

PINES Circulation Modifier List

art	magazine
audiobook	map
av	microform
bestseller	music
book	realia-0
book-ff	realia-1
cd	realia-2
dvd-0	record
dvd-2	software
e-book	statepass
e-device	talking-book
equipment	toy
equipment-local	video
high-demand	video-mid
ILL item	video-long
kit	videogame
localpass	

PINES Circulation Modifier Definitions

See [PINES Circulation Matrix for circulation rules](#)

Circulation Modifier	Description	MARC Type Correlation (if applicable)
art	Circulating artwork such as prints, paintings or statuary. Not holdable outside owning library system.	k: Two-dimensional nonprojectable graphic; r: Three-dimensional artifact or naturally occurring object.
audiobook	Nonmusical sound recordings. Can be audiocassettes, compact discs, MP3 players or other nonprint, physical, media designed to be played back on an audio device. A 007 field should be included in the MARC record to define specific type. Not holdable outside owning library system.	i: Nonmusical sound recording.
av	Reserved for categories of audio-visual media not defined in other modifiers. This modifier will typically be older media such as filmstrips. Do not use if another modifier is more appropriate. Not holdable outside owning library system.	g: Projected medium; i: Nonmusical sound recording; j: Musical sound recording.
bestseller	High demand book. Modifier should be changed to book when demand lessens, or after owned by library for specific period of time. Items with this modifier can be nonholdable for owning library. Not holdable outside owning library system.	a: Language material; t: Manuscript language material.

Circulation Modifier	Description	MARC Type Correlation (if applicable)
book	Physical print monographs and serials, except for print magazines or journals. Can include atlases, pamphlets, or technical reports as well as books. Holdable outside owning library system; age protection rules can apply.	a: Language material; t: Manuscript language material.
book-ff	Physical print monographs and serials, except for print magazines or journals. Can include atlases, pamphlets, or technical reports as well as books. Does not accrue fines. Holdable outside owning library system; age protection rules can apply.	a: Language material; t: Manuscript language material.
cd	Musical or non-musical sound recordings or software on compact disc. A 007 field should be included in the MARC record to define media format. Not holdable outside owning library system.	j: Musical sound recording; m: Computer file.
dvd-0	Projected media on DVD (Digital Versatile Disc or Digital Video Disc). A 007 field should be included in the MARC record to define media format. Items with this circulation modifier are not renewable. Not holdable outside owning library system.	g: Projected medium.
dvd-2	Projected media on DVD (Digital Versatile Disc or Digital Video Disc). A 007 field should be included in the MARC record to define media format. Items with this circulation modifier are renewable twice. Not holdable outside owning library system.	g: Projected medium.
e-book	A print or sound recording available only through digital download from an online source. Not holdable outside owning library system.	Type depends on content.
e-device	Any device used to read or playback downloadable media, whether print, sound or visual. Not holdable outside owning library system.	r : Three-dimensional artifact or naturally occurring object.
equipment	Physical resources such as projectors, cameras, magnifying glasses, screens, etc. made available for circulation. Does not include e-readers or other devices more properly categorized elsewhere. Not holdable outside owning library system.	r: Three-dimensional artifact or naturally occurring object.
equipment-local	Physical resources such as projectors, cameras, magnifying glasses, screens, etc. made available for circulation. May include e-readers or other devices more properly categorized elsewhere if holds need to be restricted to the branch library. Not holdable outside owning library (branch only holds).	r: Three-dimensional artifact or naturally occurring object.

Circulation Modifier	Description	MARC Type Correlation (if applicable)
high-demand	Items with this modifier can be any media, format, or audience. Used to support a program where patrons can check out high demand items if they are on the collection shelf when the patron is in the library. Voluntary use; libraries can name program/collection as they wish; some libraries call their collection Lucky Day. Items with this circulation modifier have a circulation period of 7 days; \$1.00/day fine, OPAC invisible and should be set as nonholdable (if library uses separate shelving/copy location, it should be set up as not holdable and OPAC invisible. Otherwise, items with the circ modifier should have attributes set to not holdable and OPAC invisible).	Type depends on content.
ILL item	Items with this modifier are borrowed through OCLC ILL and have records created as Precataloged items. Then can be any media, format, or audience. Items with this circulation modifier have a circulation period of 14 days; .20/day fine, OPAC invisible, and no renewals. See Processing Interlibrary Loan Items in PINES: Best Practices for more information	Type is not applicable.
kit	Mixed-formats or multiple components that circulate as a unit under one barcode. May not be considered a kit for cataloging purposes (record may not use Type o since a component might be considered primary). Not holdable outside owning library system.	Type depends on content.
localpass	A ticket or other physical pass to a local venue or attraction. Generally cataloged as Type k - two-dimensional nonprojectable graphic. Not holdable outside owning library system; may not be holdable depending on partnership program requirements.	k: Two-dimensional nonprojectable graphic.
magazine	Individual or bound issues of a periodical. Not holdable outside owning library system.	a: Language material.
map	Physical map and other cartographic material, not including atlases. (Use circ modifier book for atlas). Not holdable outside owning library system.	e: Cartographic material; f: Manuscript cartographic material.
microform	Forms containing micro-reproductions. Includes microfilm reels and microfiche cards. These can be cataloged as monographs, serials or other bibliographic Types. Not holdable outside owning library system.	Type depends on content.
music	Either print music scores or music sound recordings in any format. Not holdable outside owning library system.	j: Musical sound recording; d: Manuscript notated music.
realia-0	Any three-dimensional artifact or naturally occurring object not appropriate for other circulation modifiers. Maybe games, toys, musical instruments, etc. Not holdable outside owning library system. No renewals.	j: Musical sound recording.
realia-1	Any three-dimensional artifact or naturally occurring object not appropriate for other circulation modifiers. Maybe games, toys, musical instruments, etc. Not holdable outside owning library system. One renewal.	r: Three-dimensional artifact or naturally occurring object.

Circulation Modifier	Description	MARC Type Correlation (if applicable)
realia-2	Any three-dimensional artifact or naturally occurring object not appropriate for other circulation modifiers. Maybe games, toys, musical instruments, etc. Not holdable outside owning library system. Two renewals.	r: Three-dimensional artifact or naturally occurring object.
record	Music sound recording in vinyl record format. Not holdable outside owning library system.	k: Two-dimensional nonprojectable graphic.
software	Programs used to control the functioning and operation of a computer or other device. Can be any format. Not holdable outside owning library system.	m: Computer file.
statepass	Any physical pass or ticket issued for a venue or attraction that is a part of a state-wide promotion. Maybe be governed by contractual obligations requiring specific circulation rules. May be a serial or a kit. Not holdable unless allowed by partnership agreement.	
talking-book	Audio recordings specifically formatted for use of the visually impaired.	
toy	Realia toys, games or other three-dimensional object for play or instruction using play. Not holdable outside owning library system.	
video	Visual material in videocassette format. Circulation rules are .20/day, 14 days duration with 2 renewals. Not holdable outside owning library system.	g: Projected medium.
video-mid	Visual material in videocassette format. Circulation rules are .50/day, 7 days duration with 2 renewals. Not holdable outside owning library system.	Projected medium (g)
video-long	Visual material in videocassette format. Circulation rules are .20/day, 14 days duration with 2 renewals. Not holdable outside owning library system.	Projected medium (g)
videogame	An electronic or computerized game played by manipulating images on a video display or television screen. Not holdable outside owning library system.	Computer file (m)

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