Identifying & Recording OCLC Numbers for Early English Books Online Resources

Background.

The task is to identify the OCLC numbers for the <u>Early English Books Online</u> (EEBO) versions of resources that the Libraries own on microfilm and to record the OCLC numbers in the appropriate rows and columns in the EEBO spreadsheet.

The EEBO spreadsheet contains a list of titles, URLs, and OCLC numbers for resources in the EEBO collection. Note that many EEBO collection titles in the spreadsheet do **not** have OCLC numbers while many do. Sheet 2 in the spreadsheet contains OCLC numbers of the Libraries' microfilm titles. These are used for workflow tracking and management.

The EEBO collection titles are interfiled in the main sheet with a list of the Libraries' microfilm titles and their OCLC numbers, which are in **purple font** (See Figure 1 in Appendix 2). The microfilm version OCLC records will be used to identify OCLC numbers for equivalent e-version records. For example, in Figure 1 there are three microfilm titles preceded and followed by similar EEBO titles lacking OCLC numbers.¹ The procedures will instruct you on:

- 1. searching for and retrieving the e-version OCLC record matching the microfilm version record,
- using the URL of the matching EEBO title to view the webpage of the resource for verification that the data at the webpage matches data in the microfilm and e-version OCLC records,
- 3. recording the OCLC number of the e-version record in the appropriate row and column in the spreadsheet,
- 4. using font color, highlighting and staff notes to notate the spreadsheet.

Procedures. Section 1.

NOTE: Procedures, Section 1 applies to straightforward matches. Some of the OCLC records you find may already have UMCP holdings on the matching e-version records.

For situations that aren't addressed by Section 1, refer to Procedures, Section 2.

NOTE: For any case not addressed by Section 1 or Section 2 of this document, enter "Yes" in the "Problems" column of the appropriate microfilm title row in the Work Status table in the M Drive.

- 1. Begin with the OCLC# (sheet 2) of the microfilm version record. Copy the number to locate your starting point in the main sheet. Choose the "Find & Select" function key, select "Find" and paste in the number to locate the microfilm title in the main sheet.
- 2. Next paste the microfilm version OCLC number into the Connexion client to perform a search that retrieves the record.
- 3. Save the microfilm record to your local file (optionally, print it out).
- 4. Use search limiters and data from the saved microfilm version record to retrieve the matching e-version record.

Data to be used as search keys consist of a title key word (or two); a keyword from the library/institution holding the original print version; and the date of publication. The search keys may retrieve no record, one record, or more than one record representing e-version resources.

See Figure 2 in Appendix 2 illustrating selected search keys and data from a microfilm record, and Figure 3 illustrating search keys and options (highlighted in pink) selected for limiting the search. Note that the option, "Retain search," as seen in Figure 3 in Appendix 2, minimizes the amount of data re-entry required when moving from one microfilm version title to the next in the list.

The e-version records retrieved **must be viewed** to verify a match<mark>. Please note: an Encoding Level 3 record, coded as Type of Record "m" for computer file, is **NOT** to be considered a match. If a match is found, proceed to the next step.</mark>

5. When a record is found having matching data, e.g., pagination, STC numbers, etc., print it out, or if working in Connexion and in the spreadsheet separately, having one screen opened for Connexion and one opened for the spreadsheet, you may choose to use the split screen in Connexion, one screen having the saved microfilm version record displayed and the other having the online file of the matching e-version record displayed. Figure 5 in Appendix 2 illustrates the result of the search used in Figure 3. Note that the same data is present in both records as seen in Figures 2 and 5.

6. The objective is NOT to update our holdings on the matching e-version record, it is to record its OCLC number in the appropriate row and column in the spreadsheet. In other words, the objective is to identify the EEBO resource in the spreadsheet that's described by the e-version record. The title URLs from the similar/matching EEBO title(s) in the spreadsheet will be used to identify the matching EEBO resources.

To locate the matching EEBO resources in the spreadsheet we will use title matching, the OCLC numbers of the microfilm versions of the titles, and the URLs of the EEBO versions of the resources.

- a. If the EEBO title(s) line up in the spreadsheet either closely above or below the microfilm version title, first "eyeball" the URLs for the OCLC numbers of the microfilm version titles to determine if there is one having the OCLC number of the microfilm version record. If this is the case, select the URL as *the first matching EEBO title in the list*, copy and paste into your web browser, and skip to step c. Otherwise, proceed with step b.
- b. Copy the OCLC number of the microfilm version record and paste it into the search box with the "title_url" column selected. If this OCLC number is found in the URL string, choose the found URL as *the first matching EEBO title in the list*, then copy the URL and paste it into your browser.

Figure 7 in Appendix 2 shows the URL in the first matching EEBO title in this example as being copied (pointed to by the arrow) for pasting into the web browser.

- c. Examine the data at the webpage of the resource. If the data doesn't match those found in the microfilm and e-version records, move to the next matching EEBO title in the list. Repeat these steps until a match is found.
- d. If there are no matching EEBO titles closely above or below the microfilm version title, refer to Appendix 1 for guidance on finding matching titles further away in the list.

Figure 8 in Appendix 2 shows the data describing the e-resource at the EEBO webpage opened by a copied URL. Note at the webpage of the resource that the data matches that seen in the microfilm and e-version records. Note that the STC number to be matched with the microfilm and e-version records is in the EEBO Field, **"Bib name / number."** Disregard the STC number in the EEBO Field, "UMI Collection / reel number."

- 7. Once a match is confirmed, that is, a match between the data in the microfilm and eversion records and the data at the webpage of the resource, return to the Connexion client and copy the OCLC number of the e-version record. It is important to use the "COPY CONTROL NUMBER" function in CONNEXION if typing, carefully double check the number typed into the spreadsheet. Please note: if more than one e-version record is a match, choose the one with having most holdings as the match. In the matching EEBO version row, after entering your initials in the staff notes column, type in (Dup) (being sure to include the parentheses), e.g.: EH (Dup)
- 8. Paste the OCLC number of the e-version record into the appropriate column of the matching EEBO row, which is the "oclc_number" column in the row of the URL that opens the webpage of matching data. IN ADDITION, perform the following steps, as illustrated in Figure 9 (Please note: Image in Figure 9 captures the spreadsheet prior to the addition of the date column):
 - a. Highlight the matching EEBO title row in Orange (which is called a "Standard color" in the Fill color drop down box).
 - Add your initials in the staff notes column. Return to the Connexion client, close the e-version record, and open the saved microfilm version record.
 Copy its control number, and paste it into the staff notes column following your initials in the matching EEBO row.
 - c. Add the date in the date column of the matching EEBO title row. **Save the spreadsheet to update it.**
 - d. Return to the microfilm title row, add your initials in the staff notes column and date in the date column.
 - e. Highlight the microfilm title row of the spreadsheet in yellow.
 - f. Save the spreadsheet to update it.

