

NASIGuide: Serial Holdings

LOCATION AND ACCESS FIELDS

Only those codes that are usually editable are examined here. For a complete list of location and access fields, see the Concise MFHD on the MARC web site at <http://www.loc.gov/marc/holdings/echdcntr.html>.

Each code is discussed from one or more of three possible aspects, as applicable: conversion/migration, current coding, and/or retrospective coding.

852 - LOCATION [*Repeatable only under special circumstances*]

Ordinarily, when location elements vary, separate holdings records are used rather than multiple 852.

For serials at level 2 (with no specific holdings given) the 852 will be the only holdings field. Serials with holdings at the summary or detailed level have piece holdings fields (either paired fields or textual holdings fields).

Indicator 1 - Indicates the classification or shelving scheme used

- No information provided
- 0 Library of Congress classification (subfield \$h)
- 1 Dewey Decimal classification (subfield \$h)
- 2 National Library of Medicine classification (subfield \$h)
- 3 Superintendent of Documents classification (subfield \$h)
- 4 Shelving control number (subfield \$j)
- 5 Title (if shelving title is different from bibliographic title, it is given in subfield \$l)
- 6 Shelved separately (i.e., classified separately)
- 7 Source specified in subfield \$2 (identification of classification scheme)
- 8 Other scheme (none of the above)

Indicator 2 - Indicates whether an item is shelved under a primary or alternative numbering scheme

- No information provided
- 0 Not enumeration (e.g., classified separately)
- 1 Primary enumeration (also used if there is only one enumeration)
- 2 Alternative enumeration (shelved by the secondary scheme if there are two, e.g., a serial within a larger monographic series, shelved by the series).

Most commonly used subfields and codes

\$a	Location, often system-supplied and not displayed. From NUC or other official code lists (see MFHD for citation) [<i>Non-repeatable</i>]
\$b	Sublocation or collection [<i>Repeatable</i>]; specific department, library, collection, etc., within the holding organization in which the item is located or from which it is available.
\$c	Shelving location, e.g. Reference alcove, Oversize [<i>Repeatable</i>]
\$f	Coded location qualifier [<i>Repeatable</i>]. This subfield is identical in structure to the Specific retention subfield in the 008, and is presumably needed only when additional items, with different locations and retention patterns, are added to the same holdings record.
\$g	Non-coded location qualifier [<i>Repeatable</i>]. Same as above, for retention patterns not expressible by means of \$f coding.
\$h	Call number classification part [<i>Non-repeatable</i>]
\$i	Call number item part [<i>Repeatable</i>]
\$j	Shelving control number [<i>Non-repeatable</i>]
\$k	Call number prefix [<i>Repeatable</i>]; input before subfield \$h
\$l	Shelving form of title [<i>Non-repeatable</i>]; shelving title of an unclassified item that is shelved by title.
\$m	Call number suffix [<i>Repeatable</i>]; input after subfield \$i
\$x	Nonpublic note [<i>Repeatable</i>] for display to staff
\$z	Public note [<i>Repeatable</i>] for display to all users
\$x	Source of classification or shelving scheme [<i>Non-repeatable</i>]; see first indicator 7)

Conversion/migration issues

- Shelving schemes can be numerous in a large library. Call numbers within files can have spacing and formatting problems that will jeopardize indexing and call number searching. Identifying, sorting, and regularizing the files are common tasks before migration.
- Location codes can often be designed to organize more than displays. During migration, they can govern choice among call numbers present in the record. They can also sort out loan policies and retention periods.
- Assign codes mnemonically; preferably, use alphabetic codes based directly on the location name. With numeric location codes in a large library system, all general collections can end in 01, periodicals collections 02, electronic resources collections 03, etc.

