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MARCIVE ID:

MARC Record Enrichment & Reading Notes Profile

Part 1: Specifications

Thank you for choosing MARCIVE MARC Record Enrichment Service (MRES). This profile is appropriate for MRES projects in which no other processing is performed. It is also appropriate for libraries having MRE added as part of a retrospective conversion, authorities, or other processing project. This profile is not appropriate for cataloging customers; please ask for profile MRWS.

NOTE: You may also send your database and use this profile to obtain a no-obligation quote. If so, please check below. Do not sign in the authorization box.

- Just give me a quote for my data based on the services marked on this profile.

This profile form is divided into two parts. Part A is your opportunity to tell us what processing you want for your MRES project. Part B is for Reading Notes data. Check all services desired:

- | | |
|--|---|
| <input type="checkbox"/> Table of Contents (TOC) | <input type="checkbox"/> Author Notes (Free with Fiction/Biography) |
| <input type="checkbox"/> Summary/Annotation | <input type="checkbox"/> Accelerated Reader |
| <input type="checkbox"/> Fiction/Biography | <input type="checkbox"/> Lexile Framework® for Reading |

Part II of this profile is a [Guide](#) that contains information about each option. Please contact your representative for more information.

1. Complete Part I: Customer Specifications. 1-9. Please check just one option for each, unless we have indicated that multiple answers are appropriate. Default answers have been bolded; they do not necessarily reflect choices for your library. You may either fill this out directly in the Word document or print out and complete it. Page numbers may differ between the online and the printed document.

2. Have the appropriate person sign the customer authorization on the printed copy.

3. Return to your MARCIVE representative: email a pdf of the signed profile.

Customer Authorization

MARCIVE will perform the work described in this profile at the prices quoted in the letter referenced below or as mutually agreed in correspondence. These prices will be good for 12 months from the Date of Authorization below (date I signed this profile).

Date of last quote: _____ (Date supplied by MARCIVE representative)

Date of authorization: _____ (Date you signed this profile)

Authorized signature: _____ Title: _____

Institution: _____

1. *Customer information*

1.1 Customer address

Institution name _____

Address _____ City _____

State/Province _____ Zip/Postal Code _____

1.2 Billing address. Paperless invoices preferred.

Attention _____

Paperless invoice. Email address to send to: _____

Institution name _____

Address _____

City _____ State/Province _____ Zip/Postal Code _____

1.3 Contact names

MARCIVE, Inc., will provide the library's primary contact with the Specifications Test for loading into a test region of your local system. The primary contact views and approves the Test before work can proceed.

Primary contact _____

Title _____ Email _____

Phone _____ FAX _____

File preparation contact _____

Title _____

Email _____

Who should be notified when files are ready?

Name _____ Email _____

Name _____ Email _____

Name _____ Email _____

1.4 Library Type (Public/Academic/Etc.) _____

1.5 Other ID Codes

Does your library have a current GPO subscription to Ongoing GPO Database Service or Authorities processing? If so, include your MARCIVE ID here. _____

1.6 Method of shipment (Shipment of CDs or other physical products)

- UPS Ground Service.
- UPS 2-Day Service (Not available for Canadian addresses)
- UPS Overnight Service
- Other: _____

2. Source Data Information

2.1 Source of bib records

- Source of data if the only processing is MRES:
*If just MRES, please complete all of Section 2.
- Enrichment as part of other MARCIVE processing:
Authorities processing ID CODE: _____
Brief Record Upgrade ID CODE: _____
*If part of other processing, please skip to Section 3.

2.2 Control number

MARC tag in the records you send us which contains the control number that you will use to overwrite database records: _____

2.3 Number of bib records _____

2.4 How will your records be sent to MARCIVE?

- Secure Website (preferred)
- Other. Please describe: _____

2.5 In what format will the records be sent to MARCIVE?

- MARC21 - standard MARC. (MARC-8 or UTF-8)
- Tab delimited file.
- XML.
- Other. Please describe: _____

PART A: MARC RECORD ENRICHMENT FROM BOWKER SYNETIC SOLUTIONS

3. *Table of Contents (TOC)*

3.1 Add Table of Contents

- Yes. Please complete this section.
- No. Skip to Section 4.

3.2 Format of TOC

- Basic MARC21 505 field.
 - Default size limitation. (not to exceed 9000 bytes)
 - Create multiple 505 fields when data exceeds the following number of bytes:

- Enhanced MARC21 505 field.
 - Default size limitation. (not to exceed 9000 bytes)
 - Create multiple 505 fields when data exceeds the following number of bytes:

- 970 field.
- Other: _____

3.3 Existing 505 field

- Retain existing 505 field and do NOT add MARCIVE TOC data. We'll keep your TOC and not add our own.
- Delete existing 505 field and ADD MARCIVE TOC data.
- Retain existing 505 field AND add MARCIVE TOC data.

3.4 Fullness of information

- All chapters, subchapters, and lower level section headings (hierarchical levels 1, 2, 3, & 4)
- Main chapters, subchapters, and next level section (hierarchical levels 1, 2, & 3)
- Main chapters and subchapters (hierarchical levels 1 & 2)
- Main chapters only (hierarchical level 1)

4. *Summary/Annotation*

4.1 Add Summary data

- Yes.
- No. Skip to Section 5.

4.2 Existing 520 field

- Retain existing 520 field and do NOT add MARCIVE summary. We'll retain your summary or annotation and not add our own.
- Delete existing 520 field and ADD MARCIVE summary.
- Retain existing 520 field AND add MARCIVE summary.

