

DESCRIBING RESOURCES WITH RDA

RDA Training for Kentucky Public Libraries Part 2

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RDA Training for Kentucky Public Libraries

Learning Objectives—

- Understand next generation cataloging concepts
 - Importance to users (customers)
 - Next generation library systems
- Identify and interpret RDA cataloging records
- Use RDA cataloging elements in your cataloging

RDA Training for Kentucky Public Libraries

What's not an objective—

- Becoming a proficient RDA cataloger

How do you become a proficient RDA cataloger?

- Work within your community to move towards RDA.
- Practice and application—Use the RDA rules to guide your cataloging work.

RDA Training for Kentucky Public Libraries

Acknowledgements

This course includes slides adapted from the Library of Congress 2012 RDA Training materials and other training resources.

We appreciate the work the Library of Congress and others have done in making their training available!

On the Agenda

- Identifying RDA Records
- General RDA Concepts
- RDA Elements for Manifestations and Items
- RDA Elements for Carrier Description and Content
- RDA Elements for Relationships

What's Not On the Agenda

- RDA Elements for Special Formats
 - Serials, Sound recordings, Musical scores, Video recordings, etc.

Identifying RDA Records

- Leader/18 contains the value "i" (ISBD punctuation included)

Bibliographic leader	
Record status (Ld/105)	c - Corrected or revised
Type of record (Ld/106)	a - Language material
Bibliographic level (Ld/107)	m - Monograph/item
Type of control (Ld/108)	- - No specific type of control
Encoding level (Ld/117)	- - Full level
Descriptive cataloging form (Ld/118)	- - ISBD punctuation included
Multipart resource record level (Ld/119)	- - Not specified or not applicable

- 040 \$e contains the code "rda"

010	1#	a	2010512495
040	1#	a	DLC 1# b eng 1# c DLC 1# e rda
020	1#	a	9789990945447
020	1#	a	9999946446

Terms to Know

- **Element** – “A word, character, or group of words and/or characters representing a distinct unit of bibliographic information.” RDA Glossary
- **Core Element** -- Element that must be included in the description of an item or manifestation RDA 1.3
- **Carrier** – “A physical medium in which data, sound, images, etc., are stored.” RDA Glossary

FRBR Entities



Work = idea for the novel *Pride & Prejudice* (in Jane Austen's head)

↓
Expression = English text as Austen wrote it

↓
Manifestation = book published by Bantam Classics in 1983

↓
Item = Copy owned by your library.



The Question of Brackets

For Transcribed Information

- Only use brackets on something taken from outside the resource or supplied by cataloger.
- Put brackets around each data element, not around entire field
 - 264 [Frankfort?, Kentucky] : \$b [Kentucky Department of Education], \$c [1962?]

Sources

- Preferred source: source of title proper
- More sources for information
 - Whole resource, with priority order
 - Then any other source
- Three categories (RDA 2.2.2.2 – 2.2.2.4)
 - Pages, leaves, etc., or images of pages ...
 - Moving images
 - All other resources

Sources: Resources with Pages, Leaves, etc.

- RDA 2.2.2.2 priority order:
 - Title page, title sheet, etc.
 - Cover or jacket issued with resource
 - Caption
 - Masthead
 - Colophon
 - If none of these, use source containing title
- Exception for microform or digital resource
 - Eye-readable label

Sources: Other Sources of Information

- RDA 2.2.4 priority order
 - Accompanying materials
 - Other published descriptions
 - Container not issued as part of the resource
 - Any other source (e.g., a reference source that indicates how the resource is commonly known)

Transcription: “Take What You See and Accept What You Get”

- RDA 1.7.1
- Generally, do not alter what is on the resource
- *What does this mean for you?*
 - Changes concerning abbreviation, capitalization, punctuation, numerals, symbols, etc.
 - Transcribing exactly what is on a resource.

Transcription: Transcribed Elements vs. Recorded Elements

- Distinction between *transcribed* elements and *recorded* elements.
 - For *transcribed* elements, generally accept the data as found on the resource.
 - For *recorded* elements, the found information is often adjusted (for example, the hyphens in an ISBN are omitted).

Transcription: Treatment of Abbreviations

- For transcribed information, do not abbreviate unless the abbreviation appears on the item.
- For information that is recorded and not transcribed, follow instructions for abbreviations in Appendix B.

Transcription: Capitalization

- RDA 1.7.2
 - “Apply the instructions on capitalization found in Appendix A.”
- RDA Appendix A.4
 - Capitalize the first word or abbreviation of a title and capitalize any other words as directed in [A.10–A.55](#).
 - Sentence case
 - How we capitalized titles under AACR2

Transcription: Capitalization

Accepting found capitalization:

245 10 \$a Cairo : \$b THE CITY VICTORIOUS /
\$c Max Rodenbeck.

250 ## \$a FIRST VINTAGE DEPARTURES EDITION.

