Set WorldCat holdings on bibliographic records

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Discover how to set WorldCat holdings on bibliographic records from the Text view editor in WorldShare Record Manager.

Overview

When you set a WorldCat holding on a Text View WorldCat bibliographic record, you are adding your library's OCLC institution symbol to a WorldCat bibliographic record and specifying that you own an item that is represented by the record. After setting a WorldCat holding, other users can see on WorldCat that the item is in your collection.

Set WorldCat holdings for a Text View WorldCat bibliographic record so that you can:

• Maintain your WorldCat holdings in WorldCat and archive records at OCLC
• Associate the record with your library; for example, because you have added the record to a local catalog

Set a WorldCat holding on a Text View bibliographic record

1. From the Text View editor, click Record.
2. From the Record drop-down menu, select Set from the WorldCat Holding flyout menu. The system sets a WorldCat holding on the record.
3. (Optional). Validate the record. After the record has been validated, your institution's OCLC symbol is associated with the record and appears at the top of the record.