

URL Checker – Directions

It's all about a sequence of reports to run.

STEP ONE – Run ret-03 (In Cataloging)

Log into the Aleph Cataloging Client

Click Services, then Retrieve Catalog Records, then Retrieve Records using CCL (ret-03).

A **ret-03** service window will pop up.

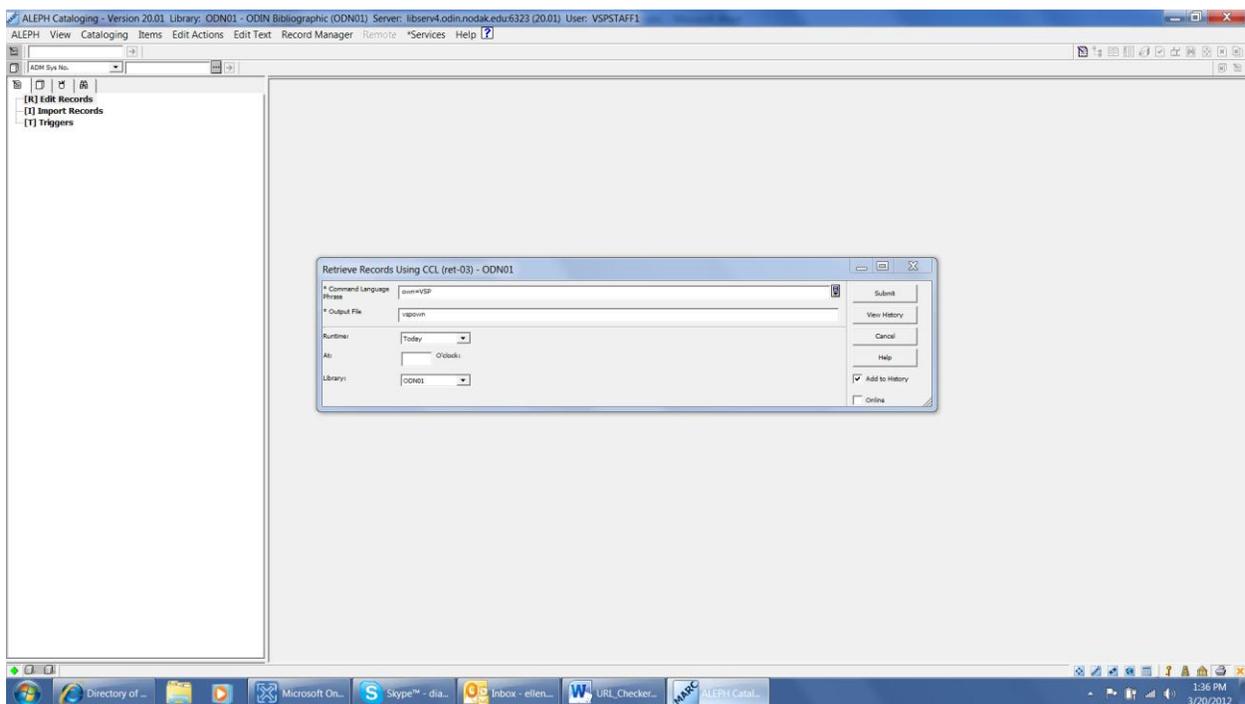
In Command Language Phrase, use own=[LibraryCode] (ex. own=VSP)

and an output filename of [LibraryCode]own (ex. vspown)

Make sure “Add to History” is checked

Click Submit

This service will produce an output file of all of your records. File will be in alephe/scratch which you cannot see!



Check the Cataloging Task Manager, Batch Log node to see when the service has finished. You'll see Success in the status column when it has finished. The service runs fast.

STEP TWO – Run ret-01 (in Cataloging)

Use the output from ret-03 in ret-01 to find records with 856## \$\$u tag

Click Services, then Retrieve Catalog Records, then Retrieve Catalog Records (ret-01).

A **ret-01** service window will pop up.

In Input File, use [LibraryCode]own (ex. vspown)

In Output File, use [LibraryCode]own_856_[Date] (ex. vspown_856_20mar2012)

