



COMMUNITY COLLEGE LEAGUE OF CALIFORNIA

ALMA Network Zone BASICS

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CCLC

Background

- OCLC, WorldShare, WorldCat, Connexion..
- Reclamation Project
- Streamlined Holdings Registration
- Publishing to OCLC

ALMA Zones

- Institution Zone (IZ) - Your institution's records and inventory
- Network Zone (NZ) - CCLC's shared bibliographic records
- Community Zone (CZ) - Electronic resources available to all ALMA users

Benefits of the Network Zone

- Centralized resource management
- Automatic updates to bib records
- Shared expertise of the worldwide cataloging community
- Centralized analytics
- Bib records sharing
- Easier cataloging workflow

Network Zone Records

- 5,000,000+ records
- 2,900,000 from CZ
- 80,000 records without inventory
- 21,000 records without OCLC numbers

Records without OCLC numbers

- Order records (allowed in the NZ, will be deleted if older than 2 weeks)
- Equipment (not allowed in the NZ)
- Course Reserves, personal copies (not allowed in the NZ)
- Vendor records (not allowed in the NZ)

Network Zone Tasks

- Resolving Multi-Matches in the Daily OCLC loads
- Identify and remove records not used in the Network Zone
- Duplicate Title Analysis, Merge and Combine with highest brief level

Network Zone Policies and Best Practices

- Avoid adding duplicate records (with the same OCLC number in 035 \$\$a)
- Do not change OCLC numbers in existing NZ records
- Always search the NZ first before creating a new brief record
- Editing of records should be done via Connexion, not ALMA
- No manual editing of bibs in the Metadata Editor (except to add local fields or OCLC numbers to briefs)
- No batch processes to edit Network Zone bibs using Norm Rules or Jobs
- Do not use “Derive New Record” feature to create new records

Upcoming Documentation

- How to add OCLC numbers to Alma records
 - How to link records to the NZ
 - How to find and remove duplicate records in the NZ
 - How to avoid NZ record duplication
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- How to setup Publishing to OCLC

Thank you!