Changing found capitalization:

245 10 \$a Cairo : \$b the city victorious /
\$c Max Rodenbeck.

250 ## \$a First Vintage Departures edition.

These are equally acceptable under RDA!

Transcription: Punctuation

- RDA 1.7.3
- Generally transcribe it as it appears on the piece

245 13 \$a ...and then there were none
245 10 \$a What is it?...what is it not?

Transcription: Language and Script

- RDA 1.4
 - "Transcribe ... in the language and script found in the resource"
 - List of elements to be transcribed
- Non-transcribed elements
 - When *recording* other elements (e.g., extent, notes), record them in English)
 - When *adding data within* an element, record it in the language and script of the element to which it is added
 - When *supplying* an element, generally supply in English

What am I Cataloging?

Manifestation

A Bird in the Hand...and I've Got to Catalog It?!?

RDA Chapter 2:
Identifying Manifestations and
Items



Core Elements (RDA 1.3)

- Examples of Core Elements for Manifestations and Items
 - Title
 - Statement of Responsibility
 - Edition statement
 - Publication Statement
 - Series statement
 - Identifier for the Manifestation

Title Proper (RDA 2.3.2)

• CORE ELEMENT

- "the chief name of a resource"
 - the title on what's being cataloged
- Sources:
 - Preferred source of information: 2.2.2 - 2.2.3
 - If no title within the resource: 2.2.4
- MARC 245 \$a \$n \$p

Note on Title: Title Source (RDA 2.20.2.3)

- Make a note on the source from which the title proper is taken if it is a source other than:
 - a) the title page, title sheet, or title card (or image thereof) of a resource (see [2.2.2.2](#))
 - b) the title frame or title screen of a resource consisting of moving images (see [2.2.2.3](#)).

Caption title.
Title from homepage.
Title from container.

Title Proper Transcription

- “Transcribe a title as it appears on the source of information.” (RDA 2.3.1.4)
- Don't correct errors for monographs
 - no more “[sic]” or “[i.e., ____]”
- Do correct errors for serials and integrating resources to have a stable title.

Error in Title Proper

AACR2:	245 \$a Medicine and its development in Kentukcy [i.e. Kentucky] 246 \$a Medicine and its development in Kentucky
RDA:	245 \$a Medicine and its development in Kentukcy 246 \$i Corrected title: \$a Medicine and its development in Kentucky
RDA record for a serial:	245 \$a Zoology studies 246 \$i Misspelled title on number 1: \$a Zoology studies

Parallel Title Proper (RDA 2.3.3)

- Title proper in another language or script
- Sources: any source -- not just same source as title proper
- MARC 245 \$b

Other Title Information (RDA 2.3.4)

- Information that appears in conjunction with, and is subordinate to, the title proper of a resource.
- Taken from the same source as title proper
- MARC 245 \$b

Variant Titles (RDA 2.3.6)

- Title on the resource that differs from the title proper, other title information, parallel title, etc.
 - Spine title
 - Cover title
 - Caption title
- MARC 246

Statement of Responsibility (RDA 2.4.1)

- **CORE ELEMENT** if it relates to title proper
- “persons, families, or corporate bodies **responsible** for the creation of, or contributing to the realization of, the **intellectual or artistic content** of the resource”
- Sources (in order of preference):
 - a) the same source as the title proper
 - b) another source within the resource itself
 - c) one of the other sources of information specified under **RDA 2.2.4**
- MARC 245 \$c

Statement of Responsibility - Transcription

- Transcribe a statement of responsibility in the form in which it appears on the source of information
 - Follow general guideline in RDA 1.7
- RDA does have the option to abridge the statement of responsibility.

Source: Dr. Logan Carroll, Harvard Medical School

RDA: 245 ... / \$c Dr. Logan Carroll, Harvard Medical School.

RDA allows: 245 ... / \$c Dr. Logan Carroll.

Statement of Responsibility: “Rule of 3” is No More

On source: The art of falling by Humpty Dumpty, Jack, Jill and Icarus.

AACR2: 245 \$a The art of falling / \$c by Humpty Dumpty...[et al.]

RDA: 245 \$a The art of falling / \$c by Humpty Dumpty, Jack, Jill and Icarus.

RDA “Option of 3”:

245 \$a The art of falling / \$c by Humpty Dumpty [and three others]

245 \$a The art of falling / \$c by Humpty Dumpty, Icarus [and two others]

Multiple Statements of Responsibility

- Only the first recorded is required
- Record in the order indicated by the sequence, layout, or typography of the source of information (RDA 2.4.1.6)
- If not giving all statements of responsibility, give preference to those identifying creators of intellectual or artistic content (RDA 2.4.2.3)

On source: "introduction by _____"
"written by _____"

If only transcribing one in 245 \$c, give "written by _____"

QUIZ TIME!

Exercise #1 245 Field

Exercise #1: Which 245 would you not choose for this resource?

