

WorldShare® Record Manager

Authority control in WorldShare Record Manager

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Agenda

- Authority files in Record Manager
- Control headings in bibliographic records
- Authority record fields
- Search and browse LC authorities
- Export authority records

Understanding MARC Authority records

[Library of Congress](#) >> [Standards](#) >> [MARC](#) >> [Understanding MARC Authority Records](#)

WHAT IS A MARC RECORD, AND WHY IS IT IMPORTANT?

[Part I: What Does MARC Mean?](#)

[Part II: Why is a MARC Record Necessary?](#)

[Part III: MARC Terms and Their Definitions](#)

[Part IV: What is a MARC Authority Record?](#)

[Part V: Are MARC Authority Records Shared?](#)

[Part VI: MARC Data Issues](#)

[Part VII: In Conclusion](#)

Authority files in Record Manager

- **AAT** - Art & Architecture Thesaurus
- **BNE** - Biblioteca Nacional de España
- **Canadiana Names** (Autorités de noms Canadiana en français) and **Canadian Subject Headings**
- **GND** - German Authority File
- **LC** - Library of Congress Names and Subjects Authority File
- **MeSH** - Medical Subject Headings
- **Māori** - New Zealand Subject Headings
- **NTA** - Nederlandse Thesaurus van Auteursnamen
- **RVM** - Répertoire de vedettes-matière (French Subject Authority file)
- **FAST** – Faceted Application of Subject Terminology

Work with authority records

Last updated: Nov 10, 2022

Learn how to work with authority records, including how to search for and apply authority headings to WorldCat bibliographic records.

AAT Authorities

Discover how to search, browse, and apply the Art & Architecture Thesaurus (AAT) authority file in WorldShare Record Manager.

BNE Authorities

Discover how to search, browse, and apply the BNE authority file in WorldShare Record Manager.

FAST Authorities

Discover how to search, browse, and apply the Faceted Application of Subject Terminology (FAST) authority file in WorldShare Record Manager.

Keyboard shortcuts for authority records

Find keyboard shortcuts available through the authority record editor in WorldShare Record Manager.

MeSH Authorities

Discover how to search, browse, and apply National Library of Medicine MeSH authority records in WorldShare Record Manager.

NTA Names

Discover how to search, browse, and apply the Dutch Name Authority file (NTA) in WorldShare Record Manager.

Authority record editor

Discover how to create Canadiana or Library of Congress authority records and navigate the authority record editor interface in WorldShare Record Manager.

Canadiana Authorities

Discover how to search, browse, and apply the Canadiana authority file in WorldShare Record Manager.

GND Authorities

Discover how to search, browse, and apply the Integrated Authority File (GND) in WorldShare Record Manager.

LC Authorities

Discover how to search, browse, and apply Library of Congress authority records in WorldShare Record Manager.

Māori Subject Headings

Discover how to search, browse, and apply Māori subject headings in WorldShare Record Manager.

RVM Authorities

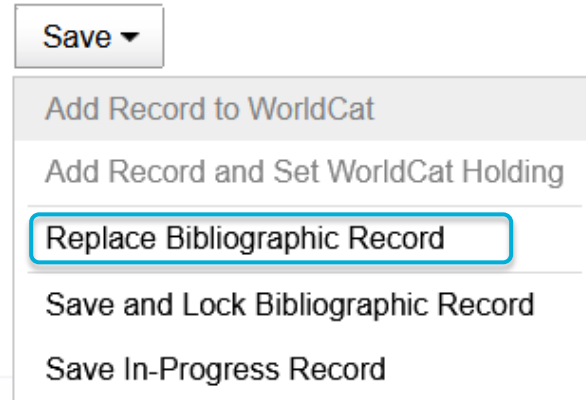
Discover how to search, browse, and apply the RVM authority file in WorldShare Record Manager.

Control Headings


- **Links** headings in bibliographic records to matching authority records
- Controlled heading **link** opens the authority record in a separate window
- **Controlled headings** will automatically be updated if the linked authority record changes.

When to use Control Headings

- **Original** cataloging
- Existing WorldCat records
- **Replace** WorldCat record to retain control



Authority Records: Variable Fields

- **1XX*** **Heading**
 - 3XX Identifying attributes
 - 4XX **See** references
 - 5XX **See also** references
 - 6XX Notes
- 
- **100** Personal name
 - **110** Corp name
 - **111** Conf name
 - **130** Uniform title
 - **150** Topical subject
 - **155** Genre heading
 - **180** Topical subdivision ...

