

HOW TO DOWNLOAD YOUR MARC RECORDS FOR

TAYLOR & FRANCIS EBOOKS



How to use this document

Please use this guide to assist you in downloading MARC records for the new Taylor & Francis eBooks platform.

In order to download MARC records, you need to be logged into the platform on an institutional admin account and within the IP range of the institution.

If you have general support queries, please email support@taylorfrancis.com, specifying your query in the subject line.

THIS GUIDE IS DIVIDED INTO TWO PARTS:

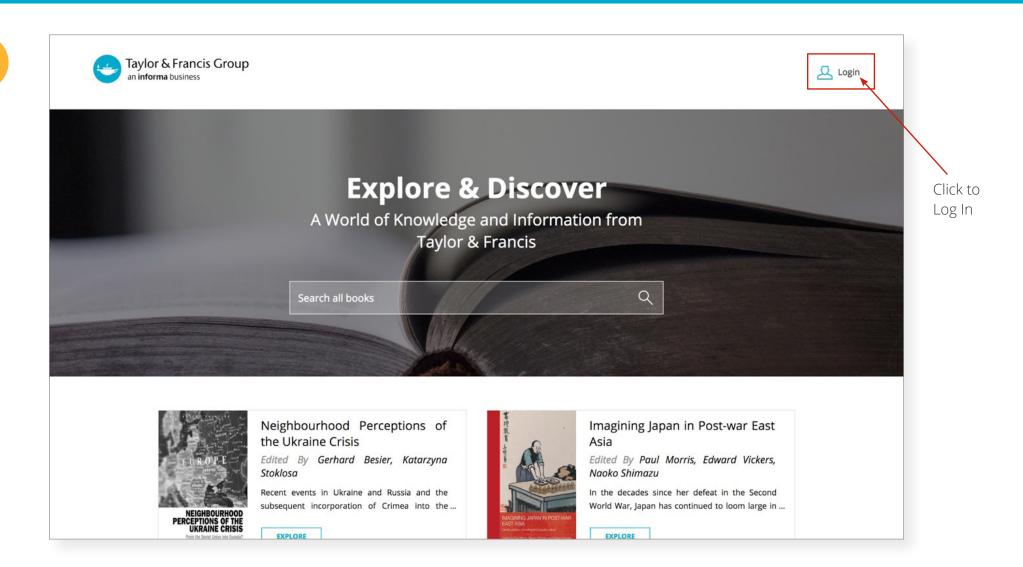


In the first part, you will find a visual step-by-step walkthrough for downloading your MARC records. Each step is illustrated by a screenshot of the platform, with each action labelled for ease.

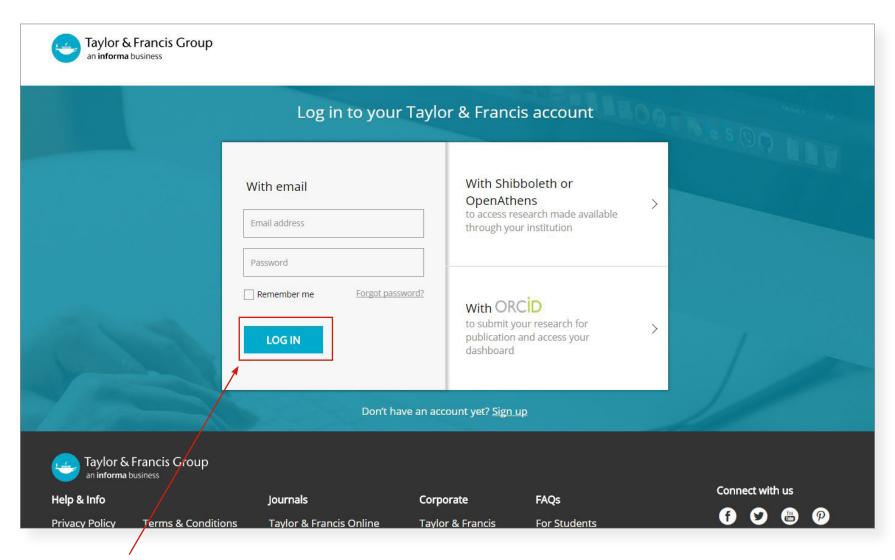


In the second part, you will find a Q&A-style advice section on other options available to you, instructions on how to ask for support on missing MARC records or general issues, and what's to come.