- A. 245 \$a Montgomery County : \$b an illustrated history / \$c Carroll Swanson, Donna Hallquist, Denise Anderson, Ann Peterson.
• *Acceptable, subtitle not core for RDA*
- B. 245 \$a Montgomery County : \$b an illustrated history / \$c Carroll Swanson [et al.].
• *Need to replace "[et al.]" with "[and three]"*
- C. 245 \$a Montgomery County / \$c Carroll Swanson, Donna Hallquist, Denise Anderson, Ann Peterson.
• *Meets RDA core requirements*
- D. 245 \$a Montgomery County : \$b an illustrated history / \$c Carroll Swanson [and three others].
• *Acceptable, if following RDA option*

Edition Statement (RDA 2.5.2 and 2.5.6)

• CORE ELEMENT

- "a word, character, or group of words and/or characters, identifying the edition to which a resource belongs"
- MARC 250 \$a

Edition Statement

- Transcribe an edition statement as it appears on the resource.
- Use only the abbreviations found on the resource.

Source: Third revised edition
AACR2: 250 \$a 3rd rev. ed.
RDA: 250 \$a Third revised edition

Source: 2nd enlarged ed., revised
AACR2: 250 \$a 2nd enl. ed., rev.
RDA: 250 \$a 2nd enlarged ed., revised

~~260~~ New MARC 264 Field **264**

- 2nd Indicator
 - 0 = Production Information
 - 1 = Publication Information
 - 2 = Distribution Information
 - 3 = Manufacture Information
 - 4 = Copyright notice date
- Subfields
 - a = Place of publication, etc.
 - b = Name of publisher, etc.
 - c = Date of publication, copyright date
- Can have multiple 264 fields to record different roles.
 - 264 _1 \$a Spokane, WA :\$b Books in Motion, \$c [2005]
 - 264 _4 \$c ©2005

Production Statement (RDA 2.7)

- Date of production is an LC CORE ELEMENT for resource in **unpublished form**
 - ▶ Resources on the Web considered published
- “A statement identifying the place or places of production, producer or producers, and date or dates of production of a resource in an unpublished form”
- MARC 264, second indicator 0

Publication Statement (RDA 2.8)

- **CORE ELEMENT** for published resources
- “A statement identifying the place or places of publication, publisher or publishers, and date or dates of publication of a resource”
- MARC 264, second indicator 1

Place of Publication (RDA 2.8.2)

- **CORE ELEMENT** - If more than one, *only the first* is required
- Transcribe places of publication in the form in which they appear on the source
- Include both local place name and name of the larger jurisdiction if present
- Option to add a larger jurisdiction if not already on the resource – cataloger judgment
- MARC 264, second indicator 1 \$a

Examples: Place of Publication

On source: London -- New York – Boston

264 #1 \$a London

or

264 #1 \$a London ; \$a New York ; \$a Boston

On source: Red Oak

264 #1 \$a Red Oak, [Iowa]

On source: Brilliance Audio, Grand Haven, Michigan

264 _ 1 \$a Grand Haven, Michigan : \$b Brilliance Audio

Place of Publication in More Than One Language (RDA 2.8.2.5)

- If the place of publication appears in more than one language or script, record the form that is in the language or script of the title proper

Place of Publication Not Identified (RDA 2.8.2.6)

- [S.l.] is no longer permitted
- Supply the place of publication or a probable place of publication *whenever possible* for benefit of users and catalogers, if the place of publication is not identified
- If no place of publication is identified or can be supplied, use the phrase “[*Place of publication not identified*].”

264 #1 \$a [Place of publication not identified]
(*Generally, no! Supply a place if you can, even if just the country*)

Publisher's Name (RDA 2.8.4)

- **CORE ELEMENT** - If more than one, only the first is required
- If you record more than one, record the entities in the order indicated by the sequence, layout, or typography of the names on the source of information
- Record the publisher's name in the form in which it appears on the source of information
- If the name of a publisher appears in more than one language or script, record the form that is in the language or script of the title proper
- MARC 264, second indicator 1 \$b

Publisher's Name not Identified (RDA 2.8.4.7)

- If no publisher is identified within the resource or from other sources, record "[publisher not identified]"
 - Not "[s.n.]"

Examples: Publisher's Name

Source: New York -- J. J. Wilson Publishing Company

264 #1 \$a New York : \$b J.J. Wilson Publishing Company

Not: 264 #1 \$b Wilson Pub. Co.

Source: Toronto -- Pilkington Pub. Co.
Houston -- Davidson Publishers

264 #1 \$a Toronto : \$b Pilkington Pub. Co.

