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MARConnect

Understanding the program elements in MARConnect

MARConnect is a Windows program that helps you catalog web sites and create MARC records that can be imported into Spectrum CIRC/CAT or other library automation systems. MARConnect is automatically installed with the Windows version of Spectrum CIRC/CAT. *Note:* MARConnect is not available for Macintosh.

For more information on using MARConnect, see "Using MARConnect" in the *MARConnect* chapter of the *Spectrum CIRC/CAT User Manual*.

For information on MARC records, see "Understanding MARC records" later in this manual.

About the Options window

You can accept the default options as your settings, but Sagebrush recommends that you set specific options for your library before you catalog and save MARConnect records.

Options window
In this window, you set options for the MARConnect program.

Below are descriptions of the different options you can set in the Options window. Most options let you define the information that is stored in a pre-assigned MARC 21 tag, such as material number, control number, control number identifier, language code, cataloging source, computer file or data note, and system details note. Some options let you define where information will be placed in a MARC record, such as the "Place web site assessment in tag" and "Subfield" option. Other options, such as the "Text to precede assessment", "Material type", and "Call number" options, let you define information specific to your library.

Option	Description
Material number	This field's value indicates the material number that is used for the first MARC record that gets saved. It is stored in tag 852 subfield_p. If it's empty, no 852 or 961 tag is generated. MARConnect automatically increments the rightmost group of characters (numeric only) after each subsequent save.
	Note: Assigning a material number in the MARConnect Options window does not necessarily give the MARC records that material number when importing in Spectrum CIRC/CAT. When you import the MARC file into Spectrum CIRC/CAT, you can choose whether to use the incoming material assigned in MARConnect or a sequence of numbers starting at a specified number.
Control number	This field's value is entered in the 001 tag the first time you save a MARC record. MARConnect automatically increments the rightmost group of characters (numeric only) after each subsequent save.
Control number identifier	This field's value is entered in the 003 tag. This is the MARC 21 code for the agency whose control number is found in field 001 (control number). (The source of this code is *Symbols of American Libraries* maintained by the Library of Congress.) The default is "MnCdSW-A".

Option	Description
Language code	This field's value is entered into the language code portion of the 008 tag. Language codes must be exactly three characters in length. Some common language codes are: eng – English, spa – Spanish, ger – German, fre – French, and rus – Russian. The default is "eng".
Cataloging source	This field's value is automatically entered into tag 040 subfield _a of a MARC record. This is the MARC 21 code of the name of the organization(s) that created the original record or modified an existing record. (The source of this code is *USMARC Code List for Organizations*, maintained by the Library of Congress.) The default is "Customer".
Type of computer file or data note	Notes that describe the computer file. This field's value is automatically entered into tag 516_a. The default is "File is in HTML format".
System details note	This is the mode of access. This field's value is automatically entered into tag 538_a of a MARC record. This field in a MARC record contains system information about an item. This is blank by default.
Text to precede assessment	Text entered into this field is automatically entered to your quality rating of a web site when a MARC record is generated. If you want your quality rating to have descriptive text precede it, enter the text here. The default is "Quality rating (1 = low, 5 = high)".
Place web site assessment in tag	This field's value determines which field in a MARC record stores your web site quality rating. If you do not want to store a quality rating, leave this field blank. The recommended tag is 514.

Option	Description
Subfield	This field's value determines which subfield stores your web site quality rating. Any alphanumeric value is accepted. The default is subfield a.
Material type	This field's value is stored in tag 961_t. You should assign a unique material type number to this field. This lets you to easily exclude your MARConnect records from your inventory process because MARConnect records don't have barcode labels to wand. The default is 1.
Call number	This field indicates which type of call number is used in your library. You can choose either LC (Library of Congress) or Dewey. The type you choose determines which label (either LC or Dewey) is displayed in the data-entry window.

About the MARConnect window

In the MARConnect window, you capture and enter catalog information for the web site displayed in your browser. To find out what tag in the MARC record each field is stored in, see "Mapping MARConnect fields to a MARC record".

MARConnect window
In this window, you can catalog Internet web sites.

The following table describes the elements in the MARConnect window.

