

Welcome!

RSA Database Committee Meeting

Friday, May 19, 2023

We will begin at 9:30 am.

All attendees are muted, but you should hear music while you wait.

Please type in the text chat if you need technical assistance.

Let's introduce ourselves!

Please type in the chat:

- Your name
- Your library



Image credit: <http://clipart-library.com/clipart/960368.htm>

Poll #1

Spring trivia!

What beautiful and brightly colored flower can you add to a spring salad because its petals are edible?



Image credit: <http://clipart-library.com/clipart/106635.htm>

The daisy!



Image credit: <https://flowersbyemil.com/brooklyn-flowers-by-emil/colorful-gerbera-daisy-bouquet.html>

Meeting “Housekeeping”

- Make sure your microphone is muted. You were automatically muted when you joined the meeting.
- Video is encouraged but optional.
- Enter questions in the chat window.
- If you prefer to ask your question verbally, unmute and ask to chime in.
- To turn on closed captioning, click the Live Transcript button on the Zoom toolbar and click “Show Subtitle.” This option may also be in the “More” menu on the Zoom toolbar.
- This meeting will be recorded, notes will be taken, and these slides will be available. Watch the RSA listserv for an announcement.

RAILS Cataloging Services Update

Nincy George, Cataloging Services Manager
630.734.5128

nincy.george@railslibraries.org

Cataloging Training:

<https://railslibraries.org/catalogs/training>

World Language Cataloging Services:

<https://railslibraries.org/catalogs/cataloging-services>

Cataloging Maintenance Center (CMC) Update

Dr. Pamela Thomas, Bibliographic Grant Manager
217.318.5364

pthomas@illinoisheartland.org

Overview:

<https://www.illinoisheartland.org/services/cmc>

Online with the CMC Webinars:

<https://www.illinoisheartland.org/services/cmc/webinar>

CMC Multi-Week Cataloging Courses:

<https://www.illinoisheartland.org/services/cmc/multi-week-courses>

RSA Support Site Update

Tony Hahn,
RSA Member Services
User Experience Coordinator
tony.hahn@railslibraries.org
1-866-940-4083

Visit the new RSA support site: <https://support.librariesofrsa.org/>

Mends Examples Looking for a New Home!

Roxy Klassen, Circulation Manager at Morton Public Library District, is retiring!

She is offering her box of books and notes that she uses for her mending workshop. The box is the size of a copy paper box.

Anyone interested?

Please contact Patty at patty.kweram@railslibraries.org or 1-866-940-4083.

Looking for mending videos?

Check out Roxy's videos on the Morton PLD Youtube: <https://rb.gy/yzcr4>

Future of the RSA Database Committee

- Starting July 1, 2024, RSA will be independent from RAILS, have new Bylaws, and will be reorganized as an Illinois Intergovernmental Instrumentality (III).
- The RSA Board of Directors will be subject to the Open Meetings Act (OMA).
- The Database Committee will not be a governing group to avoid being subject to the OMA requirement of 72 in-person participating libraries to reach a quorum. The quorum is necessary because it allows the meeting to be held.
- The Database Committee will likely become an advisory group, recommending policies to the RSA Board for approval. The RSA Users Group will no longer have governing authority when RSA becomes a III.

Future of the RSA Database Committee

What would **you** like the scope of this group to be?

- Cataloging?
- Technical Services?
- Both?

Should we rename this group? Advisory group?

Would **you** be interested in an RSA cataloging / technical services email list?

Would **you** be interested in mentoring with a cataloging or technical services staff member at another library?

Future of the RSA Database Committee

- What would **you** like these meetings to include?
 - Information sharing? RSA Cataloging Update?
 - Networking?
 - Training?
 - Discussion of policies, procedures, and best practices?
 - Library cataloging spotlight?
 - Professional development?
 - “Wish list” RSA projects?
 - Something else?

Poll #2

Please select all the ideas that interest you for the future of the Database Committee.



Image credit: <http://clipart-library.com/clipart/106635.htm>

Future of the RSA Database Committee

Next steps:

- RSA will post a survey to the listserv asking for additional input on the future of the Database and other RSA committees.
- RSA will consider all input and decide what direction to take with this group, keeping the membership informed about what is decided.
- The reworked group will go into effect no later than July 1, 2024 when RSA becomes a III.
- The future of this group will continue to be a topic of discussion at Database meetings leading up to July 1st.