Next return to the OCLC# sheet and highlight the OCLC number to notate that the work is completed, then move on to the next number.

9. Proceed to the next microfilm title and OCLC number in your list, and begin again with Procedures, Section 1.

Procedures. Section 2

Unless specified in the instructions below, do not use row highlighting or text coloring

A. No matching e-version OCLC record (after double checking the search keys)

- 1. In the microfilm version row, enter **OCLC** and **initials** in the staff notes column and the **date** in the date column as such: OCLC BG and 8/28/15
- 2. Save the file and move on to the next title in your list.

See Figure 4 in Appendix 2 for an example showing the staff notes field of the microfilm title row for which no equivalent e-version OCLC record can be found. [NOTE Figure 4 shows image of process prior to addition of separate Date column]

B. You find an OCLC number in the EEBO resource row that is different from the matching OCLC e-version record number that you found.

- 1. Call up the OCLC number from the spreadsheet in Connexion to verify it's wrong.
- 2. In the EEBO resource row, add your initials and the microfilm version OCLC number in the "staff_notes" column (in that order).
- 3. Next carefully type or paste in the correct OCLC number in the "oclc_number" cell in front of the incorrect OCLC number (leaving a space between each number)
- 4. Change the font color of the row to red.
- 5. Save the changes.
- 6. Return to the microfilm version title row, add your initials in the "staff notes" column and date in the date column.
- 7. Highlight the microfilm version row in yellow, save the spreadsheet to update it, and move on to the next title in your list.

C. You find that the matching EEBO resource row already has the matching e-version record number that you found via your Connexion search.

 Copy the URL at the EEBO resource row of the OCLC number found, paste it into your browser, and examine the data at the webpage of the resource in order to verify that the data at the webpage of the resource **matches** the data found in the microfilm and eversion records.

- 2. Add your initials in the staff notes column, and date in the date column of the microfilm version title row.
- 3. Highlight the microfilm title row of the spreadsheet in yellow, save the spreadsheet to update it, and proceed to the next microfilm title and OCLC number in your list.

D. No matching EEBO titles

1. You found the matching e-version OCLC record, but you find no matching EEBO resource in the spreadsheet. Enter TITLE and your initials in the staff notes column and date in the date column of the microfilm version title row, e.g.: TITLE BG and 9/28/15

APPENDIX 1. Instructions for Finding Matching EEBO Titles Not Closely Above or Below the Microfilm Version Titles

Some of the microfilm version titles, for example, those beginning with the phrase "By the King," do not interfile "one to one" with the e-version titles. Try the following steps to locate the equivalent e-version title in the spreadsheet:

- 1. Write the number down of the cell in the left hand column, column "1," of the microfilm version you will be basing your search on. In the example shown Figure 10, the number is 48478.
- 2. Copy the data in the "publication_title" column, column "A," of the microform version row as seen in Figure 10 in Appendix 2.
- 3. Open the "Find & Select" function key, select "Find" and paste the copied data from column "A" into the "Find what" line as seen in Appendix 2 in Figure 11.

Next, remove the punctuation separating the "title" (By the King) from the "subtitle" as seen in Figure 11.

4. After having removed the punctuation, execute the search for the matching EEBO title in the "publication_ title" column by hitting the "Find All" option.

If a match is found, write down the number of the cell in the left hand column, column "1," of the match (it's a good idea to write it down on the print-out of the e-version record). In the example shown in Figure 12 the cell number in column "1" of the resulting match is 48793. Next, jump to the column of the match, then return to Procedure, Section 1, Step 7.

5. If a match **isn't found**, Excel provides an error message, "We couldn't find what you're looking for ..."

Try the following approach: Delete all but a small phrase from the title **in the "Find and Replace" search box**, and re-execute the search. Try to select as unique a phrase as possible. Next, look closely at the result set for a title that matches. Jump to each "cell" that matches until a title match is found, then write down its cell number (it's a good idea to write it on the print-out of the e-version record), and return to Procedure, Section 1, Step 7 if a match is found.

Figure 14 in Appendix 2 shows an example (highlighted) from a title string used in a search which failed to find a match (note that only the beginning text was used because the title string is very long). Figure 15 in Appendix 2 illustrates the result of removing all

but a small phrase within the string, and re-executing the search. Be careful to scroll above and below the matching cells, because it is possible that slight variations in the title will cause the matching title to file nearby in the spreadsheet.

APPENDIX 2. Illustrations.

FIGURE 1. Microfilm version titles and OCLC numbers interfiled with EEBO collection titles.

1	publication_title	i title_url 💌	oclc_numb 💌
39806	An introduction of the eight partes of Latine speache. Short introduction of grammar generally to be used	http://gateway.proquest.com/openu l?ctx_ver=Z39.88- 2003&res_id=xrl:eebo&rft_id=xrl:ee bo:citation:226318023	r
39807	An introduction of the eight partes of speche, and the construction of the same, compiled and sette foorthe by the comaundement of our moste gracious soueraigne lorde the kyng.	http://gateway.proquest.com/openu l?ctx_ver=Z39.88- 2003&res_id=xri:eebo&rft_id=xri:ee bo:citation:54532384	r
39808	An introduction of the eyght partes of speche, and the construction of the same /compiled and sette forthe by the commau[n]dement of our most gracious souerayne lorde the king.		24163816
39809	An introduction of the eyght partes of speche, and the construction of the same /compyled and set forthe by the commaundement of our most gracious souerayne lorde the kyng.		23850965
39810	An introduction of the eyght partes of speche, and the construction of the same /compyled and sette forth by the commaundement of our most gracious souerayne lorde the kyng.		21396964
39811	An introduction of the eyght partes of speche, and the construction of the same compiled and sette forthe by the commau[n]dement of our most gracious souerayne lorde the king	http://gateway.proquest.com/openu l?ctx_ver=Z39.88- 2003&res_id=xri:eebo&rft_id=xri:ee bo:citation:24163816	r
39812	An introduction of the eyght partes of speche, and the construction of the same compyled and set forthe by the commaundement of our most gracious souerayne lorde the kyng, [Short introduction of grammar	http://gateway.proquest.com/openu l?ctx_ver=Z39.88- 2003&res_id=xri:eebo&rft_id=xri:ee bo:citation:23850965	r
39813	An introduction of the eyght partes of speche, and the construction of the same compyled and sette forth by the commaundement of our most gracious souerayne lorde the kyng, linstitutio compendiaria totius grammaticae	http://gateway.proquest.com/openu l?ctx_ver=Z39.88- 2003&res_id=xri:eebo&rft_id=xri:ee bo:citation:21396964	r

