

Checklist of requirements

for import of bibliographic records to BIBSYS Library System

Yes No

Type of package /database

- | | | |
|--|--------------------------|--------------------------|
| 1. Is it a standard package (with a standard set of items with global holdings)? If yes, go to question 2. | <input type="checkbox"/> | <input type="checkbox"/> |
| a. Is it a custom package with common holdings for all members of the consortium? | <input type="checkbox"/> | <input type="checkbox"/> |
| b. Is it a custom package where the holdings can be individual for the members of the consortium? | <input type="checkbox"/> | <input type="checkbox"/> |

Title lists

- | | | |
|--|--------------------------|--------------------------|
| 2. Can the supplier deliver title lists for import to BIBSYS in the required format? (outlined in list of required fields for import at www.bibsys.no/bibliographic_record_requirements) | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Does the publisher/aggregator make title lists available online for download? | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Can the publisher/aggregator deliver title lists with correct holdings information for custom packages for the consortium? | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Can the publisher/aggregator deliver title lists with correct local holdings information for individual members of the consortium? | <input type="checkbox"/> | <input type="checkbox"/> |

Access

- | | | |
|--|--------------------------|--------------------------|
| 6. Will the publisher/aggregator grant BIBSYS access to the administration module for the package/database? | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Will the publisher/aggregator grant BIBSYS access to the package/database during the import of bibliographic records? | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. Does the publisher/aggregator have any interlibrary loan (ILL) restrictions? | <input type="checkbox"/> | <input type="checkbox"/> |
| a. Is international ILL allowed? | <input type="checkbox"/> | <input type="checkbox"/> |
| b. Is national ILL within Norway allowed? | <input type="checkbox"/> | <input type="checkbox"/> |
| c. Is ILL allowed to commercial libraries/organisation? | <input type="checkbox"/> | <input type="checkbox"/> |
| d. Is electronic delivery of licensed content allowed? | <input type="checkbox"/> | <input type="checkbox"/> |

Quality of bibliographic data

- 9. Is only the current title included in the title list for items where a title change has taken place?
- 10. Does the title list include publisher?
- 11. Does the title list include online ISSN?
- 12. Does the title list include print ISSN?
- 13. Do all titles in the list include information about access start date and (when relevant) end date?
 - a. If current year is included as end date does the list differentiate between ongoing and ended access?

E-books

- 14. Are files for import delivered in MARC21 format?