

Call number exceptions for Serials

For serials, the base call number (the part that is the same for every issues or volume with that title) goes in the MARC Holdings record, in subfields \$\$h and \$\$i of the 852 field. The class number goes in the \$\$h subfield, and the Cutter number goes in the \$\$i subfield:

One Cutter number: \$\$h CD5381 \$\$i .S78

Two Cutter numbers: \$\$h PN2357.A1 \$\$i .R65

Any item specific information (volume number and/or date, etc.) goes in the Description field of the Item record in Alma.

This sometimes causes confusion with serials that have multiple series. If the entire serial title only covers a single series, the series numbering goes in the MARC Holdings record 852 field as part of the base call number. If the title includes multiple series, the series numbering goes in the Description field of the Item Record.

Examples:

v.1-v.10 The Item Record's Description field will contain: v.1-v.10

s.1 v.1-s.1 v.10 The Holdings record will contain: s.1 in subfield \$\$i and the Item Record's Description field will contain: v.1-v.10

s.2 v.1-s.3 v.10 Both the series and vol. numbers will be in the Item Record's Description field; for ex.: s.2,v.1

Serials that have only years to denote volume numbering have the year included in the Item Record Description field (not the base call number on the Holdings Record):

Holdings Record: 852 01 \$\$b FONDREN \$\$c STACKS \$\$h GN2 .\$\$i A1

Item Record: Description: 2018