Record Manager setup worksheet for Connexion browser users

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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 Lists.
3. From the Export Lists screen, click the name of a list to open it.

Export destination

- Export to a File
- Export to a TCP/IP Connection
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.

Export destination

Export format

Flagged Bibliographic Record Export Format

- None - Prompt to select format at time of export
- MARC
- Dublin Core HTML
- Dublin Core RDF
### General Export Preferences

- **Format**: 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**

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**Fields to delete/exclude data**

![Fields To Delete On Export](https://help.oclc.org/Metadata_Services/WorldShare_Record_Manager/Reference/Record_Manager_setup_works...)
TCP/IP connection options

TCP/IP Connection Options

<table>
<thead>
<tr>
<th>Host Name:</th>
<th>Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>Port Number:</td>
<td>Required</td>
</tr>
</tbody>
</table>

Bibliographic record

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TCP/IP connection options
TCP/IP Export Preferences

Reset Form

TCP/IP

Host Name

Port Number

Authentication

None

Host name ____________________________

Port number ____________________________

TCP/IP local system user information

Send Logon ID

Logon ID:

Password: ••••••••

Send User ID

User ID:

https://help.oclc.org/Metadata_Services/WorldShare_Record_Manager/Reference/Record_Manager_setup_works...