Use of Print Titles Represented in Hathi ETAS

Do not loan physical items if we have access through HathiTrust Temporary Access Service

For new monograph receipts for which we have ETAS access, please ensure that items are put into Temp Locs per the coding information below.

For resource sharing returns, when the fulfillment note refers to ETAS, please re-instate the ETAS Temp Loc and other coding per instructions below.

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    - When normal library operations resume
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UPDATE: ETAS DE-ACTIVATION SCHEDULE as of August 5, 2021

Throughout August, as libraries begin to resume operations, the “prohibited” status of physical items will be removed, at which time items will revert to their normal status (Semester Loan, In Library Use, etc.). The online links to HathiTrust ETAS access in HOLLIS will also be removed. It will take several weeks to complete this work. Work will be scheduled such that items are requestable again shortly before we lose access to ETAS full-text, to ensure that patrons have some form of access until all changes are complete.

Draft schedule:

<table>
<thead>
<tr>
<th>Library</th>
<th>Removal of “prohibited” item status</th>
<th>Removal of online ETAS links in HOLLIS (Alma portfolio de-activation)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Countway</td>
<td>August 2 – COMPLETE</td>
<td></td>
</tr>
<tr>
<td>HKS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Berenson</td>
<td>August 16-18 - COMPLETE</td>
<td></td>
</tr>
<tr>
<td>Baker</td>
<td></td>
<td></td>
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<tr>
<td>Cabot</td>
<td></td>
<td></td>
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<tr>
<td>Design</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Divinity</td>
<td></td>
<td></td>
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<tr>
<td>Gutman</td>
<td></td>
<td></td>
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<tr>
<td>HYL</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Law</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Widener - HD</td>
<td>August 19-22 - COMPLETE</td>
<td></td>
</tr>
<tr>
<td>Widener - Other</td>
<td></td>
<td>August 23-26 - COMPLETE</td>
</tr>
<tr>
<td>All others</td>
<td>August 27-30</td>
<td></td>
</tr>
</tbody>
</table>
The Alma portfolios containing the ETAS links will be de-activated in late August. Beginning in September, the process to delete the portfolios will begin and may take 2-3 months to complete.

For additional information about item fulfillment notes and previous temporary locations, please see Item information restoration post-ETAS.

ETAS launch timeframe

Harvard will continue to have online access to Hathi Trust Emergency Temporary Access Service resources until libraries are able to resume regular in person services, pending availability of the service from Hathi. During this time, lending of these print materials is prohibited as these items may be restricted by copyright law.

Monthly updates

- Beginning with September 2020, Hathi will be updating our ETAS access to reflect changes in our print holdings (new receipts, weeded titles...).
- We expect to process updates on a monthly basis during ETAS period.
- In some cases, if our OCLC number changes and no longer matches to HathiTrust, we may lose access to a title. (Note that Hathi also matches on cross-referenced OCLC numbers.) These can be reported to LTS for remediation.
- If we gain access to a title during the monthly update, LTS adds an Alma portfolio with a link to HathiTrust, and places all attached items into the appropriate temporary location, and adds a fulfillment note. If we lose access to a title, LTS remove the portfolio, temporary location, and fulfillment note.

<table>
<thead>
<tr>
<th>Month</th>
<th>Apr 2020</th>
<th>May</th>
<th>Sep</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
<th>Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
<th>May</th>
<th>June</th>
<th>Total active titles*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hathi Trust portfolios loaded</td>
<td>1,618,457</td>
<td>668,253</td>
<td>81,160</td>
<td>12,663</td>
<td>4,720</td>
<td>1,556</td>
<td>1,220</td>
<td>6,407</td>
<td>5,138</td>
<td>[no report]</td>
<td>2,827</td>
<td>2,366,561</td>
<td></td>
</tr>
</tbody>
</table>

* The accumulated monthly counts do not equal the total, because we lose access to some titles each month due to OCLC number changes or de-accessioning. Total does not include serial titles.