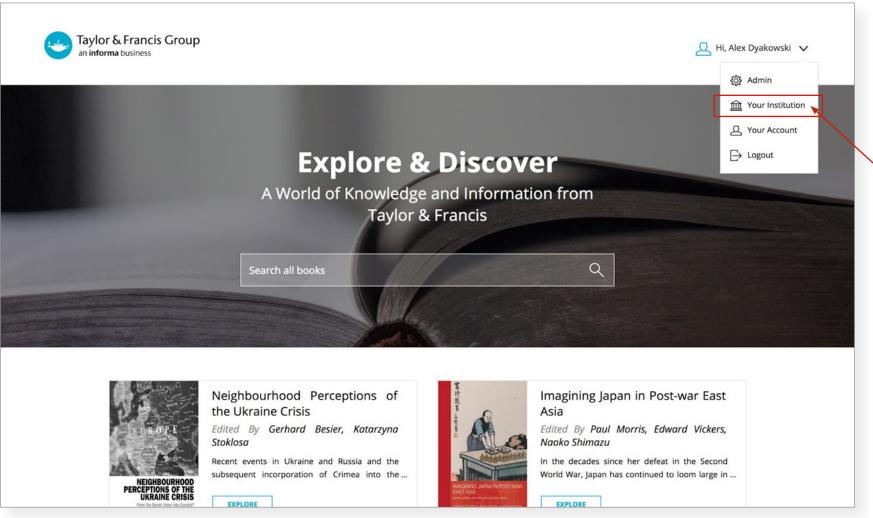








Enter email address and password, then click "log in" button

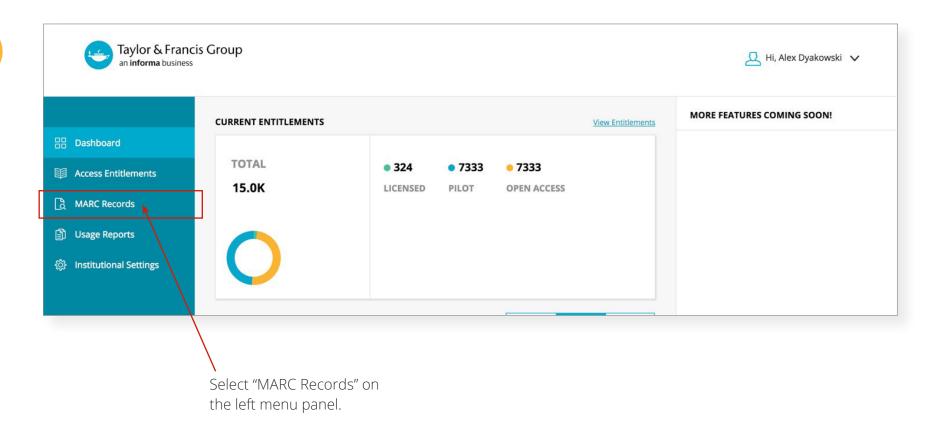


Select "Your

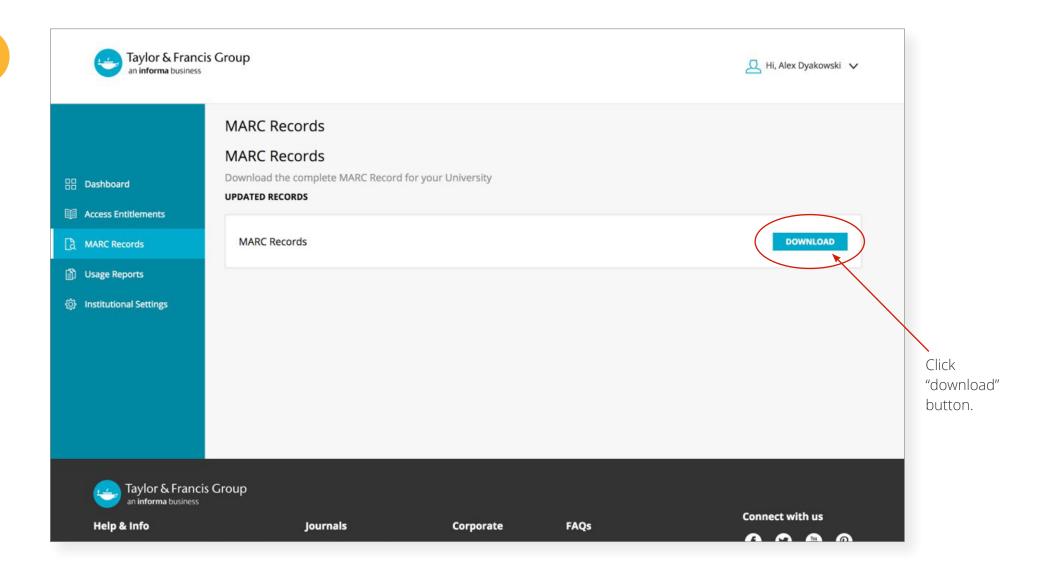
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down menu.

