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](https://help.oclc.org/Metadata_Services/CONTENTdm/Site_management/Link_CONTENTdm_data_to_bibliographic_records/).

### 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](https://help.oclc.org/Metadata_Services/CONTENTdm/Site_management/Project.Client/).
   - See [CONTENTdm Administration, Add items](https://help.oclc.org/Metadata_Services/CONTENTdm/Site_management/CONTENTdm.Administration/Web.Add).
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 view online links back to CONTENTdm.
   - See [Digital Collection Gateway](https://help.oclc.org/Metadata_Services/CONTENTdm/Site_management/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/Link.ContentTypedm_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/dmoclcn

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

**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/LinkCONTENTdm_data_to_bibliographies) for more information.

- See [Prepare content for submission to the preservation archive using CONTENTdm](https://help.oclc.org/Metadata_Services/CONTENTdm/Site_management/LinkCONTENTdm_data_to_bibliographies) 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/LinkCONTENTdm_data_to_bibliographies) for the ongoing workflow.

For additional questions or assistance with CONTENTdm, Digital Collection Gateway, or the [OCLC Preservation Archive](https://help.oclc.org/Metadata_Services/CONTENTdm/Site_management/LinkCONTENTdm_data_to_bibliographies), contact [OCLC Support](https://help.oclc.org/Metadata_Services/CONTENTdm/Site_management/LinkCONTENTdm_data_to_bibliographies).