

GOBI Library Solutions Holdings Load Service

GOBI Library Solutions has automatic duplication detection for titles that we have supplied to a customer, but how can a library prevent duplication for titles acquired from other sources? Libraries can bolster GOBI's duplication detection by submitting a file of recently published holdings to GOBI Library Solutions. When GOBI users view a bibliographic record for a title your library owns, but was not acquired from GOBI Library Solutions, the notation "Already Owned by Library" will appear on the record (see sample screenshot below). When an order is placed in GOBI, the purchase will be checked against holdings and a duplication alert will appear if the title is in the library's holdings. Orders automatically shipped on approval are also checked for duplication against the library's loaded holdings.

Note that there is a separate eContent Package Holdings Load Service, which is not covered by this Standard service. Please refer to separate documentation for eContent Packages.

Best Practices for Holdings Loads

New customers may wish to load up to five years' of acquisitions in order to maintain duplication control across all formats. Subsequent loads need only pertain to recent acquisitions.

Fees

GOBI Library Solutions will load three holdings files per calendar year at no charge. We will charge a \$515 annual subscription for the fourth and subsequent loads during the course of the year.

To Load Holdings, or For Further Information

Contact your Sales Representative or Customer Service Bibliographer, or e-mail GOBI Library Solutions at service@ybp.com.

Guidelines for Sending Holdings Files to GOBI Library Solutions

- The optimal formats for processing are Excel, Access, or text files. If using Excel or Access, each ISBN must be in its own cell in the same column down the page. No other data can precede or follow the ISBN in the cell. If using a text file, the ISBNs must be listed down the page, separated by line breaks. The file must also contain the library's GOBI Library Solutions 4- or 5-digit base account number, followed by the number 99 (e.g. 1234-99). In an Excel or Access file, this number must appear in a column to the right of the ISBN. In a text file, this number must appear to the right of the ISBN using a pipe or tab delimiter. **(See examples below).**
- Along with the ISBN, the library may supply one other data element to associate with the ISBN. Examples include fund code, location code, spine label prefix, department name, or other designator. In an Excel or Access file, this data should appear in a column in between the ISBN and the GOBI Library Solutions account number. There is a 10-character limit for this field. **(See examples below).**
- GOBI Library Solutions can accept 10 or 13 digit ISBNs; however, only one will load, even if both are supplied for the same title. If sending 10-digit ISBNs and using Excel,

please be careful that the leading zeroes are not dropped. We cannot process ISBNs without the leading zeroes.

- We do not need the ISBN for both the cloth (hardcover) and the paperback bindings of a title. We link different binding editions of a title in GOBI, so if you send the cloth and paper ISBN, and we have both in our system and linked, “already owned” and “alt-ed already owned” will appear on each record.
- Please be sure that the file does not include order records or any other extraneous data.

Frequently Asked Questions:

When I am using GOBI, how do I know that a title I would like to order is already owned by my library?

In the GOBI bibliographic record, the notation “Already Owned by Library” will appear (see sample image on next page).

If I select or order a title that is already owned by my library, will I have to override a duplication alert as I do when I select or order a title that my library acquired through GOBI Library Solutions?

Yes.

Can the ISBNs be loaded with associated fund codes or designators?

Yes, if the library indicates the fund code or designator on the spreadsheet of ISBNs, GOBI Library Solutions will load this data with the ISBN.

Why would I want to load fund codes or designators with my ISBNs?

Libraries with multiple campuses, for example, may want to distinguish between various campuses where the title may be located. In addition, some libraries may want to distinguish between eBooks and print books.

Can a previous holdings load be removed?

Yes. Consult your Customer Service Representative for more details.

Are there other benefits to sending GOBI Library Solutions a list of my library’s holdings?

