

## Use SCIPRO Records

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## Revision History

<b>Date</b>	<b>Section title</b>	<b>Description of changes</b>
September 2007	All sections	First online version of this document (PDF).
April 2012	2. Find SCIPPIO records in WorldCat	Description of search results with GLIMIR option set.
May 2016	1. About SCIPPIO records 2. Find SCIPPIO records in WorldCat	Removed all references to institution records.
May 2021	All sections	Removed all references to master records.

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## 1. About SCIPIO records

### About SCIPIO records in WorldCat

- **SCIPIO: Art and Rare Book Sales Catalogs** is the only online union catalog of auction catalog records in existence.
- SCIPIO: Art and Rare Book Sales Catalogs describes art auction and rare book catalogs for sales from the late sixteenth century to scheduled auctions not yet held. Records include the dates and places of sales, the auction houses, sellers, institutional holdings, and titles of works.
- SCIPIO bibliographic records in WorldCat are the result of incorporating the SCIPIO database, formerly available from the Research Libraries Group (RLG), into WorldCat during the integration of RLG into OCLC.

### Retrieving SCIPIO records

- Connexion provides a scoped view, allowing the SCIPIO records to be searched as a separate database. The scoped view enables users to search new, SCIPIO- specific indexes in addition to the standard WorldCat indexes. With these new indexes, current SCIPIO users can retrieve needed records using familiar search methods.
- All authorized WorldCat catalogers can retrieve SCIPIO records using standard WorldCat indexes or SCIPIO-specific indexes, and can choose to use the scoped view by selecting the check box labeled **Retrieve Only SCIPIO Records** on the Search WorldCat screen.

### Identifying SCIPIO records

- **Authentication code (field 042).** In a SCIPIO record, field 042 always contains the code **scipio**.

**Required for SCIPIO scoped view**> To be included in the SCIPIO scoped view, a record must contain **scipio** in field 042, subfield a.

**Note for SCIPIO contributors:** When creating a new record you want included in the SCIPIO scoped view within WorldCat, make sure that you include the **scipio** code in field 042. To do so, you must be profiled to use SCIPIO records.

- **Other distinctive content.** SCIPIO records include two distinctive fields: 024 (Sale code) and 033 (Date of sale). In SCIPIO records, field 110 normally contains the name of an auction house, 510 contains a citation note, and field 518 contains the a place of sale.

## Permissions and limitations for using SCIPIO records

All Connexion catalogers can use SCIPIO records in the same way you use WorldCat records, with the following exceptions.

- You must be an authorized SCIPIO cataloger to:
  - Create a new SCIPIO record (a record containing field 042, with the code **scipio** in subfield a)
  - Add the SCIPIO designation (field 042, with the code **scipio** in subfield a) to an existing WorldCat record

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- Note: Although you cannot remove the SCIPIO designation from a WorldCat record, you can request that it be removed using a WorldCat Record Change Request.
- There are no other special restrictions on editing or replacing SCIPIO records.

### Is this a SCIPIO record?

View	Indicators
Bibliographic record	Field 042 contains the code <b>scipio</b> .
WorldCat brief list	Each brief entry shows the highlighted text <b>SCIPIO</b> .
WorldCat truncated list	<b>WorldCat search</b> Each truncated entry: In column 6, Contributing Library (heading <b>L</b> ), contains the code <b>S</b> for SCIPIO. <b>Scoped view</b> If you searched the scoped view (by selecting the <b>Retrieve Only SCIPIO Records</b> check box): <ul style="list-style-type: none"><li>● Column 5 has the heading <b>Date of Sale</b> and contains the sale date from field 033. Dates appear in <b>yyyy-mm-dd</b> format.</li><li>● Entries are sorted by sale date, beginning with the most recent date.</li><li>● Column 6, Contributing Library (heading <b>L</b>), contains the code <b>S</b> for SCIPIO.</li></ul>

## 2. Find SCIPPIO records in WorldCat

### About searching for SCIPPIO records

- SCIPPIO records are fully integrated into WorldCat. All standard WorldCat indexes apply to SCIPPIO records. You can also use SCIPPIO-specific indexes. Any list of WorldCat search results may include SCIPPIO records.
- Connexion also provides a scoped view (a subset of WorldCat), allowing you to restrict searches to SCIPPIO records as if located in a separate database. The scoped view enables users to search new, SCIPPIO-specific indexes in addition to the standard WorldCat indexes. With these new indexes, current SCIPPIO users can retrieve needed records using familiar search methods.
- All authorized WorldCat catalogers can retrieve SCIPPIO records using standard WorldCat indexes or SCIPPIO-specific indexes, and can choose to use the scoped view by selecting the check box labeled **Retrieve Only SCIPPIO Records** on the Search WorldCat screen.
- Browse WorldCat for SCIPPIO records
  - You **cannot** choose to browse the SCIPPIO scoped view.
  - You **can** browse the SCIPPIO-specific indexes from the command line in the Search WorldCat screen or the guided browse on the Browse WorldCat screen.
  - Browsing a SCIPPIO-specific index retrieves **primarily** SCIPPIO records. Browse results may include non-SCIPPIO records because browsing is not restricted to the scoped view.