	24	163816 Held by UMC/LHR - 47 other holdings; 3 other IRs 1 UMC holding in GLIMIR cluster; 47 other holdings in GLIMIR cluster of 1	
049		UMCP	*
100	1	Lily, William, ‡d <u>1468?-1522.</u>	
245	1 3	An introduction of the eyght partes of speche, and the construction of the same +h [microform] / +c compiled and sette forthe by the commau[n]dement of our most gracious souerayne lorde the king.	
260		Londini : ŧb In officina Thomæ Bertheleti, ŧc M.D. XLII [<mark>1542]</mark>	
300		[74] pages	
336		text #b txt #2 rdacontent	
337		microform #b h #2 rdamedia	
338		microfilm reel +b hd +2 rdacarrier	
500		Attributed to Lily by STC (2nd ed.)and NUC pre-1956 imprints.	
500		Imprint from colophon.	Ε
500		"Cum priuilegio ad imprimendum solum"Colophon.	
500		Signatures: A-H⁴ I⁵ (last leaf blank).	
500		Bound with: Alphabetum Latino Anglicum (STC 19.2)and Institutio compendiaria totius grammaticae (STC 15610.5a).	
500		Reproduction of original in the <mark>British</mark> Library.	-
510	4	STC (2nd ed.) #c 15610.6	
533		Microfilm. +b Ann Arbor, Mich. : +c University Microfilms International, +d 1985. +e 1 microfilm reel ; 35 mm. +f (Early English books, 1475-1640 ; 1845:1).	-

FIGURE 2. Selected search keys and identifying data from a microfilm record.

FIGURE 3. Search keys (highlighted in yellow) and options selected for limiting the search (highlighted in pink).

崎 OCLC Connexi 📑 File Catal	xion - [Online WorldCat: An introduction of the eyght partes of aloging Authorities Edit Action Batch View To	speche and the construction of the same] ools Window Help - 8 ×
Text Strings	s • 🚔 User Tools • 🛛 #24163816	- 🔊 🕞 🖓 🕅 📌 🖬 🐼 🖓 🖓 👷 🖽 🗊 🗞 👘
OCLC	24163816 Held by UMC/LHR - 47 other h 1 UMC holding in GLIMIR clus	noldings; 3 other IRs ster; 47 other holdings in GLIMIR cluster of 1
007	h ‡b d ‡d a ‡e f ‡f v ‡g b ‡h a ‡i c ‡j a	Search WorldCat
007	h +b d +d b +e f +f v +g b +h a +i a +j a EBL +b eng +c EBL +d OCL +d OCL CO	Enter numeric, derived, keyword, or scan search here
037	CL0036000056 +b University Microfilms	Keyword/Numeric Search
037	+b University Microfilms International, 30	speche Title (ti:)
041 0	0 englat 2 #b d1500 #b d1799	AND v Title (ti:)
050	4 PA2077 #b .L54 1542	AND British Notes (nt.)
090	+b	Language: Format: Internet
100 1	1 <u>Lily, William,</u> ‡d <u>1468?-1522.</u>	[Any] Source: Microform: Years: Material Type:
245 1	1 3 An introduction of the eyght partes of spe most gracious souerayne lorde the king.	[Any] Not Microform 1542 [Any] nent of our
260	Londini : #b In officina Thomæ Bertheleti	Apply Language of Cataloging Limiter Search Results: English Display using GLIMIR clustering
300	[74] pages	Enter Diactitics Expand/Collapse
336 337	text +b txt +2 rdacontent	Settings OK Cancel Clear Search Help
Delete Holdings-	Export- Label Produce- Submit- Workflow-	Replace Report Error- Update Holdings- Validate In Process Inst-UMC INS 31.42 Inst-UMC Inst-UMC

FIGURE 4. No OCLC record for e-version found after searching using data found in the microfilm version record.

FILE HOME INS	SERT PAGE LAVO	UT FORMUL	AS DATA	REVIEW	VIEW ACRO	1284_chadwyck.eebo_availa 08AT	ble_kbart_UTF-8_A-Z_SOI	RTEDrevforEEB01 -	Excel					7 (E Bi	eth Gusy +	×
Paste Formist Painter	Celibri - B I Ų - 🖽	12 - A' A'	8 8 8 8 8 8	※・在相目	Wrop Text	General - \$ = % + % *	Conditional Format a Formatting - Table -	Normal Neutral	Bad Calculation	Good • Check Cell •	Insert Delete	Format	∑ AutoSum + ↓ Fill + ≪ Clear +	Sort & Find Filter - Sele	1 &L ct -	
Clipboard G	Font	36		Alignment	š)	ra Number ra			(gains)		Celli		Editir	1g		٨
A1 + >	$\leq \sqrt{-f_X} = s$	ublication_title														Y
d					A					1			S		Y	10
1 publication_title									I title_url				staff_notes	- oclc_	number 🕒	1
By the King :a pro 48540 royall father, King	oclamation signifi g tames, shall so	ring His Maies continue, till H	ties pleasun Ils Maiesties	e, that all m further dire	ien being in offic ection.	ce of gouernment, at th	e decease of his mo	st deare, and m	ost				OCLC BG 8/28/	15	33150360	
By the King :a pro 48541 royall father, King	oclamation signifi g lames, shall so	ring His Males continue, till H	ties pleasun lis Maiesties	e, that all m further dire	ien being in offic ection.	ce of government, at th	e decease of his mo	st deare, and m	ost						33150361	
By the King :a pro 48542 assurances, and	oclamation signifi all concealed title	ring his Maies rs.	ties pleasure	z, to confirm	n by all meanes t	the estates of his suble	ects against all defer	ts in their							33150033	

FIGURE 5. The matching e-version record showing the same data present in the microfilm record.

<u>.c</u>	60	6468202 No holdings in UMC - 20 other holdings
		No UMC holdings in GLIMIR cluster; 20 other holdings in GLIMIR cluster of 1
• • • •	Ť,	ALÎÛRA
045	11	+b d1500 +b d1799
050	4	PA2077 #b .L54 1542
090		+b
049		UMCP
100	1	Lily, William, ‡d <u>1468?-1522.</u>
245	1 3	An introduction of the eyght partes of speche, and the construction of the same #h [electronic resource] / #c compiled and sette for the by the commau[n] dement of our most gracious souerayne lorde the king.
260		Londini : +b In officina Thomæ Bertheleti, +c M.d.xlii [1542]
300		1 online resource ([74] p.)
500		Attributed to Lily by STC (2nd ed.) and NUC pre-1956 imprints.
500		Imprint from colophon.
500		"Cum priuilegio ad imprimendum solum"Colophon.
500		Signatures: A+H+ I ^e (last leaf blank).
500		At reel 1845:1a bound with: Alphabetum Latino Anglicum (STC 19.2) and Institutio compendiaria totius grammaticae (STC 15610.5a).
500		Item at reel 59:6 appears as STC 15605 (number changed in 2nd ed.).
500		Reproduction of original in the British Library.
510	4	STC (2nd ed.) ‡c 15610.6
588		Description based on print version record.
650	0	Latin language +x Grammar +v Early works to 1800.
650	7	Latin language

FIGURE 6. EEBO resource has a wrong OCLC number.

