

## CATALOGING AND PROCESSING SERVICES

We offer cataloging services for imprints & e-books, supplying MARC records

### **What can we say about the quality of our services?**

Our catalogers have been trained by The Library of Congress (in the past with AACR2 & LCRI; at present using RDA & LC-PCC PSs). The work of our staff is permanently reviewed by them. We are offering three distinct options, which vary according the level of cataloging and the amount of additional processing provided:

#### **Option 1:**

MARC Minimal Level Cataloging with No Additional Processing:

Minimal level Cataloging (Encoding Level 7) verified and edited by our catalogers.

- LC Authority Control.
- Price: The cost is due to the editing, quality control, and authority control performed by our catalogers.

#### **Option 2:**

MARC Core Level Cataloging with No Additional

Processing: Core level Cataloging (full cataloging).

- LC Authority Control.
- Subject cataloging with LCSH.
- LC classification.
- For each book it consider necessary we send on approval plan, an 856 field with a URL linked to scanned copies of the table of contents. This might help researchers quickly determine the book's contents. The scanned images are stored in our own on-site server.

### Option 3:

#### MARC Core Level Cataloging Plus Shelf-Ready Processing:

- MARC core level cataloging, idem Option 2.
- Shelf-Ready technical processing according to your library's needs, including: Shelf labels, Magnetic security strips, Barcodes and o Inventory numbers. All of that shall be provided by your Library.

Note: There are extra charges for binding, bookplates, and any other additional features.

It is important to remark that if you choose this service your library will have additional metadata for approximately 80% of the books we sent. For each of those books, an 856 field with a URL linked to scanned copies of the table of contents. This might help researchers quickly determine the book's contents. The scanned images are stored in our own on-site server that will be IP controlled in the near future.

*Currently many libraries have in their catalog our records with the 856 field with the pdfs hosted in our server because they download the record from OCLC and we do not receive nothing in exchange.*

### How do you prefer to receive your MARC records and invoices?

There are three different options; we just need to know which one is the most convenient for your Library:

- SFTP o FTPS. File in our server.
- SFTP o FTPS. File in your server (in this case we would need the following information: Server, Username, Password, Port).
- Via e-mail



Sample of one of our Core Level MARC records, according to RDA & LC-PCC PSs

```
=LDR 01582nam a22003014i 4500
=001 0-222132/1
=003 AR-BaFGC
=005 20231221174422.0
=008 231218s2023\\\ag\al\\b\\000\0\spa\d
=020 \\$a9789870610526
=040 \\$aAR-BaFGC$beng$erda$cAR-BaFGC
=043 \\$as-ag---
=050 \4$aLC71$b.T73 2023
=245 03$aLa trastienda de la educación :$bpolíticas educativas en escena /$cClaudia Romero (compiladora) ; autores: Inés Aguerrondo [and nine others].=250 \\$aPrimera edición.
=264 \1$aCiudad Autónoma de Buenos Aires :$bAique,$c[2023]
=300 \\$a270 pages :$billustrations ;$c19 cm.
=336 \\$atext$btxt$2rdacontent
=337 \\$aunmediated$bn$2rdamedia
=338 \\$avolume$bnc$2rdacarrier
=490 0$aEducación
=504 \\$aIncludes bibliographical references.
=505 0$aLa producción de conocimiento y las políticas educativas / Claudio Suasnábar y Jorge Gorostiaga -- Las políticas educativas y la teoría cultural / Claudia Romero y Alejandro M. Estévez -- Las políticas de inclusión digital / Carina Lion -- ¿Es posible cambiar la educación? / Inés Aguerrondo -- De la emergencia educativa a los acuerdos a largo plazo / Brenda Austin -- La educación en el país federal / Claudia Balagué, Jaime Correas y Walter Grahovac, con la coordinación de Claudia Romero.
=650 \0$aEducation and state.
=650 \0$aEducation and state$zArgentina.
=700 1$aRomero, Claudia,$eeditor.
=700 12$iContainer of (work):$aSuasnábar, Claudio.$tProducción de conocimiento y las políticas educativas.
=955 \\$aGC02
```

## 9XX fields; ¿What additional information do you need?

We supply all the 9XX fields adapted to what your Library needs; you just have to communicate us the information that you require. Send us a sample of a record with the fields that you need to [hector@cambeiro.com.ar](mailto:hector@cambeiro.com.ar) and/or fill the following form:

UTF8	
MARC8	
952	
955	
910	
923	
929	
940	
945	
960	
961	
980	
981	
985	
990	

Full cataloging or Encoding level 7:	
Shelflisting, yes or no:	
SFTP or FTP-S (our server or your server):	
Name of the institution:	
Department:	
Acquisitions contact name and e-mail:	
Technical contact name and e-mail:	
E-mail address for PDF invoices:	