Using and Understanding MFHDs Workshop Exercises

Exercise A: 852 coding

1. Code the 852 for copy 2 of the book “MFHD Man” with location “main” and Dewey call number 241.6 C65

852 $b$h$i$t

2. Code the 852 for copy 1 of the book “It’s a Mad, Mad, Mad, Mad, MFHD!” with location “rarebooks,” LC call number PR6053.M476 with a prefix “Rare”, and a non-public note saying “Do not send to Storage”

852 $  $  $  $  

3. Code the 852 for copy 1 of the journal “The MFHD Reader” with location “per-room,” Local call number PER5923, a non-public note saying “Mark this by number,” and a public note saying “Request at Periodicals Desk”. It will be shelved by primary enumeration.

852 $  $  $  $  

Exercise B : 85X/86X pairs


   852 _1 $b per $h $i $t 1
   853 20 $8 1 $a
   855 - - $8 1 $a (year)
   863 _ _ $8 1. __ $a 1995
   863 _ _ $8 1. __ $a
   863 _ _ $8 1. __ $a
   863 _ _ $8 1. __ $a
   863 _ _ $8 1. __ $a
   865 _ _ $8 1.1 $a

2. Your library subscribes to the semiannual title “MFHD Coding Success”. This publication also issues an annual supplement. The library owns volume 1, numbers 1 (Jan. 2012) and 2 (July 2012); volume 2, number 1 (Jan. 2013); and supplements for 2012 and 2013, and wants to display them with detailed/itemized holdings. Use a Dewey or LC call number of your choice.

   852 _0 $b main $h $i $t
   853 03 $8 1 $a $ $ $ $ 
   854 03 $8 1 $a
   863 41 $8 ___ $a $ $ $ $ 
   863 41 $8 ___ $a $ $ $ $ 
   863 41 $8 ___ $a $ $ $ $ 
   864 41 $8 ___ $a
   864 41 $8 ___ $a

3. Your library owns all three volumes (1, 2, and 3) of the classic 1985 textbook treasure “A Treatise on MFHDs and Their Uses”. Use a call number of your choice.

   852 _1 $b main $ $ $ 
   853 _ _ $ 
   863 _ _ $ 
   863 _ _ $ 
   863 _ _ $
Exercise C : Textual Holdings

1. Your library owns a run of back issues of “MFHD Monthly”: volume 2, no. 1 (Jan. 1968) through volume 22, no. 6 (June 1988), but someone cancelled this journal in 1988 claiming it was “dry”. Then in 1999, a new staff member recognized the value of this title and reordered it, so your library also has volume 33, no. 4 (April 1999) to present. Construct an 866 field to display these summary/textual holdings. This will be the only holdings information in the MFHD, and you will use ANSI Z39.71 format. Use a call number of your choice.

852 _ _ $b per $ $ $ 
866 _ _ $ $ 

2. Your library has a current subscription to a quarterly periodical called “MFHD Studies.” You own bound volumes of v.31 (2001) to v.36 (2006) and have them represented in a holdings record with 853/863 pairs. Your library decides to represent the holdings in a summary, but wishes to keep and maintain the 853/863 paired fields in the record and turn off their display. Build an 866 to represent the library’s holdings and edit the 853/863 paired fields to suppress their display in the OPAC. Use a call number of your choice.

This is your current holdings record:
853 00 $8 1 $a v. $i (year) 
863 41 $8 1.1 $a 31 $i 2001 
863 41 $8 1.2 $a 32 $i 2002 
863 41 $8 1.3 $a 33 $i 2003 
863 41 $8 1.4 $a 34 $i 2004 
863 41 $8 1.5 $a 35 $i 2005 
863 41 $8 1.6 $a 36 $i 2006 

852 _ _ $b per $ $ $ 
853 _ _ $8 $a i 
863 _ _ $8 $a $i 
863 _ _ $8 $a $i 
863 _ _ $8 $a $i 
863 _ _ $8 $a $i 
863 _ _ $8 $a $i 
863 _ _ $8 $a $i 
866 31 $ $
Exercise D: Complete MFHDs

1. Create a complete MFHD for the book “Ten Minutes ‘til MFHD” including Leader and 008 information. Use location “res,” Dewey call number 630.5 T35, copy 3, with a public note saying “Building Use Only”.

Leader
   Type of record: 
   Encoding Level: 
   008
      Receipt Status: 
      Completeness: 
      Number of Copies:

852 _ _ $


Leader
   Type of record: 
   Encoding Level: 
   008
      Receipt Status: 
      Completeness: 
      Number of Copies:

8 _ _ _ $  
853 _ _ $  
863 _ _ $  
863 _ _ $
3. Create a complete MFHD for the annual publication “American MFHD” including Leader and 008 information. It is dead and no longer published. Use location “per,” Local call number Am523 with a prefix “PER,” copy 1, and create a summary/textual holdings statement for volumes 1-10, 1991-2000. Choose Method of Acq. and Retention policies that best reflect those of your library. Your library owns a complete run.

Leader

    Type of record:
    Encoding Level:

008

    Receipt Status:
    Method of Acq:
    General Ret. Policy:
    Completeness:
    Number of Copies:

8___ _ _ $
8___ _ _ $