1284_chadwyck.eebo_available_kbart_UTF-8_A-Z_SORTEDrevforEEB01 - Excel

FILE HOME INSERT PAGE LAYOUT FORMULAS DATA REVIEW VIEW ACROBAT			
Calibri - 12 - A A = = ₩ - B Wrap Text General -	Normal Bad Good	Neutral	alculation _ ++++
Paste ★ Format Painter B I U - □ - ○ - ▲ - □ = □ = □ +□ +□ Merge & Center - \$ - % + ☆ #	Conditional Format as Check Coll Explanatory Follo	wed Hy Hyperlink	put Insert Dele
Clipboard r. Font r. Alignment r. Number r.	Styles		Cell
▲25236 • I × J A short catechisme holding forth and explaining the first principles of the oracles of the orac	of God. Imprimatur, Ia: Cranford		
A	в	E	1
1 publication_title	-! title_uri	 staff_notes 	🔹 oclc_number 🛛 💌
25226 A short catechisme for housholders with praiers to the same adioyning. Short catechisme for househoulders	http://gateway.proquest.com/openurl?ctx_ver=Z39.88- 2003&res_jd=xri:eebo&rft_id=xri:eebox:tiation:9985211 http://gateway.proquest.com/openurl?ctx_ver=Z39.88- 2003&res_id=xri:eebo&rft_id=xri:eebox:tiation:998562	1	
25228 A short catechisme for housholders, with praiers to the same adjoyning	http://gateway.proquest.com/openurl?ctx_ver=Z39.88- 2003&res_ld=xri:eebo&rft_id=xri:eebo:citation:233699	1 BG 10/8/15 23369981	606464421 71499156
25229 A short catechisme for housholders, with praiers to the same adioyning		BG 10/8/15	23309981
25230 A short catechisme for housholders, with prayers to the same adioyning	http://gateway.proquest.com/openurl?ctx_ver=Z39.88- 2003&res_Id=xri:eebo&rft_Id=xri:eebo:citation:9989290	13	607140531
A short catechisme for housholders, with prayers to the same adioyning. [Brief and necessary catechisme or 25231 instruction	http://gateway.proquest.com/openurl?ctx_ver=Z39.88- 2003&res_id=xri:eebo&rft_id=xri:eebo:citation:5263310	3	

FIGURE 7. The URL from the first matching EEBO title being copied for pasting into the browser.

	A	D.		- -
1	publication_title	-1 title_url 💌	oclc_numb *	staff_note: *
39806	⊶r	http://gateway.proquest.com/openur l?ctx_ver=Z39.88- 2003&res_id=xri:eebo&rft_id=xri:ee bo:citation:226318023		
39807	An introduction of the eight partes of speche, and the construction of the same, compiled and sette foorthe by the comaundement of our moste gracious soueraigne lorde the kyng.	http://gateway.proquest.com/openur l?ctx_ver=Z39.88- 2003&res_id=xri:eebo&rft_id=xri:ee bo:citation:54532384		
39808 39809	An introduction of the eight partes of speche, and the construction of the same /compiled and sette forthe by the commau[n]dement of our most gracious souerayne lorde the king. An introduction of the eight partes of speche, and the construction of the same /compyled and set forthe by the commaundement of our most gracious souerayne lorde the kyng.		24163816 23850965	
39810	An introduction of the eyght partes of speche, and the construction of the same /compyled and sette forth by the commaundement of our most gracious souerayne lorde the kyng.		21396964	
39811	An introduction of the eyght partes of speche, and the construction of the same compiled and sette for the by the commau[n]dement of our most gracious souerayne lorde the king	http://gateway.proquest.com/openur I?ctx_ver=Z39.88- 2003&res_id=xri:eebo&rft_id=xri:ee bo:citation:24163816	~	
39812	An introduction of the eyght partes of speche, and the construction of the same compyled and set for the by the commaundement of our most gracious souerayne lorde the kyng.]Short introduction of grammar	http://gateway.proquest.com/openur l?ctx_ver=Z39.88- 2003&res_id=xri:eebo&rft_id=xri:ee bo:citation:23850965	9	
39813	An introduction of the eyght partes of speche, and the construction of the same compyled and sette forth by the commaundement of our most gracious souerayne lorde the kyng.]Institutio compendiaria totius grammaticae	http://gateway.proquest.com/openur l?ctx_ver=Z39.88- 2003&res_id=xri:eebo&rft_id=xri:ee bo:citation:21396964		
39814	An introduction of the first grounds or rudiments of arithmetick plainly explaining the five common parts of that most useful and necessary art, in whole numbers and fractions, with their use in reduction, and the rule of three direct. Reverse. Double. By way of question and answer; for the ease of the teacher, and benefit of the larger Composed not only for general another to the teacher. By way of question and answer; for the ease of the teacher, and benefit of the larger Composed not only for general another to the teacher.	http://gateway.proquest.com/openur i l?ctx_ver=Z39.88- 2003&res_id=xri:eebo&rft_id=xri:ee hor:ristion:988/58922		

FIGURE 8. The webpage opened by the URL copied from the "title_url" column of the spreadsheet.

\frown		
🗲 🛞 eeb	o. chadwyck.com /search/full_re	c?SOURCE=config.cfg&ACTION=ByID&ID=24163816
🔎 👷 ost Visite	ed 🧧 Submit an Aleph Requ	🏽 Cataloger's Desktop 尺 RDA Toolkit 😝 ClassWeb Auto Login 🏢 The Cat
E E early eng	BOOKS I N E	СИЛИЧСКИЕМЕР
Full Re	ecord	HOME MARKED LIST SEARCH HISTORY HELP ?
SEARCH: Bas	sic <u>Advanced</u> <u>Periodic</u>	als BROWSE: <u>Authors</u> <u>Thomason Tracts</u> <u>Periodicals</u>
Key: 🔛 RECO	ORD 📸 DOCUMENT IMAGE 👼 ILLUS"	TRATION
View this	document as: 🗈 🛍) 🗟 📾
Print reco	ord as: Text (Short Record)
Add to	your Marked List	Durable URL
LIBRAR	Title:	An introduction of the eyght partes of speche, and the construction of the same compiled and sette forthe by the commau[n]dement of our most gracious souerayne lorde the king.
BR ⊗	Author:	Lily, William, 1468?-1522. [Author page in Literature Online]
	Other authors:	<u>Colet, John, 1467?-1519.</u>
	Imprint:	Londini : In officina Thomae Bertheleti, M.D.XLII [1542]
	Bih name / number:	STC (2nd ed.) / 15610.6
	Physical description:	[74] p.
	Notes:	Attributed to Lily by STC (2nd ed.) and NUC pre-1956 imprints. Imprint from colophon.
		"Cum priuilegio ad imprimendum solum"Colophon.
		Signatures: A-H4 I6 (last leaf blank).
		19 2) and Institutio compendiaria totius grammaticae (STC
		15610.5a).
		Item at reel 59:6 appears as STC 15605 (number changed in 2nd
		ed.).
	Conv from:	Reproduction of original in the British Library.
	UMI Collection /	STC / 59:06
	reel number:	STC / 1845:1a
	Subject:	Latin language Grammar Early works to 1800.

