

04 Create a new BIBFRAME Instance from default out of the box template

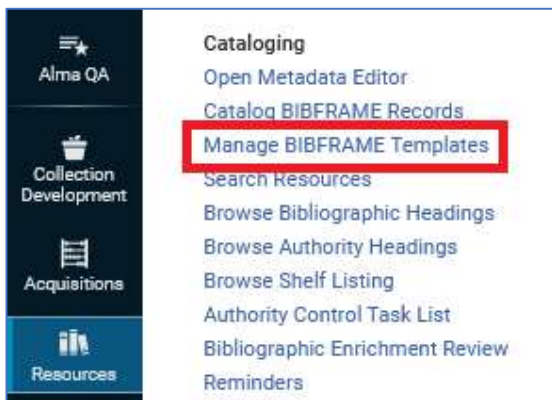
Yoel Kortick
Senior Librarian

The purpose of this exercise is to see how to create a new Instance from a template, using a default out of the box template.

In this exercise we will create a BIBFRAME Instance from a template, fill in the title, then add a section and then add a standalone field. After saving and releasing the record we will search for and retrieve it, and then optionally use it in subsequent exercises.

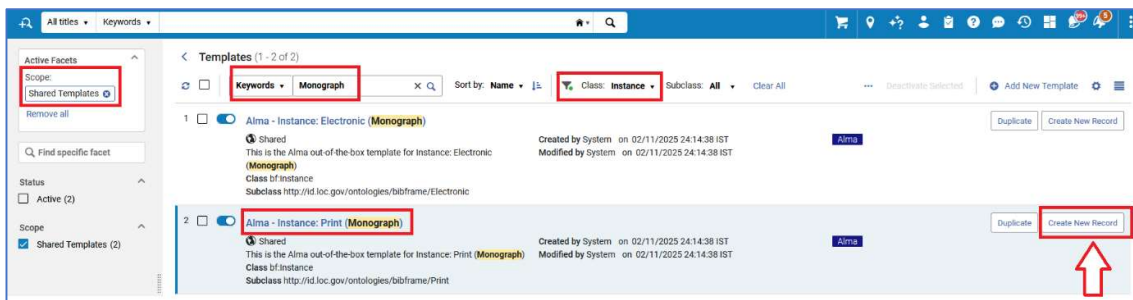
ONE

Access the “Manage BIBFRAME templates” page at “Resources > Cataloging > Manage BIBFRAME templates”



TWO

Retrieve the template for a Work called “Alma - Instance: Print (Monograph)” and choose “Create New Record”



THREE

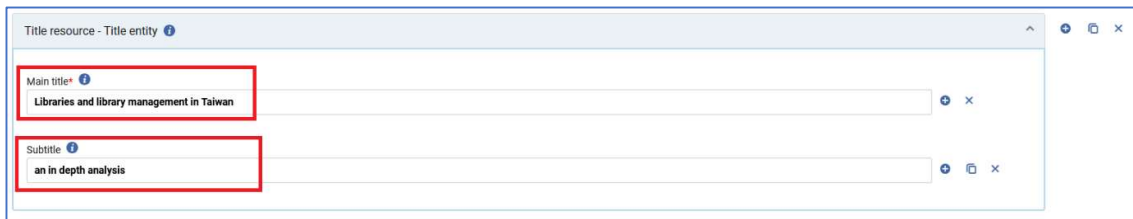
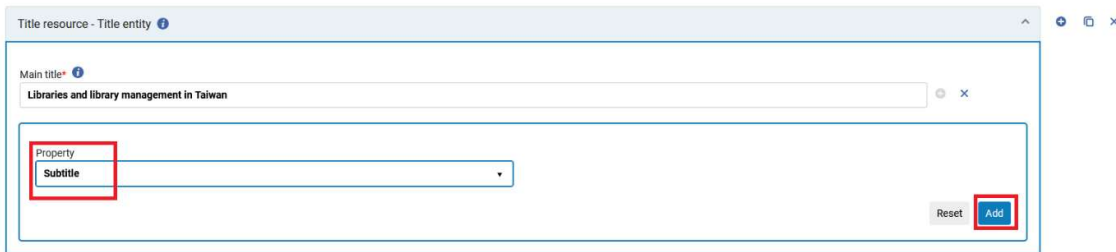
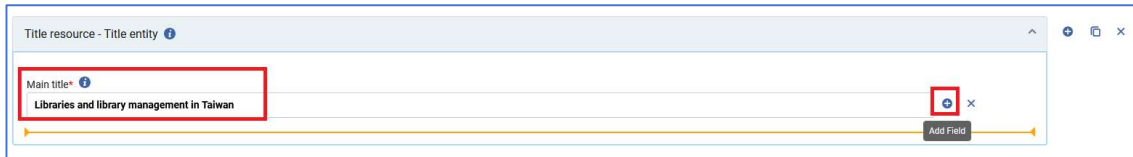
In section “Title resource – Title entry” fill in the Main Title and add a new field “Subtitle” and fill that in also.