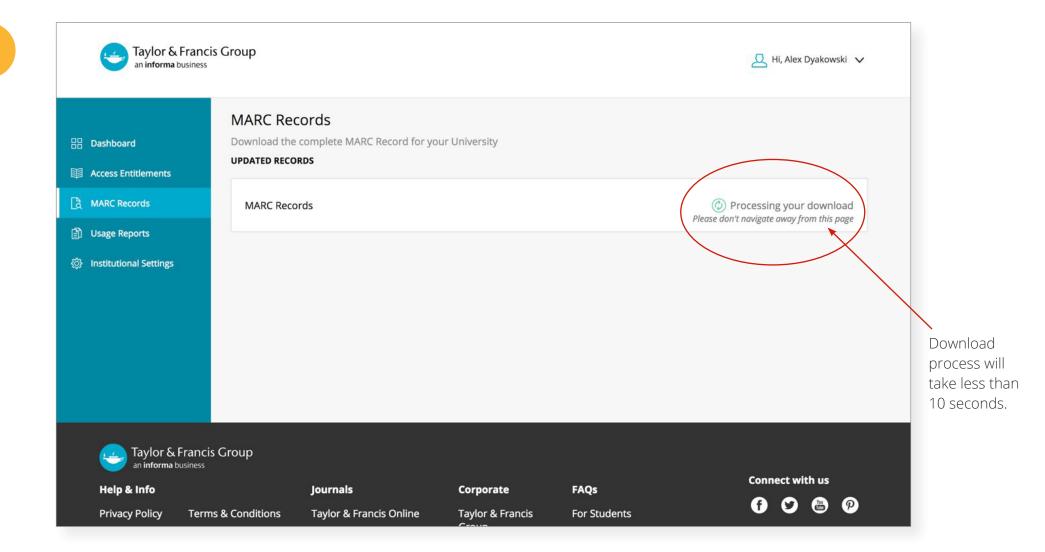




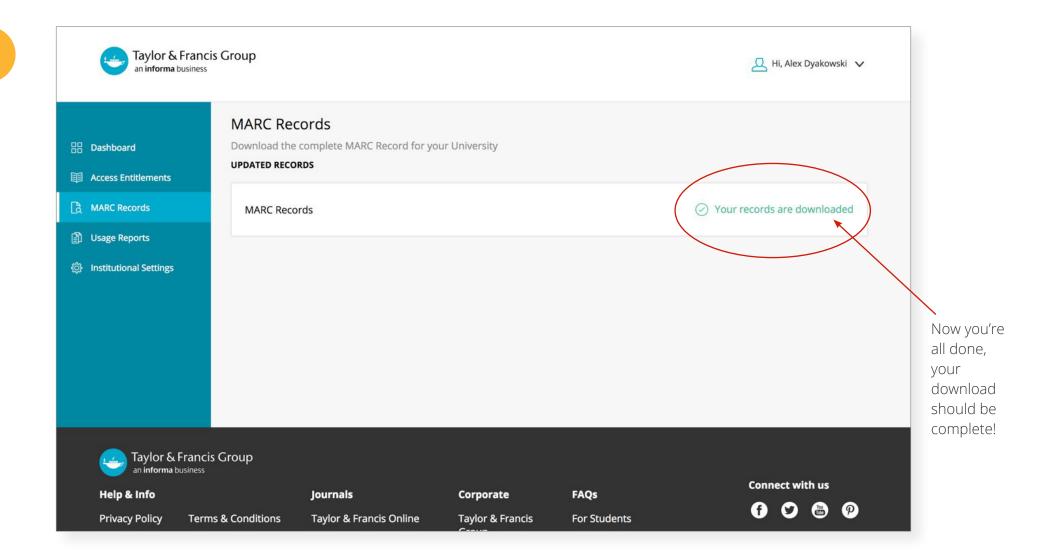












Part 2: Advice on downloading your MARC records

Questions

1. What is in the new MARC records?

In preparation for the launch of our new platform, we have updated the MARC records so that the URL now points to the new site. Within the MARC record, it is only the '=856' field which has been updated.

The leader code has also been updated which is explained further below.

For titles previously on CRC NetBASEs, you will now be able to download the MARC records for all of your eBook holdings from your librarian administrator area on www.taylorfrancis.com, you will no longer need to visit the CRC NetBASE Resource Center (http://support.crcnetbase.com/).

2. If it's just the URL which has changed, can I just update this field myself rather than ingesting a whole new set of records?

If you are confident that your Library Management System (LMS) is capable of changing the prefix of the '=856' field, you can change this. Please note that we are unable to support LMS and third party systems that handle MARC record editing and any changes you make are done so at your own risk. Please take care to ensure your changes to the MARC record urls are exactly as advised below.

The URL prefix has been changed from:

=856 40\$uhttp://www.tandfebooks.com/ isbn/9781315577449\$zClick here to view =856 40\$uhttp://marc.crcnetbase.com/ isbn/9781498725057\$qapplication/PDF\$zDistributed by publisher. Purchase or institutional license may be required for access. To:

=856 40\$uhttps://www.taylorfrancis.com/ books/9781315577449\$zClick here to view

=856 40\$uhttps://www.taylorfrancis.com/ books/9781315577449\$qapplication/PDF\$zDistributed by publisher. Purchase or institutional license may be required for access.

3. Will the new MARC records accommodate changes made locally by myself or by a 3rd party?

Unfortunately no. The new MARC records which are supplied will only have the new URL of the site, and any other changes which you may have made consequent to their original download will also have to be applied to the new set of MARC records.

Part 2: Advice on downloading your MARC records

4. What is the "Leader Code"?

The leader code is the first line which appears in the MARC record and is a fixed field that comprises the first 24 character positions (00-23) of each bibliographic record and consists of data elements that contain numbers or coded values that define the parameters for the processing of the record. (More info can be found here: http://www.loc.gov/marc/ bibliographic/bdleader.html)

