Dear Customer,

Thank you for subscribing to Links Plus MARC. Please find below some instructions.

Important: Please make sure you know how to load, locate and purge our records from your system using the test sample:
http://www.pledgerconsulting.com/assets/Uploads/LPMTestsample.zip
before bulk loading thousands of our records. We have available limited instructions for the following library systems: Softlink, AmLib, Bibliotech, Bookmark, Functional Solutions, Follett, Koha, ... contact us. Pledger Consulting takes no responsibility for loss or damage to your library catalogue. If you are unsure of the process please contact your catalogue supplier support service.

Delivery:
We send a monthly email to let the subscriber know when our MARC data has been up-dated on our website. A reminder is sent once each each term for Primary subscribers. The subscriber then logs into the download page with their username and password.

Right click on the link for the file you want and then choose '**Save......**' [ie. 'Save target ...' or 'Save Link ...']

What do you receive ?
In most cases your file will be downloaded as a compressed ZIP file or a DAT file ready to load into the catalogue from a web-page accessed by you as a privileged link.
If the ZIP file is downloaded you will need to decompress the ZIP file to a DAT file on the computer on which you are uploading to your catalogue.

You only need to download ONE file from the download page each month. Either the large whole database file OR the smaller month only file.

You will need to remember both the name of the DAT file and the directory into which it is placed when you wish to load in into your library catalogue. The name of the file will vary each time it is supplied. An example of the file name is "LPV6N3.DAT". The recommended directory in which you should store it could be My Documents but this is up to you.

Test sample:
We have a test sample with an important read-me file and two small files that can be loaded onto your system. These files can be downloaded from our Web-site 'Support' page.
http://pledgerconsulting.com/support or at
http://www.pledgerconsulting.com/assets/Uploads/LPMTestsample.zip
and then imported in the manner described above.

Remember:
It is important that you learn how to test load, locate and purge our records before loading large files of thousands of records onto your system. If unsure contact your library catalogue supplier.

Regards,
Paul Pledger.