Yes, once we have your library’s holdings, we have access to data allowing us to analyze your collection, comparing what is or is not in your library’s collection against the rich amount of profiling data and purchasing history from GOBI Library Solutions. For example, you might ask this question: Of the titles GOBI Library Solutions deemed Basic Essential in 2006, which titles were not acquired by the library? You can include the library’s consortial partners too: Which titles were not acquired by the library or the members of the consortium? The possibilities are many.

Will I prevent all duplicates if I provide my library’s holdings to GOBI Library Solutions?

Combined with GOBI’s automatic duplication detection for titles supplied by GOBI Library Solutions, your holdings data will create a very strong and convenient method of duplication control in your library. This method, however, is not failsafe. There are limitations to matching on ISBN only, such as a paper and cloth edition having different ISBNs. We do

GOBI[®] Library Solutions from EBSCO

link different bindings or formats in GOBI, (paper/cloth, print/electronic, US/UK, for example), so if you send us cloth and paper, and we have both in our system and linked, there will be “already owned” and “alt-ed already owned” on each record. But we cannot guarantee that GOBI will alert the user in all cases. Always remember that your OPAC is the definitive source for determining whether or not a title is held by your library. GOBI Library Solutions provides a convenient Open URL link from every title in GOBI to your OPAC. For assistance with setting this up, contact your GOBI Library Solutions representative. There is no fee for Open URL linking.

What happens if one of the ISBNs I provide you with is not in GOBI?

If an ISBN is not in GOBI, we still load the ISBN, along with all the others, in our holdings table. If that ISBN ever appears in GOBI, the “already owned” message will appear.

Exhibit A: Sample bibliographic record in GOBI, with loaded holdings.

Title: CITY BY THE POOL: ASSESSING THE ARCHAEOLOGY OF THE CITY OF LINCOLN
Author: JONES, MICHAEL J
Editor: DAVID STOCKER
Publisher: OXBOW
Pub Year: 2003 **ISBN:** 9781842171073
Binding: Cloth
Series Title: [LINCOLN ARCHAEOLOGICAL STUDIES.](#)
Series Volume: 10
Series ID: 41435
Content Level: ADV-AC
LC Class: DA690.L67
Subject Headings: LINCOLN (ENGLAND)--ANTIQ.
YBP Interdisciplinary Topics: Urban; Archaeological; Historical
Approval Note: SURVEY FROM PRE-HISTORIC TO MODERN TIMES. INCL. CD-ROM, FOLD-OUT MAPS, DRAWINGS, PHOTOS, ETC.
Geographic Focus: United Kingdom
Language: English
US List: 55.00 USD ▼ **US Status:** Orders accepted
Handled On Approval YBP-US: 3/17/2004 **Last Received YBP-US:** 5/6/2005
UK List: 29.95 GBP ▼ **UK Status:** Out of stock at publisher
Library Note: [Add...](#)

already owned by library

[library activity \(14 sold\)](#)

[Book News](#)

Exhibit B: Sample of local library history detail when three different funds or designators are used

Library History

Title: CHILD DEVELOPMENT
Author: **ISBN:** 9780028656182
Pub Year: 2002 **Binding:** Cloth
Series Title: [MACMILLAN PSYCHOLOGY REFERENCE SERIES.](#)
Publisher: GALE RESEARCH
Series ID: 43015 **Series Type:** Not Handled on Approval

Action	Date	Qty	Descriptor	Subaccount	Fund/ Other	PO#	Initials	Submitted By	Invoice#	Tracking#
Holdings			US HQ	8900-99	FUND1					
Holdings			US HQ	8900-99	FUND2					
Holdings			US HQ	8900-99	FUND3					

