Thank you for joining us!
We will begin at 1:00 PM Eastern Daylight Time

Attendees are in listen-only mode

AskQC@oclc.org (Ask Quality Control) is the longstanding email address to which catalogers can send questions to OCLC Metadata Quality staff about cataloging policies, standards, and practices.
Here is us getting ready for today
Virtual AskQC Office Hours
Processing Change Requests

OCLC Metadata Quality
On the call today

Charlene Morrison
Database Specialist II

Shanna Griffith
Database Specialist II
On the call today

Robin Six
Database Specialist II

Laura Ramsey
Section Manager, WorldCat Metadata Quality

Jay Weitz
Senior Consulting Database Specialist

Robert Bremer
Senior Consulting Database Specialist

Nathan Putnam
Director, Metadata Quality
PROCESSING CHANGE REQUESTS
Bibliographic change requests

- BCR Inbox
- WorldCat Metadata Quality staff monitor each day
- Workflow
  - Duplicates filed by format
  - FIFO processing
  - Resolution time frames may vary
- Staff do NOT have items in hand
- Scripts/Macros
Bibliographic duplicate requests

- All duplicates filed by format
- FIFO processing
- Manual merging by format specialists
  - Items are not in hand
  - BFAS Chapter 4, When to input a new record
- Automated merging by DDR and macros
- Staff do NOT have items in hand
Authority change requests

• AuthFile Inbox
• WorldCat Metadata Quality staff monitor each day
• Workflow
  – FIFO processing
  – NARs and SARs (non-NACO libraries)
  – Resolution time frames may vary
• Scripts/Macros
Authority duplicate requests

• OCLC cannot merge these
• Sent to Library of Congress
  – member libraries who are not NACO
• Processed in normal AuthFile request workflow
Reporting errors

• BFAS Chapter 5 (under revision)
• Email:
  – Bibliographic change requests: bibchange@oclc.org
  – Authority change requests: authfile@oclc.org
  – Cataloging advice or policy questions: askqc@oclc.org
• Connexion Client & Record Manager
• Online form
  – https://oc.lc/recordquality
In OCLC Connexion, navigating to the 'Action' menu and selecting 'Holdings' can help you better manage your library's catalog. If you need to report an error, selecting 'Report Error...' will open a window where you can fill in details about the issue. This window includes fields for the OCLC Symbol, User Name, E-Mail, and a space to describe the problem. Additionally, there's an option to check 'Send a copy of the e-mail message to me.' which can be helpful for tracking. Enter your details and describe the error, then click 'Report Error' to submit your report.
OCLC Number (for WorldCat records) or ARN (for Authority records)

[OCN or ARN]

Located in upper left corner of record, or in field 001. Enter none if listing more than one number below.

Record format

Books

Desired change, addition, comment, question, or issue (you may use this form to report more than one issue).

[Description of change requested]

Enter record numbers for duplicates in the boxes below.
REQUESTS BY THE NUMBERS
FY18 monthly merge requests

As of 2018 February
Backlog of duplicate requests

As of 2018 February

- Book: 16,873
- Non-Book: 7,146
Backlog of non-book duplicate requests

- Visual: 99
- Sound Recordings: 2602
- Continuing Resources: 2294
- Scores: 1955
- Mixed: 5
- Maps: 29
- Integrating Resources: 128
- Computer files: 34

As of 2018 February
Questions about change requests?

Please submit questions through chat
Any general questions?

Please submit questions through chat
Thank you!

Send cataloging policy questions at anytime to: askqc@oclc.org

Next Virtual AskQC Office Hours:
Wednesday, April 25, 2018
1:00 PM Eastern Daylight Time

Topic: URLs in a shared cataloging environment