Item coding information - prohibited use Temporary Locations, Temporary Item Policy, Fulfillment notes

- To ensure that staff and patrons are aware that the print resource cannot be loaned, items have been placed into a Temporary Location which indicates that use is temporarily prohibited. Temporary locations (HATHI-ETAS, and variants) have been created for every applicable library and offsite storage location. Items have also been updated with a Temporary Item Policy 89 (Temporarily prohibited).
- Do not loan these items to any patrons or resource sharing partners. Access should be through the copy provided by HathiTrust.
- Staff should not remove the temporary location values or fulfillment notes.
- If you believe an item is marked in error, please send a ticket that includes the records MMS ID and the item barcode to the Alma Support Center.

Coding specifications:

- Temporary location in use: Yes
- Temporary library: (same as permanent library)
- Temporary location:
  - each library has three ETAS virtual locations, representing: 1) campus locations, 2) HD locations, 3) RD locations
  - use the appropriate ETAS location based on whether the permanent location is campus, HD, or RD
  - this will ensure that items are routed to the correct place if they are put into transit
- Temporary item policy: 89
- Fulfillment note: Do not loan or scan. Use HathiTrust ETAS copy.

Scope

Non-serials

- Physical, non-serial items have been placed into a Temporary Location prohibiting use.
- Only non-serial items with a HathiTrust ETAS link in HOLLIS should be at the Temporary Location prohibiting use.

Serials

- Hathi ETAS links to serials have NOT been added to HOLLIS due to coverage issues and interference with full-text linking to articles in HOLLIS.
- Serial items may be requested per normal practice if necessary, but staff should first check for the needed volume in HathiTrust ETAS and only use the print if the resource is not available digitally.

Background note on serials
Initially, items on serial records were included in the batch jobs which put items in ETAS temporary locations. This was soon reversed due to issues with serial coverage in HathiTrust. These items reverted to their permanent location.

To date we have been unable to reliably identify all items that were at a Temp Loc before they were changed to ETAS temporary locations. Therefore, these items are listed as being in their permanent location, despite the fact that physically they may be in a temporary location.

If you come across these in your work, and you know what the temporary location should be, we ask that you make the correction manually or via a batch job.

Please contact the Alma Support Center if assistance is needed.

Errors, missing volumes, missing pages

- If a multi-volume work is only partially represented in HathiTrust, the physical volumes which are NOT in HathiTrust may be loaned. Please contact the Alma Support Center to undo the ETAS coding for those volumes so that they will be requestable in HOLLIS. Staff with item record expertise may make the changes themselves:
  - Set "Temp Loc in use" to No
  - Clear the Temp Location field to blank
  - Clear the Temp Policy field to blank
  - Set the Temp Loc to No
  - Delete the ETAS Fulfillment note.
- If the HathiTrust copy is missing pages, users may make a Scan & Deliver request for the missing pages, adding a note that the pages are missing in HathiTrust.
- If the HathiTrust copy has become un-coded (no longer in its temporary location/policy), it can be re-toggled back to its proper location by editing the item and selecting "Yes" in the option "Item is in temporary location"

When normal library operations resume

- When full library operations resume and we no longer have access to HathiTrust ETAS, LTS will remove the temporary locations, temporary item policies, and ETAS fulfillment notes. Items will revert to their permanent locations and policies.
  - For any items that were already at a temporary location prior to being assigned to the ETAS temporary location, LTS will use Analytics reports to identify and update the item to its previous temporary location, with the exception of Reserves and Resource Sharing items, which will revert to their permanent locations. There are known gaps in the Analytics reports for temporary location history, and we are working to address this.

Display in Alma

**Physical Title Search**

The temp loc process will create a virtual holding that notes HATHI-ETAS Virtual location - no physical user - user HathiTrust ETAS,

**Physical Item Search**

The Temporary Location (Virtual location: no physical use - use HathiTrust ETAS) and the Temporary Item Policy (Temporarily prohibited (89)) are updated to note use restrictions.
Get It

**OPTIONS:**

Widener Library  Physical use temporarily prohibited  Hide Notes & Holdings

Availability:
(1 copy, 1 available, 0 requests)

<table>
<thead>
<tr>
<th>1 - 1 of 1 Records</th>
</tr>
</thead>
<tbody>
<tr>
<td>BARCODE</td>
</tr>
<tr>
<td>32040352149929</td>
</tr>
</tbody>
</table>