Let's Review Item Category (Cat) 4

- This agenda item is a suggestion from the May 10th RSA Users Group Meeting.
- Item cat 4 was approved by the RSA Users Group in December 2013.
- Item cat 4 = the item's primary genre or topic
- Why is item cat 4 important?
 - Powers the genre facet in the RSAcat
 - Can be used to do an advanced search in WorkFlows
 - Can be used to run reports of your collection
- Assigning item cat 4 is optional but recommended, especially for new items cataloged.
- The more items you assign to an item cat 4 code, the more helpful it is for searching in the RSAcat.
- Use UNDEFINED if you don't want to assign a cat 4 to an item.

Let's Review Item Cat 4

- The complete list of item cat 4 codes is available here: <https://rb.gy/muw66>
- Item cat 4 codes are created in response to suggestions from the RSA membership. Want to suggest a new item cat 4? Send an email to help@rsanfp.org
- Each library decides which item cat 4 codes to use. Remember to talk to other staff at your library to make sure everyone is on the same page!
- Unsure which item cat 4s you have been using for your collection? Submit a [report request](#) to ask RSA to run a report.
- Want to limit your library's item cat 4 drop-down menu in WorkFlows to make it easier to find the codes you use? Send an email to help@rsanfp.org with the codes you want!
- **Remember:** Item cat 4 does not replace subject and genre headings in the bibliographic description. Subject and genre headings are found at the bottom of the record in the 650, 651, and 655 fields.

20 Most Popular Item Cat 4 Codes

<u>Item Category 4</u>	<u>Number of Items</u>
MYSTERY	163,058
PICTUREBKS	128,516
EASYREADER	76,115
BIOGRAPHY	73,313
ROMANCE	71,618
GRAPHICNVL	68,737
ACC-READER	60,886
NOVEL	52,145
CHAPTERBKS	49,469
FANTASY	42,950
SERIES	40,801
HARDBACK	40,215
SUSPENSE	40,017
WESTERN	39,324
CHRISTIAN	38,122
SCI-FIC	32,888
MAGAZINE	31,721
INSPIRE	28,843
HIST-FIC	26,608
BOARDBOOK	25,506

Let's Review Item Category (Cat) 5

- This agenda item is also a suggestion from the May 10th RSA Users Group Meeting.
- Item cat 5 was approved by the RSA Users Group in December 2013.
- Item cat 5 = the item's sub-genre or secondary topic
- Why is item cat 5 important?
 - Powers the sub-genre facet in the RSAcat
 - Can be used to do an advanced search in WorkFlows
 - Can be used to run reports of your collection
- Assigning item cat 5 is optional.
- The more items you assign to an item cat 5 code, the more helpful it is for searching in the RSAcat.
- Use UNDEFINED if you don't want to assign a cat 5 to an item.

Let's Review Item Cat 5

- The complete list of item cat 5 codes is available here: <https://rb.gy/dsykr>
- Item cat 5 codes are created in response to suggestions from the RSA membership. Want to suggest a new item cat 5? Send an email to help@rsanfp.org
- Each library decides which item cat 5 codes to use. Remember to talk to other staff at your library to make sure everyone is on the same page!
- Unsure which item cat 5s you have been using for your collection? Submit a [report request](#) to ask RSA to run a report.
- Want to limit your library's item cat 5 drop-down menu in WorkFlows to make it easier to find the codes you use? Send an email to help@rsanfp.org with the codes you want!
- **Remember:** Item cat 5 does not replace subject and genre headings in the bibliographic description. Subject and genre headings are found at the bottom of the record in the 650, 651, and 655 fields.