264 #1 \$b [publisher not identified]

Date of Publication (RDA 2.8.6)

- **CORE ELEMENT**
- Record date as it appears on the source
- If no publication date on resource, supply a probable date whenever possible.
- If no publication date can be supplied, use the phrase "[date of publication not identified]"
- MARC 264, second indicator 1 \$c

Supplying Dates – 5 Categories in RDA 1.9

Actual year known

264 \$... c [2010]

Either one of two consecutive years

264 \$... c [2009 or 2010]

Probable year

264 \$... c [2010?]

Probable range of years ("between ___ and ___?")

264 \$... c [between 2008 and 2010?]

Earliest and/or latest possible date known ("not before," "not after," or "between ___ and ___")

264 \$... c [not before January 15, 2010]

Multipart Monographs, Serials, and Integrating Resources (RDA 2.8.6.5)

- If only first volume is available 1988-
- If all volumes are available 1968-1973
- If only final volume is available -1977
- If the first and/or last issue, part, or iteration is not available, supply an approximate date or dates.
 - [1988-] 1997-[2000] [1988-1991]
- If the date or dates cannot be approximated, do not record a date of publication.

Distribution Information (RDA 2.9)

- **CORE ELEMENT** *only* when publication information is not identified for a resource in a published form
- MARC field 264, second indicator 2

Manufacture Information (RDA 2.10)

- Core elements for a resource *only* when neither publication nor distribution information can be identified
- MARC field 264, second indicator 3

Copyright Date (RDA 2.11)

- **CORE ELEMENT** if publication and distribution dates not identified for a single-part monograph
- Copyright dates are not required for multipart monographs, serials, and integrating resources
- Precede by copyright symbol (©) or phonogram symbol (℗)
- MARC field 264, second indicator 4; \$c is the only subfield used; no ending period.

Examples: 264 #4 \$c ©2002
264 #4 \$c ℗1983

Importance of Supplying Probable Place and Date of Publication

- The Library of Congress **strongly** encourages you to **supply** a probable place of publication and a probable date of publication when this information is not on the resource
- Use distribution or manufacture information or copyright date to help supply place and date of publication.
- Give a complete distribution statement if distribution data elements are being given in lieu of missing publication data elements

Examples: Supplying Publication Data

On source: No place of publication, publisher is Del Rey
No date of publication, ©1995

RDA: 264 _ 1 \$a [Place of publication not identified] : \$b Del Rey, \$c [Date of publication not identified]
264 _ 4 \$c ©1995

--OR--

RDA: 264 _ 1 \$a [New York] : \$b Del Rey, \$c [1995]

Examples: Supplying Publication Data

On source: ABC Publishers, 2009
Distributed by Iverson Company,
Seattle

RDA: 264 #1 \$a [Place of publication not identified] : \$b ABC Publishers, \$c 2009.

264 #2 \$a Seattle : \$b distributed by Iverson Company, \$c [2009]

LC-Recommended: 264 #1 \$a [Seattle?] : \$b ABC Publishers, \$c 2009.

QUIZ TIME!

Exercise #1 264 Field

Which 264 field would you not choose for this resource?

- A. 264 #1 \$a Red Oak : \$b Montgomery County Historical Society, \$c 2010.
 - Meets RDA core requirements
- B. 264 #1 \$a Red Oak : \$b Montgomery County Historical Society, \$c 2010.
264 #4 \$c ©2010
 - Acceptable, copyright date not required
- C. 264 #1 \$a Red Oak, [Iowa] : \$b Montgomery County Historical Society, \$c 2010.
 - Acceptable, larger jurisdiction [Iowa] not required
- D. 264 #1 \$a Red Oak : \$b Montgomery County Historical Society ; \$a Des Moines : \$b Iowa Historical Society, \$c 2010.
 - Acceptable, only first-named place and publisher required
- E. 264 #1 \$a Des Moines : \$b Iowa Historical Society, \$c 2010.
 - First-named place and publisher needed.
- F. 264 #1 \$a Red Oak : \$b Montgomery County Historical Society, \$c 2010.
264 #3 \$c 2011.
 - Acceptable, manufacture date not required

Series Statement (RDA 2.12)

- **CORE ELEMENT** : Title proper of series, numbering within series, title proper of subseries, and numbering within subseries are core elements
- Transcribe the series statement as they appear on the source of information
- Record each series statement separately, if the resource belongs to more than one series and/or ... subseries
- MARC field 490

Title Proper of Series and of Subseries (RDA 2.12.2 and 2.12.10)

- **CORE ELEMENT**
- Basic instructions on transcribing titles in RDA 2.3.1 apply to these titles
 - Including “take what you see” and the agency’s policy on capitalization
- MARC 490 \$a

Numbering Within Series and ... Within Subseries (RDA 2.12.9, RDA 2.12.17)

- LC CORE ELEMENT

```
490 $a ... $v volume 32
```

- Can convert Roman numerals to Arabic numerals if you choose. (RDA 1.8.2)

```
On source:Band LXXXVIII  
490 $a ... $v Band 88
```

- MARC 490 \$v

Mode of Issuance (RDA 2.13)

