

Aleph Cataloging Module

Moderator: Ellen Kotrba / ODIN / 777-4865 ellen.kotrba@ndus.edu

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

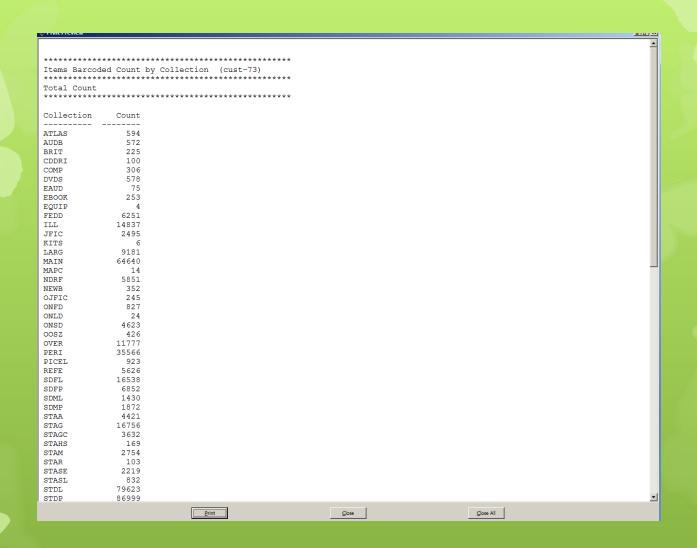
Kristen Northrup – ND State Library

- 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- Needed a way to transfer loan counts from withdrawn items or when a lost item is replaced

Llection Titles Items
LAS 576 594 DB 545 572 LT 177 225 DRI 100 100 MP 281 306 DS 538 578 JD 75 75 OK 253 253 JIP 3 4 DD 2,628 6,251 L 14,837 14,837 LC 2,442 2,495 DS 6 6
LAS 576 594 DB 545 572 LT 177 225 DRI 100 100 MP 281 306 DS 538 578 JD 75 75 OK 253 253 JIP 3 4 DD 2,628 6,251 L 14,837 14,837 LC 2,442 2,495 DS 6 6
TAS 576 594 DB 545 572 TT 177 225 DRI 100 100 MP 281 306 DS 538 578 DD 75 75 DOK 253 253 JIP 3 4 DD 2,628 6,251 L 14,837 14,837 LC 2,442 2,495 DS 6 6
DB 545 572 TT 177 225 DRI 100 100 MP 281 306 DS 538 578 JD 75 75 DOK 253 253 JIP 3 4 DD 2,628 6,251 L 14,837 14,837 LC 2,442 2,495 DS 6 6
TT 177 225 DRI 100 100 MP 281 306 DS 538 578 DD 75 75 DOK 253 253 JIP 3 4 DD 2,628 6,251 L 14,837 14,837 LC 2,442 2,495 DS 6 6
DRI 100 100 AP 281 306 DS 538 578 JD 75 75 DOK 253 253 JJIP 3 4 DD 2,628 6,251 L 14,837 14,837 IC 2,442 2,495 DS 6 6
MP 281 306 DS 538 578 DD 75 75 DOK 253 253 DIP 3 4 DD 2,628 6,251 L 14,837 14,837 LC 2,442 2,495 DS 6 6
DS 538 578 DD 75 75 DOK 253 253 JIP 3 4 DD 2,628 6,251 L 14,837 14,837 LC 2,442 2,495 DS 6 6
JD 75 75 OK 253 253 JIP 3 4 OD 2,628 6,251 L 14,837 14,837 IC 2,442 2,495 PS 6 6
DOK 253 253 JIP 3 4 DD 2,628 6,251 L 14,837 14,837 IC 2,442 2,495 IS 6 6
JIP 3 4 DD 2,628 6,251 L 14,837 14,837 LC 2,442 2,495 TS 6 6
DD 2,628 6,251 L 14,837 14,837 IC 2,442 2,495 PS 6 6
14,837 14,837 IC 2,442 2,495 IS 6 6
rs 6 6
rs 6 6
7G 9,143 9,181
IN 59,007 64,640
PC 10 14
RF 5,593 5,851
NB 346 352
FIC 244 245
FD 827 827
D 24 24
5D 4,623 4,623
369 426
ER 9,629 11,777
RI 448 35,566
CEL 564 923
FE 1,603 5,626
FL 2,586 16,538
FP 2,583 6,852
4L 961 1,430
MP 1,244 1,872
AA 3,293 4,421
AG 10,338 16,756
AGC 2,820 3,632
AHS 5 169
AM 984 2,754
AR 102 103
ASE 21 2,219
ASL 20 832
DL 23,730 79,623
DP 26,013 86,999
DE 364 495
tals 189,935 391,066
rows selected.
Print Slose Slose All

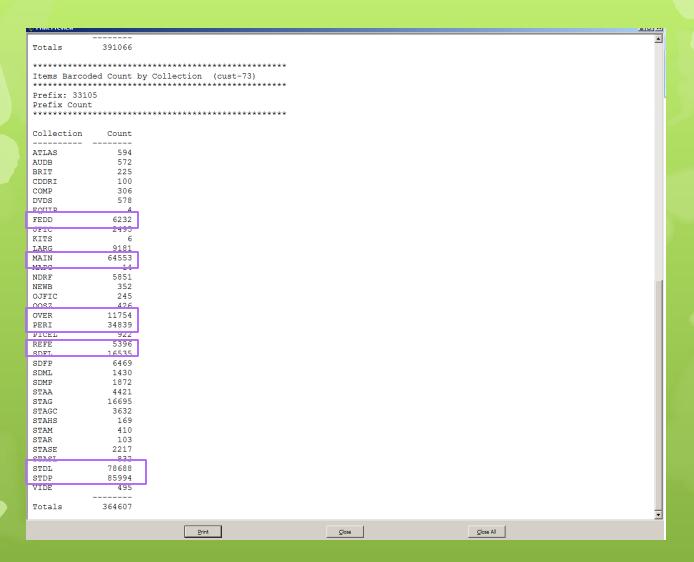
Cust-01

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



Cust-73 – Top half

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



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 Co	ount (cust-38) - NDS50	X
* Output File		Su <u>b</u> mit
* Item Barcode		<u>V</u> iew History
* New Loans Count		Cancel
		<u>H</u> elp
Runtime:	Today	Add to History
At:	O'clock:	Online
Library:	NDS50	
Print ID:		
Report Language:		

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 <u>ODIN-</u> <u>CAT@LISTSERV.NODAK.EDU</u> list so all may benefit

Questions via email for Catalogers

O 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