### Search the scoped view to facilitate retrieval of SCIPPIO records

- To retrieve SCIPPIO records conveniently and efficiently, use the scoped view by selecting an option on the Search WorldCat screen:
  - The **Retrieve Only SCIPPIO Records** option lets you limit your search to SCIPPIO records and more easily find data likely to occur in fields that are indexed in SCIPPIO-specific indexes.
  - The option appears below the guided search entry boxes. The setting applies to guided searches only, not to command-line searches.
- With the **Retrieve Only SCIPPIO Records** setting selected, you search only records designated as SCIPPIO. You can search for terms in all standard WorldCat indexes and/or SCIPPIO-specific indexes. Connexion retains the setting for subsequent searches, until you change it.
- With the option **not selected** (default setting), Connexion searches all WorldCat records (including SCIPPIO records) and presents search results using standard WorldCat record views and results lists. You can use all WorldCat indexes and/or SCIPPIO-specific indexes.

Action	
1	Enter your search in the guided search area.
2	Find the Retrieve Only SCIPPIO Records option (below the guided entry search area). Select (check) the <b>Retrieve Only SCIPPIO Records</b> check box. <b>Default.</b> Check box is not selected. All WorldCat records are searched.
3	Click <b>Search</b> .
4	<b>Results</b> <b>Retrieve Only SCIPPIO Records</b> selected <ul style="list-style-type: none"><li>• Connexion searches only SCIPPIO records, using both standard indexes and SCIPPIO indexes.</li></ul>

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Action	
	<p><b>Retrieve Only SCIPPIO Records</b> not selected (default setting)</p> <ul style="list-style-type: none"> <li>• Connexion searches all WorldCat records, including SCIPPIO records. SCIPPIO-specific indexes are available.</li> <li>• All WorldCat records are searchable using all WorldCat indexes, including indexes that target unique data in SCIPPIO records. However, when you want to find SCIPPIO records, the best approach is to restrict your search to SCIPPIO records.</li> </ul>

## Use SCIPPIO-specific indexes

Search entry area	Procedure
Command line <b>Note:</b> Searches or browse queries from the command line cannot be restricted to the SCIPPIO scoped view.	To specify a SCIPPIO index, type the index label, the correct punctuation (: or =), and then the search term. Do not type a space after the index label.  Examples: <b>ah:bloomsbury</b> or <b>ah:sotheby*</b> and <b>ds:1999</b> Browse (scan) a SCIPPIO-specific index. You can use the scan command to browse a SCIPPIO index. Example: <b>sca ah=bloomsbury book auctions</b>
Guided search (Keyword/Numeric)	To specify a SCIPPIO index: <ol style="list-style-type: none"> <li>1. Click the <b>More Indexes</b> button (below the guided search entry boxes).</li> <li>2. Type a search term in an entry box.</li> <li>3. Click to open the index list next to the entry box.</li> <li>4. Scroll to the <b>SCIPPIO</b> index names.</li> <li>5. Click the name of the index you want to use.</li> </ol>
Tip: Check an index label	To see index labels for SCIPPIO indexes (and for all available WorldCat indexes), click the <b>More Indexes</b> button (below the guided search entry boxes). Then click to open an index list and scroll to the <b>SCIPPIO</b> index names. The Index label, enclosed in parentheses, follows each index name.

## SCIPPIO-specific indexes: details

Use SCIPPIO-specific indexes to assist you in retrieving SCIPPIO records. These indexes are available either for searching all WorldCat records or for searching within the SCIPPIO scoped view. The following table lists index names, labels, included fields and subfields, notes, and examples.

Index Name	Index label	Indexed fields	Notes
<b>SCIPPIO Indexes</b>			
Auction house name (Word, phrase, whole phrase)	ah: ah= ahw=	110 a-e n u (Subset of the Corporate /conference name index)	
Citation (Word, phrase, whole phrase)	ci: ci= ciw=	510 a c	

