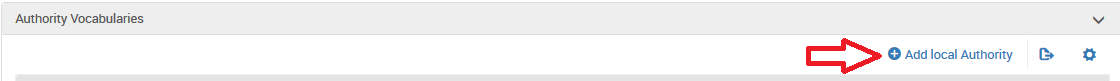
|  |  |
| --- | --- |
| **How to add a new local authority file vocabulary to Alma** |  |



**ONE**

In order to add a new local authority vocabulary do as follows:

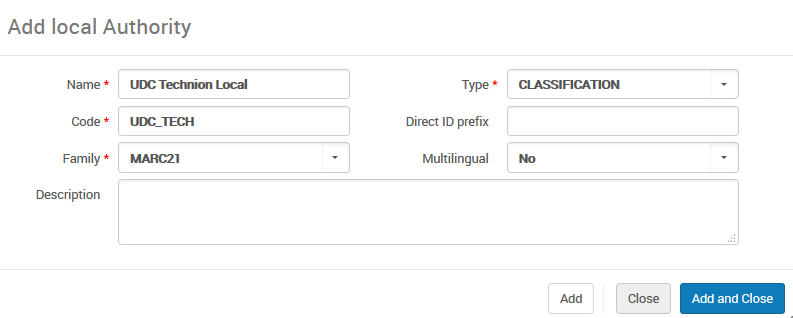
“Configuration > Resources > Cataloging > Metadata Configuration > Add vocabulary”

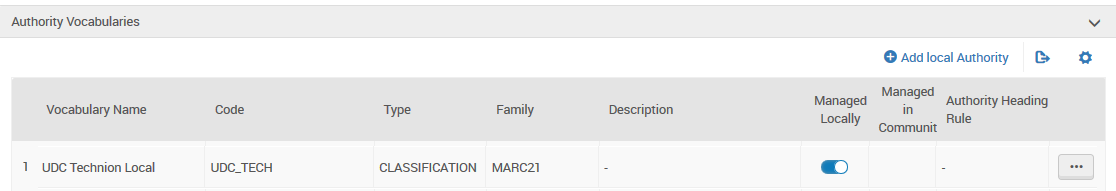


**TWO**

For each desired vocabulary fill in the form.

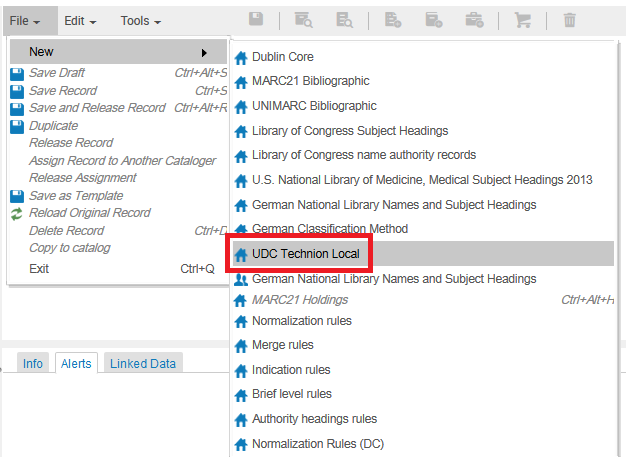
For example here is local vocabulary UDC Technion Local:

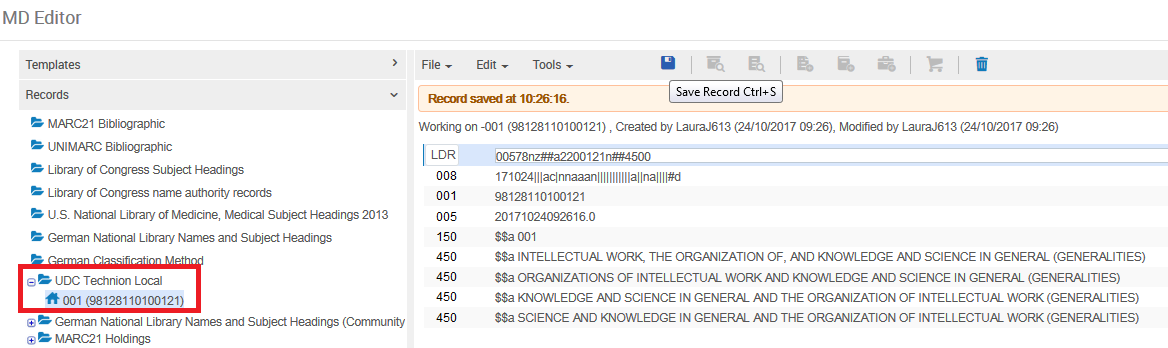




**THREE**

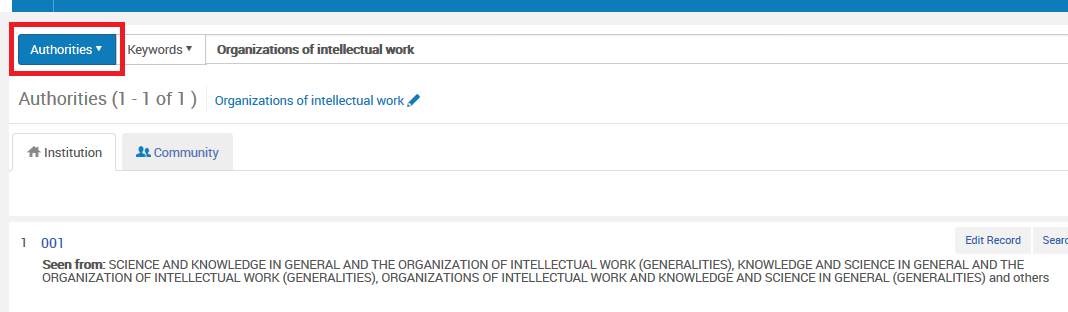
Take note that now you can add authority records manually for these files in the metadata editor