- LC CORE ELEMENT
- MARC Leader: Bibliographic Level
 - “m” for both “single unit” and “multipart monograph”
 - “s” for “serial”
 - “i” for “integrating resource”

Bibliographic leader	
Record status (Ldr/05)	c: Corrected or revised
Type of record (Ldr/06)	a: Language material
Bibliographic level (Ldr/07)	m: Monograph/item
Type of control (Ldr/08)	a: Monographic component part
Encoding level (Ldr/17)	b: Serial component part
Descriptive cataloging form (Ldr/18)	c: Collection
Multipart resource record level (Ldr/19)	d: Subunit
	i: Integrating resource
	m: Monograph/item
	s: Serial

Identifier for the Manifestation (RDA 2.15)

- CORE ELEMENT
- Categories of identifiers:
 - ISBN, ISSN, and others registered based on internationally recognized schemes
 - those assigned by publishers, distributors, clearing houses, etc., based on internal schemes
 - music publisher numbers and plate numbers
- MARC 02X fields

```
022 __ $a 0046-225X  
020 __ $a 0435916610 (pbk.)
```



Well...I've Got This Audiobook on 8-Track...

RDA Chapter 3 and 7:
Describing Carriers and Content



Describing Carrier and Content Elements

- Media Type (RDA 3.2)
- Carrier Type (RDA 3.3)
- Extent (RDA 3.4)
- Dimensions (RDA 3.5)

- Content Type (RDA 6.9)
 - Core Element for identifying works and expressions

- Because these elements are related to content, they are covered in RDA Chapter 7, not Chapter 3
 - Duration (7.22)
 - Illustrative Content (7.15)
 - Colour Content (7.17)

Extent (RDA 3.4)

- **CORE ELEMENT****

- **Give if the resource is complete or if the total extent is known

- “The number and type of units and/or subunits making up a resource”

- MARC 300 \$a

Recording Extent (RDA 3.4.1.3)

- Give number of units and appropriate term:
 - Sometimes a term from carrier type list (RDA 3.3.1.3)

- Several categories covered by exceptions (e.g., text, still images, notated music, cartographic resources)

Using Common Terms in Extent (Alternative at RDA 3.4.1.3)

- Have the option to use a term in common usage in the extent (300 \$a)
 - Can use terms such as CD, DVD and Blu-Ray

300 \$a 10 CDs (instead of 10 audio discs)
300 \$a 1 DVD (instead of 1 videodisc)

Changes From AACR2 Related to Extent

- Do not use abbreviations for terms (e.g., “pages,” “volumes”, not “p.,” “v.”)
- Use “approximately” (rather than “ca.”) and “that is” (rather than “i.e.”)
- Use “unnumbered”, rather than square brackets enclosing the numeral
- Be aware of changes in vocabulary from AACR2
 - “computer disc” is used for both “computer disk” and “computer optical disc”
 - “audio disc” is used instead of “sound disc”

Extent of Text Numbered Pages, Leaves or Columns

- Record the extent in terms of pages, leaves or column as appropriate. (RDA 3.4.5.2)
 - **viii, 156 pages**
 - **26 leaves**
 - **77 columns**
 - **83 pages, 25 leaves**

Extent of Text Unnumbered Pages, Leaves or Columns

- RDA lists three options (3.4.5.3)
 - Record the exact number of pages, leaves, or columns, if readily ascertainable.
 - **93 unnumbered pages**
 - If the number is not readily ascertainable, record an estimated number of pages, leaves, or columns preceded by approximately.
 - **approximately 600 unnumbered pages**
 - Record 1 volume (unpaged).
 - Use this if it is difficult to determine how many unnumbered pages there are.

Extent of Text Complicated or Irregular Paging

- RDA lists three option (3.4.5.8)
 - Record the total number of pages, leaves, or columns followed by in various pagings, in various foliations, or in various numberings, as appropriate.
 - **256 leaves in various foliations**
 - **1283 columns in various numberings**
 - Record all sequences of pages, leaves and/or columns.
 - **366 pages, 98 pages, 99 unnumbered pages**
 - Record 1 volume (various pagings)
 - Use if pagination is extremely complicated.

Dimensions (RDA 3.5)

- LC CORE for resources other than serials and online electronic resources
- “Measurements of the carrier or carriers and/or the container of a resource”
 - Rounded up to next whole centimeter
 - “cm” and “mm” are symbols, not abbreviations
- LC-PCC PS for RDA 3.5.1.4.4
 - Use *inches* for discs (RDA 3.5.1.4.4) and for all audio carriers; otherwise, follow the RDA instruction as written
- MARC 300 \$c

Duration (RDA 7.22)

- “Playing time, running time, etc., of the content of a resource”
- MARC 300 \$a
- Use abbreviations per RDA Appendix B

300 \$a 1 DVD (45 min.) 300 \$a 4 CDs (4 hr., 48 min.) 300 \$a 1 DVD (approximately 90 min.)