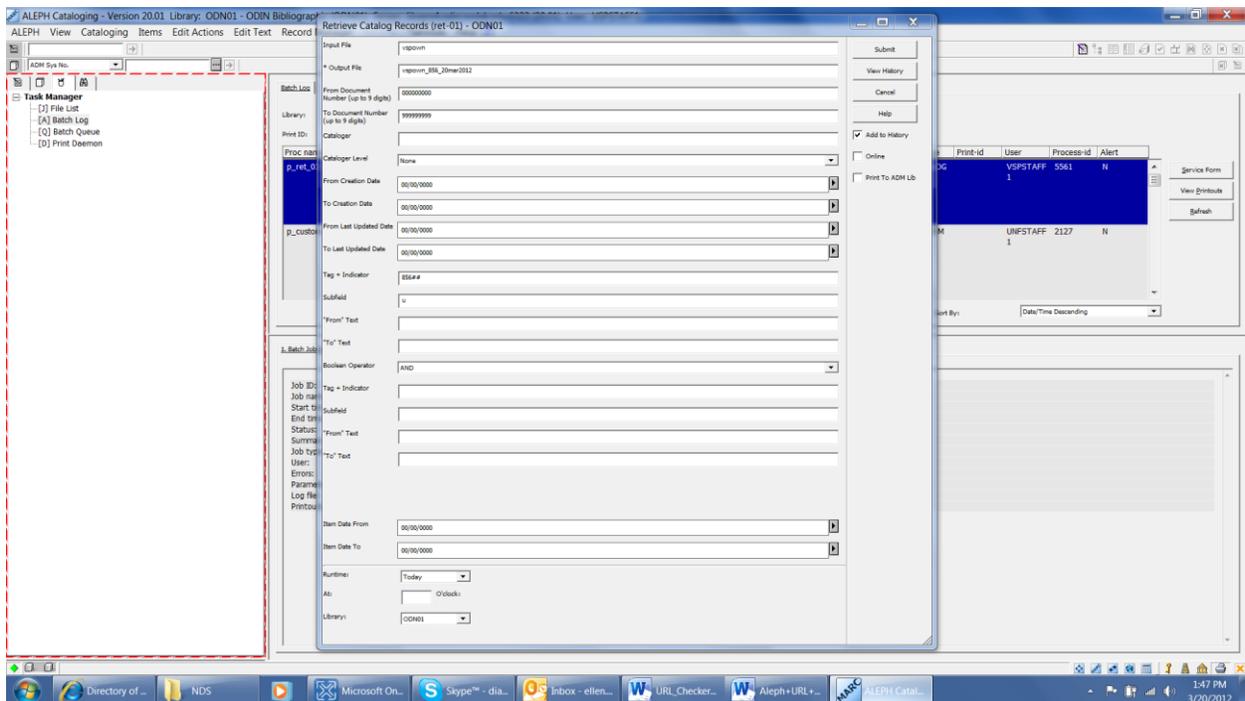
In Tag, use 856##

In Subfield, use u

Make sure “Add to History” is checked

Click Submit

This service will produce an output file of your records with an 856## \$\$u tag. File will be in aleph/scratch which you cannot see!



Check the Cataloging Task Manager, Batch Log node to see when the service has finished. You'll see Success in the status column when it has finished. The service runs longer.

STEP THREE – Run print-03 (in Cataloging)

Use the output from ret-01 in print-03

Click Services, then Retrieve Catalog Records, then Download Machine Readable Records (print-03).

A **print-03** service window will pop up.

In Input File, use [LibraryCode]own_856_[Date] (ex. vspown_856_20mar2012)

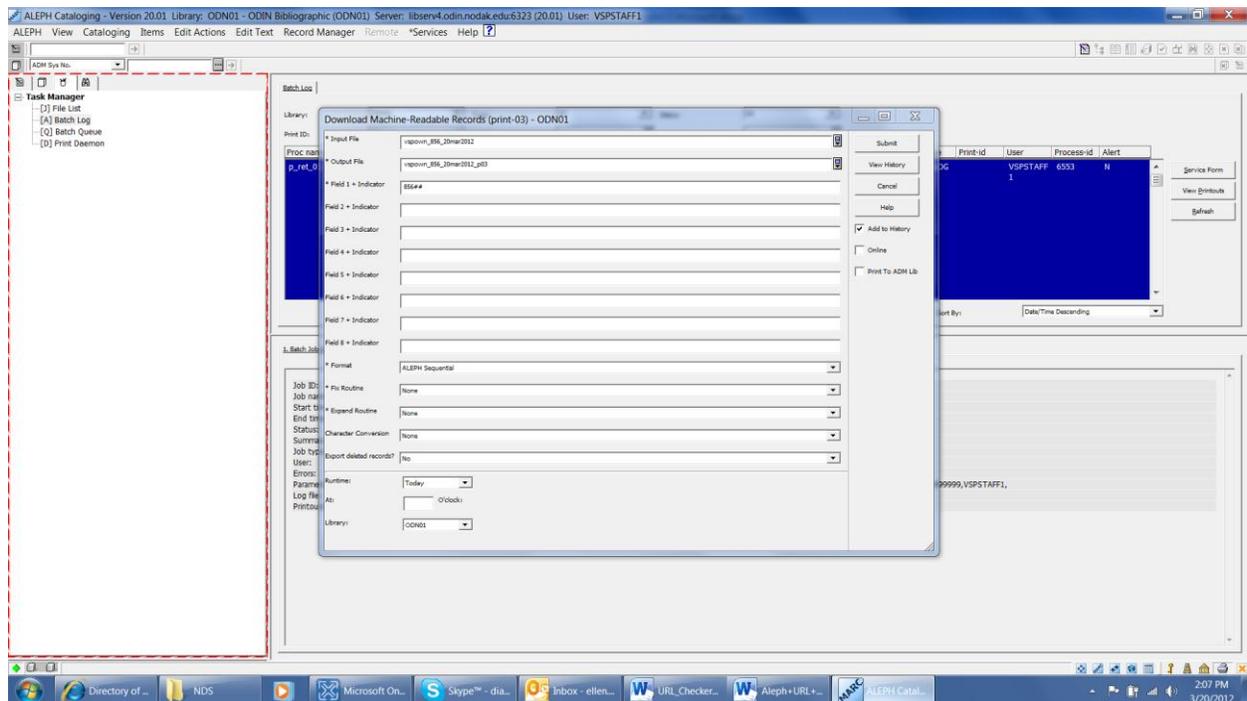
In Output File, use [LibraryCode]own_856_[Date]_p03 (ex. vspown_856_20mar2012_p03)