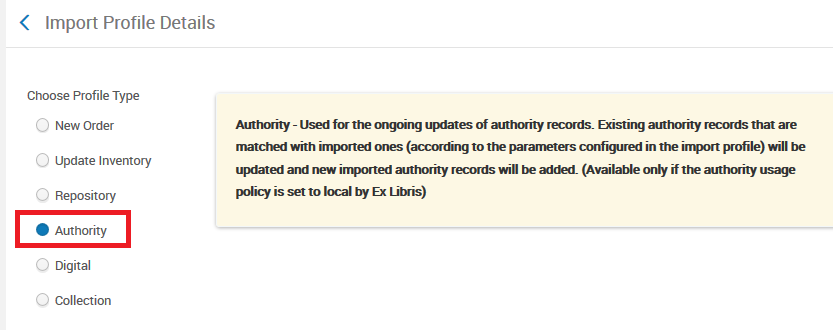
**FOUR**

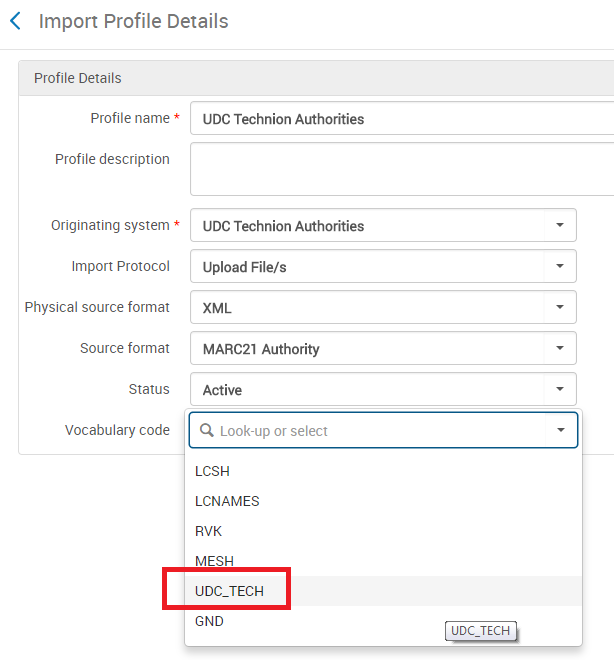
The record exists in the repository



**FIVE**

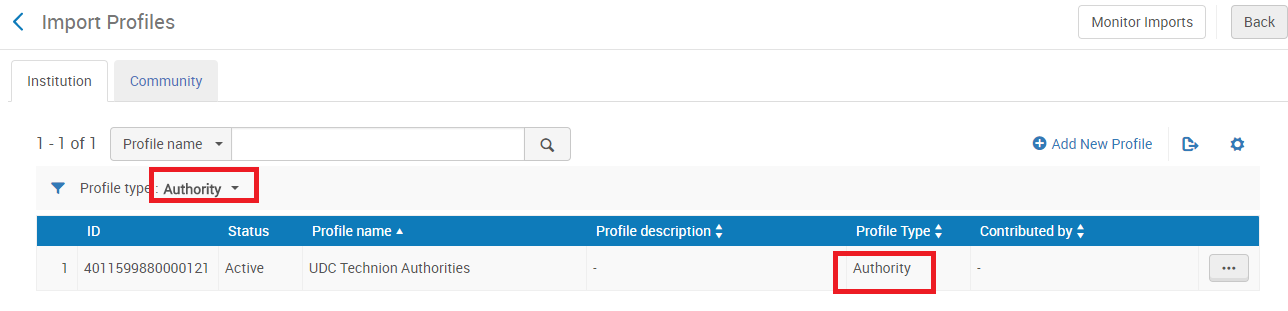
Take note that now you can add authority records via an import profile for these records. We choose code “UDC\_TECH” which is the code we gave for this type of authority record above.





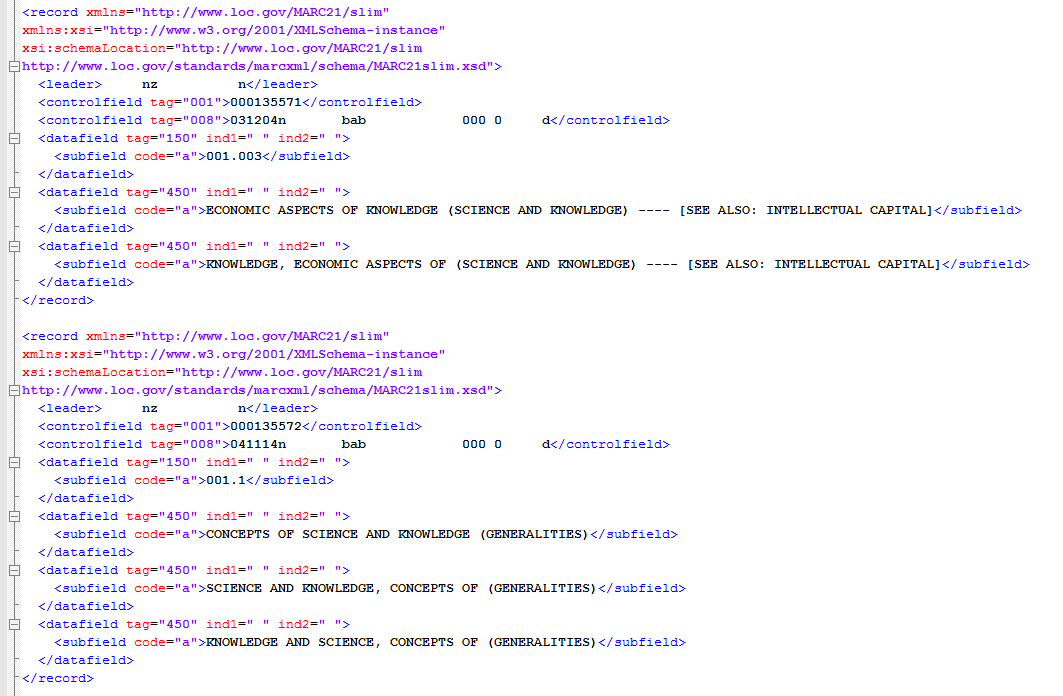
**SIX**

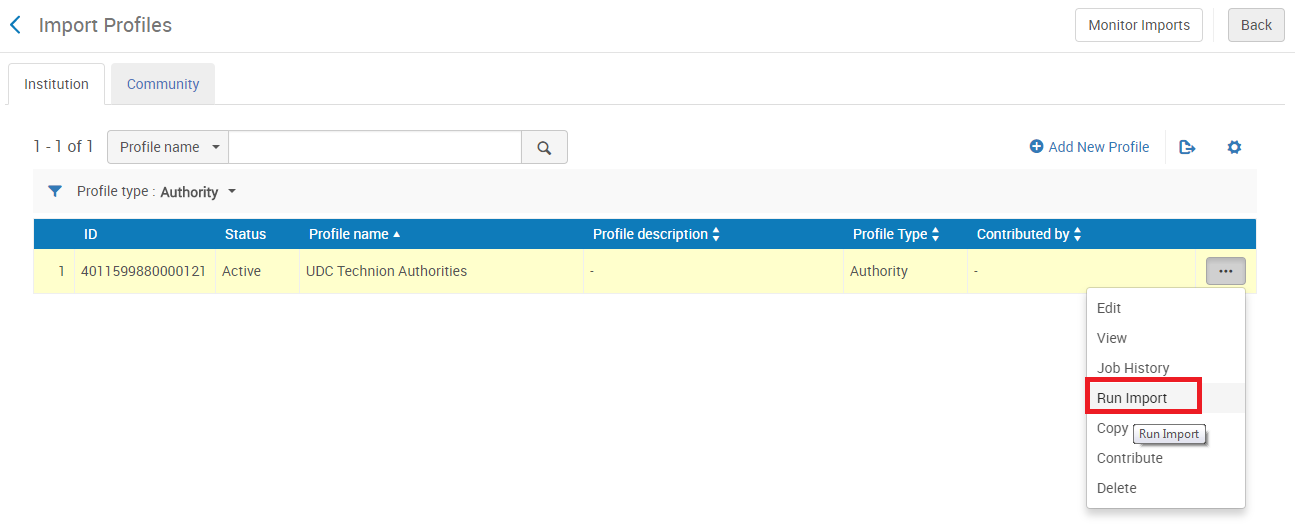
Here we have created an import profile for type “Authority” for UDC Technion Authorities



