

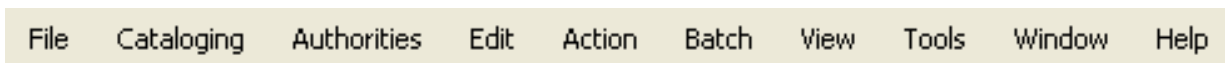
Key Takeaways and Reminders



Connexion Client Module 2: Basic Bibliographic Searching

Menu commands in Connexion client

On the menu bar:



Search dialog

Cataloging > Search > WorldCat

Guidelines for number searches

ISBN (10 or 13 digit) (International Standard Book Number)

Enter the number without an index label

- Remove dashes (e.g. enter 1-5654-556-2 as **156545562**)
- Include X in final digit (e.g. enter 0-590-42057-X as **059042057X**)
- Usually found in 020 subfield †a
- Subfield †z (used for canceled/invalid ISBN) is also searched

ISSN (International Standard Serial Number)

Use index in:

- Include hyphen (e.g. enter 0363-0277 as **0363-0277**)
- Include X in final digit (e.g. enter 2265-564X as **2265-564X**)
- ISSN is usually in 022 subfield †a
- Subfield †y (used for incorrect ISSN) is also searched
- Subfield †z (used for canceled ISSN) is also searched

LCCN (Library of Congress Control Number)

Use index **ln**:

- Type LCCN as it appears on item (with or without hyphen)
- LCCN is usually in 010 subfield ‡a
- Subfield ‡z (used for canceled/invalid LC control number) is also searched

Publisher Number

Use index **mn**:

- Type all letters and numbers (e.g. enter ag26654f as **ag26654f**)
- Omit all punctuation (e.g. enter rd-9426.5 as **rd94265**)
- Omit all spaces (e.g. enter m 54 356 as **m54356**)
- Usually found in 028 or 262 fields

OCLC Number

Use * or # on command line

- OCLC numbers do not have punctuation
- Displays after OCLC in Connexion
- Exported in 001 and 035 fields

Keyword/Numeric Search Options

Retain search

Retain Search

- With this option selected, the client keeps search terms, indexes, and Boolean operators
- With the option cleared, the client keeps only your last index selections and up to the last ten search terms you entered (click the dropdown arrow in a text box to see this list)

Customize lists button



- Click to open the Customize Short Lists window to customize the short list of indexes or material types

Plus/Minus buttons



&



- Click to toggle between a short list of ten of the most used (or customized) indexes or material types, and a comprehensive list

Language of Cataloging Limiter

- With this option selected, the client returns only records that have the bibliographic description in the selected language

Apply Language of Cataloging Limiter
English

Most common keyword indexes

- Name (author) (au:)
- Notes (nt:)
- Series (se:)
- Corporate/conference name (cn:)
- Personal name (pn:)
- Title (ti:)

Keyword indexes often used in combination with others

- Holding library (li:)
- Publisher (pb:)
- Publisher location (pl:)

Basic MARC fields for matching

245 Title Statement

- ‡a Title Proper
- ‡b Remainder of Title
- ‡c Statement of Responsibility

250 Edition Statement

- ‡a Edition Statement

260 or 264 Publication, Distribution, etc.

- ‡a Place of Publication
- ‡b Publisher
- ‡c Date of Publication

300 Physical Description

- ‡a Extent
- ‡b Other Physical Details
- ‡c Dimensions

A significant difference between the data in the 245, 250, 260 (or 264), or 300 fields and the actual bibliographic item indicates that the record is NOT a match.

Selected default keystroke shortcuts in Connexion Client

Searching

- Log on<Ctrl+F1>
- Search WorldCat<F2>

Navigating between records within a search results list

- View Previous Record<Shift+F9>
- View Next Record.....<F9>

Documentation

Connexion

<http://www.oclc.org/support/services/connexion/documentation/client/cataloging.en.html>

- Connexion: Searching WorldCat Quick Reference
- Search WorldCat
- Searching WorldCat Indexes

Bibliographic Formats and Standards, chapter 4

<http://www.oclc.org/bibformats/en/input.html>