

Batch Enhancement of Genre/Form Headings in MARC Records for Maps

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Background

In 2010, the Library of Congress implemented genre/form headings for cartographic materials. Most were based on formerly authorized genre/form subdivisions.

Goal

Use batch processing to add genre/form headings to over 50,000 local catalog records based on existing genre/form subdivisions, and replace the now-obsolete subdivisions with new ones.

Planning

Analyzed ILS reports of subject headings on all records in map format. Developed order of operations to transform genre/form subdivisions to genre/form headings, and then replace subdivisions with “Maps.”

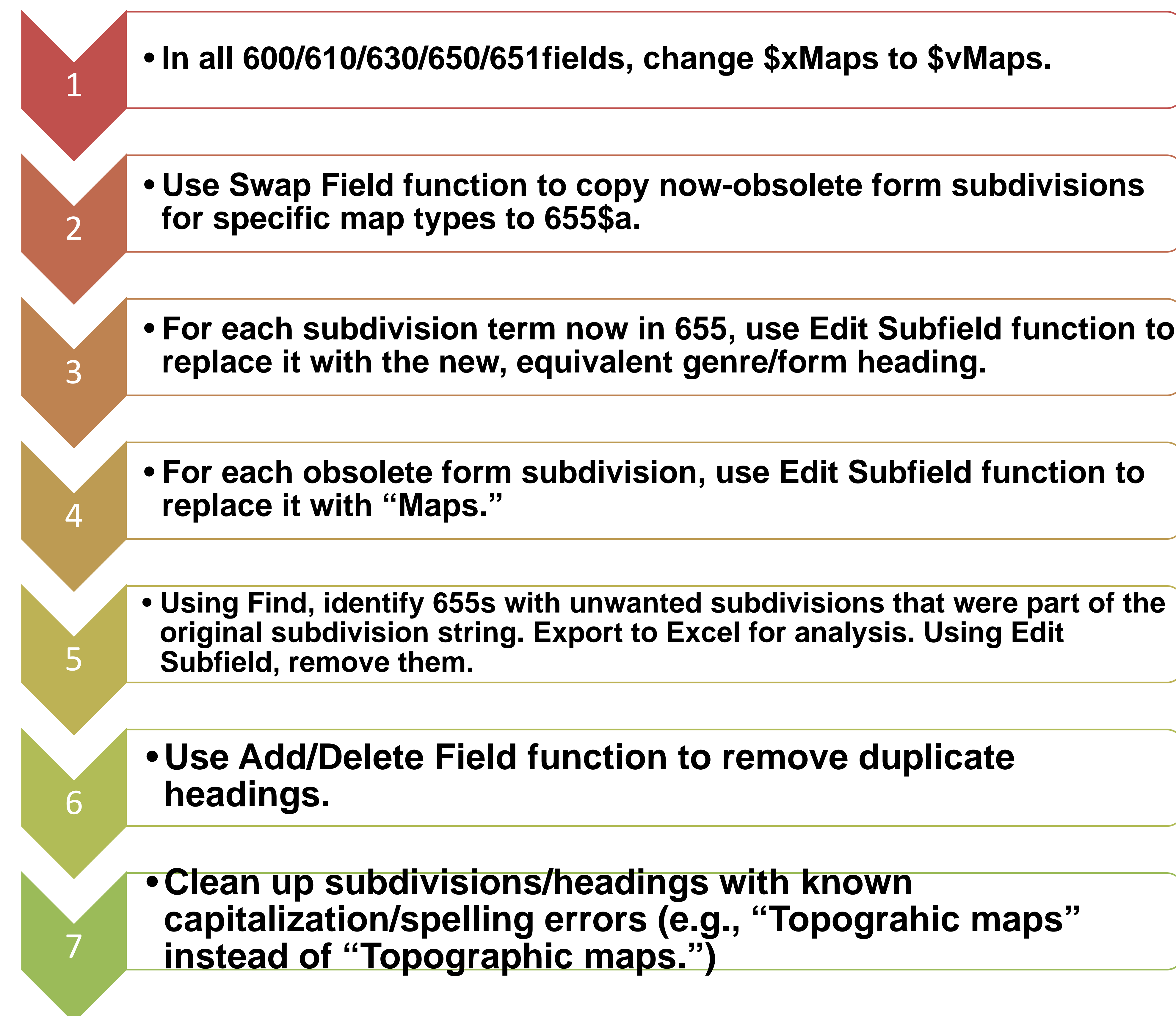
Testing

- Working with a copy of the whole record file, tested and refined the order of operations.
- Identified inconsistencies to watch out for, like capitalization and spelling errors in subdivisions.

General Principles

- **Save often** -- after every major change. But first verify that the change worked as expected.
- **Exercise version control.** Save a new version of the file after every major group of changes in case it's discovered later in the process that something went wrong.
- **Don't delete prematurely.** Keep all data until you are SURE it's been appropriately converted.
- **Expect to find minor problems post-overlay** and be prepared to clean them up.

The editing process



Showtime!

Wednesday, 5 PM: All staff instructed to stop work on map records until further notice.

Wednesday, 8 PM: Systems office extracts fresh file of all map format records and uploads it to shared workspace.

Thursday, 9 AM: MARCEdit work begins on the file. Two catalogers work together to make changes in the predefined order. Multiple operations are required for each heading.

Thursday, 4 PM: MARCEdit work complete. File uploaded to shared workspace for reloading.

Thursday, 8 PM: Systems office loads edited file, overlaying all map records. Indexing processes commence.

Friday, 9 AM: After brief review of overlaid records, catalogers get the go-ahead to recommence normal work on map records.

Abstract

Following the Library of Congress's 2010 implementation of genre/form headings for cartographic materials, the University of Minnesota Libraries undertook a project to enhance and upgrade the genre/form headings and subdivisions in more than 50,000 existing catalog records for maps. This poster shows how the project evolved from its conception in Fall 2010 to its completion in Spring 2011. Project procedures were developed through analysis of ILS reports in Excel and extensive testing in MARCEdit. Record extraction, editing, and replacement were carefully timed to minimize impacts on cataloging work and ILS indexing. The presentation also covers lessons learned from the project. It is hoped that the project can serve as a model for other potential enhancements to University of Minnesota bibliographic data, including genre/form headings in other subject areas, and the addition of RDA elements to AACR2 records.

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