

(Draft) Item record document examples from *NISO Standards for Monographs & Serial Holdings Statements* doc (26July2006) and general item record and 866-868 summary statements guidelines.

NISO item records general guidelines:

All item records are created in lower case.

Omit punctuation (brackets, colons) other than periods after abbreviations (suppl., ns.)

1. Standard enumerations:

- v. v.1 no.1-6 2005
- no.
- pt.
- ns.
- suppl.
- index
- cum. index

2. Series:

- ns. v.1 2005
- s.2 v.1 2005

3. Split years: *do not use four digits for each year except when spanning millennium*

- v.7 2004/05
- v.7-8 2004/05-05/06
- v.1-8 1998-2005/06

4. Months: *use 3 letter abbreviations with no period; capitalize first letter*

- v.10 Jan-Jun
- v.10 Jul-Sep

5. Seasons: *use 3 letter abbreviations with no periods; do NOT capitalize first letter*

- v.2 wtr-spr
- v.2 sum-aut

6. Indexes and supplements:

- Add suffix in enumeration field to facilitate item record display
- index v.1-5 1995-2000 (index published in one volume)
- suppl. v.20 2006 (supplement to a volume)

Sample label: PT
 456
 Z62
 index
 v.1-5
 1995-2005

7. Free text notes: *write as a phrase; do not abbreviate or use colons*

<missing v.127 no.6>
<missing v.2 no.5,7-8,v.3 no.4

<cd-rom in pocket> Note: remember to edit number of Pieces in item record
<4 maps in pocket>

<includes no.1 of earlier title>
<includes suppl.1>

<incomplete>

alternative enumeration:
<Jan-Jun>
<no.50-55>

866-868 Summary statement guidelines

Marc code in holding record translates to OPAC display

866 0 ‡8 1 ‡a v.1(1987)-

Location has: v.1(1987)-

866 ‡8 1 ‡a Unbound issues in Koerner current journals
Koerner current journals

Recent Issues: Unbound issues in

867 0 ‡8 1 ‡a v.1-v.2

Supplements: v.1-v.2

868 0 ‡8 1 ‡a 1987-1997

Indexes: 1987-1997

OPAC view:

Note: issues display coming from Acq check-in

record

<p>Recent Issues: Unbound issues in Koerner current journals v. 120, no. 29 (2007 July)</p> <p>Location has: v.1(1987)-</p> <p>Supplements: v.1-v.2</p> <p>Indexes: 1987-1997</p>

Following lists examples of 866 summary statements and corresponding item record & spine labels

1987-2005 → bound in one volume:

The screenshot shows a 'New Item Record' window with the following fields filled: Title: BC bookworld, Location: RBSC, Call #: Z1392.B7 B155, Perm. Loc.: RBSC, Item Type: Journal (non-circulating), Enum: 1987-2005. At the bottom, it shows Copy: 1, Pieces: 1, Price: \$0.00.

v.1(1987)-v.26(2005) → bound in one volume

The screenshot shows a 'New Item Record' window with the following fields filled: Title: BC bookworld, Location: RBSC, Call #: Z1392.B7 B155, Item Type: Journal (non-circulating), Enum: v.1-26, Caption: 1987-2005. At the bottom, it shows Copy: 1, Pieces: 1, Price: \$0.00.

v.105:no.135(2005:Feb.)-v.105:no.153(2005:Mar.) → bound in one volume

New Item Record

Title: BC bookworld.

Location: RBSC **Call #:** Z1392.B7 B155

Barcode: | **Temp. Loc.:**

Perm. Loc.: RBSC **Temp. Type:**

Item Type: Journal (non-circulating) **Media Type:**

Enum: v.105 no.135-153




Chron:

Year: 2005

Caption:

Free text: <Feb-Mar>

Spine:

   **Copy:** 1 **Pieces:** 1 **Price:** \$0.00

v.1(1983)-v.15(2000/2001) → bound in one volume

New Item Record

Title: BC bookworld.

Location: RBSC **Call #:** Z1392.B7 B155

Barcode: | **Temp. Loc.:**

Perm. Loc.: RBSC **Temp. Type:**

Item Type: Journal (non-circulating) **Media Type:**

Enum: v.1-15




Chron:

Year: 1983-2000/01

Caption:

Free text:

Spine:

   **Copy:** 1 **Pieces:** 1 **Price:** \$0.00

v.1:suppl.1 (supplement to a volume/year) → published in one volume

New Item Record

Title: BC bookworld.

Location: RBSC **Call #:** Z1392.B7 B155

Barcode: | **Temp. Loc.:**

Perm. Loc.: RBSC **Temp. Type:**

Item Type: Journal (non-circulating) **Media Type:**

Enum: v.1 suppl.1




Chron:

Year:

Caption:

Free text:

Spine:

   **Copy:** 1 **Pieces:** 1 **Price:** \$0.00

suppl.v.1-2 (supplement issued in 2 volumes) → 2 issues in one box

New Item Record

Title: BC bookworld.

Location: RBSC **Call #:** Z1392.B7 B155

Barcode: | **Temp. Loc.:**

Perm. Loc.: RBSC **Temp. Type:**

Item Type: Journal (non-circulating) **Media Type:**

Enum: suppl. v.1-2




Chron:

Year:

Caption:

Free text:

Spine:

   **Copy:** 1 **Pieces:** 1 **Price:** \$0.00

new ser.:v.5:no.6(2000)-new ser.:v.6:no.12(2001) → bound in one box/volume

New Item Record

Title: BC bookworld.

Location: RBSC Call #: Z1392.B7 B155

Barcode: Temp. Loc.:
 Perm. Loc.: RBSC Temp. Type:
 Item Type: Journal (non-circulating) Media Type:

Enum: ns. v.5 no.6-v.6 no.12
 Chron:
 Year: 2000-01
 Caption:
 Free text:
 Spine:

Copy: 1 Pieces: 1 Price: \$0.00

resulting spine label (before editing):

Print spine labels

Next barcode: Search item #
 Search BCL

Z
 1392
 B7
 B155
 ns.
 v.5
 no.6-
 v.6
 no.12
 2000-01

Print as single horizontal line

Label is OK
 To clipboard
 Print the buffer
 Begin/end
 Multiple copies
 Print barcode
 View records
 Options
 Get VGER #
 Exit

after editing:

Print spine labels

Next barcode: Search item #
 Search BCL

Z 1392
 B7
 B155
 ns. v.5
 no.6-
 v.6 no.12
 2000-01

Print as single horizontal line

Label is OK
 To clipboard
 Print the buffer
 Begin/end
 Multiple copies
 Print barcode
 View records
 Options
 Get VGER #
 Exit

2000:suppl. (supplement to a year/volume)

New Item Record

Title: BC bookworld.

Location: RBSC **Call #:** Z1392.B7 B155

Barcode: **Temp. Loc.:**

Perm. Loc.: RBSC **Temp. Type:**

Item Type: Journal (non-circulating) **Media Type:**

Enum: suppl. 2000




Chron:

Year:

Caption:

Free text:

Spine:

   **Copy:** 1 **Pieces:** 1 **Price:** \$0.00

9th ed.(1990)

New Item Record

Title: BC bookworld.

Location: RBSC **Call #:** Z1392.B7 B155

Barcode: **Temp. Loc.:**

Perm. Loc.: RBSC **Temp. Type:**

Item Type: Journal (non-circulating) **Media Type:**

Enum: 9th ed.




Chron:

Year: 1990

Caption:

Free text:

Spine:

   **Copy:** 1 **Pieces:** 1 **Price:** \$0.00