Use this setup worksheet to record your settings in Connexion browser and transfer them to WorldShare 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 Lists**.
3. From the Export Lists screen, click the **name** of a list to open it.

**Export destination**

![Export Destination](https://help.oclc.org/Metadata_Services/WorldShare_Record_Manager/Reference/Record_Manager_setup_worksheet.png)
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.
### General Export Preferences

**Reset Form**

#### Format

- MARC 21 with MARC-8
- MARC 21 with MARC-8

#### Exclude Data

- MARC 21 with UTF-8 Unicode
- MARCXML with UTF-8 Unicode
- MARC 21 with MARC-8 and LHR
- MARC 21 with UTF-8 Unicode and LHR
- MARCXML with UTF-8 Unicode and LHR
- Dublin Core Simple with UTF-8 Unicode
- Dublin Core Qualified with UTF-8 Unicode
- OCLC Dublin Core Simple with UTF-8 Unicode
- OCLC Dublin Core Qualified with UTF-8 Unicode
- MODS with UTF-8 Unicode

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**Export format**

**Fields to delete/exclude data**

**Fields To Delete On Export**

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

Reset Form

Format
MARC 21 with MARC-8

Exclude Data

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

Reset Form

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: ________________________________
TCP/IP

Host Name

Port Number

Authentication
- Login ID
- None

ID
- Login ID
- User ID

Password

Mask Password

Logon ID ___________________________ User
ID _____________________________
Password ___________________________