Fill in the title with any title (and remember it because we will use it later).

Typically, this would be a title which is similar to or identical with the Work to which we will soon link this Instance

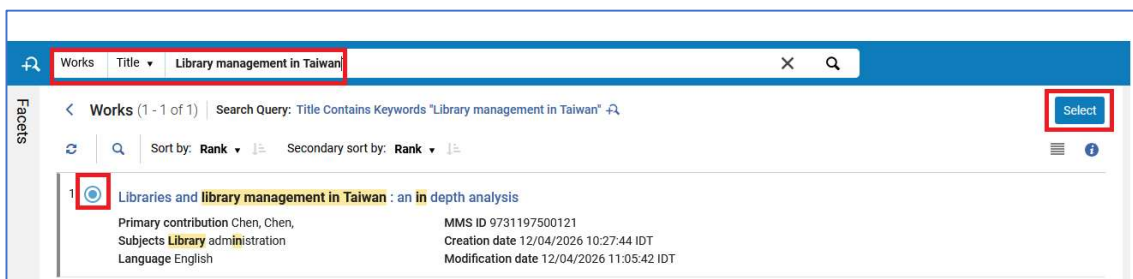
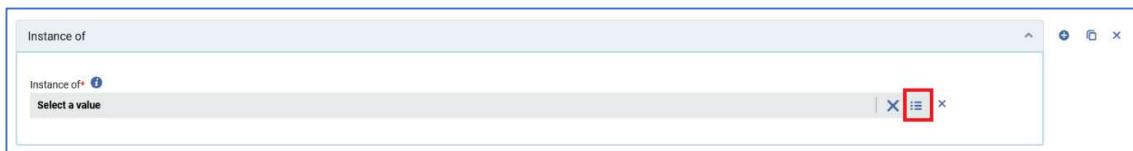
Add a subtitle as follows

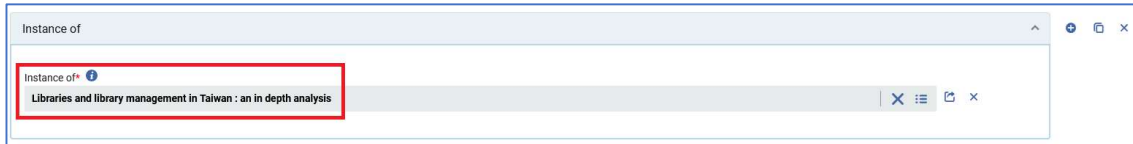
1. After filling in the title click “Add field” inside the section “Title resource - Title entry”
2. Choose “Property” “Subtitle” and click “Add”



FOUR

Scroll to the field “Instance of” and use the ‘Lookup’ to search for the Work which we previously created and select it so that this Instance is in an Instance of the Work:





FIVE

Fill in the following fields with the following values. Use the "lookup":

- Media type = single unit (code "n")
- Carrier type = volume (code "nc")
- Mode of issuance = unmediated (code "mono")



SIX

- On the bottom click "Add field" and choose property "Extent" and class "Extent" and click "Add"
- On the bottom click "Add field" and choose property "Dimensions" and no class and click "Add"

Identifier - ISBN

Identifier ⓘ
Enter Text Here

+ Add Section + Add Field

Extent - Extent

Extent ⓘ
Enter Text Here

Dimensions

Dimensions ⓘ
Enter Text Here

SEVEN

Fill in the Extent and Dimensions:

Extent - Extent

Extent ⓘ
613 pages

Dimensions

Dimensions ⓘ
23 centimeters

SIX

Fill in any existing fields and add any additional fields as desired as we did when creating the Instance from scratch

SEVEN

On the top click "Save Record"

Cancel Save Draft **Save Record** Save and Release Record Release Record Save as Template Duplicate Reorder sections

Identifier
 Enter Text Here

Extent - Extent
 Extent
 613 pages

Dimensions
 Dimensions
 23 centimeters

Title Libraries and library management in Taiwan : an in depth analysis (9931197400121) was saved successfully

Collapse by default

EIGHT

Search for the new Instance and confirm that it can be retrieved.

All Titles | Title | Libraries and library management in Taiwan

All Titles in Institution (1 - 1 of 1) | Search Query: Title Contains Keywords "Libraries and library management in Taiwan"

Sort by: Rank | Secondary sort by: Rank | Expand: Select a value

Record Format: LC BF INSTANCE

Libraries and library management in Taiwan : an in depth analysis

Book (Book - Physical) text; volume
By Chen, Chen,
Subject Library administration
Modification Date 12/04/2026 12:08:52 IDT

Language English
Creation Date 12/04/2026 12:07:38 IDT
MMS ID 9931197400121

Exercise complete