Send your suggestions, comments or queries to our $\underline{Webmaster}, \underline{End \ Session} ~|~ \underline{Site \ map} ~|~ \underline{Accessibility}$

Data arrangement and software copyright © 2003-2015 ProQuest LLC. All Rights Reserved. Privacy policy

FIGURE 9. Additions and changes to the spreadsheet made according to Procedures. Section 1, steps 6-10

States		Celli		Filter * Select *	
				Editing	
8	1			м	N
rl -	staff_notes	• oclc_number			
gateway.proquest.com/openurl?ctx_ver=Z39.88- res_id=xri:eebo&rft_id=xri:eebo:citation:22685783	1				
gateway.proquest.com/openuri?ctx_ver≈Z39.88- ires_id=xriseebo&rft_id=xriseeboxitation:99841982					
gateway.proquest.com/openurl?ctx_ver=239.88- res_id=xrizeebo&rft_id=xrizeeboxitation:99841279 externary.proquest.com/openurl?ctx_ver=239.88-					
res_id=xriseebo&rft_id=xriseeboscitation:22631802	8				
gateway.proquest.com/openurl?ctx_ver=239.88- res_id=xriseebo&rft_id=xriseeboscitation:5453238/					
	BG 8/21/15	24163816			
		23850965			
		21396964			
gateway.proquest.com/openurl?ctx_ver=Z39.88- res_id=wriseebo&rft_id=xriseeboxcitation:24163810	6 BG 8/21/15 24163816	606468202			
gateway.proquest.com/openurl?ctx_ver=Z39.88- res_ld=xriseebo&rft_ld=xriseeboscitation:23850965	6				
gateway.proquest.com/openuri?ctx_ver=Z39.88- res_id=xri:eebo&rft_id=xri:eebox:itation:21396964					
eateway.oroquest.com/openurl?ctx_verr239.88-					
	plevery proguest.com/openu/Tetx_ver-239.88 ex_d/sruteebook/ft_id=viceeboc/tation/22645783 plevery proguest.com/openu/Tetx_ver-239.88 ex_d/sruteebook/ft_id=viceeboc/tation/994198 plevery proguest.com/openu/Tetx_ver-239.88 ex_d/sruteebook/ft_id=viceeboc/tation/264192 plevery proguest.com/openu/Tetx_ver-239.88 plev	Listing and the second se	Jean Marken (1997) Jean Marken (1997	je kom janguest.com/openu/ficts_ver/239.88. Balting modes Door jummoer <lidoor jummoer<="" li=""> Door jummoer <l< td=""><td>Jerway propuest.com/openul?tex_ver/239.88- ex_id=rinebookfr_id=rinebo</td></l<></lidoor>	Jerway propuest.com/openul?tex_ver/239.88- ex_id=rinebookfr_id=rinebo

FIGURE 10. Copy the data in the "publication_title" column, column "A," of the microform

version								
이 아이는 INSERT PAGE LAYOUT FORMULAS DATA	REVIEW VIEW ACROBAT	A_chadwyck.eebo_ev	olahle_khart,UTF-R	LA-Z_SORTEOrestocEE	801 - Ecce)			
Calibri - 12 - A* A* = = = ●	- General -	R 🖤	Normal	Bad	Good	Neutral	Calculation	
Paste S Format Dulater B I U - D - A - E E E (E	표 I Merge & Center - \$ - % , 행 및	Conditional Format	as Check Cell	Explanatory	Followed Hy	Hyperlink	Input	The Insert Delet
Clipboard 12 Font 12	Alignment IS Number IS	Formatting * Table		5	lyles			Cell
A48478 • I X / fx By the King :a proclamation for th	he better ordering of those who repaire to the cou	rt for their cure of t	he disease calle B	d, the kings euill.		E		ĩ
1 publication title		i title_url			* staff	notes	= oclc_nur	mber 💌
abuses, and for the suppressing of all secret and vnlawfull pract 48474 occasion the same. 48475 By the King :a proclamation for the better furnishing of the nauy 48476 By the King :a proclamation for the better incouragement and ad 48477 By the King :a proclamation for the better making of saltpeter wi	ises of retayling brokers, and others which may , and increase of shipping. Juancement of the trade of East-Indye Company thin this kingdome.							33150478 33150420 33150475 33150435
By the King :a proclamation for the better ordering of those who	repaire to the court for their cure of the disease					and a		
48478 called, the kings cuill. By the King is proclamation for the better ordering of those who	renaire to the court for their cure of the diseas	e			BG 8/.	26/15		33150391
48479 called the kings cuill.	reparte to the county for their care of the useds	•						33150430
By the King :a proclamation for the better ordering of those who 48480 called the kings eulli.	repayre to the court, for their cure of the diseas	se						33150426
By the King :a proclamation for the better ordering the transport into Germany, and the low-countreys, and to restrain the transpo	ation of clothes, and other woollen manufacture ortation of wooll, woollfels, woollen-yarn, fuller	rs, 5-						
48481 earth, and tobacco-pipe clay.								33150663
48482 By the King :a proclamation for the Brittish vndertakers to repair	e into Ireland.							33150025
48483 sea or land, In the services of the emperour, the king of Spaine,	malesties subjects as are now imployed either t or the archduches.	γγ.						33150293

FIGURE 11. The "Find and Replace" box is used to search for an EEBO match for a microfilm title. Punctuation separating the "title" from the "subtitle" is removed.