20 Most Popular Item Cat 5 Codes

<u>Item Category 5</u>	<u>Number of Items</u>
HARDBACK	269,176
PAPERBACK	141,188
SERIES	64,973
MYSTERY	34,596
MOVIE-PG13	31,951
MOVIE-NR	29,717
MOVIE-R	28,528
AR-LEVEL4	23,781
SUSPENSE	23,678
MOVIE-PG	22,864
AR-LEVEL3	19,675
AR-LEVEL5	19,376
ROMANCE	19,177
THRILLER	18,868
HOL-XMAS	18,313
CHRISTIAN	15,603
AR-LEVEL2	15,178
BIOGRAPHY	14,838
UNABRIDGE	14,817
HIST-FIC	13,068

Cataloging Parameters Proposal #1

- Edit home location, item cat 4, and item cat 5 cataloging codes that currently use “foreign” to more inclusive language.
- This proposal was suggested by Anne Giffey, Technical Services Head at the Galesburg Public Library.
- Please chime in, Anne! 😊

Cataloging Parameters Proposal #1

- The foreign language home location, item cat 4, and item cat 5 codes themselves will stay the same. These codes are only visible in WorkFlows, not the RSAcat.
- **No need for your library to edit the items that are assigned the foreign language cataloging codes, if you currently use them.**
- RSA is unable to edit existing codes due to how WorkFlows is configured.
- RSA will edit the descriptions of the existing foreign language cataloging codes. Those descriptions display in the RSAcat.
- Let's look at the affected codes, their current RSAcat descriptions, and options for more inclusive language in those descriptions.

Cataloging Parameters Proposal #1

Next steps:

- Do a poll during this meeting to see if the majority of those present would like to move this proposal forward for approval during the August 9th RSA Users Group meeting.
- Post a survey to the RSA listserv that will ask the membership:
 - Preferred terminology for the revised RSAcat descriptions: World Language, International Language, Non-English, or something else?
 - If the naming conventions for newly created language codes should use the existing convention “FL-” to keep all the language codes group together in the WorkFlows drop-down menu, or if they should use a new convention “L-” in line with our approach to use more inclusive language?
- If the Users Group approves, RSA will edit the descriptions in the RSAcat, update the code lists on the [Cataloging Parameters page](#), and announce the change on the RSA listserv.
- **Remember: The cataloging codes themselves will stay the same.** No need for your library to edit the items that are assigned these codes, if you currently use them.

Poll #3

Should we recommend to the RSA Users Group for approval the revised RSACat descriptions for non-English language cataloging codes?



Image credit: <http://clipart-library.com/clipart/106635.htm>

Rethink Other Cataloging Codes?

- If there are other cataloging codes that the RSA membership feels need to be reconsidered in the context of DEI (diversity, equity, inclusion), please reach out to the RSA Help Desk at help@rsanfp.org.
- We are glad to bring the codes up for discussion during the Database Committee meeting and move them ahead for possible approval by the Users Group.
- Complete lists of item types, home locations, and item categories 4-5 are available on the [Cataloging Parameters page](#).

Cataloging Parameters Proposal #2

- Create a DEI (diversity, equity, inclusion) item cat 4 or 5 code for libraries to assign to their collections, if they would like to use it.
- This proposal was suggested during the May 10th RSA Users Group Meeting.
- Next steps:
 - RSA will create a DEI code in both item cat 4 and 5 to provide flexibility. For some libraries, it may be more helpful in cat 4 than cat 5. But for other libraries, DEI may be more helpful in cat 5 than cat 4.
 - No need to assign DEI in both item cat 4 and 5 for the same item.
 - Want to start using the DEI code? Email help@rsanfp.org and let us know if you want the DEI cat 4 or 5. RSA will add the code to your WorkFlows menu once it is created and follow up with you to confirm once it is ready.

Home Locations

created since the January 25, 2023 Database Committee Meeting

<u>Home Location Code</u>	<u>RSAcat Description</u>
MOBLIB	Mobile Library
MOBLIB-S	Mobile Library - Storage
SEED	Seed Library

Want to use any of these codes for your collection? Please email help@rsanfp.org.

The complete list of home location codes is available [here](#).

**None of these codes
created since the
January 25, 2023
Database Committee Meeting:**

Item Type

Item Category 1

Item Category 2

Item Category 3

Item Category 4s

created since the January 25, 2023 Database Committee Meeting

<u>Item Category 4 Code</u>	<u>RSACat Description</u>
WHOHQ	Who HQ Series

Want to use this code for your collection? Please email help@rsanfp.org.

The complete list of item cat 4 codes is available [here](#).

