

AccessPa Failed Records

Correcting Failed Records in SHAREit

When we do the quarterly updates in SHAREit, we receive an email from HSLC with a link to the records that “failed” to load in the database. These records might fail for a number of reasons. Access PA will reject a records if they

- * lack a title (MARC tag 245);
- * lack a publisher (MARC tag 260, subfield “b” -OR- MARC tag 264, subfield “b”); or
- * contain fewer than six MARC fields in the entire record

Some libraries have requested access to the failed records file so they can view and correct their records. Since the records are loaded as the combined catalog, it can be difficult to find and isolate records from a particular library. Please try this workflow to find your library’s records.

To confirm records that did not load for your library, Go to:

FTP Address: <ftp://ftp3.auto-graphics.com>

Username: accesspa; **Password:** Fr7brayA

(The password is subject to change. Contact SPARK support if it doesn’t work)

Open the folder named FAILRECORDS

Look for a file in the FAILRECORDS folder called Pscrl.fail . That folder contains the SPARK records that were rejected during the load. To view the files, you will need a program that opens MARC records. The recommended program is MarcEdit. Find the MarcEdit download here:
<http://marcedit.reeset.net/downloads>

Download the Pscrl.fail file and open with MarcBreaker. Click Execute, then Edit Records after the file has processed. This will give you all the failed records from SPARK.

It may be possible to locate records for individual libraries through the 852 tag using the “find” function.

Control f will bring up the find function. Enter \$b plus your library’s SPARK short code to search for records. For example, entering \$bSOC in the “find” box will show items belonging to Somerset.

Once you’ve identified your failed records and the reason they failed, use that list to correct the records in the SPARK catalog. When the next quarterly upload of SPARK records occurs, the corrected records will be added to the SHAREit catalog and will be available to other libraries for ILL. When correcting your records, please adhere to the guidelines in the *Cataloging in SPARK* document.