

How it works: Loading MARC records

Increase access to your eContent at no additional cost

SITUATION Your library has invested in NetLibrary eContent, to serve your users' information needs when and where they happen. The challenge is, users approach your library's electronic collection from multiple access points: your Web site, local catalog, FirstSearch and more. From each entry point, a user may not be able to see quickly and easily what's available to them. When this happens, your valuable NetLibrary collection can become invisible.

Loading MARC records for your new NetLibrary Shared Collection

Users need to see what's available from wherever they start their search. One way to make that happen and increase access to your eContent *at no additional cost* is to **load the MARC records associated with your NetLibrary eContent into your local catalog**. The MARC records, available through OCLC WorldCat Collection Sets, give your users quick access to your new NetLibrary eContent. WorldCat Collection Sets provides a matching, pre-cataloged set of MARC records ready to load into your local system.

Your staff is spared the process of cataloging hundreds or thousands of individual titles. And your holdings are automatically set in WorldCat, so they are immediately visible to your patrons. Once you've loaded the MARC records for your new NetLibrary eContent, your users can:

- Find eContent and locate Downloadable Audiobooks, eBooks, eJournals and databases more easily in your library collections
- Access your eContent retrieved through searches of abstracts and index databases
- Save time and simplify searches. There's no need to log in and out of different services to find what they need and where to get it

HOW IT WORKS To retrieve the file of MARC records for your NetLibrary Shared Collection, go to the OCLC Product Services Web (PSW)

http://psw.oclc.org/psw/psw.pway?action=html_frame_software&id=-1

Then follow the instructions below:

- 1 Click *Records and reports*
- 2 Click *OCLC WorldCat Collection Sets*
- 3 Enter your OCLC authorization and password (from your OCLC regional service provider)
- 4 Click *OK*
- 5 Select the desired file to download
- 6 Perform a **SAVE AS**, as per your browser's Help instructions

For additional help, please call or e-mail OCLC support at 1-800-848-5800 or support@oclc.org or contact your OCLC regional service provider.



AT A GLANCE

What it is

A pre-cataloged set of MARC records for your NetLibrary eContent. You simply load them to your local catalog.

Why you'll love it

Leverage your eContent investment:

- Save staff time. Load all NetLibrary Shared Collections records at one time rather than have staff catalog each item individually
- Make NetLibrary Shared Collections more visible in your local catalog and on WorldCat in FirstSearch
- Increase usage
- Happier, more satisfied users

What you'll need

- A NetLibrary Shared Collection
- A PSW authorization and password (Contact your OCLC regional service provider.)
- Pick up the records once your provider announces they are ready