

Cataloging Trials of Electronic Resource Packages June 18, 2014

Metadata Services staff will begin cataloging (at the database level) trials of electronic resource packages and resources on July 1, 2014. This policy applies only to packages and resources under consideration for local licensing (Tier 3), not to trials under consideration consortially (Tiers 1 and 2).

Selectors may request cataloging of these trial packages and resources using the Request to Catalog an Internet Resource form (<http://tpot.ucsd.edu/policies-procedures/formats-electronic/remote-access/coldev.html>) One temporary bibliographic record at the database level will be created in Roger and Melvyl that includes a link that provides temporary access to the package; the statement similar to “Available for a limited time on a trial basis only” will be included in the record. Following the trial, the bibliographic record will be removed for those trials that do not continue on to licensing/purchase. Metadata Services does not have sufficient staff to catalog trial packages at the individual title level.

This new policy was vetted with the Collection Coordinators Group and approved at Unit Heads on June 17, 2014.