Record Manager setup worksheet for Connexion browser users

Last updated: Tue, 14 May 2019 14:47:52 GMT

Use this setup worksheet to record your settings in Connexion browser and transfer them to WorldShare Record Manager. Use this setup worksheet to record your settings in Connexion browser and transfer them to Record Manager. Any settings that are not on this worksheet are not applicable or have only one option in Record Manager.

Exporting records

Connexion browser

1. Sign in to Connexion browser.
2. Click the General tab.
3. Click the Admin button.
4. Click Export options.

Record Manager

1. Sign in to WorldShare and open Record Manager.
2. In the left navigation, click Export and Label Print Lists.
3. From the Export List tab on the Export and Label Print Lists screen, click the name of a list to open it.

Export destination

Export Destination

- Export to a File
- Export to a TCP/IP Connection
Export List

- Bibliographic
- Authority

**Export destination**

---

**Export format**

**Record Manager**

1. Sign in to WorldShare and open Record Manager.
2. In the left navigation, click **User Preferences**.
3. From the Preferences screen, click **Exporting - Bibliographic Records** to set your export preferences.

---

https://help.oclc.org/Metadata_Services/WorldShare_Record_Manager/Reference/Record_Manager_setup_works...
### General Export Preferences

- **Format**
  - **MARC 21 with MARC-8**
  - **MARC 21 with MARC-8**

- **Exclude Data**
  - MARC 21 with UTF-8 Unicode
  - MARCXML with UTF-8 Unicode
  - MARC 21 with MARC-8 and LHR
  - MARC 21 with UTF-8 Unicode and LHR
  - MARCXML with UTF-8 Unicode and LHR
  - Dublin Core Simple with UTF-8 Unicode
  - Dublin Core Qualified with UTF-8 Unicode
  - OCLC Dublin Core Simple with UTF-8 Unicode
  - OCLC Dublin Core Qualified with UTF-8 Unicode
  - MODS with UTF-8 Unicode

---

**Export format**

---

**Fields to delete/exclude data**

**Fields To Delete On Export**

Enter field tags to delete in exported record. Separate tags with a comma or use a hyphen to show ranges. (e.g. 920, 239-999)

- **Bibliographic Record:**
- **Authority Record:**

---

https://help.oclc.org/Metadata_Services/WorldShare_Record_Manager/Reference/Record_Manager_setup_works...

Printed: Sun, 01 Mar 2020 04:53:13 GMT
General Export Preferences

<table>
<thead>
<tr>
<th>Tag</th>
<th>Ind 1</th>
<th>Ind 2</th>
<th>Subfields</th>
</tr>
</thead>
<tbody>
<tr>
<td>245</td>
<td>1</td>
<td>0</td>
<td>a</td>
</tr>
<tr>
<td>245</td>
<td>1</td>
<td>0</td>
<td>b</td>
</tr>
</tbody>
</table>

TCP/IP connection options

Host Name: Required
Port Number: Required
# TCP/IP Export Preferences

<table>
<thead>
<tr>
<th>General</th>
<th>International</th>
<th>TCP/IP</th>
<th>Uniform Resource Identifiers (URIs)</th>
</tr>
</thead>
</table>

## TCP/IP

- **Host Name**
- **Port Number**
- **Authentication**: None

---

**Host name**

**Port number**

## TCP/IP local system user information

**TCP/IP Local System User Information**

- **Send Logon ID**
- **Logon ID**: 
- **Password**: 
- **Send User ID**
- **User ID**: 

---

[https://help.oclc.org/Metadata_Services/WorldShare_Record_Manager/Reference/Record_Manager_setup_works...](https://help.oclc.org/Metadata_Services/WorldShare_Record_Manager/Reference/Record_Manager_setup_works...)

Printed: Sun, 01 Mar 2020 04:53:13 GMT
Logon ID ___________________________________
User
ID ___________________________________
Password ___________________________________