

The script can be further shortened by creating workforms for the 852 and 856 fields. These procedures have been altered a number of times, so if anyone reports problems please let me know.

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Creating Holdings for Electronic Journals

1. Search and retrieve the bibliographic record
2. Select Holdings Edit
3. Select Type of Holdings
4. Add item
5. At line 1 enter: **Library has** (or other text)
6. Enter to return to the command line
7. File
8. Exit to bibliographic record
9. Add an 852 field (indicators BB) with the following subfields:
3 – (for part)
b SMU (e.g.)
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b NETWRK
h EBSCO Academic Search Premier (e.g.)
10. Return to the command line
11. File the record
12. Retrieve the record
13. Select Holdings Edit
14. Select Serial Copy Display
15. Add item
16. At line 1 enter:??

17. Retrieve your network location
Note: be sure it is the correct location
18. At line 6 (Ship to) enter: **SMU3** (e.g.)
19. Enter to return to the Command line and File
20. Enter twice to return to the Serial Copy Set Summary screen
21. Go to the Locations display
22. Retrieve the SMU network location by item number
23. Select Holdings Statement
24. Retrieve the Type of Holdings by number
25. Select Line by Line
26. At Line 1 enter 1 for manual override
27. At line 2 enter holdings (or holdings statement) for the journal
e.g. 1990:Jan.-
29. Accept
Accept
30. Select MARC Holdings
31. Add an 856 field with subfields u (database URL) and z (access restriction note)
32. Accept
33. File
34. Exit holdings
35. Exit the record