Exhibit C: Excel/Access file of ISBNs

Microsoft Excel - sample file for loading holdings

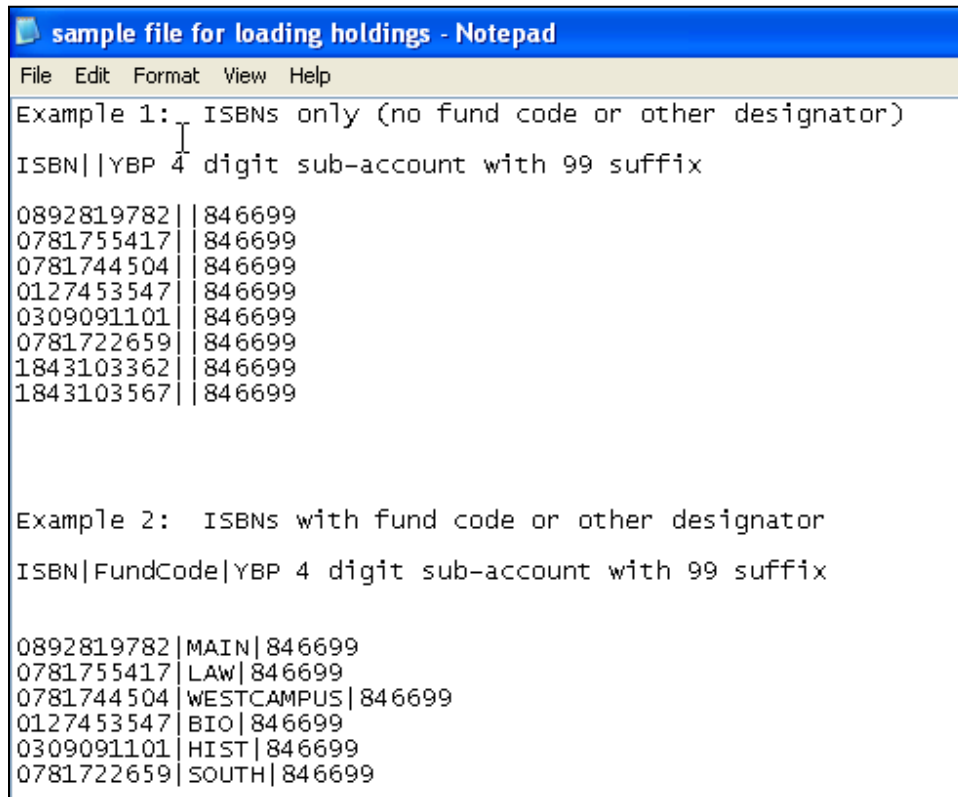
File Edit View Insert Format Tools Data Window Help

SnagIt Window

A12 ISBN

	A	B	C	D
1	Example 1: ISBNs only (no fund code or other designator)			
2	ISBN	YBP 4 digit sub-account with 99 suffix		
3	0892819782	846699		
4	0781755417	846699		
5	0781744504	846699		
6	0127453547	846699		
7	0309091101	846699		
8	0781722659	846699		
9				
10				
11	Example 2: ISBNs with fund code, location code, spine label prefix, dept. name or other designator			
12	ISBN	other data element (10 character limit)	YBP 4 digit sub-account with 99 suffix	
13	0892819782	MAIN	846699	
14	0781755417	LAW	846699	
15	0781744504	WESTCAMPUS	846699	
16	0127453547	BIO	846699	
17	0309091101	HIST	846699	
18	0781722659	SOUTH	846699	
19				
20				
21				
22				

Exhibit D: Text file of ISBNs



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sample file for loading holdings - Notepad
File Edit Format View Help
Example 1: ISBNs only (no fund code or other designator)
ISBN|YBP 4 digit sub-account with 99 suffix

0892819782|846699
0781755417|846699
0781744504|846699
0127453547|846699
0309091101|846699
0781722659|846699
1843103362|846699
1843103567|846699

Example 2: ISBNs with fund code or other designator
ISBN|FundCode|YBP 4 digit sub-account with 99 suffix

0892819782|MAIN|846699
0781755417|LAW|846699
0781744504|WESTCAMPUS|846699
0127453547|BIO|846699
0309091101|HIST|846699
0781722659|SOUTH|846699
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