Item Category 5s

created since the January 25, 2023 Database Committee Meeting

<u>Item Category 5 Code</u>	<u>RSACat Description</u>
ADDAMS	Jane Addams Award Winner
COOK-AFRY	Cooking - Air Fryer
COOK-IPOT	Cooking - Instant Pot
GU-6MO	Galesburg PL - 6 Months New
HOL-JUNE	Holiday - Juneteenth
SIBLINGS	Siblings
SP-PICKLEB	Sports - Pickleball
WORDLESS	Materials Without Words

Want to use these codes for your collection? Please email help@rsanfp.org.

The complete list of item cat 5 codes is available [here](#).

Upcoming Basic WorkFlows Cataloging Workshops

June 6, 7, 8 (Tuesday, Wednesday, Thursday) 9:30 am - 12:00 pm
Registration available [here](#) and closes May 23 at noon.

July 18, 19, 20 (Tuesday, Wednesday, Thursday) 1:30 - 4:00 pm
Registration available [here](#) and closes July 3 at noon.

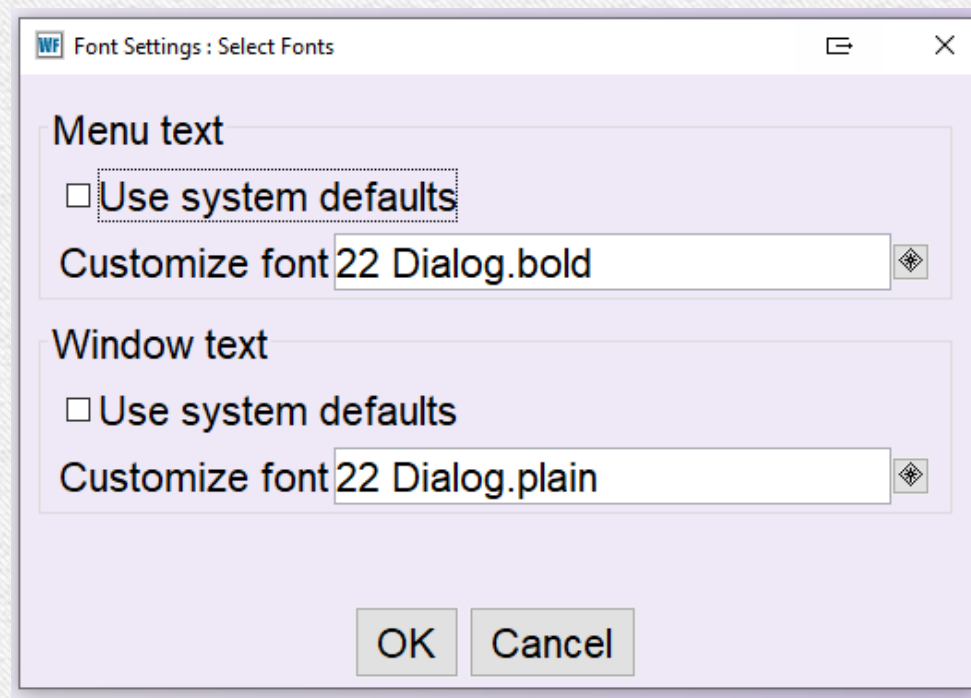
August 29, 30, 31 (Tuesday, Wednesday, Thursday) 9:30 am - 12:00 pm
Registration available [here](#) and closes August 15 at noon.

September 26, 27, 28 (Tuesday, Wednesday, Thursday) 1:30 - 4:00 pm
Registration available [here](#) and closes September 12 at noon.

For a list of all Basic WorkFlows Cataloging Workshops scheduled through the end of this year, please refer to the [Cataloging At-A-Glance cheat sheet](#) or check the [L2 calendar](#).

Preferred Font to Correctly Display Diacritics

- RSA recommends configuring your WorkFlows menu and window text to use a font called Dialog.
- This font correctly displays diacritics on records with non-English text.
- The size and style of the font is up to you, depending on your computer screen size and eye comfort. 😊
- The WorkFlows [Cataloging Set-up Guide](#) has been revised to recommend the Dialog font on page 22.
- **Remember:** Configure the font on each computer with WorkFlows.



“Do Not Use a Record When...” Cheat Sheet

- This cheat sheet is available [here](#).
- Explains some of the differences that may exist between an item and a potential matching record, which justify using a different record to catalog the item.
- **Not** a complete list of all possible differences between the record and the item!
- If you are unsure if the existing record (OCLC or brief) matches your item, or you can't find a matching record, create a brief record and enter your email address in the 592 field. RSA will decide the best record for your item when they do brief record cleanup.

