

MARC Records from WISCAT

Downloading Decisions

WISCAT vs Z39.50 Catalogs

- ⤴ When searching the WISCAT gateway, construct your search to utilize the most efficient use of the Z39.50 resources. Searches will be faster if you think about the most likely targets for your title.
 - For example, when looking for elementary school records, it may not be useful to search UW campus catalogs
- ⤴ Whenever possible, selecting a WISCAT bibliographic record instead of a Z39 record will allow you to add holdings immediately and have your call number included in the downloaded record.
 - Be sure to add your holding to WISCAT before downloading, to get your call number into the record you add to your local catalog
- ⤴ Always view the record in MARC Format before downloading. Some Z39 catalogs may include local fields, such as local call numbers, or other local information that you don't want.

Downloading "Near-Hits"

- ⤴ If you locate a MARC record for a different edition or format, you can download it for local use, but you **MUST** edit it before adding to your local catalog.
 - Remove or correct any standard numbers (ISBN, LCCN, OCLC no, etc.)
 - Review and correct the publication date, edition, etc.
 - If using a "near-hit" for a different format, make sure you edit **ALL** of the proper control fields related to media
- ⤴ If you need to use a "near-hit" record from WISCAT, **DO NOT** add your holding to the WISCAT record; rather, download the record and edit it locally before sending the record back to WISCAT.

Single Record vs Add to Cart

- ⤴ Saving records to a cart will allow a file of multiple records to be uploaded locally; make sure all records in the cart require the same added workflow.
- ⤴ Saving records individually will allow a separate distinctive file name to be used for each title.
- ⤴ Using the WISCAT Cart feature requires the cart to be emptied at the end of each day.

Managing Multiple Folders

- ▲ We suggest saving records to different folders based on anticipated workflow after download.
 - Folder for records that only need call number added
 - Folder for "near-hits" that need substantial editing
 - Folder for WISCAT records where holding was already added

- ▲ Be aware that records downloaded from Z39.50 catalogs all default to identical file names (**z3950.mrc**). You will want to rename each record downloaded from a Z39 target prior to saving, in order that they not overwrite each other.