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Index Name	Index label	Indexed fields	Notes
<b>SCIPIO Indexes</b>			
Date of sale (Word index)	ds:	033 a	<p><b>Search types</b></p> <p>1. Specific month, day, year, such as April 15, 1995. search as <b>mmddyyyy</b> Example: <b>04151995</b> <b>Note:</b> Also retrieves records with date of sale expressed as a range that includes the specific date.</p> <p>2. Any day within a specific month during a specific year, such as May 1975. search as <b>mmyyyy</b> Example: <b>051975</b></p> <p>3. Any date within a particular year such as 2002. search as <b>yyyy*</b> Example: <b>2002*</b> <b>Note:</b> The truncation symbol (*) tells the system to search for the specific year, retrieving all records for sale dates within that year.</p> <p>4. Any date within two or more years, such as 1970--1975. search as <b>YYYY-YYYY</b> Example: <b>1970-1975</b></p> <p>5. Any date between two known months, e.g., from July 2005 to September 2006. search as <b>MMYYYY-MMYYYY</b> Example: <b>072005-092006</b></p> <p>6. Any date between two known dates, e.g., from October 29, 1947 to November 4, 1947. search as <b>MMDDYYYY-MMDDYYYY</b> Example: <b>10291947-11041947</b></p>
Individual auctioneer (Word, phrase, whole phrase)	ia: ia= iaw=	700 a-d l q u 796 a-d j q u	



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Index Name	Index label	Indexed fields	Notes
<b>SCIPIO Indexes</b>			
Place of sale (Word index)	ps:	500 a 518 a	Place of sale or auction usually appears in field 518 in the form: <b>Place of sale: London</b> or <b>Place of auction: Overland Park, Kansas</b> . Some records include place of sale in a 500 note (instead of 518) in the form <b>Place of sale: Cairo</b> . The index contains data following the words <b>Place of</b> in 518 subfield a or 500 subfield a. Find these records with Place of Sale searches such as: <b>London, Overland, Overland Park, or Kansas</b> .
Sale code (Word and phrase)	sl: sl=	024 a	
Seller/subjects (Word, phrase, whole phrase)	cx: cx= cxw=	600 a-d j q 653 a 696 a-d j q	
<b>Other indexes for SCIPIO searching</b>			
Authentication code Established WorldCat index; new code for SCIPIO records	au:	042 a scipio (New code to identify SCIPIO records in WorldCat and include the records in the SCIPIO scoped view)	
Notes (Word index) (Notes pertinent to sale; local notes)	nt:	501 a 502 a 504 a 505 a r t 508 a 511 a 518 a 520 a b 521 a 533 a b c d e f n 534 a t 536 a-h 538 a 545 a 550 a 753 a b c	Indexes the same fields and subfields as the established Notes index in WorldCat.

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Index Name	Index label	Indexed fields	Notes
System control number (former RLG/SCIPPIO record ID) (Word index)	sy:	035 a	

## SCIPPIO records and WorldCat search results

- WorldCat search results are unchanged.

**Note:** Because they are included in all WorldCat indexes, you may retrieve SCIPPIO records in search results.

- WorldCat brief lists and truncated lists include indicators that identify SCIPPIO records. See the next section for details.

## Appearance and content of SCIPPIO records

- **Authentication code (field 042).** In a SCIPPIO record, field 042 always contains the code **scipio**.

**Required for SCIPPIO scoped view**> To be included in the SCIPPIO scoped view, a record must contain **scipio** in field 042, subfield a.

**Note for SCIPPIO contributors:** When creating a new record you want included in the SCIPPIO scoped view within WorldCat, make sure that you include the **scipio** code in field 042. To do so, you must be profiled to use SCIPPIO records.

- **Other distinctive content.** SCIPPIO records include two distinctive fields: 024 (Sale code) and 033 (Date of sale). In SCIPPIO records, field 110 normally contains the name of an auction house, 510 contains a citation note, and field 518 contains the place of sale.

## Appearance and content of results lists that include SCIPPIO records

### Results of searching WorldCat

- **WorldCat group list:** No changes.
- **WorldCat brief list:** Brief entries contain the highlighted test **SCIPPIO**.
- **WorldCat truncated list:** Column 6, Contributing Library (heading **L**), contains the code **S** for SCIPPIO.

### Results of searching the SCIPPIO scoped view

- **Scoped view group list.** Records are divided into groups by date of sale (not by publication date). Otherwise, the group list is the same as for other WorldCat search results.
- **Scoped view brief list.** Same as for other WorldCat search results.
- **Scoped view truncated list:**

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- Column 5 has the heading **Date of Sale** and contains the sale date from field 033. If field 033 represents a range or more than one date, only the first date is shown. Dates appear in yyyy-mm-dd format.
- Entries are sorted by sale date, beginning with the most recent date.
- Column 6, Contributing Library (heading **L**), contains the code **S** for SCIPPIO

## SCIPPIO search results with GLIMIR option selected

- If you have both the **Retrieve Only SCIPPIO Records** and **Display Using GLIMIR Clustering** options selected in the Search WorldCat window (**Cataloging tab > Search**), only SCIPPIO records are retrieved.
- However, each SCIPPIO record retrieved is a representative record for a GLIMIR cluster.
- When you select an item in the SCIPPIO/GLIMIR results list, all records in the cluster display, whether they are SCIPPIO or non-SCIPPIO records.

