



OCLC MARC records are available for eBook titles that are part of 3M's Cloud Library.

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Sign-up questions

- ***How does my library sign-up to receive WorldCat records for titles available in 3M's Cloud Library?***

To set your library up to receive MARC records, please complete the [Cataloging Partners MARC request form](#).

After submitting the Cataloging Partners MARC request form, OCLC will set up your account; this set-up may take 3-5 business days.

- ***What editing options are available?***

- 1) Public note information can be added to the end of the 856 field \$z
- 2) Constant data elements can be added in new fields in the record
- 3) 856 proxy prefix

- ***What is a public note?***

Public notes help your patrons more effectively browse your catalog. You can choose to have public note information displayed at the end of the 856 URL. Some examples of public notes include: Access Title, Click Here to Access Title, Access Digital Title, etc.

- ***What is a proxy prefix?***

A proxy prefix is a sequence of letters/numbers added to the existing URL in the 856 field which causes the URL to point to a proxy server (rather than the server where the electronic resource actually exists) A proxy server acts as an intermediary for requests originating at the library's computer for electronic resources located elsewhere.

- ***Will there be other vendors URL's in my OCLC MARC record?***

No, during the order fulfillment process, all other vendor specific 856 URL's will be removed and only your library specific 856 URL will remain.

- ***How will I billed?***

You'll be invoiced directly from OCLC for WorldCat records received for 3M Cloud Library titles. Should your library choose to receive full level-records or less-than-full records you'll be charged \$1.50 for the initial delivery. If you've chosen to receive the re-delivery of less-than-full records once they are upgraded to a full-level record, those re-deliveries will be provided at no additional charge.

Record and delivery questions

- ***What is considered a less-than-full record?***

A less-than-full record can be defined as a record in WorldCat lacking a Dewey call number, LC call number, or an LC subject heading; or as a born-digital record created based on the data made available from 3M Cloud Library.

On the Cataloging Partners MARC request form please indicate if you'd like to receive less-than-full records and if you would like to receive a redelivery of the same record once it's upgraded to a full-level-record. An example of a less-than-full level record is available upon request.

- ***Are the records being created using RDA?***

We're currently creating records using AACR2 and will begin cataloging 3M Cloud Library titles using RDA in September. We are currently leveraging existing RDA records from WorldCat, so you may see the occasional RDA record prior to our official implementation.

- ***Does a library need to be an OCLC member to receive the records?*** No, any library can receive OCLC records for 3M Cloud Library titles. OCLC membership is not a requirement.

- ***How are the MARC records delivered to a library?***

When your order has been received and processed, OCLC will confirm via email that your file(s) are ready for download. Please refer to the OCLC support page for instructions about the retrieval of your files via MyFiles in the WorldShare Interface: <http://www.oclc.org/support/services/collection-manager/documentation/service-specific-settings/MARC-settings/record-retrieval-ftp.en.html#one>

Who to contact

- ***How does a library report a record with an error in it?***

Please send a message to [OCLC](#) with the OCLC record number, brief description of the error and the library's OCLC symbol.

- ***What if I no longer wish to receive OCLC Marc records for 3M Cloud Library titles?***

Please send a message to [OCLC](#), be sure to include your library's OCLC symbol.

- ***Who should a library contact with questions?***

Libraries can contact OCLC Customer Support at 1-800-848-5800 (USA) or +1 (614) 793-8682 or email them directly at [OCLC Customer Support](#)