Use this setup worksheet to record your settings in Connexion browser and transfer them to WorldShare Record Manager.
Use this setup worksheet to record your settings in Connexion browser and transfer them to Record Manager. Any settings that are not on this worksheet are not applicable or have only one option in Record Manager.

**Exporting records**

**Connexion browser**
1. Sign in to Connexion browser.
2. Click the **General** tab.
3. Click the **Admin** button.
4. Click **Export** options.

**Record Manager**
1. Sign in to WorldShare and open Record Manager.
2. In the left navigation, click **Export and Label Print Lists**.
3. From the Export List tab on the Export and Label Print Lists screen, click the **name** of a list to open it.

**Export destination**

- Export to a File
- Export to a TCP/IP Connection
Export destination ____________________________________________

Export format

Record Manager

1. Sign in to WorldShare and open Record Manager.
2. In the left navigation, click User Preferences.
3. From the Preferences screen, click Exporting - Bibliographic Records to set your export preferences.

https://help.oclc.org/Metadata_Services/WorldShare_Record_Manager/Reference/Record_Manager_setup_works...
**General Export Preferences**

<table>
<thead>
<tr>
<th>Format</th>
<th>MARC 21 with MARC-8</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Exclude Data</strong></td>
<td></td>
</tr>
<tr>
<td>MARC 21 with UTF-8 Unicode</td>
<td></td>
</tr>
<tr>
<td>MARCXML with UTF-8 Unicode</td>
<td></td>
</tr>
<tr>
<td>MARC 21 with MARC-8 and LHR</td>
<td></td>
</tr>
<tr>
<td>MARC 21 with UTF-8 Unicode and LHR</td>
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<tr>
<td>MARCXML with UTF-8 Unicode and LHR</td>
<td></td>
</tr>
<tr>
<td>Dublin Core Simple with UTF-8 Unicode</td>
<td></td>
</tr>
<tr>
<td>Dublin Core Qualified with UTF-8 Unicode</td>
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<tr>
<td>OCLC Dublin Core Simple with UTF-8 Unicode</td>
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<td>OCLC Dublin Core Qualified with UTF-8 Unicode</td>
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<tr>
<td>MODS with UTF-8 Unicode</td>
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</tr>
</tbody>
</table>

**Fields to delete/exclude data**

Enter field tags to delete in exported record. Separate tags with a comma or use a hyphen to show ranges. (e.g. 920, 239-999)

**Bibliographic Record:**

**Authority Record:**
**General Export Preferences**

- **Format**: MARC 21 with MARC-8

**Exclude Data**

<table>
<thead>
<tr>
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<th>Ind 1</th>
<th>Ind 2</th>
<th>Subfields</th>
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<td>a</td>
</tr>
<tr>
<td>245</td>
<td>1</td>
<td>0</td>
<td>b</td>
</tr>
</tbody>
</table>

**TCP/IP connection options**

- **TCP/IP Connection Options**
  - **Host Name**: Required
  - **Port Number**: Required
TCP/IP Export Preferences

TCP/IP

Host Name

Port Number

Authentication
None ▼

Host name ________________________________________________

Port number ________________________________________________

TCP/IP local system user information

TCP/IP TLocal System User Information

☐ Send Logon ID
Logon ID: ________________________________

Password: ••••••••

☐ Send User ID
User ID: ________________________________
Logon ID ___________________________  User
ID ___________________________
Password ___________________________