

UDMM/Notes in WISCAT

Library staff may choose to use the Union Database Maintenance Module (UDMM) to send a note to WISCAT staff upon finding a duplicate record or a record containing a possible error such as the wrong publication date. Any help in identifying these records will greatly assist in maintaining the Union Catalog. There is no obligation or requirement to use this feature.

Here's how it works:

1. UDMM/Notes is accessible if you are logged into WISCAT using the Staff Login URL containing your library code:
 - <http://www.wiscat.net/agent/login.asp?cid=stwi&lid=XXXX>
2. While searching WISCAT you see a record you think needs to be changed or merged.
3. Use the UDMM feature on the full record display of the questionable record.

The screenshot shows the WISCAT interface with the following details:

- WISCAT Wisconsin Resource Sharing** and **BadgerLink** logos at the top.
- Page title: Full Display -- WISCAT
- Search criteria: harry potter in Title -- Qualifiers: [Click here](#) -- Titles 7 of 10
- Display Format: Labeled Format
- Navigation buttons: Title List, Blank Request, Request This Item, Add to Cart, View Cart, Print, Help
- Left sidebar menu: ILL Options, Cataloging, **UDMM Options** (circled in red), Add notes
- Record details:
 - Format: Book
 - System Nbr.: (ocm)63926348
 - ISBN: 8478889930 (hardcover) ; [Other ISBN Resources](#)
 - Author: [Rowling, J. K.](#)
 - Uniform Title: Harry Potter and the Half-Blood Prince . Spanish
 - Title: [Harry Potter y el misterio del principe / J.K. Rowling ; \[traduccion, Gemma Rovira Ortega\].](#)
 - Edition: 1a ed.
 - Publisher: Salamandra,
 - Date: 2006.
 - Description: 602 p. ; 22 cm.
 - Notes: Translation of: Harry Potter and the Half-Blood Prince.
 - Notes: Sequel to: Harry Potter y la Orden de...
- Book cover image for 'Harry Potter y el misterio del principe' by J.K. Rowling.

UDMM Options on a Full Record Display

4. Click your mouse button on the UDMM Options or on the + in the box next to it to open the menu.
5. Click on Add Notes; a separate browser window opens to display the Notes form.
 - If a note is already attached to a record, the Add Notes option will not be available.
6. Your library code and the record information are already filled in. Type in your name and email address and add a brief message specifying the possible error.

- If you change your mind, click the **Close** button *before* submitting the note to cancel the note and return to the previous Full Record Display.

UDMM Notes Form

7. Select a category from the drop-down menu; otherwise, *Not Specified* is the default.
8. Click on the Submit button at the top of the form to send the note.
9. The form refreshes to confirm: "Your Notes have been submitted."
10. Only the note sender or WISCAT staff may edit or delete the message.
 - Click on Edit Notes in the UDMM Options menu or on the push pin icon.
 - Enter the email address you typed when you created the note.

Click on Push Pin or on Edit Notes in the UDMM Options menu

11. Anyone logged into the staff module may view the message. Leave the box blank and click the Submit button to view the note or click on View Notes in the menu.
12. WISCAT staff checks for the problem identified in the note and, if verified, merges the duplicate records or makes the appropriate corrections.