**xx – varies depending on type of heading*

Authority records - Fixed fields (008)

Geo subd (008/06)

blank = Not subdivided geographically i = Subdivided geographically indirect

n = Not applicable

Subj (008/11)

a - Library of Congress Subject Headings (also 010 (LCCN) prefix: **sh**)

b - LC subject headings for children's literature (also 010 (LCCN) prefix: **sj**)

c - Medical Subject Headings

d - National Agricultural Library subject authority file k - Canadian Subject Headings

n - Not applicable

r - Art and Architecture Thesaurus

s - Sears List of Subject Heading

v - Répertoire de vedettes-matière

z - Other

| - No attempt to code

Authority tags and bibliographic tags they control

Heading	Authority Tag	Bibliographic Tag
Personal Name	100	100, 600, 700, 800
Corporate Name	110	110, 610, 710, 810
Conference Name	111	111,611,711,811
Uniform Title	130	130, 630,730,830
Chronological Term	148	648
Topical Subject	150	650
Geographic Subject	151	651
Genre / Form Subject	155	655
Topical Subdivision	180	6xx \$x
Geographic Subdivision	181	6xx \$z
Chronological Subdivision	182	6xx \$y
Form Subdivision	185	6xx \$v

Control Headings

LC authority record

100	1		Bach, Johann Sebastian, \$d 1685-1750
368			\$c Germans \$2 lcdgt
370			Eisenach (Germany) \$b Leipzig (Germany) \$c Germany \$2 naf
372			Art music \$2 lcgft
372			Composition (Music) \$a Organ music \$a Harpsichord music \$2 lcsh
374			Composers \$a Organists \$a Harpsichordists \$2 lcsh
400	1		Bach, Johann Sebastian, \$d 1685-1750
400	1		Bach, J. S., \$d 1685-1750
400	1		Bach, Jean Sébastien, \$d 1685-1750
400	1		Bach, G. S., \$d 1685-1750
400	1		Bach, Jan Sebastian, \$d 1685-1750
400	1		Bachas, J. S., \$d 1685-1750
400	1		Bach, J. S. \$q (Johann Sebastian), \$d 1685-1750

Bibliographic record

100	1		Bach, J. S. \$q (Johann Sebastian), \$d 1685-1750
240	1	0	Goldberg-Variationen
245	1	0	Goldberg variations / \$c J.S. Bach.
260			New York, NY : \$b Nonesuch, \$c ©2013.
300			1 audio disc (74 min.) : \$b digital ; \$c 4 3/4 in. + \$e 1 video
306			011400
336			▶ performed music \$b prm \$2 rdacontent \$3 CD
336			▶ two-dimensional moving image \$b tdi \$2 rdacontent \$3 DV
337			▶ audio \$b s \$2 rdamedia \$3 CD
337			▶ video \$b v \$2 rdamedia \$3 DVD
338			▶ audio disc \$b sd \$2 rdacarrier \$3 CD

Control Headings

LC authority record

100	1		Bach, Johann Sebastian, \$d 1685-1750
368			\$c Germans \$2 lcdgt
370			Eisenach (Germany) \$b Leipzig (Germany) \$c Germany \$2 naf
372			Art music \$2 lcgft
372			Composition (Music) \$a Organ music \$a Harpsichord music \$2 lcsh
374			Composers \$a Organists \$a Harpsichordists \$2 lcsh
400	1		Bach, Johann Sebastian, \$d 1685-1750
400	1		Bach, J. S., \$d 1685-1750
400	1		Bach, Jean Sébastien, \$d 1685-1750
400	1		Bach, G. S., \$d 1685-1750
400	1		Bach, Jan Sebastian, \$d 1685-1750
400	1		Bachas, J. S., \$d 1685-1750
400	1		Bach, J. S. \$q (Johann Sebastian), \$d 1685-1750

Bibliographic record

100	1		Bach, Johann Sebastian, \$d 1685-1750.
240	1	0	Goldberg-Variationen
245	1	0	Goldberg variations / \$c J.S. Bach.
260			New York, NY : \$b Nonesuch, \$c ©2013.
300			1 audio disc (74 min.) : \$b digital ; \$c 4 3/4 in. + \$e 1 videodisc (4 3/4
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336			two-dimensional moving image \$b tdi \$2 rdacontent \$3 DVD
337			audio \$b s \$2 rdamedia \$3 CD
337			video \$b v \$2 rdamedia \$3 DVD
338			audio disc \$b sd \$2 rdacarrier \$3 CD