Note	Description
URL	Uniform Resource Locator (also called a Web address). A string of letters and/or numbers that locates a web site. For example, http://www.sagebrushcorp.com is the URL that links you to Sagebrush's web site. The MARConnect program automatically captures the URL.
Author – personal	The name of a person or family that created a web site. You can enter up to three personal authors. Because of MARC standards, you can only enter one main entry for author, either personal or corporate, but not both.
Author – corporate	The name of a commercial entity that produces media such as a company or group, examples include IBM or SADD (Students Against Drunk Driving). You can enter up to three corporate authors. Because of MARC standards, you can only enter one main entry for author, either personal or corporate, but not both.
Title	The title of a web site that describes what the site is about. The title is the text displayed in the title bar of the browser window. The MARConnect program automatically captures the title.
Subtitle	A web site's subtitle (or remainder of the title).
Alternate title	A web site's alternate title.

Note	Description
Publisher	The publisher of a web site. In some cases web sites won't have a publisher listed, but they might have a host name listed, such as Geocities. In these cases, you could substitute the publisher title with the host name. Some web sites may not supply you with all of the publication information. In these cases, you can leave those areas blank.
Place of publication	The place where the material was published (for example, Chicago).
Date of publication	The date that the material was published (for example, 1979). You could also use the date the web site was posted or last updated.
The quality of this page or site	This is a subjective rating that you can assign to a web site. Possible values range from 1 (poor) to 5 (excellent). The default value is 3.
General note	Contains general information about a material, in this case a web site. This information is stored in tag 500_a of a MARC record.
Summary	Contains information that describes the general contents of the described material. A summary, an abstract, a review, or simply a phrase describing the material or web site could go in this field. This information is stored in tag 520_a of a MARC record.
Public note	Contains information relating to the electronic location of the source (web site) identified in the URL and title fields. This information is stored in tag 856_z of a MARC record.

Note	Description
Audience characteristics	Lets you choose the audience characteristic and the audience type for a site from the appropriate menus.
Dewey or LC call number	The Dewey or Library of Congress call number for a web site. The type you choose in the Options window determines which label is shown next to the call number box in the MARConnect window.
	If you enter LC call numbers, this information is stored in tag 050_a of a MARC record. Dewey call numbers are stored in tag 082_a.
Local call number	Contains local information. This field could contain an indication (such as WWW) that this is a web site rather than a book or other physical material in your library. Or, it could contain information indicating where similar information is shelved in the library.
	This number is stored in tag 090_a of a MARC record.
First subject	A description of the web site's subject matter. You can enter up to five main subjects.
Subdivision	You can enter up to three subdivisions for each main subject entry.

About the MARConnect button

MARConnect button

The MARConnect button captures the URL and title of the web site currently displayed in your browser and places them in the appropriate boxes in the main MARConnect window. When you find a site you want to catalog, click the MARConnect button and the MARConnect window opens with the new site's URL and title already entered.

The MARConnect button remains on top of all windows unless you minimize the main MARConnect window. When you do this, the MARConnect button is hidden until you show the main window again. Also, when you catalog and save a site, the MARConnect window goes to the background so you can use your browser to search for another site.

You can move the MARConnect button to a different location on your desktop. Use your mouse to place the pointer in the title bar at the top of the button. Click and hold down the mouse button while you drag the MARConnect button to a new location on your desktop.

About the MARConnect menu commands and toolbar

The MARConnect window contains five menus. The commands in these menus help you catalog web site information and save it as MARC records that can be imported into Spectrum CIRC/CAT. Where available, shortcut keys are listed next to the command in the menu.

For many of the menu commands, there are also corresponding buttons in the toolbar.

If the toolbar buttons are not visible, select the Toolbar option from the View menu.

File menu commands

The File menu contains commands to create a new MARC file, open an existing MARC file, and close the program.

Command	Button	Description
New File	n/a	Opens the New File window, where you can specify the filename and location for a new MARC file. In most cases, you can continue to save all of your MARC records to the default MARC file (Marc_001). However, if you do create a new file, you should save it in a location that is easy to find, such as the Spectrum program folder.
		The default MARC file is located in c:\Program Files\Winnebago\Spectrum Client or c:\Program Files\Winnebago\Spectrum Single, depending on which version of Spectrum you use.
		This command is different than the New Record command, which creates a new MARC record in the existing MARC file.
Open	n/a	Opens an existing MARC file that contains MARC records.
Exit	n/a	Closes the MARConnect program.