- Don't neglect the need for good call number searching and sorting. For the sake of your users, look for a system that allows flexible spacing and omission of punctuation within a search. F12 should file after, not before, F2; .F12 before .F2. If you have special classifications (and particularly if more than one classification is used at your library), test carefully to see that you can specify a classification when you search, and see the results labeled by scheme. Search results should not be confusing for your users.
- With LC classifications, the last Cutter number goes in subfield \$i; keep any Cutter pertaining to the classification (and not the work title or author) in subfield \$h. Trailing parts of the call number need a separate subfield \$i:

\$h HF5531.A1 \$i N42 \$i Suppl.

- Notes in the 852 are at the title or copy level, and notes at the piece level should be in the piece holdings fields. Standard notes are best for retrieval, change, and removal. Any system today should provide for user-created (not only system-created!) shortcut keys or macros.
- Test the system's display capabilities for all the different elements. For instance, a "shelving title" (\$I) should not only display, but also be labeled.
- Itemization of serial holdings, volume by volume, is the basis of many catalog functions (binding, inventory, circulation) and displays (special content or features, completeness, circulation statuses/alerts). This is an area that deserves careful scrutiny as to what is generated by the MARC format and what by an ILS vendor's proprietary display.
- It is desirable to have itemized and summarized holdings both generated by, and kept in sync by, the MARC Format. See 87X Item fields. Automated compression and expansion features have been part of the Format since the beginning, but have been slow to develop.
- Look for a system that can compress data in check-in and also is at least working on compression and expansion features for retrospective data. Ideally, the system will provide alternate ways to view the same data.
- Look for ease of sorting and item searching features for staff and public.
- For staff: Look for a system that maintains holdings data in one place insofar as possible, and links it where it must be stored separately.

- For users: Look for a system that displays the circulation status and any public notes on the same screen.

Example 1 - Bibliographic title=OHSS, General retention policy=8, Specific retention policy=11y

852 01 \$b StDoc \$c Reference Area \$h HE5614.3.07 \$i O743 \$z Latest issue in Display Area \$x Bind 6mo

Possible OPAC display (\$x displays only in staff mode)

OHSS.

Location: Oregon State Documents Reference Area

Call number: HE5614.3.07

Note: Latest Latest issue in Display Area under title: Oregon Highway Safety Statistics

Example 2 - Bibliographic title=OHSS; General retention policy=6; Specific retention policy=11i

852 51 \$b StDoc \$c Display Area \$l Oregon Highway Safety Statistics \$z Previous issues in Reference Area under call number; check location

Possible OPAC display:

OHSS.

Location: Oregon State Documents Display Area

Shelved by title: Oregon Highway Safety Statistics

Note: Previous issues in Reference Area under call number; check location

It is of course up to the library how many holdings records to create, and also, in the case of multiple holdings records, whether to refer the user from one holdings record to another which may have the sought issue.

856 - ELECTRONIC LOCATION AND ACCESS [Repeatable]

This field is identical to field 856 in the bibliographic format. Its role in the bibliographic record has often been to serve as a hotlink to Web resources. This function can carry over to the holdings record, since

the 856 is properly a holdings field. The idea still needs sorting out (should we place a "universal" URL in the bibliographic record, a local one in holdings?)

Typically in today's online catalogs, if the 856 is found in the holdings record at all, it is there in addition to an 852 which carries a "location," and perhaps notes.

It has numerous possible subfields, related to different communication protocols and electronic formats, such as "Internet." For electronic serials accessed over the Internet, the field uses the following values:

Indicator 1

4 Http protocol

Indicator 2

0 Same item and format described in the bibliographic record
1 A different format, e.g., when the bibliographic record is for a printed format and the holding is for the electronic version
2 A related resource to the item described in the bibliographic record

Subfields

\$3 Materials specified
\$u Uniform resource identifier [*Repeatable, but in practice not repeated; instead, a second 856 is created*]
\$z Public note
\$x Non-public note

Example

856 41 *\$b Electronic version \$u http://www.jstor.org/0234-5367 \$z Campus users only*