

MARC Standard Conversion Datasheet

Summary

The conversion from MARC files is a well-established conversion process that our dedicated conversion team has performed many times with great results.

Here is an outline of the process...

- You supply us with your data and screenshots via our secure FTP service
- After consultation with you, Softlink will produce an analysis report including agreed mappings for the conversion.
- A trial conversion is run for you to check
- You send your live data via our secure FTP service
- The live conversion is run

What is a Standard Conversion?

A standard data conversion includes conversion of data 'as is'. This means one to one field and record mapping is assumed, no data cleansing will be performed, and changes outside the scope of the agreed analysis will not be possible.

What is data cleansing?

Data cleansing is any activity not specifically defined in the scope of the conversion that changes, merges, deletes or filters data, or converts different records from the same place in different ways. Data cleansing outside the scope of a standard conversion is available via the Premium Conversion Service.

What we Convert

The following elements are included in a Marc standard conversion:

- Resources
- Copies (if a suitable tag is present e.g. 852)

The standard marc format is Marc21. Please contact Softlink if another format is required, or user defined tags are involved, as a standard marc conversion may no longer be suitable. For more information, refer to Data required section below.

Tag Mappings

Softlink requires screenshots of all modules to be converted, matching the MARC file provided.

Mappings will be agreed during the analysis stage. One to one field and record mapping is assumed unless specifically mentioned, with all records to map the same way for each marc file converted unless otherwise proposed. *Data cleansing* and changes to the agreed field mappings after the analysis stage are not part of the standard conversion, but can be arranged as part of the Premium Conversion Service.

Data required

- Resources & Copies information should be provided in a single MARC21 file. If multiple Marc21 files are provided, cost may vary, and a merging scheme will need to be agreed in the analysis if required.

If you are converting other modules, please let Softlink know so that your conversion proposal can be tailored to your requirements. For example, the following may be added to the conversion:

- Conversion of Borrower details, typically using an additional delimited file, Excel Spread Sheet, MSSQL or Access database
- Conversion of other modules using a similar approach to the previous point
- Conversion of Marc authority files (note that the resource marc import will create thesaurus headings on the fly)

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