Link CONTENTdm data to bibliographic records in WorldCat

Learn how to link CONTENTdm data to bibliographic records in WorldCat using the single-item or serials workflow. There are two workflows to link CONTENTdm data to bibliographic records in WorldCat:

1. **Single-item workflow**
2. **Serials workflow**

Preservation archive users have a one-time set-up and ingest steps. See [For preservation archive users](#).

**Single-item workflow**

1. Add the items/objects to a CONTENTdm collection using either the [Project Client](#) or [CONTENTdm Administration](#) Web Add.
   - See [Project Client, Add items and objects](#).
   - See [CONTENTdm Administration, Add items](#).
2. Approve and index the collection.
3. Set up a profile for the collection in the [Digital Collection Gateway](#).
   - The Gateway will synchronize records from your CONTENTdm collection to create WorldCat records with viewonline links back to CONTENTdm.
   - See [Digital Collection Gateway](#) for information on setting up a profile.

**Serials workflow**

1. Set up the OCLC number search in CONTENTdm. For each collection that contains content linked from WorldCat bibliographic records, set up the OCLC number metadata field:
   1. From **collections** tab in the CONTENTdm Administration, select **fields**.
   2. Select the desired collection from the **Current collection** dropdown menu and click **change**.
   3. Under the **Administrative Fields** section, select **edit** on the **OCLC number** field.
- **Required:** Ensure the **Searchable** option is set to **Yes**.
- **Recommended:** Set the **DC map to Identifier** to benefit cross collection search.
- **Optional:** Set the **Hidden** option to **No**. This will display the OCLC number in the item’s metadata view in the end-user interface.

4. Click **save changes** and then Index the collection.

2. Add search link in WorldCat.
   - In the WorldCat bibliographic record for your series, ensure the 856 field’s $u is set up with a search query URL to CONTENTdm. See [Entering viewonline links in WorldCat for serials](https://help.oclc.org/Metadata_Services/CONTENTdm/Site_management/LinkCONTENTdm_data_to_bibliograph...).
   - Note the OCLC number of the record.

3. Add items to CONTENTdm.
   - If using the Project Client, add the noted OCLC number to the OCLC number metadata field of the item.
   - If using CONTENTdm Administration Web Add, add the item first, then **edit** the item in the Approval Queue where you can add the noted OCLC number.

4. Approve and Index the collection.

**Entering viewonline links in WorldCat for serials**

Enter your base URL, Collection Alias, and the OCLC Number into the URL:
https://[YOUR-BASE-URL]/digital/collection/[COLLECTIONALIAS]/search/searchterm/[OCLCNUMBER]/field/dmoclcno

- Example: https://library.oclc.org/digital/collection/p15003coll10/search/searchterm/39271152/field/dmoclcno

**For preservation archive users**

To store digital originals in the preservation archive, see [CONTENTdm Preservation Archive](https://help.oclc.org/Metadata_Services/CONTENTdm/Site_management/Link_CONTENTdm_data_to_bibliographic) for more information.

- See [Prepare content for submission to the preservation archive using CONTENTdm](https://help.oclc.org/Metadata_Services/CONTENTdm/Site_management/Link_CONTENTdm_data_to_bibliographic) for the one-time setup for each collection.
- See [Packaging and shipping your content to the preservation archive](https://help.oclc.org/Metadata_Services/CONTENTdm/Site_management/Link_CONTENTdm_data_to_bibliographic) for the ongoing workflow.

For additional questions or assistance with CONTENTdm, Digital Collection Gateway, or the OCLC Preservation Archive, contact OCLC Support.