

Field 599 New Title and Auth Processing Macro

Oct. 1, 2007

Summary:

599 field will continue to be used for flagging newly acquired titles for “new titles” services available via the WebOPAC. 599 99 |a new |d [today’s date]

599 field will also be used for flagging all created and modified records to be included in the authority processing by MARCIVE. 599 99 |a auth |d [today’s date]

More information on Marcive authority processing is available from CADM’s website:

<https://www.library.nd.edu/dadm/cadm/procedures/index.shtml>

For new print and microform titles - when cataloging is completed, use 599 combo, activation key Win + N, to flag new title for both new title services and authority processing.

599 99 |a new |d [today’s date]

599 99 |a auth |d [today’s date]

For new electronic titles - when electronic access is activated, use 599 99 |a new |d [today’s date], activation key Win + N (delete second 599 field with subfield \$a auth), to flag new title for new title services only.

When cataloging is completed, add 599 99 |a auth |d [today’s date], activation key Win + A, to flag new title for authority processing only.

For all title changes - when cataloging is completed, use macro 599 99 |a auth |d [today’s date], activation key Win + A, to flag new title for authority processing only.

For all overlaid records – check 1XX, 4XX, 6XX,7XX and 8XX fields to make sure these heading haven’t changed. If these headings have changed, check all access fields above (Ctrl + F3) against NDU10 to see if these headings already have authority records. Add 599 99 |a auth |d [today’s date], activation key Win +A, only if you have any headings that are not yet established in the authority file NDU10. If overlaid record already has 599 99 |a auth |d [today’s date], you may replace old authority date with new date in order to flag the record for extraction at the appropriate time for authority processing.

For all retrospective cataloging titles - apply 599 99 |a auth |d [today’s date], activation of Win +A, to flag the title for authority processing only.