Policies for replacing WorldCat records

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Course description

This recorded course will help learners gain a working knowledge of the rules and procedures for editing and replacing master records in WorldCat. This course will also cover how to find appropriate resources and detailed information about upgrading records enabling learners to improve the quality of records in WorldCat.

This course is intended for staff at OCLC member libraries that have sufficient knowledge of cataloging rules to contribute quality metadata to WorldCat. This course will be of particular benefit to catalogers who are spending time doing quality control editing at the local level.

View a recorded session

View a recorded session (53 minutes)

Course handouts

Class handout - Policies for replacing WorldCat records

Knowledge check - Policies for replacing WorldCat records

Request closed captioning

Closed captioning is available in the US upon request with 5 business days' notice. To request closed captioning for a training session, please contact us at training@oclc.org.

Cancellation policy

In the event of low attendance, OCLC may cancel a training session. In this situation, registrants will be notified by email in advance of the session.