In Field1, use 856##

Make sure “Add to History” is checked

Click Submit

This service will produce a print file of your records with an 856## \$\$u tag. File will be in odn01/scratch which you cannot see!



Check the Cataloging Task Manager, Batch Log node to see when the service has finished. You'll see Success in the status column when it has finished. The service runs fast.

STEP FOUR – Run print-11 (in Cataloging)

Use the output from print-03 in print-11

Click Services, then Retrieve Catalog Records, then URL Check (print-11).

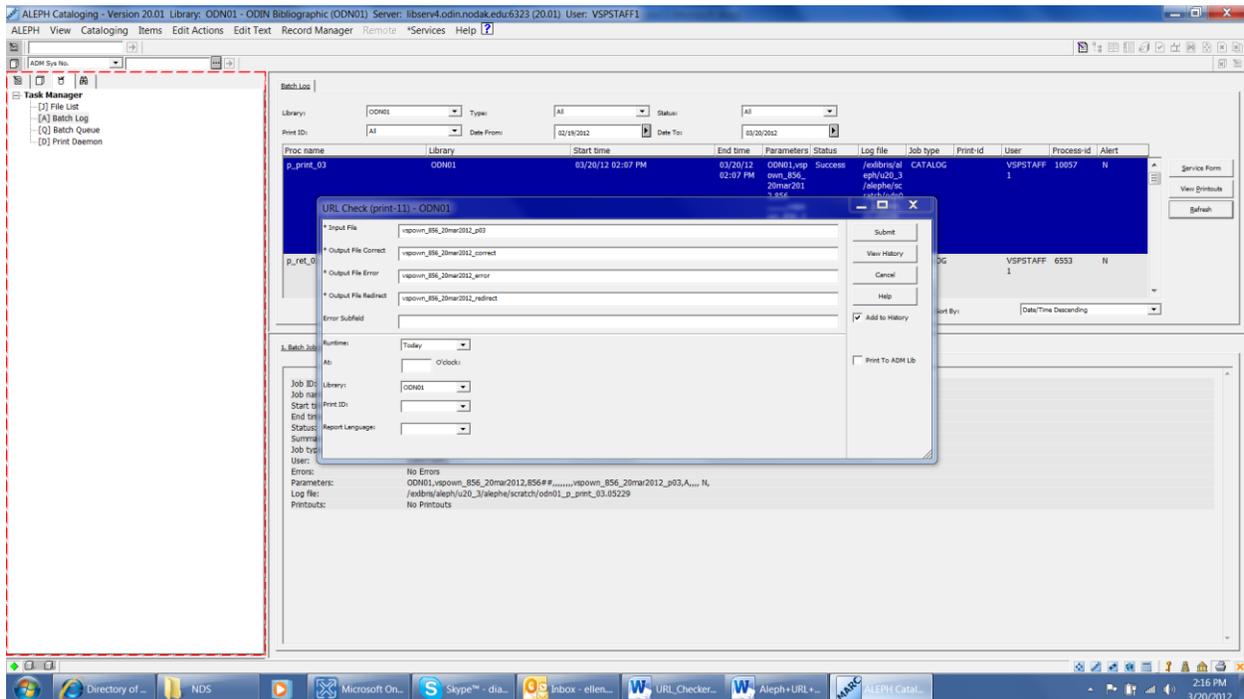
A **print-11** service window will pop up.

In Input File, use [LibraryCode]own_856_[Date]_p03 (ex. vspown_856_20mar2012_p03)
In Output File Correct, use [LibraryCode]own_856_[Date]_correct (ex. vspown_856_20mar2012_correct)
In Output File Error, use [LibraryCode]own_856_[Date]_error (ex. vspown_856_20mar2012_error)
In out File Redirect, use [LibraryCode]own_856_[Date]_redirect (ex. vspown_856_20mar2012_redirect)

Make sure “Add to History” is checked

Click Submit

This service will produce a three output files – even if you don’t want the files you need to put filenames in. File will be in odn01/scratch which you cannot see!



Check the Cataloging Task Manager, Batch Log node to see when the service has finished. You’ll see Success in the status column when it has finished. The service runs longer.

