

Marmot Cataloging Workshop



Cataloging Resources

- RDA Toolkit
 - <http://access.rdatoolkit.org/>
 - marmot
 - marmot970
- OCLC Bib Formats and Standards
 - <http://www.oclc.org/bibformats/en.html>
- LC MARC21 Standards
 - <http://www.loc.gov/marc/>
- ALCTS Differences Between, Changes Within: Guidelines on when to create a new record
 - <http://www.ala.org/alcts/resources/org/cat/differences>

Special Formats

- CONSER Cataloging Manual (serials)
 - <http://www.loc.gov/aba/pcc/conser/more-documentation.html>
- OLAC Best Practices for Cataloging DVD-Video and Blu-ray Discs
 - http://www.olacinc.org/sites/capc_files/DVD_RDA_Guide.pdf
- OLAC Best Practices for Cataloging Streaming Media
 - http://www.olacinc.org/sites/capc_files/Streaming_Media_RDA.pdf
- OLAC Best Practices for Cataloging Video Game
 - http://www.olacinc.org/sites/capc_files/GameBestPractices.pdf

Email Lists

- Autocat
- RDA-L
- III Cataloging list
- OLAC-L
- MOUG-L
- PERSNAME-L
- Radcat

RDA and MARC

- RDA defines the content
 - What to include
 - How to include it
- MARC defines the structure
- They are not coordinated
 - RDA rules don't tell you about where in MARC to put things
 - We have to force these to fit together

New RDA terms

- Heading → Authorized Access Point
- Main Entry → Preferred Authorized Access Point
- Uniform Title → Preferred Title
- Chief Source → Preferred Sources
- LCRI → PCC-LC PS
- Required Field → Core Element
- GMD → content type
media type
carrier type

W-E-M-I

- Work
- Expression
- Manifestation
- Item

What are we cataloging?

- Works?
- Expressions?
- Manifestations?
- Items?

What are we cataloging?

Manifestations!

RDA Preferred Sources for Paper

1. Title page, title sheet, etc. (or image)
2. Cover (or image)
3. Caption (or image)
4. Masthead (or image)
5. Colophon (or image)

RDA Preferred Sources for Moving Images

1. Title frames or title screens
2. Label that is permanently printed on or affixed to the resource, excluding accompanying textual material or a container
3. Embedded metadata in textual form containing a title

RDA Preferred Sources for Other Stuff

1. Label
2. Embedded metadata in textual form containing a title
3. If neither of the above is appropriate, use a source where the data is formally presented

RDA Other Sources

- Accompanying materials
- Container not issued as part of the resource (e.g., a case made by the owner)
- Other published descriptions of the resource
- Any other source (e.g., a reference source that indicates how the resource is commonly known)
- Only use [square brackets] whenever you take information from entirely outside the resource.
 - Unless it is a resource that is not expected to have bibliographic information like a sculpture.

New Rules

Take whatever you find

- If you find an AACR2 record use it
- Do not create a new record just because the record you have is not RDA

New Rules Transcription

- Just copy what is there
- No corrections
 - Explain errors in notes
- Retain capitalization and punctuation as it is on the item
 - Or change them to follow the rules in the appendix (same as AACR2)
- No abbreviations
 - Unless the abbreviation appears on the item
 - Abbreviate names of states as listed in the appendix (Same as AACR2)

New Rules

Rule of 3 is gone

- Include everyone who performs each role
 - For example, if you are going to include screenwriters, include all the screenwriters
- Optionally only list the first person followed by [and others] or [and three others]
 - PCC-LC PS says to include all of them
- I don't want to include everyone who worked on a movie. How do I leave out people?
 - Include everyone in a group, but you don't have to include every group and you define the groups
 - For example, include lead actors, exclude supporting actors

New Rules

No more Latin

- Record notes in the language of cataloging
- [et al.] → [and others]
- [S.l.] → [Place of publication not identified]
- [s.n.] → [publisher not identified]
- [s.d.] → [date of publication not identified]
- [sic.] & [i.e.] → not used, just leave it wrong and explain in a note
 - Unless it is a serial, then correct an error that appears on a single issue, and note the error happened on one issue, if you want.

New Rules

No more abbreviations

- [199u] → [between 1990 and 1999]
- p. → pages
- l. → leaves
- v. → volumes
- ill. → illustrations
- ca. → approximately
- cm → cm (it's a symbol, not an abbreviation)
- Colo. → Colo. (still abbreviate State names)
- 2nd ed. → Second Edition (unless resource says "2nd. ed.")
- Dept. → Department

New Rules

Separate brackets

- AACR2: [New York :| bSpringer, | cc2007]
- RDA: [New York] :| b[Springer], | c©[2007].

New Rules

New creators

- Families can now be creators and contributors
 - 100 3 Gronkowski (Family), |eauthor.
- Fictitious persons can now be creators and contributors
 - 100 1 Fletcher, Jessica, |eauthor.
- Real non-humans can be creators and contributors
 - 100 1 Millie |c(Dog), |eauthor.
 - 100 1 Rin-Tin-Tin |c(Dog), |eactor

New Rules

No performer main entry

- Music performers can no longer be creators
- They can only be contributors, in 7xx fields
- Only songwriters or composers can be creators in 1xx fields

New Imprint Field MARC 264

- 264 0 → Production statement
 - Use for unpublished items
- 264 1 → Publication statement
 - Place & name of publisher, date of publication
 - Core element for published items
 - A guess is better than nothing
- 264 2 → Distribution statement
 - Place & name of distributor, date of distribution
 - Core if there is no publication information
- 264 3 → Manufacture statement
 - Place & name of manufacturer, date of manufacture
 - Core if there is no publication or distribution info
- 264 4 → Copyright date
 - Use © or ® not c or p

LC recommendation on publication information

- Try really hard to have publication place and date
- Infer them or guess at them, but put something there
- [publisher not identified] is OK, but include name of distributor or manufacturer

Relationship Designators

- RDA requires a relationship designator to identify the role of all creators
- Relationship designators are strongly recommended for all traced persons, families or corporate bodies
- 100 1 Owens, Jo, |d1961- |eauthor.
- 700 1 Arneil, Barbara, |eeditor.
- 100 1 Hull, William, 1753-1825, |edefendant.