Illustrative Content (RDA 7.15)

- Use Illustration or Illustrations as appropriate.
- Recorded in MARC 008/18 and field 300 \$b

Colour* Content (RDA 7.17)

- LCPS 7.17.1.3
 - Use spelling “color”
- MARC field 300 \$b

color	(illustrations are in color)
some color	(10 maps, some of which are in color)
chiefly color	(illustrations, most of which are in color)

** RDA uses this spelling for the name of the element*

Examples of MARC Field 300

300 \$a iii, 365 pages : \$b illustrations (some color), maps ; \$c 28 cm.

300 \$a 10 audio discs (11.5 hr.) : \$b digital ; \$c 12 cm (or 4 ¾ in.)

300 \$a 1 videodisc (64 min.) : \$b color, sound ; \$c 4 ¾ in. (or 12 cm)

QUIZ TIME!

Exercise #1 300 Field

Exercise #1: Which 300 field would you choose?

- A. 300 \$a 212 p. : \$b ill. ; \$c 23 cm
• *do not abbreviate*
- B. 300 \$a 212 pages : \$b illustrations ; \$c 23 cm
• *Meets RDA core requirements*
- C. 300 \$a 212 p. : \$b illustrations ; \$c 23 cm
• *spell out pages*
- D. 300 \$a 212 pages : \$b illustrations, photographs ; \$c 23 cm
• *Acceptable, but "photographs" not required*
- E. 300 \$a 212 pages : \$b illustrations ; \$c 23 centimeters
• *centimeters is not spelled out*

Replacement for GMD - 245 \$h

- Three new MARC fields:
 - Content type -- MARC 336 field
 - Media type -- MARC 337 field
 - Carrier type -- MARC 338 field
- In each of the three fields for these elements:
 - \$a term
 - \$b code (optional)
 - \$2 "rdacontent" or "rdamedia" or "rdacarrier" as appropriate
 - \$3 materials specified - give if appropriate
- Instead of recording all, you may record the content, media and carrier type that applies to the predominant or most substantial parts of the resource

Content Type (RDA 6.9)

• CORE ELEMENT

- the form of communication through which the content is expressed
- Terms from Table 6.1 in RDA 6.9.1.3
- MARC 336 field

Examples: performed music
still image
text

Media Type (RDA 3.2)

- LC CORE ELEMENT (Not RDA Core Element)

- "... the general type of intermediation device required to view, play, run, etc., the content of a resource"
- Terms from Table 3.1 in RDA 3.2.1.3

- MARC 337 field

Examples: audio
computer
microform
unmediated

Carrier Type (RDA 3.3)

• CORE ELEMENT

- "... the format of the storage medium and housing of a carrier in combination with the type of intermediation device required ..."
- Terms listed in 3.3.1.3
- MARC 338 field

Examples: audio disc
computer disc
microfiche
volume
videodisc

Examples: MARC 300 \$a, 336-338

Book:

```
300 $a 123 pages, 28 unnumbered pages
336 $a text $b txt $2 rdacontent
337 $a unmediated $b n $2 rdamedia
338 $a volume $b nc $2 rdacarrier
```

\$b is optional

**Example:
MARC 300 \$a, 336-338**

Website (with maps, text, and photographs):

300 \$a 1 online resource
 336 \$a text \$2 rdacontent
 336 \$a cartographic image \$2 rdacontent
 336 \$a still image \$2 rdacontent
 337 \$a computer \$2 rdamedia
 338 \$a online resource \$2 rdacarrier

You can also repeat the subfields \$a, rather than having multiple fields:

336 \$a text \$a cartographic image \$a still image \$2 rdacontent

**Example:
MARC 300 \$a, 336-338**

1. Book with accompanying CD of lecture: \$3 and \$e

300 \$a 244 pages ... + \$e 1 CD
 336 \$3 book \$a text \$2 rdacontent
 336 \$3 CD \$a spoken word \$2 rdacontent
 337 \$3 book \$a unmediated \$2 rdamedia
 337 \$3 CD \$a audio \$2 rdamedia
 338 \$3 book \$a volume \$2 rdacarrier
 338 \$3 CD \$ audio disc \$2 rdacarrier

* The use of \$3 in this example is optional.

2. Instead of \$e, can repeat 300 field

300 \$a 244 pages ...
 300 \$a 1 CD ...

3. Instead of \$e, can give a note

500 \$a Accompanied by a CD.

QUIZ TIME!

**Exercise #1
Content Type, Media Type and
Carrier Type**

Exercise #1: Choose the 33X fields for this resource.