ISBN 020 Fields Beginning with i

- Entering the ISBN this way makes searching for the brief record difficult.
- It may result in duplicate brief records: one with the ISBN entered correctly in the 020 field, and another brief record with the ISBN entered with the i in the 020.
- RSA does monthly cleanup, but if you come across this problem in WorkFlows, report the title and problematic ISBN to the RSA Help Desk for correction: help@rsanfp.org

BLUE MOON HAVEN / DAILEY, JANET

Control Bibliographic MARC Holdings Call Number/Item Bound-with Orders Serials

Shadow title: N

Rec_Type	a	Bib_Lvl	m	TypeC
Desc		Entrd	230504	Dat_T
Date2		Ctry		Illus
Repr		Cont		GovtF
Festschr	0	Indx	0	Fiction
Lang	eng	Mod_Rec		Sourc

.. Label	Tag	Ind.	Contents
ISBN	020		i9781420153613
Personal Author	100	1	DAILEY, JANET
Title	245		BLUE MOON HAVEN
General Note	500		SERIES: THE NEW AMERICANA SERIES

When to Attach Your Item to an Existing Brief Record

- Title, author (if available), and at least one identifying number (ISBN, UPC, or ISSN) must match between your item and the record.
- If an ISBN, UPC, or ISSN is not on the brief record, please do not attach your item, even if the author and title match.
- If there is no matching OCLC record for your item, and a brief record does not have enough information to determine if it is a match, create a brief record for your item.
- **Remember:** Take advantage of the 500 note field on the brief record. Put in whatever information you feel would help tell patrons about the item (number of pages, large print, DVD versus Blu-ray, runtime, number of pieces, etc.).

RSA Progress Upgrading Brief Records to OCLC Records

- Number of brief records upgraded since the project started on March 27, 2023 = 587
- RSA continues to work through a system-wide report of brief records with email addresses in their 592 fields, upgrading them to OCLC records. RSA works through the report oldest to newest based on the brief record creation date.
- RSA is currently upgrading brief records entered in August 2022.
- Thank you to those libraries that have filled RSA's copy-level holds and sent brief items in delivery, so they can be upgraded to full OCLC records! Your help improving the database and the user experience is appreciated. 😊

Brief Record Upgrade Project FAQ #1

Q: Will RSA be able to catalog my item on an OCLC record if it is covered in labels or a book pocket?

A: RSA understands each library has its own procedures for processing items (labels, book pockets, protective covers, etc.).

If possible, for items cataloged on brief records, please avoid covering the title page, publication information, and ISBN with pockets and labels. Covering this important information makes the item difficult to catalog on an OCLC record.

If the title page, publication information, and/or ISBN is covered, and RSA is unable to find information about the item from other sources (e.g., Amazon), RSA may need to leave the item cataloged on the brief record. RSA will let you know if this happens to your item.

Brief Record Upgrade Project FAQ #2

Q: What should I do if I catalog an item (e.g., a local book club kit) on a brief record that should stay cataloged on that record and not be upgraded to an OCLC record?

A: Feel free to backspace the ****REQUIRED FIELD**** default text in the 592 field. Type “leave as brief” into the 592 (but without quotation marks).



“Leave as brief” will tell RSA as we review the system-wide brief record report to leave your item as-is and not place a copy-level hold.

Brief Record Upgrade Project FAQ #3

Q: Do I still need to write the RSA cataloger's name on the notes line of the delivery label when I send the item to RAILS East Peoria?

A: Writing the RSA cataloger's name on the delivery label is optional. Save yourself the extra step 😊, especially if circ staff pull items to fill holds and never see the emails sent to the cataloger about sending the items.

Rather than relying on the cataloger's name on the delivery label, RSA uses WorkFlows to check each item that arrives in delivery, making sure it is routed to the correct cataloger who placed it on hold.

Brief Record Upgrade Project FAQ #4

Q: Do I need to reply to the email that RSA sends me when they are ready to upgrade my brief item to an OCLC record? What about the email once RSA has finished cataloging the item and is dropping it into delivery?

A: Emails that RSA is ready to upgrade your item and sending the item back in delivery are a courtesy heads-up that we will be working with your item. No need to respond unless you have a question or don't want to send the item.

