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## DATA REMEDIATION ANALYSIS REQUEST

**To Obtain A Free Data Remediation Analysis & Quotation, Please Complete The Following Information (Front & Back) And Send to MARCIVE.**

### INSTITUTION INFORMATION

|                  |                   |  |  |
|------------------|-------------------|--|--|
| INSTITUTION NAME |                   | EXISTING MARCIVE CUSTOMER?<br><br>IF YES, MARCIVE ID CODE(S) |  |
| CITY             | STATE OR PROVINCE | ZIP OR POSTAL CODE   |  |
| CONTACT PERSON   |                   | TITLE  |  |
| TELEPHONE NUMBER | FAX NUMBER        | E-MAIL ADDRESS   |  |

**BIB DATA TO BE ANALYZED: Please answer these questions about the test data file you are sending us.**

|   |   |   |  |
|---|---|---|--|
| SOURCE OF RECORDS TO BE ANALYZED (SYSTEM)   |   | SENT VIA  |  |
| FORMAT OF DATA YOU ARE SENDING US<br><input type="checkbox"/> MARC21<br><input type="checkbox"/> MARC-XML | ENCODING SCHEME OF DATA YOU ARE SENDING US<br><input type="checkbox"/> MARC-8<br><input type="checkbox"/> UTF-8 | <input type="checkbox"/> FTP FILENAME _____<br>FTP.MARCIVE.COM IN THE INPUT DIRECTORY<br><input type="checkbox"/> E-MAIL ATTACHMENT |  |
| NUMBER OF RECORDS TO BE ANALYZED<br>(10% OF DATABASE, UP TO 1000 RECORDS)                                 |   | DATE SENT   |  |

### DELIVERY OF ANALYSIS

|  |   |  |
|--|---|--|
| ELECTRONIC REPORTS<br><input type="checkbox"/> <b>YES</b>  | UPDATED BIB RECORDS (CHECK ONE)<br><input type="checkbox"/> <b>FTP</b><br><input type="checkbox"/> DO NOT SEND UPDATED BIBS   | INTO WHAT SYSTEM ARE YOU GOING TO LOAD THE RESULTS OF THIS ANALYSIS? |
| AUTHORITY RECORDS (CHECK ONE)<br><input type="checkbox"/> <b>FTP</b><br><input type="checkbox"/> DO NOT SEND AUTHORITIES | DISTRIBUTION OF AUTHORITIES RECORDS, IF AUTHORITY RECORDS ARE DESIRED. A SINGLE FILE IS THE DEFAULT BUT IT IS IMPORTANT TO HAVE THE FILES IN THE DISTRIBUTION REQUIRED BY YOUR AUTOMATED SYSTEM.<br><input type="checkbox"/> <b>* SINGLE FILE OF ALL MATCHING AUTHORITY RECORDS.</b><br><input type="checkbox"/> <b>TWO</b> FILES OF MATCHING AUTHORITY RECORDS. ONE MATCHES NAMES; THE OTHER MATCHES SUBJECTS.<br><input type="checkbox"/> <b>THREE</b> FILES OF MATCHING AUTHORITY RECORDS. ONE MATCHES AUTHORS; THE SECOND MATCHES UNIFORM TITLES AND SERIES; AND THE LAST MATCHES SUBJECTS. |  |
| APPLY RDA CONVERSION SERVICE (CHECK ONE)<br><input type="checkbox"/> <b>YES</b><br><input type="checkbox"/> <b>NO</b>    |   |  |

### STANDARD PROCESSING

DRRQ 9/7/2017

MARCIVE® Inc. 1-800-531-7678 or [info@marcive.com](mailto:info@marcive.com)

|   |   |
|---|---|
| <input checked="" type="checkbox"/> PERSONAL NAMES (100, 700)                                 | <input checked="" type="checkbox"/> FIX BRACKETS FOR GMD IN 245 \$H   |
| <input checked="" type="checkbox"/> CORPORATE NAMES (110, 710)                                | <input checked="" type="checkbox"/> ENDING PUNCTUATION IN TRACEABLE FIELDS  |
| <input checked="" type="checkbox"/> MEETING NAMES (111, 711)                                  | <input checked="" type="checkbox"/> DELETE SUBFIELD \$W FROM TRACEABLE FIELDS   |
| <input checked="" type="checkbox"/> UNIFORM TITLES (130, 240, 730)                            | <input checked="" type="checkbox"/> FIX ALL NONFILING CHARACTER INDICATORS  |
| <input checked="" type="checkbox"/> SERIES (400, 410, 411, 440, 8xx)                          | <input checked="" type="checkbox"/> CHANGE NONFILING INDICATOR TO 0 & DELETE INITIAL ARTICLE IN 240   |
| <input checked="" type="checkbox"/> CONVERT ALL 440 FIELDS TO 490/830 COMBINATIONS            | <input checked="" type="checkbox"/> REMOVE "THE " FROM \$T AND CAPITALIZE FIRST LETTER OF FOLLOWING WORD IN THESE MARC FIELDS: 400, 410, 411, 505, 600, 610, 611, 630, 700, 710, 711, 730, 800, 810, 811, AND 830 |
| <input checked="" type="checkbox"/> LC SUBJECTS (6xx, SECOND INDICATOR 0)                     | <input checked="" type="checkbox"/> REMOVE LEADING ARTICLE " FROM 505\$T AND CAPITALIZE FIRST LETTER OF FOLLOWING WORD  |
| <input checked="" type="checkbox"/> LC CHILDREN'S SUBJECTS (6xx, SECOND INDICATOR 1)          |   |
| <input checked="" type="checkbox"/> MESH SUBJECTS (6xx, SECOND INDICATOR 2)                   |   |
| <input checked="" type="checkbox"/> GENRE/Form (655, SECOND INDICATOR 7, \$2gsafd or \$2lcsh) |   |
| <input checked="" type="checkbox"/> DIVIDED HEADINGS REPLACEMENT OF OBSOLETE HEADING          |   |
| <input checked="" type="checkbox"/> CHANGE OBSOLETE CODING                                    |   |

