Mastering Create Lists — Exercises   Richard V. Jackson

IUG 2018 / Orlando, FL

<u>Part I</u>

1) How many bibliographic records cataloged in 2017 (based on Cat Date) either have item records with no barcode, or lack an item record altogether?

Type of record to store: _____

Range of records to search: _____

Search statement(s):

2) Find records for items purchased with unrestricted funds (Fund code = unres) that have now been flagged as missing (Status = m).

Type of record to store: _____

Range of records to search: _____

Search statement(s):

3) What percentage of items with call numbers in LC class "F" have never been checked out? (Hint: 2 review files are needed.)

	Review file 1	Review file 2
Type of record to store:	_____	_____
Range of records to search:	_____	_____
Search statement(s):		

4) How many faculty members (Patron Types 100-120) have more than 50 items checked out?

Type of record to store: _____

Range of records to search: _____

Search statement(s):

Make a list of those items.

Type of record to store: _____

Range of records to search: _____

Search statement(s):

5) *The National union catalog, pre-1956 imprints* (record # .b14649640) has an item record for each of its 754 volumes. Quickly make a review file of those items.

     Type of record to store: _____

     Range of records to search: _____

     Search statement(s):

6) Consider this search statement: `BIBLIOGRAPHIC TITLE has "500"`
   Which of the following fields will be matched by this search?

   ☐   `245 14 |aThe 500 hats of Bartholomew Cubbins /|cby Dr. Seuss.`

   ☐   `245 10 |aLife in Sing Sing /|cby Number 1500`

   ☐   `740 2  |a500 years of Italian master drawings …`

   ☐   `245 00 |aAmerindian signs :|b5,000 years of Precolumbian art …`

Part II

1) Find Patron records with barcodes that do not begin with "2".

2) Find Items with barcodes that are longer or shorter than 14 characters.

3) In MARC tag 041 of bibliographic records (Language Code) the first indicator is usually 0 or 1, and the second indicator is usually blank. Occasionally these get reversed by mistake. Find records where the 041 has a non-blank second indicator.

4) Your library uses the MARC tag 035 for a numeric "accession number" in |a. Find any 035s that contain non-numeric characters.

5) Find bibliographic records where the 245 field has a "|c" that is not the last subfield.