5. *Fiction/Biography*

5.1 Add Fiction and Biography data

- Yes. Please complete this section.
- No. Skip to Section 6.

5.2 Enrichment to be added

- All fiction and biography data in default fields.
- Selected fiction and biography data. In the chart below, Leave the box in the first column unchecked for “All Fiction And Biography Enrichment.” Then check the boxes for each field desired.
- Place fiction and biography data in library-defined fields. Enter MARC tag and subfield in the third column.

5. Fiction/Biography

yes	fiction and bio information	default	library defined fields	example
<input type="checkbox"/>	* All Fiction And Biography Enrichment			
<input type="checkbox"/>	Character Attributes	690		
<input type="checkbox"/>	Person's Name	a		Marcel, Guilietta
<input type="checkbox"/>	Gender	c		Female
<input type="checkbox"/>	Age	d		15
<input type="checkbox"/>	Indexable Characteristics	e		Florentine
<input type="checkbox"/>	Search & Display Characteristics	f		Renaissance Italian woman
<input type="checkbox"/>	Profession	g		Painter
<input type="checkbox"/>	Biographee	692		
<input type="checkbox"/>	Person's Name	a		Wagstaff, Patty
<input type="checkbox"/>	Gender	c		Female
<input type="checkbox"/>	Birth/Death Date	d		1951-
<input type="checkbox"/>	Indexable Personal Information	e		Winner Sword of Excellence
<input type="checkbox"/>	Search & Display Personal Info	f		Member U.S. Aerobatic Team
<input type="checkbox"/>	Profession	g		Pilot
<input type="checkbox"/>	Birthplace	h		St. Louis, Missouri
<input type="checkbox"/>	Biographee Quote	697		I may be wrong, but I'm never in doubt

yes	fiction and bio information	default	library defined fields	example
<input type="checkbox"/>	Topic/Subject	650_4		
	Topic	a		Mysterious deaths
<input type="checkbox"/>	Geographic Setting	651_4		
<input type="checkbox"/>	Setting	a		Washington, D.C
<input type="checkbox"/>	Region	c		Mid-Atlantic States (U.S.)
<input type="checkbox"/>	Non-Geographic Setting	651_4		
	Setting	a		Cruise Ship
<input type="checkbox"/>	Time Period	693		
<input type="checkbox"/>	Year	a		2017
<input type="checkbox"/>	Century	b		21st century
<input type="checkbox"/>	Description	c		Near future
<input type="checkbox"/>	Genre And Sub-Genre	655_4		Cautionary tale
<input type="checkbox"/>	Series Information	694		
<input type="checkbox"/>	Title	a		Nicholas Segalla time-travel mystery
<input type="checkbox"/>	Sequence	v		3
<input type="checkbox"/>	Award	586		
	Award	a		American Book Award
<input type="checkbox"/>	Year	y		2014
<input type="checkbox"/>	Note	500		
	Note	a		Includes winning entries from the annual Writers of the Future contest
<input type="checkbox"/>	Biography, Autobiography or Memoir Designation	698		
		a		Memoir

6. Author notes (free with Fiction/Biography Enrichment)

6.1 Add Author notes

- No.
- Yes. Enrich records with author notes.
 - 905 field. Default if no choice is made.
 - Other: _____

PART B: READING NOTES DATA

7. Accelerated Reader

7.1 Add Accelerated Reader data (choose one)

- Yes. Add 526 field only if library data lacks a 526 field.
- Yes. Add 526 field if missing OR different from library's data.

8. Lexile Framework[®] for Reading

8.1 Add Lexile data (choose one)

- Yes. Add 521 field only if library data lacks one.
- Yes. Add 521 field if missing OR different from library's data.
 - Add ONLY 521 8_ data and do not include 521 3_ data.
 - Add BOTH 521 8_ data and 521 3_ data.

9. MRES products

9.1 Output of records to library

NOTE: Please skip section 9.1 if MRES is being performed as part of another project (authorities/RDACS, BRU, retro, etc.). The profile for that project will indicate output specifications.

9.1.1 Destination system _____

9.1.2 Record Delivery

- Secure Website.

Please indicate e-mail address of person(s) who should be notified when files are ready:

9.1.3 Character coding scheme

- MARC-8. (standard MARC)
- UTF-8 (Unicode MARC)
- Other. Please describe: _____

9.1.4 Changed bibliographic records only

- Send back all records processed by MARCIVE.
- Send back only changed records.

9.1.5 Ongoing enrichment option

- Yes. Please choose what enrichment option you would like to receive on an ongoing basis.
 - Table of Contents (TOC)
 - Summary/Annotation
 - Fiction/Biography
 - Author notes (Only Free with Fiction/Biography)
 - Accelerated Reader
 - Lexile Framework[®] for Reading

9.2 Reports for TOC, Summary/Annotation, Fiction/Biography

9.2.1 Free report

- Statistical report.

9.2.2 Optional list of enriched titles for TOC, F/B, or Summaries. Pick one. Available for backfile and ongoing. See quote for cost.

- Publication date order
- LC class order
- Input order

9.3 Reports for Accelerated Reader and Lexile

9.3.1 Optional list of enriched titles for AR or Lexile. Pick one. Available for backfile only. See quote for cost.

- Call number order. MARC tag: _____
- Title order
- Input order