Exporting - Bibliographic Records

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Discover how to set preferences for general, international, TCP/IP, and Uniform Resource Identifiers (URIs) bibliographic record export. Export preferences must be set before exporting records.

Overview

This accordion allows you to set preferences for bibliographic record export. Export preferences must be set before exporting records.

1. In the left navigation, click User Preferences.
2. From the User Preferences screen, click Exporting - Bibliographic Records.

Note: After setting preferences in General, International, TCP/IP, or Uniform Resource Identifiers (URIs):

- Click Reset Form to restore original default settings.
- Click Discard Page Changes to discard the changes you made and retain your previous settings. A confirmation dialog displays to confirm the discardment. Click Discard to confirm and discard your changes.

Set preferences for general export

Exporting - Bibliographic Records accordion: General tab - Image

1. For Format, select a format for your export records from the drop-down list.
2. For Exclude Data, enter the tag, indicators, and subfields you want to exclude from your export records. Add additional tags by clicking the Add (➕) button.

3. Click Save.

Set preferences for international export

Exporting - Bibliographic Records accordion: International tab - Image

1. Click the International tab.

2. For Non-Latin Content Exported, select how Latin and Non-Latin content will appear in exported records from the drop-down list.
   - All data with Latin script in 880 fields
   - All data with other scripts in 880 fields
   - Latin script only
3. For Diacritic Character Usage, select whether you want **Decomposed** or **Precomposed**.
   - Decomposed -
   - Precomposed -

4. For Warning, select **Warn before exporting bibliographic records that include unlinked non-Latin script fields** if you want the system to generate an error message before you export MARC 21 bibliographic records that include unlinked non-Latin script fields.

**Set preferences for TCP/IP export**

Note: Institutions with a firewall must configure it to recognize and accept data from the following IP address ranges in order to export records directly from OCLC into an ILS:
- Connexion: 132.174.2.*
- Record Manager: 132.174.100.*

**Exporting - Bibliographic Records accordion: TCP/IP tab - Image**

1. Click the **TCP/IP** tab.
2. For TCP/IP connection options, enter:
   1. **Host Name** - Enter the TCP/IP name (e.g., lib.domain.edu) or the numeric TCP/IP address of the host computer that runs your local system.
   2. **Port Number** - Enter the number of the port at your site that provides direct access to your local library system.
   3. **Authentication** - Select an authentication method from the drop-down list.
- None
- **Login ID** - Enter the ID and password to access your local system. Select Mark Password if you do not want the password to be visible.
- **User ID** - Enter the ID to access your local system. Select Mask ID if you do not want the ID to be visible.

3. For Connection Delay, select the **wait time**, in seconds, that occurs between each record sent in a batch from the drop-down list. The default wait time is 0.25 seconds.

4. For Connection Attempts, select the **maximum number of attempts** to retry connecting to the local system if the first connection attempt fails from the drop-down list. The default maximum number is 0.

5. For Gateway Export Response Messaging, click **Use Messaging** to enable messaging.
   1. If enabled, select the amount of time, in seconds, that messaging is displayed from the drop-down list. The default amount of time until timeout is 5 seconds.

6. Click **Save**.

### Set preferences for Uniform Resource Identifiers (URIs) export

Exporting - Bibliographic Records accordion: Uniform Resource Identifiers (URIs) tab - Image

1. For Name Headings Identity Services, select which name headings identity services to include with exported records.
   - **GND Authorities**
   - **LC/NACO Authority File**

2. For Subject Headings Identity Services, select which subject headings identity services to include with exported records.
   - **GND Authorities**
   - **LC Subject Authority File**
   - **MeSH Authorities**
records.

- GND Authorities
- LC Subject Authority File
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