

2018 Annual Serials Cloned Bib Records

Using the Annual cloned bib records

New Periodical and bib records have been added for the **2018** issues of the following magazine titles:

- Better homes & gardens (magazine).
- Bloomberg Businessweek
- Consumer reports (magazine).
- Entertainment weekly (magazine).
- Family circle (magazine).
- Good housekeeping (magazine).
- Health (magazine).
- Kiplinger's personal finance (magazine).
- Martha Stewart living (magazine).
- National geographic (magazine).
- O, the Oprah magazine (magazine).
- People (magazine).
- Popular mechanics (magazine).
- Prevention (magazine).
- Redbook (magazine).
- Rolling stone (magazine).
- Sports illustrated (magazine).
- The economist (magazine).
- The New York times book review (magazine).
- The New York times magazine (magazine).
- The New Yorker (magazine).
- Time (magazine).
- Woman's day (magazine).

Please begin using the new records for serials checkin beginning with the first 2018 issue for each title. Also, do not use the 2018 records to receive issues from 2017. **Be sure to check the issue line in your library's subscription record before you receive an issue.** If you are not sure how to proceed when you are receiving an issue, ask a question using the [Serials Support Form](#) before receiving the issue.

Checking your library's subscription records

New subscription records have been created for each library on the new Periodical records. **Please review your library's subscription records**, and make any changes to the following if you wish to do so:

- **Vendor** (*Default: Blank*)
- **7 – Not for loan** (*Default: Current Issue/NO CKO*)
- **8 - Collection code** (*Default: MAGAZINES AD*)
- **c - Shelving location** (*Default: ADULT*)

- **e – Source of acquisition** (*Default: Blank*)
- **g – Cost, normal purchase price** (*Default: \$6.00*)
- **v – Cost, replacement price** (*Default: \$6.00*)
- **y – Koha item type** (*Default: Magazine, Adult*)
- **Subscription end date** (*Default: 12/31/2018*)

Do not make any changes to these fields:

- **C - Permanent shelving location** (*Default: ADULT*)
- **K - Cataloging Status** (*Default: Cataloged*)
- **i – Suppressed** (*Default: Do Not Suppress*) **Do not change this to Suppress**

How should I receive issues that are dated both 2017 and 2018?

For single issues that span both 2017 and 2018, such as Dec/Jan or Winter issues, use the 2017 record if the issue completes or continues a volume begun in 2017. Use the 2018 record if the volume number is new for 2018. See the example below:

- **Dec 2017/Jan 2018 v.134, no.12:** Use the 2017 record because the volume completes/continues the volume begun in 2017.
- **Dec 2017/Jan 2018 v.135, no.1:** Use the 2018 record because a new volume begins in 2018.

Please note that the special instructions above apply only to single issues that span both 2017 and 2018. **Issues associated with a single year should go on the record for the appropriate year, regardless of the volume number.** For example, The New Yorker does not roll over its volume number until mid-February, and typically there are no issues that span two years. Therefore, even though there are 2017 and 2018 issues with the same volume number, each issue should be placed on the record that corresponds to the appropriate **year**. See the example below:

- **v.91 no.41 : 2017 Dec:** Use the 2017 record because the issue is associated only with 2017.
- **v.91 no.42 : 2018 Jan:** Use the 2018 record because the issue is associated only with 2018.

Why are we doing this?

We create these annual clones after the magazine bib records reach a point where they have a large number of items attached. The bib records can become very difficult to work with when there are a large amount of item records attached.