Edit menu commands

The Edit menu contains standard Windows commands to cut, copy, paste, clear, and select all text from program fields. It also contains commands to automatically catalog the current web site's URL and title and check the MARC record's spelling.

Command	Button	Description
Cut	n/a	Deletes the selected text and places it in the clipboard.
Copy	n/a	Copies the selected text into the clipboard. This command is different than the Copy to Clipboard command. The Copy command only copies selected text in one box. The Copy to Clipboard command copies an entire MARC record to the clipboard.
Paste	n/a	Pastes text from the clipboard into the box where your cursor is located.
Clear	n/a	Deletes the selected text. It does not place it into the clipboard.
Select All	n/a	Selects all of the text in the box where your cursor is located.
Update URL and Title		Copies the URL and title from the web site currently displayed in your browser. This button may be useful if you accidentally change or delete the URL or title in the MARConnect program.
Check Spelling		Checks the spelling of your MARConnect data. It will check the spelling of the title, note, and subject fields.

Record menu commands

The Record menu contains commands to create a new MARC record, save the current MARC record, and copy the current MARC record to the clipboard.

Command	Button	Description
New Record		Puts a new, blank MARC record on screen. Lets you edit current information, but does not get the URL and title from the browser. This command is different than the New File command, which creates a new MARC file.
Save		Saves your current record. A new, blank record is displayed and the browser is reactivated after you click this button.
Copy to Clipboard		Copies an entire MARC record to the clipboard. From there, you can paste the MARC record into the Material Edit part of Spectrum CIRC/CAT. This command is different than the Copy to Clipboard command. The Copy command only copies selected text in one box.

View menu commands

The View menu contains commands to display the toolbar and status bar and open the Options window.

Command	Button	Description
Toolbar	n/a	Shows and hides the toolbar. If you hide the toolbar, you can still use the menu commands to use the program.
Status Bar	n/a	Shows and hides the status bar at the bottom of the MARConnect window.
Options		Opens the Options window. You should specify your options before you catalog any web sites.

Help menu commands

The Help menu contains commands to open the Help system and display program information.

Command	Button	Description
Help Topic	n/a	Opens the MARConnect Help system.
About MARConnect	n/a	Provides information about the MARConnect program, such the product name and version number

About MARC files

When you catalog web sites using the MARConnect program, your MARC records are saved to the Marc_001 file. This file is located in c:\Program Files\Winnebago\Spectrum Client or c:\Program Files\Winnebago\Spectrum Single, depending on which version of Spectrum you use. The title bar of the MARConnect window displays the file to which all MARC records are being saved.

MARConnect - C:\Program Files\Winnebago\Spectrum Client\MARC_001

MARConnect title bar
The title bar displays the file to which all MARC records are being saved.

MARC records are always appended to the Marc_001 file, unless you create a new file. In most cases, that isn't necessary.

After you import the MARC file into Spectrum CIRC/CAT, you should move the file to a different folder in your Spectrum program folder and rename it to the current date. This will prevent you from re-importing the same MARC records into Spectrum CIRC/CAT. For more information on moving the MARC file, see "Importing a MARC file into Spectrum CIRC/CAT" in the *Spectrum CIRC/CAT User Manual*.

Then the next time you start MARConnect and begin cataloging records, the program will automatically create a new Marc_001 file.

For more information on the MARC file, see "Saving a MARC record" in the *Spectrum CIRC/CAT User Manual*.

Understanding MARC records

After you have finished cataloging web sites, you can import the file of MARC records into Spectrum CIRC/CAT. Since the MARC records created by MARConnect adhere to the MARC standard, they can be imported into all industry-standard library automation systems.

For more information on using MARConnect, see "Using MARConnect" in the *MARConnect* chapter of the *Spectrum CIRC/CAT User Manual*.

About automatically cataloged fields

Once you've accessed the site and clicked the MARConnect button, the program automatically catalogs the following fields. You can catalog all other fields by entering information into the spaces provided in the MARConnect window. If you would like to see where the automatically cataloged information and the catalog information you enter is mapped in the MARC record, see "Mapping MARConnect fields to a MARC record".

