

The background features a gradient from light green at the top to dark blue at the bottom. On the left side, there is a large, semi-circular scale with numerical markings from 140 to 260. Several circular and semi-circular graphic elements, including dashed lines and arrows, are scattered across the background, creating a technical or scientific aesthetic.

MONOGRAPH PARTS

EVERGREEN INDIANA ANNUAL CONFERENCE 2015

CHRISTINA HIME, PATRON SERVICES COMMITTEE

MONICA BOYER, CATALOGING COMMITTEE

MONOGRAPH PARTS

- What are Monograph Parts?
- Why should you use Monograph Parts?
- Who uses Monograph Parts?
- How do you create & manage Monograph Parts?
- When should you not use Monograph Parts?
- How are Monograph Parts used with holds?

WHAT ARE MONOGRAPH PARTS?

- also may be called “Monographic Parts” or “Parts”
- feature of Evergreen that is used to identify items on a bibliographic record as different pieces of the title described in the bibliographic record
- shared & maintained by all libraries in the consortium

WHAT ARE MONOGRAPH PARTS?

Prevention.



Serials and magazines

Available copies

- 1,038 copies at Evergreen Indiana. ([Show](#))
- 32 copies at Jackson County Public Library.

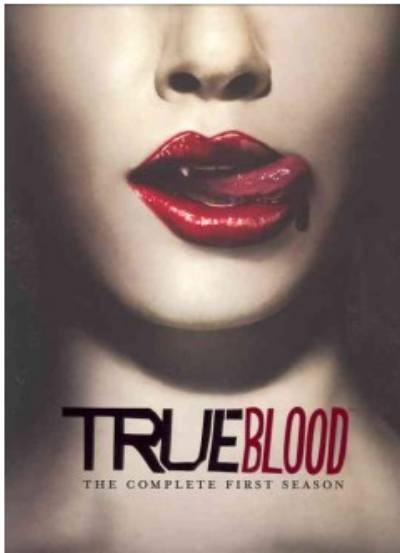
Current holds

2 current holds with 1,097 total copies.

| Location | Call Number / Copy Notes | Part |
|--------------------------------------|--|----------------|
| Crothersville Branch | PREVENTION APRIL 2015 (Text) | 2015 April |
| Crothersville Branch | PREVENTION DEC 2014 (Text) | 2014 December |
| Crothersville Branch | PREVENTION FEB 2015 (Text) | 2015 February |
| Crothersville Branch | PREVENTION JAN 2015 (Text) | 2015 January |
| Crothersville Branch | PREVENTION MARCH 2015 (Text) | 2015 March |
| Crothersville Branch | PREVENTION NOV 2014 (Text) | 2014 November |
| Crothersville Branch | PREVENTION OCT 2014 (Text) | 2014 October |
| Crothersville Branch | PREVENTION SEP 2014 (Text) | 2014 September |

WHAT ARE MONOGRAPH PARTS?

True blood. The complete first season [videorecording] / [presented by] Home Box Office ; produced by Alexander Woo. Alexander. (Added Author). Trussell, Carol Dunn. (Added Author). Paquin, Anna. (Added Author). Moyer, Stephen. (Added Author). Trammell, Sam. (Added Author). Kwak, Sangyeon. (Added Author). Ellis, Nelsan. (Added Author). Parrack, Jim. (Added Author). Preston, Carrie. (Added Author). Raymond-James, Michael. (Added Author). Sanderson, William, 1944-. (Added Author). Home Box Office (Firm) (Added Author). Warner Home Video (Firm) (Added Author).



DVD

Available copies

- 42 copies at Evergreen Indiana. ([Show](#))
- 3 copies at Morgan County Public Library.

Current holds

0 current holds with 58 total copies.

| Location | Call Number / Copy Notes | Part |
|---|---|----------|
| Morgan County Public Library - Monrovia | DVD TRU Discs 1-2 9838 (Text) | Disc 1-2 |
| Morgan County Public Library - Monrovia | DVD TRU Discs 3-4 9837 (Text) | Disc 3-4 |
| Morgan County Public Library - Monrovia | DVD TRU Discs 5 9836 (Text) | Disc 5 |

WHY USE MONOGRAPH PARTS?

- distinguish between different items on a bibliographic record
- allow holds to be placed on specific parts that patrons want
- allow patrons to place their own holds on specific parts without the use of copy-level holds (which require staff intervention)

WHY USE MONOGRAPH PARTS?

- While call numbers often include information about which part(s) the item represents, this information only applies to the item(s) on that volume & does not link it with the same part owned by another library.
- Applying Monograph Parts to all items on a bibliographic record makes Evergreen aware of which items (regardless of owning library) represent the same parts.
- Because Evergreen knows which items are the same as each other, patrons can place title-level holds for specific parts & receive the correct parts.

WHY USE MONOGRAPH PARTS?

Monograph Parts are an improvement over copy-level holds.

- Patrons cannot place copy-level holds so staff intervention is required, but patrons can place their own holds on specific parts using Monograph Parts.
- Copy-level holds can only pull the single, specific item on which the hold was placed, but holds on Monograph Parts can pull any of multiple items that have the same Monograph Part applied, which could translate into less time waiting for an item to become available.

WHO USES MONOGRAPH PARTS?

Cat1

create

assign

edit

merge

delete

Cat2

create

assign

edit

WHO USES MONOGRAPH PARTS?

- **Any staff member** can place holds on specific parts for patrons.
- **Patrons** can place holds on specific parts.

MANAGING PARTS

- All libraries share the parts on a single bibliographic record.
- Editing, merging, & deleting parts affects all items (regardless of owning library) with the affected parts.
- Be aware that changes can affect other libraries in the consortium.
- Be descriptive & clear when naming Monograph Parts.

