



## Traverse des Sioux Library System

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## Pipe Z (|z)

The |z placed into our call numbers to differentiate between editions, volumes and/or issues, the |z is important to the system but also so confusing. The system uses the |z for sorting purposes but more importantly to prompt the user to select the edition that the user wants when placing a hold.

- |z goes into the call numbers of bibliographic records that are serial in nature, which includes periodicals (not to worry if you use the Serial Control Module the |z is inserted for you automatically), annuals, price guides, travel guides, multi volume sets, titles that have 3<sup>rd</sup>, 4<sup>th</sup> edition, etc., printed on their jackets or title pages.
- **How do I recognize a Serial record?** There is really no easy way, if other call numbers already have |z that is a good clue. To recognize a serial record you have to read a little bit of the bibliographic record, click onto the bibliographic tab.

❖ In fixed field (very top of the bib. record):

**Date2 = 9999**

**Bib\_lvl = s**

❖ Variable fields

**260** = the date is followed by a dash; 2009-

Some serial fields have **310** marc field in them, telling the user whether it is an annual, monthly etc. publication; Annual for example.

**362** marc field tells the user with which issue did this iteration start;  
Vol. 1, no. 2 (Nov. 2009).

All or some of the above fields appear in a Serial type record, you will need to add a |z to your call number for these type of records. Also keep in mind that next year or month you will be using the same bibliographic record, which is retrieved via a title search not an ISBN search.

- **Constructing a call number with a |z**

- ❖ Retrieve the record that requires a |z in the Call Number and Item maintenance wizard.
- ❖ Add or change your call number/item
- ❖ In the call number field place the | (by using the shift and \ key underneath the backspace key) and the letter z. NO SPACES

641.5 Cooking|z

- ❖ Now add the year and/or edition number to the call number, after the z, with no spaces.

**641.5 Cooking|z2007**

**641.5 Cooking|z7th ed.**

**641.5 Cooking|zvol. 2**

**641.5 Cooking|z2007 6<sup>th</sup> ed.**

- ❖ When a Serial type record is being cataloged for the first time, catalogers will place the appropriate |z into the TZT dummy record. Hopefully, making it easier when the call number gets copy to place the |z and year and/or edition statement where it needs to go. Make sure that the year and/or edition are correct for your holding.