Look for emails with "Please read - More information needed" or "Please read - Response needed" in their subject lines. Please read those emails and take the necessary next step explained in the email.

If the subject line simply says, "Brief Record Upgrade," followed by the specific item's title, no need to look at the email too closely. You may decide to delete it to keep your inbox clean.

Your library may want to create a separate email account for brief record upgrades. That way, emails from RSA are funneled away from more important emails that actually need to be read.

Poll #4

Has RSA upgraded any of your library's brief items to OCLC records since the cleanup project started in March?



Image credit: <http://clipart-library.com/clipart/106635.htm>

2023 Annual Cataloging Theme: Backlog and Brief Records

- The theme was announced during the RSA Users Group meeting on February 9, 2023.
- Includes five parts:
 1. No later than June 1, 2023, RSA will complete its portion of the cataloging request backlog. **Done. RSA finished its backlog this past March.**
 2. No later than June 1, 2023, establish a procedure for RSA cataloging staff to follow when they reach out to libraries to ask them to send their brief items for OCLC cataloging. **Done. RSA created this procedure this past March.**
 3. No later than June 1, 2023, establish a procedure for RSA member libraries to follow when RSA asks them to send their brief items for OCLC cataloging. **Done. RSA created this procedure this past March.**
 4. By July 1, 2023, RSA cataloging staff will begin to reach out to libraries to ask them to send their brief items for OCLC cataloging. RSA's target is upgrading at least 150 brief items per month. **Ongoing. RSA upgraded 264 brief items in April, the first full month of the cleanup project.**
 5. Work with the Cataloging Maintenance Center (CMC) to begin their portion of the cataloging request backlog no later than September 1, 2023. **See the next slide for more details.**

Remaining Cataloging Request Backlog

- A top RSA priority for 2023 is getting the CMC started on the backlog of cataloging requests for encoding level 8 and M records.
- Number of open level 8 and M cataloging requests = 4,678
- Age of the oldest open level 8 cataloging request = 09/17/2018
- Age of the oldest open level M cataloging request = 04/26/2017
- RSA will keep the membership informed as the CMC begins to work on the backlog.
- If your library has cataloging requests in this backlog, you will hear from the CMC staff as they process the requests.

Annual Magazine Records

- During the November 2022 RSA Users Group meeting, annual magazine records were proposed as a standardization project.
- Earlier this year, RSA created 2023 records in WorkFlows for the following magazines, each of which had at least 900 items attached at the time they were created:
 - *Better Homes and Gardens*
 - *Consumer Reports*
 - *Good Housekeeping*
 - *National Geographic*
 - *The New Yorker*
 - *People*
 - *Time*