📓 🔒 😏 🛪 🛃 🕫 🛛 1284_chadwyck.eebo	_available_kbart_UTF-8_A-Z_SORTEDandEDITEDforEEBO	- Excel		
FILE HOME INSERT PAGE LAYOUT FORMULAS DATA REVIEW VIEW ACROBAT				
Cut Calibri 12 x A A = = - 22 x Stran Text	Normal P	ad Good	- En 🔭	AutoSum
	On Conditional Formatias Neutral	alculation Check Cell	Insert Delete Fo	Fill -
$\overset{\text{Parter}}{\bullet} \overset{\text{Parter}}{\bullet} \overset{\text{Parter}}$	Formatting * Table *	ciletx cell	There belee to	🗸 🌙 Clear 🔻
Clipboard 5 Font 5 Alignment 5 Number	ra Styles		Cells	Ec
A1 \cdot : \times \checkmark f_X publication_title				
A			В	С
1 publication_title		↓ title_url		🔻 oclc_numb 💌
48466 By the King :a proclamation for suppressing of light golde.				33150209
48467 By the King :a proclamation for the adiournament [sic] of part of Michaelmas tearme.				33150401
48468 By the King :a proclamation for the adiournement of part of Trinitie terme.				33150386
48469 By the King :a proclamation for the apprehending and due punishing of the late mutiners at Wellington in	the county of Somerset.			33150611
48470 By the King :a proclamation for the apprehending of the L. Maxwell.				33150003
48471 By the King :a proclamation for the apprehension of Edward Ekins.				33150327
48472 By the King :a proclamation for the apprehension of John Holland, and Robert Blow, gentlemen, late seru	ants to the Earle of Lincolne.			33150453
48473 By the King :a proclamation for the apprehension of Richard Smith, a popish priest, stiled, and calling him	iselfe, the Bishop of Calcedon.			33150477
48474 By the King a proclamation for the auoiding of all intercourse betweene His Maiesties royall court, and t	he cities of London and Westminster, and plac	es adioyning.		33150636
48475 By the King a proclamation for the better confining of popish recusants, conuict according to the lawe.				33150409
48476 By the King a proclamation for the better direction of those who desire to repaire to the court for the cur	e of their disease, called, the kings euill.			33150436
48477 By the King a proclamation for the better direction of those who desire to repaire to the court for the cur	e of their disease, called, the kings euill.			33150511
By the King a proclamation for the better discouery and apprehension of those malefactors, who were a	ctors in the late insolent riots and murders con	nmitted in		
48478 Fleetstreet, London, vpon Friday, the tenth day of this instant moneth of July.		1		33150662
By the King a proclamation for the better discouery and prevention of burglaries, robberies, and other fr	auds and abuses, and for the suppressing of al	I secret and		00450470
464/9 vnlawfull practises of retayling brokers, and others which may occasion the same.				33150478
46460 By the King to proclamation for the better furnishing of the naux, and increase of shipping.				33150420
46481 By the King to proclamation for the Find and Replace 2 3	mpany.			33150475
46482 By the King ta proclamation for the Find Replace				33150435
48483 By the King a proclamation for the	lisease called, the kings euill.			33150391
40404 by the King a proclamation for the	disease called the kings eutil.			33150430
40403 By the King to proclamation for the	disease called the kings eulli.	a se		55150426
Options >>	ractures, into Germany, and the low-countreys	s, and to		22150662
40408 restrain the transportation or wool				33150665
Put the King is proceeding for the Find All Find Next Close	uther by see or lend, in the convince of the om	porour the king		55150025
AV400 of Chaina or the ambdusher	protectoy sea or land, in the services of the em	perour, the king		22150202
40400 or spame, or the architecters. 40400 By the King to produce the fact the commanding of all couldiars, lately implayed in the flact, upon their s	rrivall, not to donart from their colours			22150409
By the King to proclamation for the confirmation of all outborized orders, tanding to the universal public	and and teaching of a certaine religious treat	se, compiled by		33130400
18/19D authoritie and intituled by the name of God, and the King	ing and ceaching, or a certaine rengious treat	se, compried by		33150631
Torso automate, and matarical by the name of God, and the King.				55150051

FIGURE 12. Execution of the search to find a title that doesn't interfile "one to one" with the e-version title.

X Cut Cathori + [12 +]/4 * Å" = = = = ⊕ + . Dev Mone Text General . S Format Protect B / U + ⊡ +	Cenditional Fermat as Conditional Fermat as Cenditional Fermat as Cenditional Fermat as Cenditional California (Application) - Follow Styles	Neutral red Hy Hyperlink	Catculation	Format - Cear	Sum * ZY A Sort & Find & Filter * Select * Edding	
[10,100] [10,100] $[10,100]$ [10,100] By the King a proclamation for the better ordering of those who repaire to the court	for their cure of the disease called, the kings euill. Proclamati	on for the better ordering o	f those who repaire to the court fo	ar their cure of the	a disease called, the ki	ings euill
A	в	1	1.	ĸ	L M	N
publication_title	title_url .	staff_notes	oclc_number v			
So have a finite way with a second to the bases detection of those who desire to repaire to the court for the court of the finite with desire to repaire to the court for the court of the disease, called, the kings will be the disease called. The kings will be the disease called, the kings will be the disease called. The kings will be the disease called the three disease called the kings will be the disease called. The kings will be the disease called the kings will be the disease called. The kings will be the disease called the three disease called the three disease called the three diseases and another three diseases called the three diseases and another three diseases called the three diseases calle	Inter/parentspace/section/period/article/parents/article/ar					
185 the late insplect rists and the Register	http://gateway.proquest.com/openuri?ctx_ver=Z39.88- 20038.res_id=vri=eebo8.rft_id=vri=eebov;tation=33150662					
By the King a proclama Pipd what: By the King a production for the better optimum of those in abuses, and for the suit containing a strategy of the suit optimum optim	http://gateway.proquest.com/openurl?ctx_ver=Z39.88- 2003&res_id=xri:sebo&rft_id=xri:seboxitation:33150476		606474058			
by the King a proclams (red All prod All prod King) are Lass-Indie Companie, and for pre- 88 aduancement of the tr Book abundence are available tank (of a 4.5 Contro-interaction are called on the call calledon and are available tank (of a 4.5 Contro-interaction are calledon)	http://gateway.proquest.com/openurl?ctx_ver=239.88- 2003&res_id=xriseebo&rft_id=xriseeboscitation:3815957					
By the King a proclame 89 better furnishing of the 1 cettor found	http://gateway.proquest.com/openurl?ctx_ver=Z39.88- 2003&res_id=xriseebo&rft_id=xriseeboxitation:33150420					
By the King a proclamation for the better incouragement and aduancement of the trade of East-Indye 90 Company, Proclamation for the better incouragement and aduancement of the trade of East-Indye Company	http://gateway.proquest.com/openurl?ctx_ver=Z39.88- 2003&res_id=xriseebo&rft_id=xriseeboxitation:38159557					
By the King a proclamation for the better incouragement and aduancement of the trade of East-Indye 91 Company, IProclamation for the better incouragement and aduancement of the trade of East-Indye Company	http://gateway.proquest.com/openurl?ctx_ver=239.88- 2003&res_id=xri:eebo&rft_id=xri:eeboxcitation:33150475					
By the King a proclamation for the better making of saltpeter within this kingdome. Proclamation for the better 92 making of saltpeter within this kingdome	http://gateway.proquest.com/openurl?ctx_ver=239.88- 2003&res_id=xriseebo&rft_id=xriseeboxcitation:33150435					
By the King a proclamation for the better ordering of those who repaire to the court for their cure of the disease called, the kings sull. [Proclamation for the better ordering of those who repaire to the court for their cure of the 198] disease called, the kings cull	http://gateway.proquest.com/openurl?ctx_ver=Z39.88- 2003&res_id=xriseebo&rft_id=xriseeboxitation:33150391					
By the King a proclamation for the better ordering of those who repaire to the court, for the cure of their disease	http://autoursi.autourst.com/autours/2/au-urs/200.00					

FIGURE 13. Initials and date added to the staff notes column, and the microfilm row of the spreadsheet highlighted.

