

Original Cataloging Statistics - HCL Technical Services

19 August 2004

Explanation of categories for purposes of statistics:

A. ORIGINAL CATALOGING

1. Any Core level, Full level, or Minimal level record which is created from beginning to end either in HOLLIS or in the utilities.
2. Deriving from an existing record in HOLLIS or the utilities for a subsequent edition.
3. Encoding level 5 (Preliminary level cataloging) HOLLIS records upgraded to encoding level 4 (Core), blank (Full), or 7 (Minimal).
4. Unenhanced vendor records or “in-process” records in the utilities or HVD03, which are upgraded to Core level, Full level, or Minimal level cataloging.
5. Less than Core level member copy records from the utilities (e.g., K- or M-level), which require further intellectual analysis and judgement beyond editing of descriptive elements (i.e., subject analysis and/or classification).

B. COPY CATALOGING

1. Use of a Full level (encoding level blank or I) or Core level utility or HVD02/HVD03 record, even if editing is required. This includes TechPro records.
2. CIP records (DLC, UKM, NLC) (Encoding level 8)

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