INFOhio

OHIO'S PreK-12 DIGITAL LIBRARY

INFOhio Vendor MARC Record Specifications

District: _____ School: _____

Address: _____ Phone: _____

Submitted By: _____ Date: _____

Dear Librarian: Use this form is to assist you in providing information to vendors for the production of MARC records and barcodes. The information in this document should adequately answer any questions vendors may pose regarding specifications for MARC records and/or barcodes. Because some vendors of barcodes and MARC records may provide books which are processed to your specifications as well, there may be additional specifications required by the vendor which you must fill out for those purposes. Those specifications are not part of this form. Please be sure to specify if you are ordering titles for your reading program so your location code is included in the 526 tag.

Dear Vendor: The following is for the standardization of MARC records for INFOhio and is intended to assist the librarian in communicating clearly with you, the vendor. These are the established standards for the state of Ohio for participants in the INFOhio library automation project. The only client specific specifications are those entered by the librarian in the blank spaces below.

Records must adhere to ISBD and AACR2 standards. If records do not adhere to these standards, that fact must be **clearly** stated.

USMARC Communication Format (Item data to be in tag 852 per instructions below that are consistent with Microlif Protocol - 1991.)

Smart Barcode: 14 digit; Code 39; Modulus 10, type 1 check digit.

First digit to identify item: <u>3</u>

District Institution code (digits 2-5): ___ ___ ___ ___

Sequential number range (digits 6-13): from ___ ___ ___ ___ ___ ___ ___ ___ to ___ ___ ___ ___ ___ ___ ___ ___

Digit 14 is vendor calculated (Modulus 10, type 1 check digit)

First line of text on barcode to identify the school district or school building: _____

Second line of text for name of school building or building address: _____

System interface: INFOhio: SirsiDynix

Character set: ASCII

Provide file as checked: CD-ROM ___ On-Line _____ email delivery _____

Holdings data:			
	ITC abbreviation _____:	852 subfield	**a**
	General location code _____:	852 subfield	**b**
	DO NOT USE Shelving location	852 subfield	**c**
	Call number (including volume &/or copy):	852 subfield	**h**
	Copy <u>number only</u>:	852 subfield	**t**
	Volume <u>number only</u>:	852 subfield	**j**
	Barcode number:	852 subfield	**p**
	Price:	852 subfield	**9**
	DO NOT USE Nonpublic note	852 subfield	**x**

If the data is provided, please place in the standard USMARC tag as indicated below.

	Tag	1st indicator	2nd indicator	Subfield
Reading Program	526	0	blank	a Program Name
				b Interest Level
				c Reading Level
				d Point Value
❑ Include general location code in subfield 5. _____ (same code as in 852 subfield b)				5 Location code
❑ Do NOT include my general location code				
Reading grade level (be sure to include first indicator)	521	0	blank	a Enter as a decimal (e.g. 3.0)
				b Source
Interest GRADE level (be sure to include first indicator)	521	2	blank	a Note
				b Source
Review Sources (Repeat this tag for multiple sources)	510	3	blank	a Name of Source
				c Location in source
Awards (Repeat this tag for multiple awards)	586	blank	blank	a Awards note