SHE	A	в	E	1
1 publication_title		ititle_url	* staff_notes	* oclc_number
By the King :a proclamation for	restraint of killing, dressing, and eating of flesh in Lent, or on fish-dayes,			
48455 appointed by the law, to be here	eafter strictly observed by all sorts of people.			3315047
By the King : a proclamation for	restraint of killing, dressing, and eating of flesh in Lent, or on fish-dayes,			
48456 appointed by the law, to be here	eafter strictly observed by all sorts of people.			3315065
48457 By the King : a proclamation for	restraint of the transportation of come.			3315025
48458 By the King : a proclamation for	restraint of vnnecessarie resorts to the court.			3315031
48459 By the King : a proclamation for	setling the plantation of Virginia.			3315029
48460 By the King : a proclamation for	setling the plantation of Virginia.			3315038
48461 By the King : a proclamation for	suppressing of light golde.			3315020
48462 By the King : a proclamation for	the adiournament [sic] of part of Michaelmas tearme.			3315040
48463 By the King :a proclamation for	the adiournement of part of Trinitie terme.			3315038
48464 By the King :a proclamation for	the apprehending and due punishing of the late mutiners at Wellington in the			3315061
48465 By the King : a proclamation for	the apprehending of the L. Maxwell.			3315000
48466 By the King :a proclamation for	the apprehension of Edward Ekins.			3315032
48467 By the King : a proclamation for	the apprehension of John Holland, and Robert Blow, gentlemen, late seruants to			3315045
48468 By the King :a proclamation for	the apprehension of Richard Smith, a popish priest, stiled, and calling himselfe, th	e		3315047
By the King : a proclamation for	the auoiding of all intercourse betweene His Maiesties royall court, and the cities			
48469 of London and Westminster, an	d places adioyning.			3315063
48470 By the King :a proclamation for	the better confining of popish recusants, conuict according to the lawe.			3315040
18471 By the King :a proclamation for	the better direction of those who desire to repaire to the court for the cure of thei	r		3315043
48472 By the King :a proclamation for	the better direction of those who desire to repaire to the court for the cure of thei	r		3315051
By the King :a proclamation for	the better discouery and apprehension of those malefactors, who were actors in			
48473 the late insolent riots and murd	ers committed in Fleetstreet, London, vpon Friday, the tenth day of this instant			3315066
By the King : a proclamation for	the better discouery and preuention of burglaries, robberies, and other frauds and			
48474 abuses, and for the suppressing	g of all secret and vnlawfull practises of retayling brokers, and others which may			3315047
18475 By the King :a proclamation for	the better furnishing of the nauy, and increase of shipping.			3315042
18476 By the King :a proclamation for	the better incouragement and aduancement of the trade of East-Indye Company.			3315047
48477 By the King : a proclamation for	the better making of saltpeter within this kingdome.			3315043
18478 By the King :a proclamation for	the better ordering of those who repaire to the court for their cure of the disease		BG 8/28/15	3315039
48479 By the King : a proclamation for	the better ordering of those who repaire to the court, for their cure of the disease			3315043
48480 By the King :a proclamation for	the better ordering of those who repayre to the court, for their cure of the disease			3315042

FIGURE 14. Example of beginning text (highlighted) of a long title string used in a search which failed to find a match.

The lieutenant of the Tower his speech and repentance, at the time of his deathwho was executed vpon Tower Hill, on the 20. day of Nouember, 1615 : together with a meditation and vow of his that hee made not long before 119698 he dyed. : 119699 The Lif of Saincte Katheryne The life and death of lesus Christin part, summarily comprising his infirmities and sorrouues, &c. : in a sermon 119700 preached before the Kings Maiesty at Royston in October last :/by Samuel Walsall ... The life and death of lesus Christin part, summarily comprising his infirmities and sorrouues, &c. : in a sermon 119701 preached before the Kings Maiesty at Royston in October last :/by Samuel Walsall ... 119702 The life of faith /by Samuel Ward ... The light of navigation :vvherein are declared and lively pourtrayed all the coasts and hauens, of the vvest, north and east seas : collected partly out of the books of the principall authors which have written of navigation (as Lucas lohnson Waghenaer and divers others) partly also out of a manie other expert seafaring mens writings and verball declarations : corrected from manie faults, and inlarged with manie newe descriptions and cardes;: divide into two books : heereunto are added (beside an institution in the art of navigation) new tables of the declination of the sonne, according to Tycho Brahes observations, applied to the meridian of Amsterdam : together with newe tables and instructions to teach men the right use of the North Starre, and other firme starres, profitable for all

119703 seafaring men /by William Iohnson.

↔ 1284_chadwyck.eebo_available_kb ↔

Find and Replace				१ <mark>- × -</mark>
Fin <u>d</u> Replace				
Find what: hauens, of the west, north and east seas				•
				Opțions >>
				Find All Find Next Close
Book	Sheet	Name	Cell	Value
1284_chadwyck.eebo_available_kbart_UTF-8_A-Z_SORTEDrevforEEBO1.xlsx 1284_chadwyck.eebo			\$A\$87845	light of navigation wherein are declared and lively pourtrayed all the coasts and hauens, of the we
1284_chadwyck.eebo_available_kbart_UTF-8_A-Z_SORTEDrevforEEBO1.xlsx 1284_chadwyck.eebo_available_kb			\$A\$119703	The light of navigation :wherein are declared and lively pourtrayed all the coasts and hauens, of the
·				۲. (۲. (۲. (۲. (۲. (۲. (۲. (۲. (۲. (۲. (
2 cell(s) found				h.

FIGURE 15. Remove all but a small phrase within the string and re-execute the search.

FIGURE 16. As described in the Appendix 1, use the number of the microfilm version resource that you made note of (see Appendix 1, step 1) in the top left hand column of the spreadsheet to return to the matching microfilm version's row in the spreadsheet.