### 3. SCIPPIO cataloging activities in Connexion browser: tips and notes

#### Permissions and limitations for using SCIPPIO records

All Connexion catalogers can use SCIPPIO records in the same way you use WorldCat records, with the following exceptions.

- You must be an authorized SCIPPIO cataloger to:
  - Create a new SCIPPIO record (a record containing field 042, with the code **scipio** in subfield a)
  - Add the SCIPPIO designation (field 042, with the code **scipio** in subfield a) to an existing WorldCat record
  - Note: Although you cannot remove the SCIPPIO designation from a WorldCat record, you can request that it be removed using a WorldCat Record Change Request.
- There are no other special restrictions on editing or replacing SCIPPIO records.

#### Notes and tips for SCIPPIO catalogers

Action	Tips and notes
Authorization for SCIPPIO actions	<p>All Connexion catalogers can use SCIPPIO records in the same way you use WorldCat records, with the following exceptions:</p> <ul style="list-style-type: none"> <li>• You must be an authorized SCIPPIO cataloger to:                             <ul style="list-style-type: none"> <li>○ Create a new SCIPPIO record (a record containing field 042, with the code <b>scipio</b> in subfield a).</li> <li>○ Add the SCIPPIO designation (field 042, with the code <b>scipio</b> in subfield a) to an existing WorldCat record.</li> <li>○ Note: Although you cannot remove the SCIPPIO designation from a WorldCat record, you can request that it be removed using a WorldCatRecord Change Request.</li> </ul> </li> </ul> <p><b>Tip: Check your authorization</b>                      On the General tab, on the Admin Options list, click <b>User Information</b>.                      On the User Information screen, check the setting for <b>Profiled for SCIPPIO Records?</b>. <b>Yes</b> indicates you are an authorized SCIPPIO user.                      If you are not profiled to use SCIPPIO records, this item is not shown on the screen.</p>
Derive a new SCIPPIO record	<p>You can derive a new SCIPPIO record from any bibliographic WorldCat record. Whether or not the record you derive from is a SCIPPIO record, the system <b>does not transfer</b> to the derived record field 042 (Authentication code) containing the <b>scipio</b> identifier: you must add the field and the code. Or, you can apply a SCIPPIO constant data record that contains the authentication code.</p>

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Action	Tips and notes
Create a SCIPIO record using a workflow	<p><b>Note:</b> Connexion does not provide SCIPIO-specific workflows.</p> <p><b>Tip:</b> To reduce data entry for SCIPIO original cataloging, you can create constant data records that contain sets of standard fixed-field values, variable fields, and/or field content you use in SCIPIO records. Then apply the appropriate SCIPIO CD record to a default workflow.</p>
Create and save constant data records	<p><b>Note:</b> All bibliographic constant data records, including SCIPIO-specific CD records, for each institution reside in a single constant data file.</p> <p><b>Tip:</b> To make it easy to find and apply a SCIPIO CD record, when saving each CD record, supply a <b>name</b> (required) or a <b>My Status</b> (optional) that identifies records used for SCIPIO cataloging.</p> <p><b>Examples of SCIPIO-specific content</b></p> <ul style="list-style-type: none"> <li>• <b>Authentication code (field 042).</b> In a SCIPIO record, field 042 always contains the code <b>scipio</b>.</li> <li>• <b>Derive CD record: 042 not transferred.</b> You can derive new CD records from SCIPIO records. However, Connexion does not transfer the SCIPIO identifier (field 042 with the <b>scipio</b> code) to a record (including a constant data record) derived from a SCIPIO record.</li> <li>• <b>Note for SCIPIO contributors.</b> When creating a new record you want included in the SCIPIO scoped view within WorldCat, make sure that you include the <b>scipio</b> code in field 042. To do so, you must be profiled to use SCIPIO records.</li> <li>• <b>Other distinctive content.</b> SCIPIO records include two distinctive fields: 024 (Sale code) and 033 (Date of sale). In SCIPIO records, field 110 normally contains the name of an auction house, 510 contains a citation note, and field 518 contains the place of sale. Add field 852 to identify your location. You may also wish to include a 590 field to record price list information.</li> </ul>
Records with non-Latin script	<p><b>Note: Record with non-Latin script cannot be replaced.</b> In Connexion browser, which does not support adding non-Latin scripts or editing non-Latin scripts in records, you cannot edit non-Latin fields or replace a record that contains non-Latin script. You can edit other fields, update holdings, export, and take other actions.</p>