



THE INFORMATION NETWORK FOR OHIO SCHOOLS

INFOhio Vendor MARC Record Specifications

Revised June 2006

District: \_\_\_\_\_ School: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Submitted By: \_\_\_\_\_ Date: \_\_\_\_\_

Dear Librarian: Use this form to assist you in providing information to vendors for the production of MARC records and barcodes. The information in this document should adequately answer any questions vendors may pose regarding specifications for MARC records and/or barcodes. Because some vendors of barcodes and MARC records may provide books which are processed to your specifications as well, there may be additional specifications required by the vendor which you must fill out for those purposes. Those specifications are not part of this form. Please be sure to specify if you are ordering titles for your reading program so your location code is included in the 526 tag.

Dear Vendor: The following is for the standardization of MARC records for INFOhio and is intended to assist the librarian in communicating clearly with you, the vendor. These are the established standards for the state of Ohio for participants in the INFOhio library automation project. The only client specific specifications are those entered by the librarian in the blank spaces below.

Records must adhere to ISBD and AACR2 standards. If records do not adhere to these standards, that fact must be clearly stated.

USMARC Communication Format (Item data to be in tag 852 per instructions below that are consistent with Microlif Protocol - 1991.)

Smart Barcode: 14 digit; Code 39; Modulus 10, type 1 check digit.

First digit to identify item: 3

District Institution code (digits 2-5): \_\_\_\_\_

Sequential number range (digits 6-13): from \_\_\_\_\_ to \_\_\_\_\_

Digit 14 is vendor calculated (Modulus 10, type 1 check digit)

First line of text on barcode to identify the school district or school building: \_\_\_\_\_

Second line of text for name of school building or building address: \_\_\_\_\_

System interface: INFOhio: SirsiDynix

Character set: ASCII

Provide file as checked: CD-ROM \_\_\_\_\_ On-Line \_\_\_\_\_ Email \_\_\_\_\_

Table with 4 columns: Holdings data, ITC (formerly DASite) abbreviation, 852 subfield, and a. Rows include MEC, General location code, DO NOT USE Shelving location, Call number, Copy number only, Volume number only, Barcode number, Price, and DO NOT USE Nonpublic note.

If the data is provided, please place in the standard USMARC tag as indicated below.

Table with 5 columns: Tag, 1st indicator, 2nd indicator, Subfield, and description. Rows include Reading Program, Reading grade level, Interest GRADE level, Review Sources, and Awards.