



November 11, 2019

OCLC Symbol: A\$L

College of Alameda  
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OAKLAND, CA 94606-2895

OCLC strives to continually enhance our service levels for our member libraries. In the next few months, OCLC will implement new back office systems to better serve you. The new system will ensure that OCLC has consistent global processes, giving OCLC libraries a more streamlined experience. We want to highlight some changes and timing that will be important to you and your institution. **These changes will occur at the time the system goes live; we'll communicate the official date via email in the next few weeks.**

**New OCLC Customer ID**

Your institution will have a new OCLC Customer ID number that will appear at the top of your invoices and renewal notifications. **Please note: your OCLC symbol remains the same.**

Your Current OCLC Account Number	Your New OCLC Customer ID
01OCLC19991078	18403

**Product codes and descriptions are changing**

OCLC product identification—product codes and descriptions—are changing. The product codes are now all numeric. An example of the change appears below. You can view a full list of product code changes at <https://oclc.org/orderingandbilling>. The new invoices will reflect your subscription service dates and the billing period for each subscription.

Current Product Code and Description	New Product Code and Description
FIX9835 Cataloging and Metadata Sub –Annual	3000030 Cataloging and Metadata Subscription
FIX9839 WorldShare ILL Subscription–Annual	3000065 WorldShare ILL
DPR6764 CONTENTdm AMA CONTENTdm Level 1 License - 10,000 Items AMA	3000212 CONTENTdm Annual Agreement

**Invoice and renewal timing changes**

When the new system goes live, the timing of the OCLC invoices and subscription renewal communications will change. Invoices will now arrive in the first few days of the month your subscriptions renew and will be sent to the same contacts who receive them today. Previously, OCLC member libraries received their invoices via links included in email messages. With the new system,

you will receive your invoices as PDF attachments to email messages. You can view an example of the invoice changes at <https://oc.lc/orderingandbilling>.

Additionally, OCLC will provide your renewal information 80 days in advance of your renewal date. This communication will be sent via email, and OCLC will use the existing contact information we have for your library. If you would like to update your subscription contact information for either the invoice or the renewal, please provide the updated information at <https://oc.lc/orderingandbilling>.

### **Accounts Payable contacts**

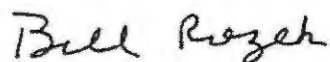
OCLC would like to have a single point of contact for your Accounts Payable team so we can better communicate information and ask questions as needed. Preferably, this would be a generic email address for your Accounts Payable team, rather than one person. Please submit your Accounts Payable contact information at <https://oc.lc/orderingandbilling>.

### **Online Service Center changes**

As part of implementing the new system, the Online Service Center (OSC) will be decommissioned by July 1, 2020. Once the new system goes live, you will see functionality changes in the OSC. While you'll continue to be able to access your historical OCLC invoices from prior to the system change, new invoices will not be available for viewing or downloading. Additionally, you will no longer be able to change your contact information in the OSC. To make contact changes, please visit <https://oc.lc/orderingandbilling>. A new enhanced Online Service Center will be available later in 2020.

Please visit <https://oc.lc/orderingandbilling> for a summary of information related to these changes. You will find answers to frequently asked questions, the new invoice and renewal communication format, updates on timing, etc. We look forward to working with you during this transition. If you have immediate questions, please contact [OCLCSystemChanges@oclc.org](mailto:OCLCSystemChanges@oclc.org).

Sincerely,



Bill Rozek  
Chief Financial Officer & Treasurer



April 12, 2019

OCLC Symbol: A\$L

David Sparks  
Head Librarian  
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Please find your FY2020 OCLC Cataloging and Metadata subscription renewal notice on the reverse of this letter. With your subscription, you continue to have efficient cataloging workflows for both physical and electronic resources.

OCLC now represents a network of more than 18,000 libraries working together to efficiently create and enrich quality records while increasing impact in the communities they serve. With more than 445 million quality WorldCat records at the heart of this network, libraries use their Cataloging and Metadata Subscription to copy catalog more than 94% of their new titles annually. This includes registering new materials in WorldCat to support other OCLC services such as WorldShare ILL and FirstSearch and receiving high-quality WorldCat records with automatic updates to improve discovery. During the past year, OCLC:

- Continued to support library copy cataloging needs by loading titles from seven new vendors/publishers into WorldCat and loading more than 2,100 new collections from 200 new providers into the WorldCat knowledge base
- Continued our work to streamline electronic and print collection workflows with new automated holdings feeds from Springer Nature, Rittenhouse R2 Library, Ovid, and East View Information Services
- Added the ability to add and maintain LC/NACO and Canadiana Name Authority records and to bulk edit select fields in Local Bibliographic Data (LBD)
- Completed our work with academic, research, public, and national libraries to prototype a suite of services ([oclc.org/ld-prototypes](http://oclc.org/ld-prototypes)) to show the production value of linked data. Plus, we completed our third International Linked Data Survey for Implementers

**For more information about your OCLC Cataloging and Metadata Subscription, visit [oclc.org/cataloging](http://oclc.org/cataloging).**

Please contact OCLC's Renewal team at 1-800-848-5878, ext. 5878, or via email at [oclc renewals@oclc.org](mailto:oclc renewals@oclc.org) with any questions. **Thank you for your continued participation in the OCLC cooperative.**



FY2020 OCLC Cataloging and Metadata Subscription Renewal Notice

**Please Note: OCLC will be moving to electronic communication for your Cataloging renewal over the next year and we would like to confirm/update your contact information. Please review the information below. If needed, please use the link below to update your information:**

**OCLC Symbol:** A\$L  
**Institution Name:** College of Alameda  
**Contact Name:** David Sparks  
**Job Title:** Head Librarian  
**Email:** dsparks@peralta.edu

You can update your institution's information here: <https://www.surveymonkey.com/r/OCLCRenewalNotices>

Effective July 1, 2019, the following subscription will renew automatically for the period of July 1, 2019 – June 30, 2020. The new amount will be reflected beginning with your July 2019 OCLC invoice. Please visit [www.oclc.org/servicecenter/](http://www.oclc.org/servicecenter/), and then log on to your OSC account to access the Price List or request a price list at [Profiling@oclc.org](mailto:Profiling@oclc.org).

**Your FY2020 OCLC Cataloging Annual Subscription**

<b>FY20 Cataloging and Metadata Subscription:</b>	<b>\$1,042.50</b>
<b>FY20 Total:</b>	<b>\$1,042.50</b>

OCLC's Renewals team will be happy to answer questions and offer further guidance about this renewal information. Please contact them at 1-800-848-5878, ext. 5878, or send an email to [oclc renewals@oclc.org](mailto:oclc renewals@oclc.org).

**THIS IS NOT AN INVOICE**