Tag	Tag Description
LDR	Leader
001	Control Number
003	Control Number Identifier
005	Date and Time of Last Transaction
007	Physical Description Field
008	Fixed-Length Data Elements
040	Cataloging Source
245_a	Title Proper

Tag	Tag Description
245_h	General Material Designation
256_a	File Characteristics
514_a	Web site assessment rating
516_a	Note: Type
538_a	System Detail Note (Mode of Access)
852_p	Material number
856_u	Uniform Resource Locator (URL)
961_t	Material Type

Mapping MARConnect fields to a MARC record

For each site you catalog, MARConnect takes the automatically cataloged fields along with the catalog information you enter and creates a MARC record. The following information shows where your entered information and the automatically cataloged information are mapped in MARC records.

Mapping chart

Source of data	Tag	Indicator 1	Indicator 2	Subfield	Window the value is set in
Control number	001				Options
Control number identifier	003				Options

Source of data	Tag	Indicator 1	Indicator 2	Subfield	Window the value is set in
Language code	008				Options
Cataloging source	040	b	b	_a	Options
LC call number	050	b	4	_a	MARConnect
Dewey call number	082	0	4	_a	MARConnect
Local call number	090	b	b	_a	MARConnect
(first) Author-personal	100	1	b	_a	MARConnect
(subsequent) Author-personal	700	1	b	_a	MARConnect
(first) Author-corporate	110	2	b	_a	MARConnect
(subsequent) Author-corporate	710	2	b	_a	MARConnect
Title	245	(!)	(!)	_a	MARConnect
Subtitle				_b	MARConnect
Alternate title	246	2	b	_a	MARConnect

Source of data	Tag	Indicator 1	Indicator 2	Subfield	Window the value is set in
Place of publication	260	b	b	_a	MARConnect
Publisher				_b	MARConnect
Date of publication				_c	MARConnect
General note	500	b	b	_a	MARConnect
Web site assessment (rating)	*514	b	b	(!)	Options
Type of computer file or data note	516	b	b	_a	Options
Summary	520	b	b	_a	MARConnect
Interest level	521	(!)	b	_a	MARConnect
System details note	538	b	b	_a	Options
Subject/ subdivision	600	1	4	(!)	MARConnect
Subject/ subdivision	610	2	4	(!)	MARConnect
Subject/	650	b	4	(!)	MARConnect

Source of data	Tag	Indicator 1	Indicator 2	Subfield	Window the value is set in
subdivision					
Subject/ subdivision	651	b	4	(!)	MARConnect
Subject/ subdivision	690	b	b	(!)	MARConnect
Local call number	852	b	b	_h	MARConnect
Material number				_p	Options
URL	856	(!)	0	_u	MARConnect
Public note				_z	MARConnect
Material type	961	w	l	_t	Options

Legend

b = blank value

_ = subfield delimiter

(!) = variable data

* = recommended tag

About MARC records created by MARConnect

With the data you enter in the MARConnect window along with the automatically cataloged fields, MARConnect creates a MARC record. The following chart documents how MARConnect information is used to construct a MARC record.

Source of data	Tag	Indicator 1	Indicator 2	Subfield	Notes
!!!!!nmmbb22!!!!!b4b4500	LDR				See note 1
!!!!!!!!!!	*001				See note 2
Control number identifer	003				
!!!!!!!!!!!!!!!.!	005				See note 3
crbunu	007				
!!!!!!nbbbbbbbbbxxbbbbb!bbb zbubbbbbb!!!bd	008				See note 4
Cataloging source	040	b	b	_a	
LC call number	050	b	4	_a	
Dewey call number	082	0	4	_a	
Local call number	090	b	b	_a	
Author-personal	100	1	b	_a	

Source of data	Tag	Indicator 1	Indicator 2	Subfield	Notes
Author-corporate	110	2	b	_a	
Title	245	!	!	_a	See note 5
Sub-title				_b	
Alternate title	246	2	b	_a	
data from computer	256	b	b	_a	
Place of publication	260	b	b	_a	
Publisher				_b	
Date of publication				_c	
General note	500	b	b	_a	
web site assessment rating	514	b	b	_a	See note 6
Type of computer file	516	b	b	_a	
Summary	520	b	b	_a	
Interest level	521	!	b	_a	See note 7
System details note	538	b	b	_a	