FIL	E 5 - C ² · R = 1284_chadwyck.cebo_available_kbart_UTF-8_A-Z_SORTEDrevfortEB01 - Excel								
1	★ Cut Calibri - 12 - A [*] A [*] = = ₩ [*] · [™] Wrap Test General -	Normal	Bad	Good	Neutral	Calculation	• ·		
Past	e Sormat Painter B I U + ⊞ + △ - ▲ - □ = = = € ∰ Merge & Center + \$ - % + \$ \$ \$	Conditional Format as Check Cell	Explanatory E	ollowed Hy	Hyperlink	Input	7	Insert Del	
1	Clipboard G Font G Alignment G Number G	ormatting - Table -							
A48	$ \mathbf{x} = \mathbf{x} $								
	A	8			ε		1		
1	publication_title	+1 title_url		▼ staff_n	otes	* ocl	c_numbe	r i	
4879	By the King a proclamation for the better incouragement and aduancement of the trade of East-Indye 1 Company, Proclamation for the better incouragement and aduancement of the trade of East-Indye Company	http://gateway.proquest.com 2003&res_id=xri:eebo&rft_id	/openurl?ctx_ver=Z39. =xri:eebo:citation:331!	88- 50475					
4879	By the King a proclamation for the better making of saltpeter within this kingdome. Proclamation for the better 2 making of saltpeter within this kingdome	http://gateway.proquest.com/openurl?ctx_ver=Z39.88- 2003&res_id=xri:eebo&rft_id=xri:eebo:citation:33150435							
4879	By the King a proclamation for the better ordering of those who repaire to the court for their cure of the disease called, the kings eulil Proclamation for the better ordering of those who repaire to the court for their cure of the 3 disease called, the kings euli	http://gateway.proquest.com 2003&res_id=xri:eebo&rft_id	/openurl?ctx_ver=Z39. =xri:eebo:citation:331	88- 50391 BG 8/2	5/15 3315039	I		606473982	
4879	By the King a proclamation for the better ordering of those who repaire to the court, for the cure of their disease, called the Kings eulil. [Proclamation for the better ordering of those who repaire to the court, for the cure of their disease called the kings eulil.	http://gateway.proquest.com	/openurl?ctx_ver=Z39.	88-					
4879	By the King a proclamation for the better ordering of those who repaire to the court, for their cure of the disease called the kings culil. Proclamation for the better ordering of those who repaire to the court, for their cure of the S disease called the kings culil.	http://gateway.proquest.com 2003&res_id=xri:eebo&rft_id	/openurl?ctx_ver=Z39. =xri:eebo:citation:331!	.88- 50430					

FIGURE 17. Examples of "matching" microfilm and e-version titles in the spreadsheet.

Wandring-whores complaint for want of trading wherein the cabinet of her iniquity is unlockt and all her secrets laid open ... : also a full discovery of the whole trade of pads pimps, cheats, trappans, hectors ... and all other

LEDUTO	artists, who are, and have been students of whittington conedge, the
	Want of charitie iustly charged, on all such Romanists, as dare (without truth or modesty) affirme, that
	Protestancie destroyeth salvationin answer to a late popish pamphlet intituled Charity mistaken &c. :/by
129516	Christopher Potter
	Want of charitie iustly charged, on all such Romanists, as dare affirme, that Protestancie destroyeth salvation in
129517	answer to a late popish pamphlet intituled Charity mistaken &c. / by Christopher Potter Charity mistaken
	Want of charitie iustly charged, on all such Romanists, as dare affirme, that Protestancie destroyeth salvation. Or
	an answer to a late popish pamphlet intituled Charity mistaken &c. By Christopher Potter D.D. chaplaine to his
	Maty in ordinarie, and provost of Queenes Colledge in Oxford Charity mistaken, with the want whereof,
129518	Catholickes are unjustly charged
	Want of charitie justly charged on all such Romanists as dare (without truth or modesty) affirme, that Protestancie
129519	destroyeth salvation, or, An answer to a late popish pamphlet intituled Charity mistaken, &c.
	Want of charitie justly charged on all such Romanists as dare affirme, that Protestancie destroyeth salvation, or,
	An answer to a late popish pamphlet intituled Charity mistaken, &c. Answer to a late popish pamphlet intituled
129520	Charity mistaken, &c. Charity mistaken
	Want of charitie justly charged, on all such Romanists, as dare affirme, that Protestancie destroyeth salvation. Or
	An answer to a late popish pamphlet intituled Charity mistaken &c. By Christopher Potter D.D. chaplaine to his
	Maty in ordinarie, and provost of Queenes Colledge in Oxford Charity mistaken, with the want whereof,
129521	Catholickes are unjustly charged
	want of church-government no warrant for a totall omission of the Lords Supper. Or, A brief and scholastical
	debate of that question, which hath so wonderfully perplexed many, both ministers and people. Whether or no,
	the sacrament of the Lords Supper may be lawfully administred in an un-presbyterated church, that is, a church
	destitute of ruling elders. Wherein the affirmative is confirmed by many arguments, and cleared from objections,
	especially such as are drawn from the unavoidablenesse of mixt communions without ecclesiastical discipline. /

In most cases, the similar and/or matching titles for the EEBO versions of the resource will line up in the spreadsheet either closely above or below the microfilm version title. It is important to note that a "match" doesn't necessarily mean a "perfect" match. For example, in the illustration in Figure 17 in Appendix 2 the parenthetical phrase, "(without truth or modesty)" in the microfilm version titles is lacking in the "matching" EEBO version titles, yet for the most part, the microfilm and e-version titles match: **For the purpose of this illustration,** a single match is highlighted in yellow, and a multiple match highlighted in pink.

Another example of an imperfect "match" can be seen with the microfilm and EEBO versions of titles with diacritics. For example, a microfilm version of a title in the spreadsheet appears as "Epistolæ Joannis Ravisii Textorisnon vulgaris eruditionis. :" while several EEBO versions appear starting about 10 rows below the microfilm version, with a title that begins , "Epistolae Joannis Ravisii Textoris non vulgaris eruditionis"

It is important to also note that some titles are neither closely above nor below the microfilm version title rows. See Appendix 1 for instructions for finding matching titles that are not closely above or below the microfilm version title rows.

Revision history: *Mar. 18, 2016*: added instructions for cases in which BOTH no OCLC record with matching data AND no matching EEBO titles; *Mar. 25, 2016*: fixed an error created by mixing up the instructions for two different situations in one text box (the cases of when you find that your matching OCLC record for the e-version already has UMC holdings vs. when you find an OCLC number in the "oclc_number" column of the EEBO resource row that is different from the matching OCLC record you found). *Aug. 4, 2016*: revised to accommodate addition of a separate date column (date was previously entered in staff note field); March 13, 2017: new steps with an additional worksheet in the spreadsheet containing the microfilm record OCLC numbers for ease of locating the numbers in the main sheet and managing workflow. Added a column to report problems not addressed by Sections 1 and 2 of the procedures. Removed instructions for printing out records. May 26, 2017: clarified and simplified Procedures, Section 2 (involving slight changes to Section 1 also). Revoked earlier instructions in a case of "BOTH no OCLC record with matching data AND no matching EEBO titles." Revised treatment concerning matching e-version records when UMCP holdings are already attached. June 7, 2017: Additional procedural clarification for Procedures, Section 2