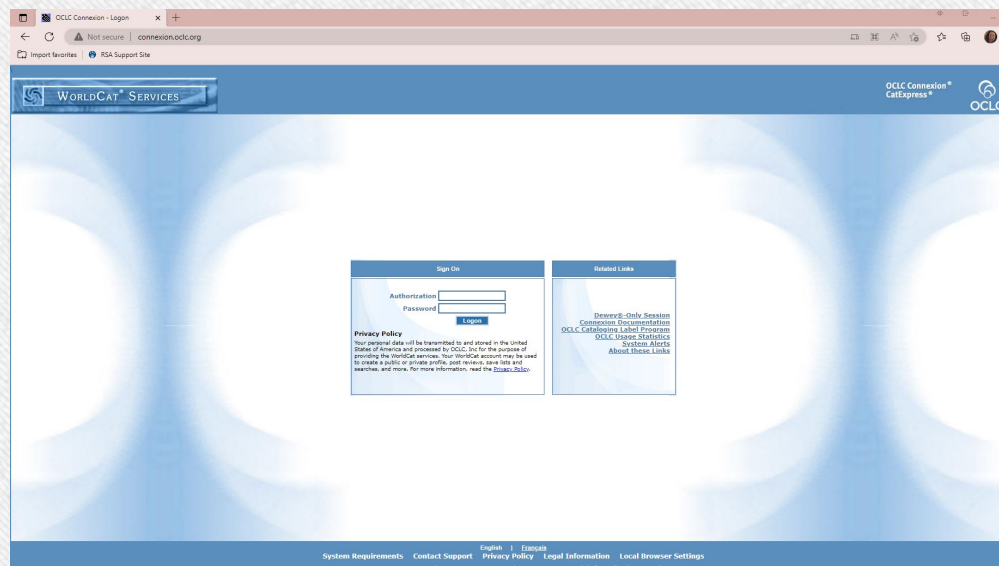
Annual Magazine Records

- RSA is still in the process of updating the documentation for cataloging magazines. This project was put on hold due to the launch of the brief record cleanup project.
- RSA recommends that libraries that use the WorkFlows Serial Control module continue using the comprehensive magazine records to avoid the need to create a new serial control record each year.
- Revisiting the annual magazine records are next on the list of RSA cataloging priorities.
- **Please do not start using the annual magazine records until RSA announces they are ready on the listserv.**

OCLC Connexion Browser Sunset

- OCLC recently announced that OCLC Connexion Browser will be discontinued on April 30, 2024.
- OCLC Connexion Browser is accessed through your internet browser at connexion.oclc.org

The login page looks like this:



OCLC Connexion Browser Sunset

- OCLC Connexion Client and OCLC Record Manager will continue. These cataloging interfaces will *not* sunset on April 30, 2024.
- Training how to use Connexion Client and Record Manager is available [here](#) on the OCLC Metadata Services training page.
- RSA will continue to offer the Bibload Workshop every other month. This workshop is not complete OCLC Connexion Client training, but how to use the Client to make bibliographic records usable for RSA with the 949 holdings tag, export the records from the Client, and load them into WorkFlows.
- Additional reminders about the discontinuation of OCLC Connexion Browser will be shared on the RSA listserv in the coming months, ahead of April 30, 2024.
- Please contact OCLC Support at support@oclc.org or 1-800-848-5800 if you have questions about the Connexion Browser sunset.

Poll #5

Does your library use
OCLC Connexion
Browser?



Image credit: <http://clipart-library.com/clipart/106635.htm>

Issue #1 That Prevents Overlay: Date Cataloged is “Locked”

“Locked” means that the date cataloged on the Control tab of the WorkFlows record appears as a specific date, rather than “never.”

Mildred the gallery cat / Ganz, Jono, author, illustrator.

Control	Bibliographic	Call Number/Item	Bound-with
Basic title information			
Title control number:	o1328014707		
Catalog key:	2298043		
Record format:	Books		
Number of volumes:	2		
Title creation			
Created by:	CATALOGER6		
Date cataloged:	5/18/2023		

Issue #1 That Prevents Overlay: Date Cataloged is “Locked”

- RSA catalogers sometimes lock OCLC records that they edit to improve the bibliographic description, but RSA is unable to make those edits on the official OCLC record in WorldCat.
- In this case, RSA imports the edited record into WorkFlows and changes the date cataloged from “never” to “today,” locking the record. This step prevents the RSA edits from being erased if that same record is re-imported into WorkFlows at some point.

Issue #1 That Prevents Overlay: Date Cataloged is “Locked”

- RSA is also noticing some brief records where the date cataloged has been incorrectly changed from “never“ to “today.” RSA will batch correct these records on a monthly basis.
- **Please leave the date cataloged on all brief records as “never” to allow overlay of them with OCLC records.** “Never” is already configured as the default date cataloged when you create a brief record.
- If you try to import an OCLC record to overlay a locked record, you will see a “flexible key already exists” error on the load bibliographic records report. The record will fail to load.
- **Please do not delete the report and email help@rsanfp.org if you see this error.** RSA will overlay the record and follow up with you.

Issue #2 That Prevents Overlay: 10-Digit ISBN in the Title Control Number

Brief records with 10-digit ISBNs in their title control numbers are not overlaid with incoming OCLC records due to how WorkFlows is configured.

RSA is unfortunately unable to change this configuration.

ADDICTION HANDBOOK AND RESOURCE GUIDE	
Control	Bibliographic MARC Holdings Call Number/Item
Basic title information	
Title control number:	i1637005237
Catalog key:	2292002
Record format:	Temporary Items

Issue #2 That Prevents Overlay: 10-Digit ISBN in the Title Control Number

- If your item has ISBNs that are both 13-digits and 10-digits long, use the 13-digit ISBN in your brief record's 020 field and title control number.
- 13-digit ISBNs start with 978 or 979, while 10-digit ISBNs can start with any number.
- If your item only has a 10-digit ISBN, go ahead and use it in the 020 field and title control number on the brief record. Be sure to put your email address into the brief record's 592 field, so RSA can eventually place a hold on the item and upgrade it to an OCLC record.