- A. 336 \$a book \$2 rdacontent
 337 \$a unmediated \$2 rdamedia
 338 \$a volume \$2 rdacarrier
- B. 336 \$a text \$2 rdacontent
 337 \$a unmediated \$2 rdamedia
 338 \$a volume \$2 rdacarrier
- C. 336 \$a text \$2 rdacontent
 337 \$a book \$a rdamedia
 338 \$a volume \$a rdacarrier
- D. 336 \$a volume \$2 rdacontent
 337 \$a unmediated \$2 rdamedia
 338 \$a monograph \$2 rdacarrier

Other Elements of Manifestations and Items

Acquisition and Access Information

- Terms of availability (RDA 4.2)
- Restrictions on access (RDA 4.4)
- Restrictions on use (RDA 4.5)
- Uniform Resource Locator (RDA 4.6)

Terms of Availability (RDA 4.2)

- Not a core element
- “the conditions under which the publisher, distributor, etc., will normally supply a resource or the price of a resource”

Example:

020 \$a 0316015849 : \$c \$9.99

Restrictions on Access (RDA 4.4)

- Record all restrictions on access to the resource, including the nature and duration of the restriction, as specifically as possible. The absence of restrictions may also be noted if it is considered to be important
- MARC 506 field

Example:

Access restricted to subscribers via a username and password or IP address authentication

For in-state use only. Requests must be submitted by Kentucky public libraries.

Restrictions on Use (RDA 4.5)

- Not a Core Element
- “limitations placed on uses such as reproduction, publication, exhibition, etc. “
- MARC 540 field

Example:

This film is restricted to classroom use

Uniform Resource Locator (URL) (RDA 4.6)

- LC CORE ELEMENT
- Address of the remote access resource being cataloged
- MARC 856 field

Content of Works and Expressions: RDA Chapter 7

Intended Audience (RDA 7.7)

- Class of user
- **MARC 008/22** and **MARC field 521**

008/22 c (Elementary and junior high)
521 8_ Recommended reading level: ages 9-12.

Summarization of the Content (RDA 7.10)

- Abstract, summary, synopsis, etc.
- MARC field 520

Language of the Content (RDA 7.12)

- Language used to express content of a resource
- MARC fields 041 and 546

```
041 __ $a eng $a spa
546 __ $a In English and Spanish.
```

Supplementary Content (RDA 7.16)

- Indexes and bibliographies
- Record if considered important
- MARC fields 504 and 500

Bibliographies and Indexes

- If bibliographical citations in any form, generally use
 - 504 ## \$a Includes bibliographical references.
- If a single bibliography, add the foliation/pagination
 - 504 ## \$a Includes bibliographical references (pages 310-325).
- If an index to its own contents
 - 500 ## \$a Includes index.
- Bibliography and index notes may be combined
 - 504 ## \$a Includes bibliographical references and index.

A Few More Content Elements

- Performer, Narrator and/or Presenter (RDA 7.23)
 - MARC 511

```
511 0_ $a Narrated by Jim Dale.
511 0_ $a Performed by a full cast.
```

- Artistic and/or Technical Credit (RDA 7.24)
 - MARC 508

```
508 __ $a Producer, Laura Walz ; directors,
Jonathan Leven, Wendy Scarbrough.
```

Relationships in RDA

RDA Chapters 18-22, 24-32
Appendices I-K

Relationships in RDA

Relationships between:

1. Resources and associated persons, families, and corporate bodies
 - Chapters 18-22, Appendix I
2. Resources (works, expressions, manifestations, items)
 - Chapters 24-28, Appendix J
3. Persons, families, corporate bodies
 - Chapters 29-32, Appendix K

Methods to express relationships

1. Authorized access point:
 - 110 2# \$a Society of Linguists, \$e author.
2. Structured description:
 - 776 08 \$i Also issued as: \$t Health statistics
3. Unstructured description:
 - 500 ## \$a Translation of the author's novel Digital fortress.

1.2.1 Relationship Designators for Creators

Record an appropriate term from the list below with the authorized access point or identifier for a creator of a work (see 19.2 RDA). Apply the general guidelines on using relationship designators given under 1.1 RDA.

architect A person, family, or corporate body responsible for creating an architectural design, including a pictorial representation intended to show how a building, etc., will look when completed.

landscape architect An architect responsible for creating landscape works.

artist A person, family, or corporate body responsible for creating a work by conceiving, and often implementing, an original graphic design, drawing, painting, etc.

sculptor An artist responsible for creating a three-dimensional work by modeling, carving, or similar technique.

author A person, family, or corporate body responsible for creating a work that is primarily textual in content, regardless of media type (e.g., printed text, spoken word, electronic text, tactile text) or genre (e.g., poems, novels, screenplays, blogs). Use also for persons, etc., creating a new work by paraphrasing, rewriting, or adapting works by another creator such that the modification has substantially changed the nature and content of the original or changed the medium of expression.

