



Aleph Cataloging Module

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AGENDA



- Kristen Northrup – ND State Library
- Elizabeth Madson – Fargo Public Library
- Jason DeShaw – Fargo Public Library
- Stacey Goldade – ND State Library
- Liz Mason Video – Bismarck State College Library
- Ellen Kotrba – Wrap-up

Kristen Northrup – ND State Library

- Needed a way to count how many barcodes had their barcode of 33105... on their items!
- Needed a way to transfer loan counts from withdrawn items or when a lost item is replaced

Collection	Titles	Items
ATLAS	576	594
AUDB	545	572
BRIT	177	225
CDDRI	100	100
COMP	281	306
DVDS	538	578
EAUD	75	75
EBOOK	253	253
EQUIP	3	4
FEDD	2,628	6,251
ILL	14,837	14,837
JFIC	2,442	2,495
KITS	6	6
LARG	9,123	9,181
MAIN	59,007	64,640
MAPC	10	14
NDRF	5,593	5,851
NEWB	346	352
OJFIC	244	245
ONFD	827	827
ONLD	24	24
ONSD	4,623	4,623
OOSZ	369	426
OVER	9,629	11,777
PERI	448	35,566
PICEL	564	923
REFE	1,603	5,626
SDFL	2,586	16,538
SDFP	2,583	6,852
SDML	961	1,430
SDMP	1,244	1,872
STAA	3,293	4,421
STAG	10,338	16,756
STAGC	2,820	3,632
STAHS	5	169
STAM	984	2,754
STAR	102	103
STASE	21	2,219
STASL	20	832
STDL	23,730	79,623
STDP	26,013	86,999
VIDE	364	495
Totals	189,935	391,066

42 rows selected.

Print Close Close All

Cust-01

Custom Report report showing how many titles and items are in a collection

Items Barcoded Count by Collection (cust-73)

Total Count

Collection	Count
-----	-----
ATLAS	594
AUDB	572
BRIT	225
CDDRI	100
COMP	306
DVDS	578
EAUD	75
EBOOK	253
EQUIP	4
FEDD	6251
ILL	14837
JFIC	2495
KITS	6
LARG	9181
MAIN	64640
MAPC	14
NDRF	5851
NEWB	352
OJFIC	245
ONFD	827
ONLD	24
ONSD	4623
OOSZ	426
OVER	11777
PERI	35566
PICEL	923
REFE	5626
SDFL	16538
SDFP	6852
SDML	1430
SDMP	1872
STAA	4421
STAG	16756
STAGC	3632
STAHS	169
STAM	2754
STAR	103
STASE	2219
STASL	832
STDLE	79623
STDP	86999

Print Close Close All

Cust-73 – Top half

Custom report showing how many **ITEMS** in a collection in top half

Totals	391066

Items Barcoded Count by Collection (cust-73)	

Prefix: 33105	
Prefix Count	

Collection	Count
-----	-----
ATLAS	594
AUDB	572
BRIT	225
CDDRI	100
COMP	306
DVDS	578
EQUIP	4
FEDD	6232
OFIC	2493
KITS	6
LARG	9181
MAIN	64553
MAPC	14
NDRF	5851
NEWB	352
OJFIC	245
OOSZ	426
OVER	11754
PERI	34839
PICEL	922
REFE	5396
SDET	16535
SDFP	6469
SDML	1430
SDMP	1872
STAA	4421
STAG	16695
STAGC	3632
STAH	169
STAM	410
STAR	103
STASE	2217
STASI	832
STDL	78688
STDP	85994
VIDE	495
-----	-----
Totals	364607

Cust-73 – Bottom half

Custom report showing how many **ITEMS** in a collection **with a barcode beginning with 33105** appears in bottom half

Update Item Loans Count (cust-38) - NDS50

* Output File

* Item Barcode

* New Loans Count

Runtime:

At: O'clock:

Library:

Print ID:

Report Language:

Submit

View History

Cancel

Help

☒ Add to History

☐ Online

Cust-38

Custom service that allows the resetting of the Item Loans Count. This is especially useful when a lost item is replaced and you want to maintain the original loan counts of the previous item

Elizabeth Madson – Fargo Public Library

Weeding – Cataloging Workflow – option 1

- Items – General Retrieval Form (ret-adm-01)
- Delete Item Records (item-11)
 - Input is the previous results from ret-adm-01
 - 035 was added to report format
 - Needed some tweaking to avoid deleting holding when another item is still in use

Weeding – Cataloging Workflow – option 2

- Delete Bibliographic Records (including ADM / HOL records (manage-33))
 - List of barcodes saved in notepad as .txt file
 - Use ODIN website to upload .txt file
 - Convert Barcode-to-BIB (manage-70)
 - Retrieve Catalog Records for capture of OCLC #'s
 - Run manage-33 to update database and complete deletion of records

Elizabeth Madson – Fargo Public Library

- VENDOR LOADER – custom created service
 - Local selector order form
 - Vendor website to download cart of MARC records as .mrc file to desktop
 - Use ODIN website to upload .mrc file
 - Aleph CIRC module to move .mrc file
 - Aleph CAT module to load .mrc file

Jason DeShaw – Fargo Public Library

manage-62 – Item Global Changes

- Designed to be used with Items > General Retrieval Form (ret-adm-01)
- Manage-62 uses results from ret-adm-01 as input
 - LP example – run Item retrieval (ret-adm-01) on sublibrary (NFGAD) and collection (LPFIC)
 - Change material type from BOOK to LRGPT

Jason DeShaw – Fargo Public Library

custom-40 – Lost Report

- Monthly suppression of lost items to Item Process Status "SO" which hides the item in the OPAC from the public view
 - Custom-40 was created to set Item Process Status for Billed Lost Loans
 - Add Item Process Status Filters for those items that should not be changed to "SO"
 - First, run as non-update Report only
 - If correct, then run as Update database
- Initially tried to use Items > General Retrieval Form and manage-62, but Lost is a CIRC status and we couldn't make it work. Also, we didn't want to suppress all statuses such as "Paid" or "ILL" or "Item Mix Up"

Copyright symbol in OCLC records

Tip from Stacey Goldade / ND State Library

- Some records in OCLC have the copyright symbol (C inside a circle)
 - It comes in incorrectly in Aleph
- Can change to lowercase c
- However, an RDA webinar from Minitex revealed a keyboard shortcut to type the symbol.
 - Using the number pad (the other number keys won't work) type ALT + 0169

Cross-Sets in Search to Find Cataloging Errors

-Tip from Stacey Goldade / ND State Library

- See document:

- Own search vs. sublibrary search

- If the totals aren't the same, you can identify problem records

Liz Mason video – Bismarck State College Library

Using & Writing OCLC Connexion Macros

- 2 ways to create macros
 - Recording keystrokes
 - Create command file
- Consider sending any macros you create to the ODIN-CAT@LISTSERV.NODAK.EDU list so all may benefit

Questions via email for Catalogers

- **how are other libraries tracking output?** Background: Our library has been using quotas of items completed per month (manually) and are thinking of switching to a focus on average time to complete cataloging instead.

OPEN DISCUSSION