Controllable fields & cataloging interfaces

Authority	Connexion	Record Manager	Controllable fields
LC	☑	☑	100, 110, 111, 130, 600, 610, 611, 630, 650, 651, 655, 700, 710, 711, 730, 800, 810, 811, 830
MeSH	✗	☑	650, 651, 655
GND	✗	☑	100, 110, 111, 130, 600, 610, 611, 630, 650, 651, 655, 700, 710, 711, 730, 800, 810, 811, 830
NTA	✗	☑	100, 700
Maori	✗	☑	650
Canadiana	✗	☑	100, 110, 111, 130, 600, 610, 611, 630, 650, 651, 655, 700, 710, 711, 730, 800, 810, 811, 830
AAT	✗	☑	650, 655
RVM	✗	☑	600, 610, 611, 630, 650, 651, 655
BNE	✗	☑	100, 110, 111, 130, 600, 610, 611, 630, 650, 651, 655, 700, 710, 711, 730, 800, 810, 811, 830
FAST	✗	☑	600, 610, 611, 630, 647, 650, 651, 655

Controlling names (1xx, 7xx, 8xx)

- Language of cataloging (040 \$b) must be:
 - eng to control to LC
 - dut to control to NTA
 - fre to control to Canadiana
 - ger to control to GND
 - spa to control to BNE

Controlling subject headings

- LC NAF & LCSH 6xx -0
- NLM 6xx -2
- RVM 6xx -6; 655 -7 \$2 rvmgf
- Canadian 600, 610, 611, 630 -6; 650 -5;
651 -5 (English names); 651 -6 (French names)
- BNE 6xx -7 \$2 embne
- GND 6xx -7 \$2 gnd
- FAST 6xx -7 \$2 fast
- LCGFT 655 -7 \$2 lcgft

Controllable LC headings

***Names:** 100, 110, 111, 130, 700, 710, 711, 730, 810, 811, 830

Topical: 600, 610, 611, 630, 650, 651,
second indicator 0

Genre: 655 second indicator 7, \$2 lcgft

**040 \$b eng must be present*

Control headings in Record Manager

- **Control All** headings
- **Control a Single** heading
 - E.g., an unqualified personal name
- **Edit** a controlled heading
 - E.g., to add a subdivision to a heading

User preferences - Control headings

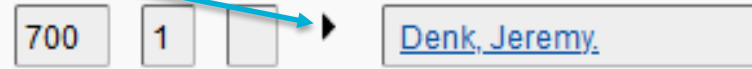
Working with records

- **Add equivalent subject headings** when controlling all headings
- ***Auto suggest** LC and/or Canadiana names

***040 \$b eng** for LC Names / **040 \$b fre** for Canadiana names

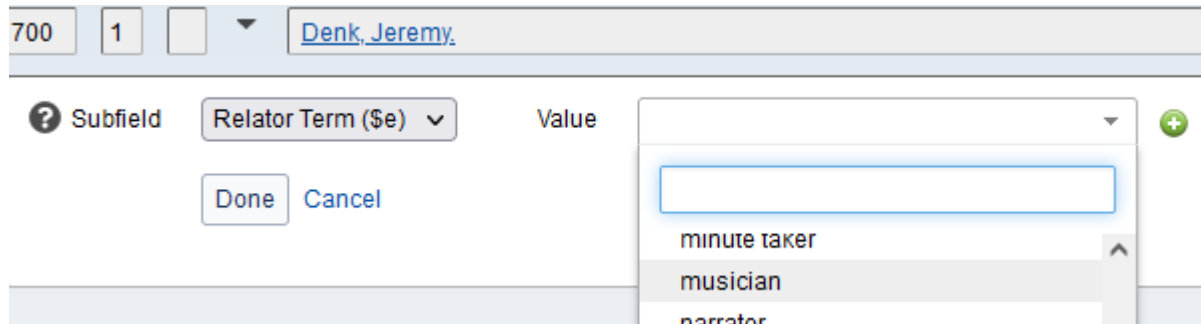
Add additional subfields to controlled names

- Click the **arrow** to expand the guided entry field 100, 110, 111, 700, 710, 711.



700 1 ▶

- Select **Relator Code (\$4)** or **Relator Term (\$e)**.



