Create WorldCat bibliographic records
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Discover how to create a WorldCat bibliographic record from the Text view editor in WorldShare Record Manager. You can create a WorldCat bibliographic record in Text View using a material type template based on Anglo-American Cataloging Rules (AACR2) or Resource Description and Access (RDA).

1. In the left navigation, click Create WorldCat Record.
2. For Type, select Text View.
3. Select a Format for the record you are creating.
   - AACR2
   - RDA (default)
4. From the Material Type drop-down list, select a material type.
   - Audio book
   - Book
   - Image
   - Sound recording
   - Video
5. Click Create.
6. Update the bibliographic record with your institution's information. For required fields, see required fields by material type template.
7. From the Save drop-down menu, select one of the following:
   - Add Record to WorldCat - Adds the record to WorldCat
   - Add Record and Set WorldCat Holding - Adds the record to WorldCat and sets a WorldCat holding by adding your library's OCLC institution symbol to the record

A confirmation message will appear with the OCLC control number once the record has been added to WorldCat.
8. If there are any errors in the record, an error message will appear. Correct the errors and repeat step 7.

Required fields by material type template

<table>
<thead>
<tr>
<th>MATERIAL TYPE TEMPLATE</th>
<th>REQUIRED FIELD 1</th>
<th>REQUIRED FIELD 2</th>
<th>REQUIRED FIELD 3</th>
<th>REQUIRED FIELD 4</th>
<th>REQUIRED FIELD 5</th>
<th>REQUIRED FIELD 6</th>
<th>REQUIRED FIELD 7</th>
<th>REQUIRED FIELD 8</th>
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</thead>
<tbody>
<tr>
<td>Audio book</td>
<td>Title</td>
<td>Country</td>
<td>Year of Publication</td>
<td>Language</td>
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<td>Book</td>
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<td>Country</td>
<td>Year of Publication</td>
<td>Language</td>
<td>Format</td>
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<tr>
<td>MATERIAL TYPE</td>
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<td>REQUIRED FIELD 2</td>
<td>REQUIRED FIELD 3</td>
<td>REQUIRED FIELD 4</td>
<td>REQUIRED FIELD 5</td>
<td>REQUIRED FIELD 6</td>
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<tr>
<td>Image</td>
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<td>Year of Publication</td>
<td>Language</td>
<td>Format</td>
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<td>Sound recording</td>
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<td>Language</td>
<td>Recording Type</td>
<td>Playback</td>
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<td>Year of Publication</td>
<td>Language</td>
<td>Format</td>
<td>Dimensions</td>
<td>Configuration of Playback Channels</td>
<td>Specific Material Designation</td>
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</tbody>
</table>