Source of data	Tag	Indicator 1	Indicator 2	Subfield	Notes
Subjects and subdivisions	6XX	!	!	_!	See note 8
Added entry (additional personal authors)	700	1	b	_a	
Added entry (additional corporate authors)	710	2	b	_a	
Local call number	852	b	b	_h	
Material number				_p	
URL	856	!	0	_u	See note 9
Public note				_z	
Material type	961	w	l (letter)	_t	

Legend

b = blank value

! = variable data

_ = subfield delimiter

* = numbers are incremented differently

Note 1

The record size and base address (indicated by !!!!!) are calculated based on the size of the created record.

Note 2

The !!!!!!!!!! represent an incremented number starting from the Control Number value that is set from the value you enter in the Control number text box in the Options window.

Note 3

The tag saved here contains the current date and time in the following format: CCYYMMDDHHMMSS.S.

Note 4

The current date in the YYMMDD format is represented by the !!!!!! symbols. The Interest level field supplies the value for the single !. Here, the single ! represents several different codes:

> a = Preschool
>
> b = Primary
>
> c = Elementary and Junior High
>
> d = Secondary
>
> e = Adult
>
> f = Specialized
>
> g = General
>
> j = Juvenile

(if none of the above are given, this code is left blank)

Note 5

Indicator 1 is *0* when there is no tag 1xx, otherwise it's always *1*. The number of non-filing characters makes up Indicator 2. These numbers are used for the following:

> - 2 is used for titles starting with *A*
>
> - 3 is used for titles starting with *An*
>
> - 4 is used for titles starting with *The*

Note 6

The number here will correlate with the number you enter in the MARConnect window. It will be any number from 1 to 5 based on the rating you choose. Plus, if you've chosen to include text to precede the assessment, it will show up before the number you specified as an assessment. Tag 514 is the recommended tag for this information.

Note 7

The first indicator for tag 521 is set as follows:

Category	Indicator value
Audience	b
Reading grade level	0
Interest age level	1
Interest grade level	2
Special audience characteristics	3
Motivation interest level	4

Note 8

Library of Congress has specified the subject tags, subfields, and indicators.

Source of data	Tag	Indicator 1	Indicator 2
Personal name	600	1	4
Corporate name	610	2	4

Source of data	Tag	Indicator 1	Indicator 2
Topical	650	b	4
Geographical name	651	b	4
Local	690	b	b

Note 9

If the URL starts with "http:', the first indicator is *4*.

If the URL starts with "ftp:", the first indicator is *1*.

If the URL starts with "telnet", the first indicator is *2*.

If an @ is found in the URL, the indicator is set to *0* (zero) for e-mail, otherwise the indicator is *4*.

Example of a cataloged site

Here's one way you can enter your site data. Some fields in the MARConnect window don't apply for all sites. In these cases, you can leave those fields blank. The site data below comes from the web site titled Abraham Lincoln. The site's URL is http://www.geocities.com/SunsetStrip/venue/5217/lincoln.html.

Field name	Site data
URL	http://www.geocities.com/SunsetStrip/5217/lincoln.html
Author – personal	Donovan, Michael
Title	Abraham Lincoln
Publisher	Geocities
Date of Publication	1997
The quality of this page or site	4
General note	The site is hosted by Geocities
Summary	General research information about Abraham Lincoln, such as his childhood, his family members, his life as president, his famous speeches
Public note	For more information on Abraham Lincoln or related topics, see the library's Reference staff
Dewey call number	921

Field name	Site data
First subject (topical)	Presidents
Subdivision (general)	Biography
Subdivision (geographical)	United States

Elements of a MARC tag

A MARC tag identifies a field of a material record in MARC format. For example, tag number 100 identifies the author of a material. The following is an example of a Pre-1987 MicroLIF tag. It's shown in this format for easy readability.

10010_aBranley, Franklyn Mansfield,_d1915-^

tag number (indicates author)

indicators (1 indicates forename, 0 indicates undefined)

subfield (indicates personal name)

subfield data

subfield (indicates dates associated with name)

subfield data

end of tag marker