## NEW CUstomer Metadata Feed questionnaire | Physical

### cUSTOMER Onboarding at PRH

Thank you for your interest in receiving a metadata feed from **Penguin Random House**! We are excited to begin the onboarding process with you and get your profile set up in our automated distribution system. To begin, please fill out the following Onboarding Questionnaire, save, and send back to our Physical Customer Operations team.

### mETADATA onboarding questionnaire (please fill out all fields to the best of your ability; asterisks (\*) fields are required)

### GENERAL INFORMATION

1. **What feed type are you interested in?**
[ ]  ONIX 3.0
[ ]  ONIX 3.1
[ ]  MetaExcel
2. **Please provide the following information:
Company Name: \*
Contact Name: \***
3. **How do you plan to use PRH’s feeds?**

*(Please explain)*

1. **Have you received or picked-up metadata files from PRH in the past?**[ ]  Yes, received
[ ]  Yes, picked-up
[ ]  No, neither received nor picked-up form PRH in the past. We have been receiving metadata from:
2. **Are you interested in receiving both Adult and Children titles, or Adult/Children only?**
[ ]  Both Adult and Children titles
[ ]  Adult titles only
[ ]  Children titles only
3. **Are you interested in receiving data for only specific divisions and imprints, or all? \***[ ]  Only specific PRH divisions and/or imprints [ ]  All PRH divisions and corresponding imprints

*(If only specific division and/or imprints, please list here)*

1. **Are you interested in receiving data for only specific formats, or all?** \*
[ ]  Only specific formats [ ]  All formats

*(If only specific formats, please list here)*

1. **Are you interested in receiving BISAC-specific titles?** *(ie. Fantasy|Science Fiction, Nonfiction|Self Help, etc.)*[ ]  Yes [ ]  No

*(If yes, please list specific BISACs here)*

1. **For which selling territories would you like to receive title data?** *(ie. United States, Hong Kong, etc.)* **\***

*Please list the specific territories in which you conduct business. If all territories, please list WORLD.*

1. **Do you need Random House and Penguin data to be separated, or can it be combined into one feed?**[ ]  Need separated
[ ]  Can be combined
2. **Is there a limit to the file size and/or ISBN count per file?** *(Please note, our files will not exceed 2GB each)*
[ ]  Yes, we have a file size limit of \_\_\_\_\_\_\_
[ ]  Yes, we have an ISBN count limit of \_\_\_\_\_\_\_\_
[ ]  No, there is no limit
3. **Would you like your files to be zipped or unzipped?** *(By default, all files are zipped unless otherwise specified)*[ ]  Zipped
[ ]  Unzipped
4. **How often would you like to receive our feeds?** *(You may select more than one. We recommend at least one delta option and one full option) \**[ ]  Daily, delta

[ ]  Weekly, delta
[ ]  Weekly, full
[ ]  Monthly, full
[ ]  Quarterly, full

1. **Would you like an initial full feed, or would you like to backfill your catalog and only receive delta feeds to start?**[ ]  Yes, I would like an initial full feed
[ ]  No, deltas to begin are fine
2. **We can send cover images in a couple different ways. Which would you prefer?**[ ]  As a downloadable image URL embedded in the ONIX/MetaExcel file *(please make sure you can utilize this option)*
[ ]  In a separate cover images feed, unzipped
[ ]  In a separate cover images feed, zipped
[ ]  I do not need covers. We currently receive marketing covers from \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. **How often would you like to receive our separate cover feed?** *(Leave blank if you can utilize the links inside our metadata file and answered No for receiving covers separately)*[ ]  Daily

[ ]  Weekly

1. **Does your server have enough space to receive our full cover distribution, which includes approximately 100-140K jpg images?** *(Leave blank if you can utilize the links inside our metadata file and answered No for receiving covers separately)*
[ ]  Yes
[ ]  No
2. **Please include your File Transfer Protocol (FTP) credentials here.**\*[ ]  FTP
[ ]  FTPS[ ]  SFTP

**Host Server:** *(domain name preferred)*

**Port:**

**Username:**
**Password:**

**Path Folder:**

1. **If there are separate credentials and/or paths for metadata feeds and covers, please specify below.**

*(Please explain)*

1. **Weekly distribution digests will be emailed to your team with details about the status of each distribution, down to the ISBN-level. Please list the email addresses of the team members who should be receiving this weekly manifest.**

*(Please list emails here and separate with a comma)*

1. **Our metadata files do not include inventory stock levels. Would you like to receive a separate stock feed from our EDI team?** *(Our stock feeds provide a binary availability indicator where ‘1’ means yes; ‘0’ means no. If you are interested, we require an SFTP location to which we can send the file.)*

**Host Server:** *(domain name preferred)*

**Port:** *(typically 22)*

**Username:**
**Password:**

**Path Folder:**

1. **PRH now provides the option of sending additional sales asset types such as interior images to our customers. Are you interested in receiving additional sales assets?** *(Please note: if you answer Yes, our team may have more questions and information available for you regarding this option)*[ ]  Yes
[ ]  No
2. **How would you like to receive these additional sales assets?** *(Leave blank if you answered No for question 22)*[ ]  As a downloadable image URL embedded in the metadata file

[ ]  In a separate images feed, unzipped
[ ]  In a separate images feed, zipped by ISBN