

Using Connexion Macros

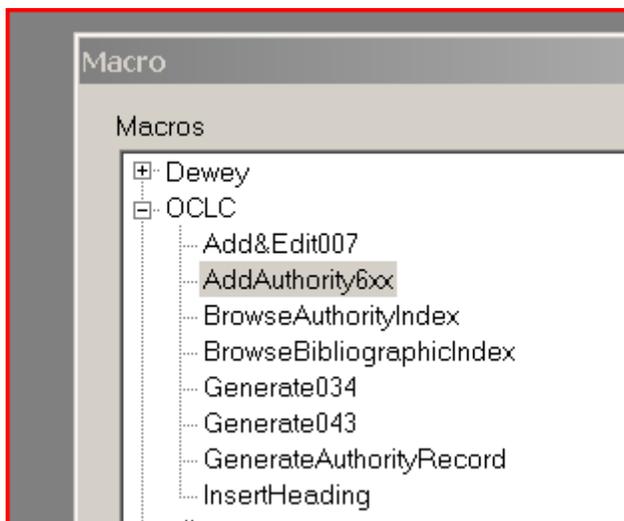
General

Here are general instructions for using OCLC Connexion macros. Some are packaged with Connexion; others you may want to create and add yourself.

1. Click Macros button on toolbar



2. Highlight the macro you want to use



3. Click RUN button at right of screen



LCAUTH Macros

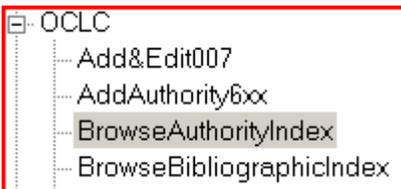
Browse Auth Index

This macro searches the LC authority indexes based on a heading in a displayed authority or bibliographic record.

1. Click Logon button in Connexion and open bib record that you want to work on.



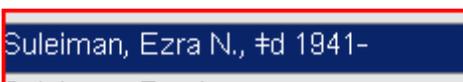
2. Click on the heading you want to search for in authority file (1xx, 6xx, 7xx, 8xx, etc.).
3. Click macro button in toolbar. Choose BROWSE AUTHORITY INDEX.



4. Click RUN button. This will automatically search the heading where your cursor has been placed.



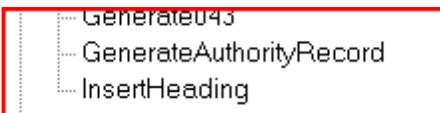
5. Double-click heading in results list to open up authority record.



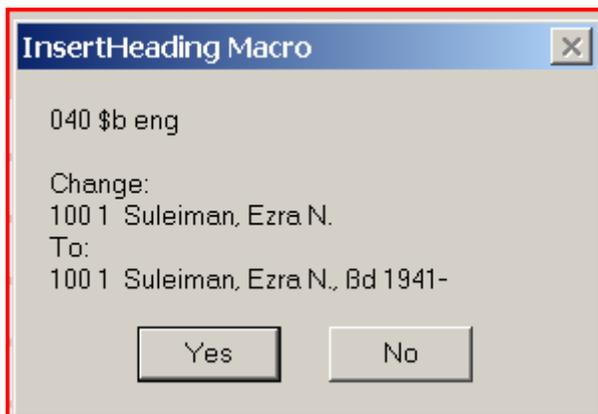
Insert Heading from LC Auth

This macro inserts a displayed authority record heading into a previously displayed bibliographic record heading field.

1. Follow steps above to browse authority index and open authority record.
2. Click macro button on toolbar. Choose INSERT HEADING.



3. You will be taken back to your open bib record and asked if you want to change the heading in your bib record to the one from the LC authority.



4. Click YES if that's what you want to do. The heading will be replaced in your bib record.
5. When all your authority work is done, remember to validate headings, either singly or all together, using toolbar buttons.



043 (Geographic Area Code) Macro

Generates field 043 based on data in 6xx fields in the same authority or bibliographic record.

1. After you've added all your subject headings (and if they have 651 fields or \$z subdivisions), click/place your cursor anywhere in the bib record.
2. Click the macro button. Choose GENERATE 043



3. Click RUN button. The 043 field will automatically be generated in the bib record

