserv: https://listserv.gmu.edu/cgi-bin/wa?SUBED1=marcedit-l&A=1
- MarcEdit Blog: http://blog.reeset.net/groups/marcedit

This is just to get you started...

Resources - Regular Expressions

- Regular Expressions in Practice webinar: http://uknowledge.uky.edu/libraries_present/157/
- Regular-Expressions.info online tutorials: http://www.regular-expressions.info/
- RegEx 101 online RegEx tester: https://regex101.com/
- Microsoft Regular Expression Quick Reference: https://msdn.microsoft.com/enus/library/az24scfc(v=vs.110).aspx

Thank you for coming! • Questions? • Evaluations

Demo of new Connexion plugin