[Screen image from the RDA Toolkit (www.dlib.org/rda) used by permission of the Co-Publishers for RDA (American Library Association, Canadian Library Association, and OLP: Chartered Institute of Library and Information Professionals)]

Relationship Examples

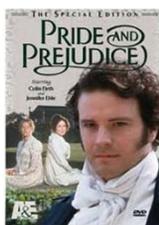
245 1 0 Jane Austen's Pride and prejudice / #c screenplay by Andrew Davies ; directed by Simon Langton ; produced by Sue Birtwistle ; a BBC/A & E Network co-production.

(Appendix I.2.2)

700 1 _ Langton, Simon, \$e director.

(Appendix J.2.2)

700 1 _ \$i adaptation of (work) \$a Austen, Jane, \$d 1775-1817. \$t Pride and prejudice.



RDA and Cataloger's Judgment : "With great power comes great responsibility"

- Once core elements are satisfied, RDA relies heavily on cataloger's judgment
- Many options and alternatives
- **Record your decisions for future reference!**

**Let's Take
Another
Quiz!**

Exercise #2: Which 245 fields would you use for this resource?

A. 245 \$a Nutrition and diabetes / \$c by Dr. Logan Ramsey, Johns Hopkins University Hospital, and Linda Smits, Ph.D., University of Wisconsin.

B. 245 \$a Nutrition and diabetes / \$c by Logan Ramsey and Linda Smits.

- *Acceptable if following RDA option*

C. 245 \$a Nutrition and diabetes / \$c by Dr. Logan Ramsey and Linda Smits, Ph.D.

- *Acceptable if following RDA option*

Exercise #2: Which 250 would you choose?

- A. 250 \$a 2nd ed.
 • give numeral and word as found
- B. 250 \$a 2nd edition
 • give numeral and word as found
- C. 250 \$a Second edition.

Exercise #2: Which 264 fields would you not choose?

- A. 264 #1 \$a [Place of publication not identified] : \$b Johns Hopkins University Press, \$c [date of publication not identified]
 264 #4 \$c ©2011
 • Acceptable, can supply place and date of publication, or record distribution statement
- B. 264 #1 \$a [Place of publication not identified] : \$b Johns Hopkins University Press, \$c 2011.
 • No publication date given on resource
- C. 264 #1 \$a [Baltimore] : \$b Johns Hopkins University Press, \$c [2011]
 • Acceptable, supplied place and date of publication
- D. 264 #1 \$a [Place of publication not identified] : \$b Johns Hopkins University Press, \$c [2011]
 264 #2 \$a Falls Church, Virginia : \$b Distributed by RN, Incorporated, \$c [2011]
 • Acceptable
- E. 264 #1 \$a [Place of publication not identified] : \$b Johns Hopkins University Press, \$c [2011]
 264 #2 \$a Falls Church, Va., \$c [2011]
 • do not abbreviate "Virginia", and provide name of distributor

Exercise #2: Which 300 field would you not choose?

- A. 300 \$a 323 p. : \$b ill. ; \$c 25 cm
 • do not abbreviate
- B. 300 \$a 323 pages ; \$c 25 cm {also a 500 field about CD-ROM}
 • Acceptable
- C. 300 \$a 323 pages ; \$c 25 cm + \$e 1 CD-ROM
 • Acceptable
- D. 300 \$a 323 pages ; \$c 25 cm
 300 \$a 1 CD-ROM ; \$c 4 ¼ in.
 • Acceptable
- E. 300 \$a 323 pages : \$b illustrations, graphs ; \$c 25 cm + \$e 1 CD-ROM
 • Acceptable but "graphs" not required

Exercise #2: Choose the Content Type for this resource.

- A. 336 \$a volume \$2 rdacontent
- B. 336 \$a book \$2 rdacontent
- C. 336 \$a text \$2 rdacontent
 • CD-ROM contains textual materials also

Exercise #2: Which Media Type would you not choose?

- A. 337 \$a unmediated \$2 rdamedia
 • Acceptable if cataloger chooses not to include media type for CD-ROM
- B. 337 \$a computer \$2 rdamedia
 • Need to record media type for book also (predominant component of resource)
- C. 337 \$a unmediated \$2 rdamedia
 337 \$a computer \$2 rdamedia

Exercise #2: Which Carrier Type would you not choose?

- A. 338 \$a book \$2 rdacarrier
 • replace "book" with "volume"
- B. 338 \$a volume \$2 rdacarrier
 • Acceptable if cataloger chooses not to include carrier type for CD-ROM
- C. 338 \$a volume \$a computer disc \$2 rdacarrier
 • Acceptable to record multiple \$a subfields in one field
- D. 338 \$3 book \$a volume \$2 rdacarrier
 338 \$3 CD-ROM \$a computer disc \$2 rdacarrier
 • Acceptable, \$3 is optional

RDA Training for Kentucky Public Libraries

Later in 2013 from KDLA—

“Relationships in RDA”

“RDA and Special Formats”

And look for more RDA opportunities from KDLA in 2014!