A Brief Overview of MARC Holdings Records in Sirsi

Basic MARC Holdings records for Multivolume sets

For non-circulating multi-volume sets, cataloguers should create MARC Holdings records in addition to the item record for the title. Choose the MARC Hldgs tab in Workflows, then the Add Holdings button. Select the correct library, and create a brief MARC Holdings record using the template provided.

1. MARC Holdings Coding

Fixed field area

Most of the fixed field area can be left blank. Sirsi supplies codes for four areas. Accept what is there, except for the following two areas:

Rec_Type: (leader byte 06)
Possible values:
- v: Multipart item holdings
- x: Single-part item holdings
- y: Serial item holdings
- u: Unknown

Sirsi supplies a ‘y’ here. Change this to ‘v’ for monographic multivolume set holdings.
**Enc_Lvl:** (leader byte 17)  
Possible values:  
1 to 4  for Holdings levels 1 to 4  
5  Holdings level 4 with piece designation  
m  Mixed level  
u  Unknown  
z  Other level  

Sirsi supplies a ‘4’ here. Change this to ‘3’ for records that have only summary holdings in an 866 (i.e. Holdings level 3).  

Note: It is not necessary to go back and change MARC Holdings records you may have created whose record type and encoding level fixed fields have not been edited. So far as we know, these bytes have no function in our present system.

**Variable fields:**

For holdings for monographic multi-volume sets, code fields **852** and **866**.

**852 Location (R)**

*Indicator 1*  
Shelving scheme  
*Indicator 2*  
Shelving order  

Since Sirsi identifies the shelving scheme from the Class Scheme in the Vol/copy record, these indicators can be left blank. It is a good idea, however, to code Indicator 1 if you can. The value for **LC classification** numbers is **0**, for **Dewey** numbers **1**, and for **other types** of call numbers, **4**.

**Subfield codes:**

Location area  
|c  Shelving location (R)

Shelving designation area  
|h  Classification part (NR)  
|i  Item part (R)

Numbers/codes  
|t  Copy number (NR)

Notes  
|x  Nonpublic note  
|z  Public note (R)

Subfield |c is a required subfield in Sirsi. It must contain a valid location, i.e. one that occurs in the Sirsi Valid 852 Locations Helper (the little box at the top left of the Creating a MARC Holdings Record window). The location here should also be the same as that in the associated item record.
For monographs, we also agreed that we should enter the call number in this field. For LC call numbers, use |h for the classification and |i for the cutter. For non-LC numbers, use subfield |j.

Use subfield |z for a note about the location.

At present, we are not adding a subfield |t for copy number if there is one copy only.

Examples:

852 0 |cSTACKS|hNA1277 .S44|iH37 1982
852 0 |cREFERENCE|hQH301|i.B37143|zLatest issues in Earth Sciences
852 4 |cRAREBOOKS|jWalsh 0101

866 Textual Holdings - Basic Bibliographic Unit (R)

Indicator 1 Field encoding level
Indicator 2 Type of notation

Use a blank in the first indicator position and a 0 in the second. (Blank is not a defined value for the second indicator)

866 Subfield codes:

|a Textual holdings (NR)
|x Nonpublic note (R)
|z Public note (R)

Examples:

866 0 |a v. 1-86 (1941-1987)|xbound in 2 v. per year|zSome issues missing
866 0 |a1966, 1972-2001
Other features of the MARC Holdings format

The Holdings format was designed originally for use with serials. It allows for the establishment of publication patterns, captions normally used with the serial issues, and separate identification of serial supplements and indexes.

There are three MARC Holdings fields that allow for the definition of the captions and patterns to be used with a serial. These are:

853  Captions and Pattern - Basic Bibliographic Unit
854  Captions and Pattern - Supplementary Material
855  Captions and Pattern - Indexes

You would use the 853 to record, for example, the fact that the issues are numbered within volumes, or are annual and will be identified by year.

There are three MARC Holdings fields that are used to record the specific issues that a library holds. These are:

863  Enumeration and Chronology - Basic Bibliographic Unit
864  Enumeration and Chronology - Supplementary Material
865  Enumeration and Chronology - Indexes

You use the 863 with the 853, the 864 with the 854, and the 865 with the 855.

The 853-855 fields are coordinated with the corresponding 863-865 field using a subfield |8, which is defined as the Field link and sequence number. An 853 with a subfield |8 value of '1' specifies the captions and patterns for all the 863s in the holdings record that also have a subfield |8 value of 1. The '1' is the link between the two fields. The linking number in the |8 in 863 fields is decimalized with a further number that specifies what sequence the enumeration should display in, so that multiple 863 can all be linked to a single 853.

Here is an example of a 853 and 863 fields for a journal which started out as a numbered annual using the caption Bd. and then started its numbering system again at one with its second biannual issue.

853  03 |81|aBd.|i(year)
853  03 |82|an.F:Bd|i(year)
863  30 |81.1|a1-21|i1911-1923/1924
863  30 |82.1|a1-25|i1925/1926-1942/1943

The first 863 goes with the first 853, the second with the second.
Here is an example where there are a couple of missing numbers.

853 03 |8|a v.|b no.|i (year) |j (season)
863 30 |8|1.1|a1-10|i1943-1952
863 31 |8|1.2|a11|b1|i1953|j21

The serial comes out in numbered volumes by season. The first issue was v. 1, no. 1, Spring 1943. The holdings consist of v.1-10 (complete) 1943-1952 and v. 11, no. 1, Spring 1953. The 21 in the second 863 subfield |j is the numeric code used for spring. The holdings display is compressed; i.e. the issues are not individually listed in the display until a gap in coverage occurs, as it does here with v. 11, no. 1.

The 853-863 fields to be found in existing MARC holdings records have been created through serials control. Do not edit any of these fields, or attempt to add new ones.