WHEN NOT TO USE MONOGRAPH PARTS

- multiple identical copies on a bibliographic record for a single title
- pieces of kits
- different format from what is described in the bibliographic record
- single item/barcode that includes all the pieces of a set

MONOGRAPH PARTS & HOLDS

Who can place holds on Monograph Parts?

EVERYONE!

Patrons & Staff Members alike!

MONOGRAPH PARTS & HOLDS

The Mother earth news.

zines

Current holds

green Indiana. [\(Show\)](#) 0 current holds with 550 total copies.
n County Public Library.

 [Place Hold](#)

 [Add to my list](#)

 [Print / Email](#)

| Call Number / Copy Notes | Part | Barcode | Shelving Location | Age Hold Protection | Active / Create Date | Holdable? | Status |
|--|------------------|-------------------------------------|-------------------|---------------------|----------------------|---|--------|
| MOTHEREARTH APR/MAY 2015 (Text) | 2015 April / May | 37500004031171 view | New Magazines | 6month | 03/16/2015 | Copy hold / Volume hold | In pr |
| MOTHEREARTH AUG/SEP 2014 (Text) | | 37500003950793 view | Magazines | None | 09/22/2014 | Copy hold / Volume hold | Avail |
| MOTHEREARTH DEC 2014/JAN 2015 (Text) | | 37500003987241 view | Magazines | 6month | 03/09/2015 | Copy hold / Volume hold | Avail |

MONOGRAPH PARTS & HOLDS

Place Hold

- Place hold for patron by barcode:
- Place this hold for me (MONICA BOYER)

Rolling stone.

Select a Part (optional):

[Advanced Hold Options](#)

Pickup location:

Notify when hold is ready for pickup:

Yes, by Email

Email Address:

Yes, by Phone

Phone Number:

Yes, by Text Messaging

Mobile carrier: Note: carrier charges may apply

Mobile number: Hint: use the full 10 digits of your phone #, no spaces, no dashes

- All Parts -
- All Parts -
- 2014 Dec 18/2015 Jan 1
- 2015 Jan 15
- 2014 Dec 4
- 2015 April 9
- 2015 Feb 12
- 2015 Feb 26
- 2015 Jan 29
- 2015 Mar 12
- 2015 Mar 26

MONOGRAPH PARTS & HOLDS

Place Hold

- The Mother earth news (2015 February / March)
Hold was successfully placed

[Continue](#)

MONOGRAPH PARTS & HOLDS

“All Parts” Roulette

When placing a hold by choosing “All Parts”, the hold will be filled with any item on the record that does not have a part assigned.

MONOGRAPH PARTS & HOLDS

Monograph Parts Holds on Bibliographic Record

View MARC)

Edition: TCN: ocm01758761 Created By: admin
Pub Date: 1970 Database ID: 16744398 Last Edited By: admin
Record Owner: Last Edited On: 2015-04-07 12:36 PM

Next End Search Results Actions for this Record

Seymour Main Library ▾ Detail View Actions for Selected Holds

| Current Copy | Holdable Part | Pickup Library | Request Date | Status | Title | Type |
|--------------|-----------------------|----------------|--------------------|------------------|-----------------------|------|
| No Copy | 2015 February / March | JCPLS | 2015-04-07 2:15 PM | Waiting for copy | The Mother earth news | P |

MONOGRAPH PARTS & HOLDS

Monograph Parts Holds on Patron's Record

Holds

[Place Hold](#) [Show Cancelled Holds](#) [Detail View](#) [Actions for Selected Holds](#)

| # | Available ... | Capture ... | Current Copy | Holdable Part | Pickup... | Request Date | Status | Title | Type |
|---|---------------|-------------|--------------|-----------------------|-----------|--------------------|------------------|-----------------------|------|
| 1 | | | No Copy | 2015 February / March | JCPLS | 2015-04-07 2:15 PM | Waiting for copy | The Mother earth news | P |
| 2 | | | No Copy | 2015 Feb 26 | JCPLS | 2015-04-07 2:14 PM | Waiting for copy | Rolling stone | P |

MONOGRAPH PARTS & HOLDS

Monograph Parts Holds on Pull List

| Current Copy | Holdable Part | Last Notify Time | Notices | Pickup Library | Request Date | Status | Title | Type |
|----------------|------------------------------|------------------|---------|----------------|----------------|--------------------|-----------------------|------|
| 37500003907241 | 2014 December / 2015 January | | 0 | JCPLS | 2015-04-07 ... | Waiting for cap... | The Mother earth news | P |
| 37500004015562 | 2015 Feb 12 | | 0 | JCPLS | 2015-04-07 ... | Waiting for cap... | Rolling stone | P |
| 37500003501802 | | | 0 | LGCPLS | 2015-04-07 ... | Waiting for cap... | Blackberry summer | I |

MONOGRAPH PARTS & HOLDS

Printing Monograph Parts Holds from Print Full Pull List (Alternate Strategy)

| Type | Title | Author | Shelving Location | Call Number | Barcode/Part |
|------|---|---------------------------------------|-------------------|----------------------------------|--|
| T | Blood moons rising :Bible prophecy, Israel, and the four blood moons /Mark Hitchcock. | Hitchcock, Mark,1959- | Nonfiction | 236.9 HITCHCOC | 37500003952500 |
| P | The Mother earth news. | | Magazines | MOTHEREARTH DEC 2014/JAN 2015 | 37500003987241 <u>2014</u> <u>December / 2015</u> <u>January</u> |
| P | Rolling stone. | Rolling stone (San Francisco, Calif.) | Magazines | ROLLING FEB 12, 2015 | 37500004015562 <u>2015</u> <u>Feb 12</u> |

QUESTIONS?

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