**SEVEN**

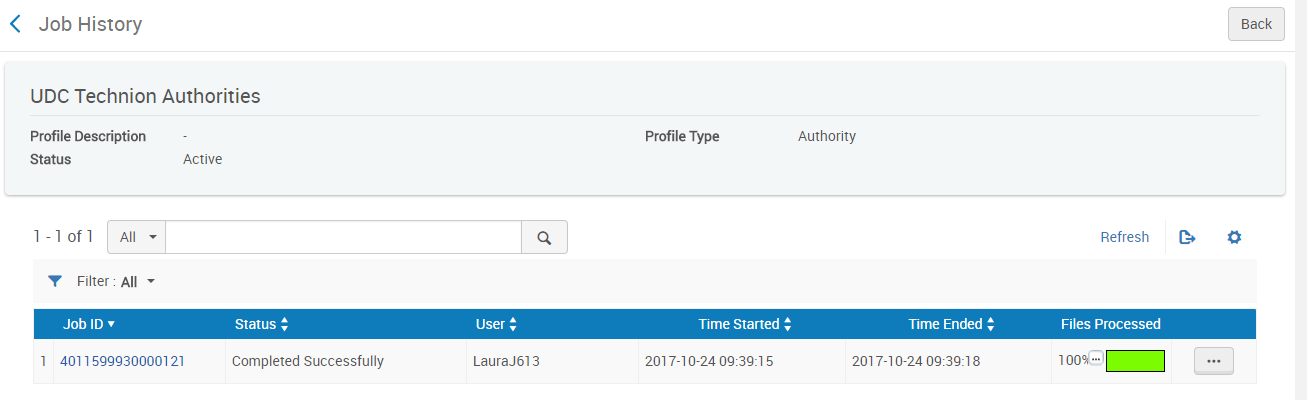
Now we import the file





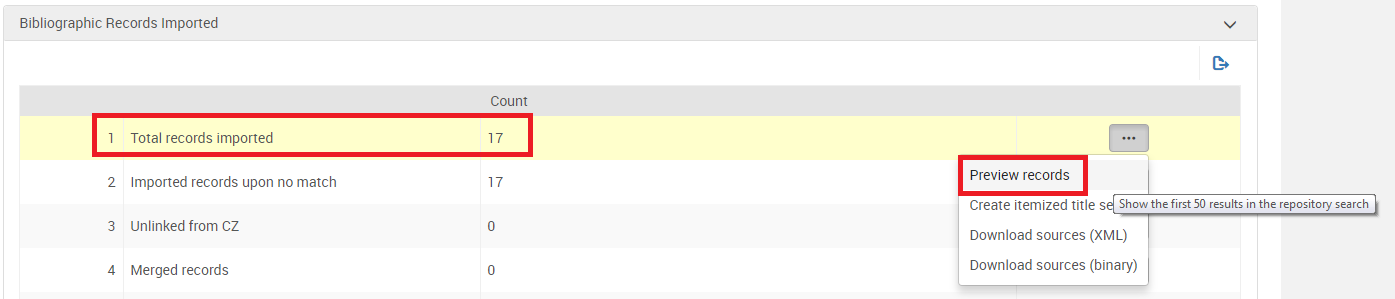
**EIGHT**

The job completed successfully



NINE

Three records were imported and we will preview them



TEN

Here are the imported records:

