Add e-resource collections in Collection Manager

Last updated: Tue, 04 Aug 2020 20:02:36 GMT

Find information about adding e-resource collections and database-only collections.

Add e-resource collections

See Choose a method to add or create a knowledge base collection.

Add database-only collections

Database-only collections are used primarily by WorldShare Acquisitions and WorldShare License Manager libraries when they need to acquire collections or associate licenses with collections that do not have a defined list of titles. For example, a library might create a database-only collection for the Oxford English Dictionary website. Doing so would allow them to:

- Create an order in Acquisitions
- Create an entry in their WorldCat Discovery A to Z list

Note: A database-only collection can be converted in the future to a knowledge base collection so the content of the collection can be managed at the title level.

To create a database-only collection:

1. Sign in to the WorldShare interface: https://yourlibrary.share.worldcat.org/wms
2. Navigate to Metadata > Collection Manager (Collection Manager is also available in the Licenses tab).
3. Click Create a Collection and choose Knowledge base collection from the drop-down list.
4. Enter the Collection Name (This might be the database name).
5. Click Create. You will remain on the screen but a Titles accordion will appear.
6. Expand the Titles accordion.
7. Rather than using the settings to add a title, click Mark collection as database-only (no titles).
8. Click Save.