

Fixed Fields

Editing MARC Record Leader and Fixed Field 008

Parts of the leader and the 008 can be edited in the MARC Editor via the fixed field editor box displayed above the MARC record in default MARC Edit view, and at top of record in Flat-Text Editor view. Information about the leader and the 008 can be found on the Library of Congress's MARC Standards page at <http://www.loc.gov/marc/>

To edit the fixed fields, it is easiest to use default Edit MARC view and click on the name of the field. In Flat-Text Editor view, you must place the cursor at the correct position in the number to edit. When you click on the field name, e.g. Date1, what you type will appear in the box. When you click on the field box itself, you have to backspace your cursor to the very beginning of the box in order to type, because there are space takers in these positionally defined fields. Right-clicking in certain fields such as Type, BLvl, Form, Audn, and Lang will show a drop-down menu of possible choices.

The format filter (eg. Books, E-Books, Audiobooks, Videos etc.) and format icons in the OPAC rely on accurate coding in the Leader, 008 and 007.

1. Retrieve and display record in Edit MARC view.
2. Click into any box displayed in the fixed field editor. In this example we are editing the first position, the Type or Format box, to describe the format of the resource, textual material, by use of an "a".

Type	a	ELvl		Audn		Ctrl		Lang	eng		
BLvl	m	Form		Conf		Biog		MRec		Ctry	xx
		Cont		GPub		LitF		Indx			
Desc		Ills	a	Fest		DtSt	s	Date1	2004	Date2	

3. Right-clicking in the box will show a list of possible values (eg. BLvl, Type, Form Audn, and Lang). Choose from this list to populate the box.

Type	a	ELvl		Audn		Ctrl		Lang	eng		
BLvl	m	Form		Conf		Biog		MRec		Ctry	xx
		Cont		GPub		LitF		Indx			
Desc		Ills	a	Fest		DtSt	s	Date1	2004	Date2	

LDR	00584
001	10310
003	SITKA
005	20180312220337.0

- a: Books
- a: Language material
- c: Notated music
- d: Manuscript notated music
- e: Cartographic material
- f: Manuscript cartographic material
- g: Projected medium

4. You can press the **Tab** key or use the mouse to click through to each field, and can delete and add text as required by backspacing or highlighting existing text and over typing. Here the publication date is being edited; OPAC searches filtered by date rely on correct coding in the 008.

Type	a	ELVI		Audn		Ctrl		Lang	eng		
BLVI	m	Form		Conf		Biog		MRec		Ctry	xx
		Cont		GPub		LitF		Indx			
Desc		Ills	a	Fest		DtSt	s	Date1	2004	Date2	


5. Click **Save Record**.

Flat Text Editor
 Stack subfields
Record Type: BKS
Select a Source ▼
Validate **Save** Delete Help

Type	a	ELVI		Audn		Ctrl		Lang	eng		
BLVI	m	Form		Conf		Biog		MRec		Ctry	xx
		Cont		GPub		LitF		Indx			
Desc		Ills	a	Fest		DtSt	s	Date1	2004	Date2	

6. The OPAC icon for textual materials is displayed as in the example below.

Dora the Explorer : Dora in Wonderland / by Mary Tillworth ; illustrated by Victoria Miller.
[Tillworth, Mary](#), (author.). [Miller, Victoria \(Victoria H.\)](#) (illustrator.).



Available copies

- 1 of 5 copies available at Sitka. ([Show](#))
- 1 of 2 copies available at BC Interlibrary Connect.

Current holds

0 current holds with 2 total copies.

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007 – Common examples for SD 63 libraries

Audiobooks	CD audiobook	sd fsgn nn ud
	Cassette audiobook	ss lunjlc ue
Books	Physical	Usually don't have an 007 field
Videos	DVD – colour with Dolby surround sound	vd cvaizq
	VHS - colour	vf cbahou

Detailed examples for 007

CD audiobook - sd fsgn nn ud

007/00 = Category of material	s – sound recording
007/01 = Specific material designation	d – sound disc
007/02 = undefined	- undefined (pipe symbol) - CTRL + \ key
007/03 = Speed	f – 1.4 m. per second
007/04 = Configuration of playback channel	s - stereophonic
007/05 = Groove width or pitch	n – not applicable
007/06 = Dimensions	g – 4 ¾ in.
007/07 = Tape width	n – not applicable
007/08 = Tape configuration	n – not applicable
007/12 = Special playback	u - unknown

007/13 = Capture and storage technique	d – digital storage or a – analog storage (most pre-1980's recordings)
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Cassette audiobook - ss lunjlc ue

007/00 = Category of material	s – sound recording
007/01 = Specific material designation	s – sound cassette
007/02 = undefined	- undefined (pipe symbol) - CTRL + \ key
007/03 = Speed	l – 1 7/8 ips
007/04 = Configuration of playback channel	u - unknown
007/05 = Groove width or pitch	n – not applicable
007/06 = Dimensions	j – 3 7/8 in x ½ in.
007/07 = Tape width	l – 1/8 in.
007/08 = Tape configuration	c - quarter
007/12 = Special playback	u - unknown
007/13 = Capture and storage technique	d – digital storage or a – analog storage (most 1940 - 80's recordings)

DVD - vd|cvaizq

007/00 = Category of material	v – videorecording
007/01 = Specific material designation	d - videodisc
007/02 = undefined	- undefined (pipe symbol) - CTRL + \ key
007/03 = Color	c - multicolored
007/04 = Videorecording format	v - DVD
007/05 = Sound on medium or separate	a – sound on medium
007/06 = Medium for sound	i - videodisc
007/07 = Dimensions	z- other
007/08 = Configuration of playback channel	q – Quadraphonic, multichannel or surround (use for Dolby surround)

VHS – vf |cbahou

007/00 = Category of material	v – videorecording
007/01 = Specific material designation	f - videocassette
007/02 = undefined	- undefined (pipe symbol) - CTRL + \ key
007/03 = Color	c - multicolored
007/04 = Videorecording format	b - VHS
007/05 = Sound on medium or separate	a – sound on medium
007/06 = Medium for sound	h - videotape
007/07 = Dimensions	o – ½ in.
007/08 = Configuration of playback channel	u - unknown