700 1 ▼

Subfield: Relator Term (\$e) Value:

Done Cancel

- minute taker
- musician
- narrator

WorldCat Entities Identifiers

- Establishes a bridge between **MARC data** and **Linked data**
- Dec 2023 – OCLC started adding WC Entities Identifiers to \$1 links in **100, 600, 647, 651, 700** and **758**
- Jan 2024 – look up and add URIs to WorldCat records in **Record Manager**
- **WorldCat Entities** entities.oclc.org

WorldCat Entities Identifiers

- **Persons – 100, 600, 700**
- **Places – 651**
- **Events – 647**
- **Works – 758**

Example:


100 1 – Washington, Anne \$1<https://id.oclc.org/worldcat/entity/E39PBJpjdHFcRjmdvjWFr33fbd>

Search and browse LC authority files

- **Search** - keyword – words in any order
- **Browse** – exact phrase from left to right
 - Initially puts you into a browse index
 - Personal name – <last name>, <first name>
- **Expanded browse** – to include subfield

User preferences – Searching authority records

OCLC Number ▾

Term(s) 

Search Clear

[Advanced Search](#)

Create Record

Record Work Lists

Export Lists

Toolbox

User Preferences

Request ID(s)
3C6-9VTF-P4C
IGA-JVN8-9KN
[Copy Request ID\(s\)](#)

▶ My Labels

▶ Collection Manager

▶ My Files

Searching - Basic


▶ Data Type Options

Authority Records Bibliographic Records LBD Records LHRs

Authority Records Basic Search Preferences

Reset Form

One Search Result Only Open record for editing

Diacritics Enter search terms with diacritics 
Not applicable for LC
Root/Expanded Browse

Authority References Show **See** references in search results
 Show **See Also** references in search results
 Show **Heading Linking Entries** in search results

Search Scope(s) for Authority Records

Specify whether you want each search scope to be displayed in the menu and what order you want them to be in.

Click on the name of the search scope to customize the options.

	Display	Search Scope Name
↓	<input checked="" type="checkbox"/>	LC

Export authority records

LC: Denk, Jeremy

Edit

Copy Authority Data

Send to



Export List...

Local System (via TCP/IP)

?	LDR						
?	001						
?	005			20210420115827.0			
?	008		▶	950113n azannaabn	n aaa	c	
?	010			no 95002516			
?	040			InU-Mu \$b eng \$e rda \$c InU-Mu \$d OOC \$d PPI-MA \$d DLC			
?	046			\$f 19700516			
?	053		0	ML417.D38 \$c Biography			
?	100	1		Denk, Jeremy			
?	370			Durham (N.C.) \$c United States \$2 naf			

User preferences – Export authority records

User Preferences

Save

Discard Page Changes

▼ Exporting - Authority Records

General

International

TCP/IP

Training and documentation

<https://help.oclc.org>



[System Status Dashboard](#) [Contact OCLC Support](#) [Tell us what you think!](#)

Welcome to OCLC Support

How can we help you?

Select a category



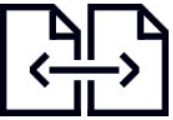
Discovery and Reference



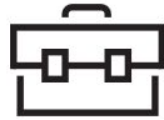
Library Management



Metadata Services



Resource Sharing



Librarians' Toolbox



Questions?

<https://help.oclc.org>

OCLC System Status Dashboard **Contact OCLC Support**

Welcome to OCLC Support

How can we help you?

<https://oclc/support>

OCLC support regions

Region	Location	Contact information
Asia Pacific	OCLC Asia Pacific 6565 Kilgour Place Dublin, Ohio 43017 US	Or: +1-614-764-6009 Send an email Submit/View requests
Australia and New Zealand <small>ⓘ Support availability</small>	OCLC Support—Australia and New Zealand Level 8, 310 King Street Melbourne 3000, Victoria AU	T: 1300 260 795 (local call w Or: +61 (0) 3 9929 0800 Send an email Submit/View requests
United States	OCLC Support—United States 6565 Kilgour Place Dublin, Ohio 43017 US	T: 1-800-848-5800 (toll free in USA and Canada) Or: +1-614-793-8682 Send an email Submit/View requests

Select a category

- Discovery and Reference
- Library Management
- Metadata Services
- Resource Sharing

Thank You!

Please remember to fill out the evaluation for this class

- Instructor: Mary Alice Robinson
- Category: **Cataloging and Metadata**
- Class name: **Authority control in WorldShare Record Manager**

Training questions? Contact OCLC Training [training@oclc.org/](mailto:training@oclc.org)