Issue #3 That Prevents Overlay: ISBN with Dashes in the Title Control Number

- Brief records that have ISBNs with dashes in their title control numbers will not be overlaid by OCLC records.

HOUSE OF SHADOWS / CORNICK, NICOLA			
Control	Bibliographic	MARC Holdings	Call Number/Iter
Basic title information			
Title control number:		i978-1-525-88603-4	

- For a brief record to be overlaid, the title control number must be entered with an i, followed by a 13-digit ISBN without any hyphens or spaces.
- Please report brief records with dashed ISBNs in their title control numbers to help@rsanfp.org for correction.

ISBNs with Dashes in the 020 Field

- You may also come across brief records where the ISBN in the 020 field has been entered with dashes.
- Entering the ISBN this way makes searching for the brief record difficult.
- It may result in duplicate brief records: one with the ISBN entered correctly in the 020 field, and another with the ISBN entered with dashes in the 020.
- Please report brief records with dashed ISBNs in their 020 fields to help@rsanfp.org for correction.

HOUSE OF SHADOWS / CORNICK, NICOLA

Control Bibliographic Call Number/Item Bound-with

Shadow title: N

Rec_Type	a	Bib_Lvl
Desc		Entrd
Date2		Ctry
Repr		Cont
Festschr	0	Indx
Lang	eng	Mod_Rec

.. Label	Tag	Ind.	Contents
▾ ISBN	020		978-1-525-88603-4
▾ Personal Author	100	1	CORNICK, NICOLA
▾ Title	245	HS	HOUSE OF SHADOWS

Upcoming RSA Bibload Workshops

Friday, June 16th 9:30 am – 12:00 pm
Registration available [here](#) and closes June 9th at noon.

Tuesday, August 22nd 1:00 – 3:30 pm
Registration available [here](#) and closes August 15th at noon.

Thursday, October 19th 9:30 am – 12:00 pm
Registration available [here](#) and closes October 12th at noon.

Wednesday, December 6th 1:00 – 3:30 pm
Registration available [here](#) and closes November 29th at noon.

Please read the workshop requirements posted on L2 and shared in the RSA listserv invitations carefully before registering. Begin working on the OCLC video requirements as soon as possible after registering to ensure adequate time to complete them before the workshop.

RAILS BIBFRAME Training Series Archive

- This excellent training series took place last month.
- Recordings are available in the RAILS CE Archives:
<https://railslibraries.org/education/archives>
- Be sure to log in with your L2 account to access the recordings!
- Part I: BIBFRAME Foundations: The What and Why of BIBFRAME (2 hr., 4 min.)
- Part II: BIBFRAME Introduction: BIBFRAME Modeling and Vocabularies (2 hr., 1 min.)
- Part III: BIBFRAME Cataloging (2 hr., 1 min.)

New & Upgrading RSA Members

ROWVA CUSD #208 Elementary School / WorkFlows Code = ROWVA-HS:

- New RSA member library when ROWVA High School withdrew from RSA
- About half of the collection is cataloged but no staff or time to make additional progress
- Not yet live for circulation or holds
- Plans to remain an RSA member while automation project is paused

Farmer City Public Library / WorkFlows Code = FC_FARMERC:

- Existing RSA member, Union List
- RAILS LLSAP automation grant recipient
- Finished cataloging
- Patron registration training scheduled for early June
- Not yet live for circulation or holds

Happy Service Anniversary!



Image credit:

<http://clipart-library.com/clipart/congratulations-clip-art-6.htm>

Erin Roberts:

1 year as of February

Erica Laughlin:

14 years as of March

How about you?

If you celebrated your service anniversary since the January 25th Database meeting, please share in the chat!

Thank you for joining us today!

Questions?

Please contact the RSA Help Desk:

help@rsanfp.org

1-866-940-4083

See you at the next

Database Committee meeting!

Thursday, September 21, 2023

1:00 - 3:30 pm

Zoom only

Register [here](#)



Image credit: <https://www.teacherspayteachers.com/Product/Printable-End-of-Year-Posters-Take-Pictures-with-These-Signs-Make-Collages-5571973>