5. Has the Leader Code changed as a result of the new MARC records?

The leader code has had the 5th character in the code changed to a 'c' to reflect that the MARC record has been updated.

If your LMS supports the reading and updating of MARC records based upon the 'Leader Code' then this should hopefully speed up the process of updating your set of records.

6. What should I do if I discover there are missing MARC records?

In the event that you have discovered that some MARC records are missing, please see the following instructions.

Please provide the following in an email to support@taylorfrancis.com

- eISBN of the book(s)
- Title of the book(s)
- Your institution name

7. What should I do if I have a technical issue with downloading MARC records?

If you are unable to download your MARC records, please send an email to support@taylorfrancis.com with the following information:

- Your institution name
- The time which you first noticed the issue
- · A brief description about the error and the events leading to it
- · (Optional Step) Screenshot of the error
- Please include the subject line 'MARC Download Error' in your email to support@taylorfrancis.com.

8. How can I find out which MARC records are missing?

When you download the MARC records, within the zip file will be a text file. An example of the file name is 'missing_isbn_1002017-08-22 01/03/27'.

The file will be a list of ISBNs whose MARC records could not be downloaded.

You can use this list to contact customer services and notify them that you have not received these records and they will help resolve your issue.

9. How will I know when new MARC records are available?

New MARC records are available 24 hrs after purchasing a new title, although notifications won't be sent.

New MARC records are updated on a daily basis, so new records will be available from 00:00 UTC (midnight).

Part 2: Advice on downloading your MARC records

10. How can I download only the new MARC records since my last download?

Currently this feature is not available. We do plan to build this capability in the future.

11. Am I able to download a MARC record for an individual title / license?

Currently this feature is not available. We do plan to build this capability in the future.