

# Public Performance Rights (PPR) note

**Short 'n' Sweet:** A 540 note using the standard language "Public performance rights secured." will be added to media records in the local catalog when public performance rights (PPR) are secured by NCSU Libraries.

**Long 'n' Drawn Out:** Workflow will vary depending on whether the title exists in the collection or is newly purchased.

- Existing Titles
  - A ServiceNow ticket will be submitted requesting the Public Performance Rights (PPR) note be added
- New Purchases
  - C&RS/ERL/Specialist will place a note in CORAL that public performance rights are licensed for the title in the order record.
  - C&RS will forward the email agreements or other agreements to Monographs ER&L to file.
  - When placing the purchase order, A&D staff will add a note in the orderline note field to alert the cataloging staff to add the PPR note. The note could read like this "Add 540 note 'Public performance rights secured.'"
  - When the items are received and cataloged, A&D staff will add the note "Public performance rights secured." to 540 of the catalog record.

**Original Cataloging:** The 540 PPR note is local to NC State. When performing original cataloging in OCLC, do not include a 540 PPR note. Add the 540 PPR note after exporting an original record from OCLC into the local catalog.

## 540 Field Example

*540 \_\_ Public performance rights secured.*

- Notes:
  - Indicators are blank
  - Field terminates with a period
  - Field currently displays in Blacklight