**REPORTS, SAMPLES, & PRICE QUOTATION**

|   |   |  |
|---|---|--|
| <b>REPORTS FOR ENTIRE SAMPLE</b><br><input checked="" type="checkbox"/> STATISTICS<br><input checked="" type="checkbox"/> UNRECOGNIZED TERMS<br><input checked="" type="checkbox"/> ACCESS POINTS CHANGED<br><input checked="" type="checkbox"/> PREPROCESSING CHANGES<br><input checked="" type="checkbox"/> MULTI MATCHES<br><input checked="" type="checkbox"/> UNSPECIFIED CMC DATA | <b>BIBLIOGRAPHIC RECORDS</b><br><input checked="" type="checkbox"/> COMPLETELY UPDATED<br><input checked="" type="checkbox"/> SAME FORMAT AS INPUT<br><br><b>AUTHORITIES RECORDS</b><br><input checked="" type="checkbox"/> ALL LC RECORDS WHICH MATCH<br><input checked="" type="checkbox"/> ALL LC ACP RECORDS WHICH MATCH<br><input checked="" type="checkbox"/> ALL MESH RECORDS WHICH MATCH<br><input checked="" type="checkbox"/> SAME FORMAT AS BIBS | <b>PRICE QUOTATION</b><br><input checked="" type="checkbox"/> BE SURE TO COMPLETE INFORMATION BELOW FOR THE MOST ACCURATE QUOTATION. |
|---|---|--|

**INFORMATION FOR QUOTATION: Please answer these questions for the entire project for which you wish to obtain a price quotation.**

|   |  |
|---|--|
| <input type="checkbox"/> <b>INITIAL PROJECT</b>   |  |
| SOURCE OF RECORDS FOR THE ACTUAL PROJECT (SYSTEM)   | SERVICES FOR WHICH YOU WOULD LIKE A QUOTATION<br><input type="checkbox"/> AUTHORITIES PROCESSING<br><input type="checkbox"/> MATCHING AUTHORITIES RECORDS<br><input type="checkbox"/> RDA CONVERSION<br><input type="checkbox"/> MARC RECORD ENRICHMENT<br><input type="checkbox"/> READING NOTES ENRICHMENT<br><input type="checkbox"/> OTHER |
| NUMBER OF BIBLIOGRAPHIC RECORDS   | INTO WHAT SYSTEM ARE YOU GOING TO <u>LOAD</u> THE RECORDS?   |
| OTHER INFORMATION WHICH SHOULD BE CONSIDERED IN PREPARING A QUOTATION (E.G., NEED FOR MARC UPGRADE, LOCAL AUTHORITY FILE)     | WHAT IS THE MOST IMPORTANT FACTOR IN MAKING THE DECISION?<br><input type="checkbox"/> LOW PRICE<br><input type="checkbox"/> HIGHEST QUALITY<br><input type="checkbox"/> ABILITY TO DELIVER PROJECT ON OUR SCHEDULE<br><input type="checkbox"/> COMBINATION (BEST OVERALL VALUE)  |
| HOW WILL THE DECISION BE MADE?<br><input type="checkbox"/> BID<br><input type="checkbox"/> PROFESSIONAL EVALUATION: WHO _____ | WE ARE<br><input type="checkbox"/> GOING TO DO THIS PROJECT IN THE <b>NEXT 6 MONTHS</b><br><input type="checkbox"/> HOPING TO DO THIS PROJECT IN THE NEXT <b>6-18 MONTHS</b><br><input type="checkbox"/> GATHERING INFORMATION FOR THE <b>FUTURE</b>   |
| <input type="checkbox"/> <b>ONGOING WORK</b>  |  |
| CURRENT SOURCE OF ONGOING AUTHORITIES WORK<br><input type="checkbox"/> VENDOR: _____<br><input type="checkbox"/> IN-HOUSE     | NUMBER OF RECORDS CATALOGED PER MONTH  |