Integrating Resources:

A Cataloging Manual

Appendix A to the BIBCO Participants' Manual

and

Module 35 of the CONSER Cataloging Manual

2008 Revision

Program for Cooperative Cataloging

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Acknowledgements and publication history

Integrating Resources: A Cataloging Manual was first issued in 2003 and represented a significant milestone in the development of cataloging documentation. The original version was prepared by Diane L. Boehr and Alice E. Jacobs of the National Library of Medicine, with the assistance of Regina T. Wallen and Kathleen M. Winzer of the Robert Crown Law Library, Stanford University. The manual was later revised in 2005 and 2008 to incorporate new practices and changes in the technical services landscape.

The 2005 revisions were made by the Task Group to Update Integrating Resources Documentation and Training Materials under the auspices of the PCC Standing Committee on Training. The task group was made up of both BIBCO and CONSER catalogers. Members included: Renette Davis, University of Chicago; Alice Jacobs, National Library of Medicine; Luiz Mendes, UCLA; Jean Pajerek, Cornell University Law Library; Steve Shadle, University of Washington; and Adam Schiff, University of Washington. Judy Kuhagen (Library of Congress, CPSO) served as chair. Further review and assistance was provided by Ana Cristán (Library of Congress Coop Team), Carolyn Sturtevant (BIBCO coordinator), and other members of the LC Coop Team and CPSO staffs.

In 2008 a major revision was undertaken to reflect several recent developments. The PCC Task Force on Provider Neutral Record for Electronic Integrating Resources completed its final report with guidelines and record elements (http://www.loc.gov/acq/conser/ProvNeutforE-IRs-Sept-21-2007.pdf). The merger of RLG and OCLC made it possible for BIBCO and CONSER members to authenticate and maintain records for integrating resources in one continuing resources file. The development of the CONSER standard record for serials resulted in practices appropriate for integrating resource records. Members of the 2008 revision team included: Robert Bremer (OCLC), Becky Culbertson (UCSD), Peter Fletcher (UCLA), Lisa Furubotten (Texas A&M), Les Hawkins (CONSER Coordinator), Allene Hayes (LC), Judy Kuhagen (CPSO), Jim Latchney (Michigan State University), Rhonda Lawrence (UCLA), John Levy (LC), Renee Martonik (University of Chicago), Shana L. McDanold (University of Pennsylvania), Hien Nguyen (LC), George Prager (New York University Law Library), Dave Reser (CPSO), Regina Reynolds (LC-NSDP), Esther Simpson (LC-NSDP), Carolyn Sturtevant (BIBCO Coordinator), Iris L. Wolley (Columbia).

Sincere thanks to all who have contributed to the development, review, and revision of this manual over the years. The manual serves both as a working tool and a work in progress as it will continue to be modified to reflect changes in the cataloging environment.

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Introduction

An integrating resource is “a bibliographic resource that is added to or changed by means of updates that do not remain discrete and are integrated into the whole. Integrating resources can be finite or continuing” (*AACR2*). Integrating resources represent a mode of issuance different from that of monographs and serials.

For a long time, most integrating resources were in printed text form as updating publications in loose-leaf format. These resources had always been somewhat problematic to catalog with earlier versions of AACR2 because such resources exhibit characteristics of both monographs and serials. Prior to the 2002 revision of AACR2, catalogers used the manual *Cataloging Rules for the Description of Looseleaf Publications* by Adele Hallam.

With the dramatic increase in integrating resources available on the Internet, it became clear that more formal guidance on how to catalog resources with this mode of issuance was needed. Chapter 12 of *AACR2*, renamed “Continuing Resources” in the 2002 revision, was revised to incorporate rules for serials and integrating resources (both finite and continuing).

Additions to the *MARC 21 Format for Bibliographic Data* for integrating resources included a new bibliographic level and specific codes in the fixed fields. Several existing fields in the format formerly used only for serials began to be used in records for integrating resources when the 2002 revision of *AACR2* was implemented.

This module represents LC/PCC practice. Any differing LC practices are noted; PCC libraries are not obligated to follow any LC-specific instructions.

Objectives

This module will discuss:

- What constitutes an integrating resource
- Creation of a bibliographic record for an integrating resource, including *MARC 21* fields
- Updating of the bibliographic record when the integrating resource changes
- Areas where integrating resource cataloging differs from monograph or serial cataloging
- Special considerations in the cataloging of integrating resources

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References

NACO participants' manual, 2nd ed. Washington, D.C.: Library of Congress Cataloging Distribution Service, 1996.

OLAC *Introduction to Cataloging Electronic Integrating Resources: An Online Training Presentation* http://ublib.buffalo.edu/libraries/units/cts/olac/capc/ir.ppt

Subject cataloging manual: subject headings, 5th ed. Washington, D.C.: Cataloging Distribution Service, Library of Congress, 1996-

Definitions of Terms Used in This Module

Blog (an abridgment of the term **web log**) a Web site, usually maintained by an individual, with regular entries of commentary, descriptions of events, or other material such as graphics or video. Entries are commonly displayed in reverse chronological order. "Blog" can also be used as a verb, meaning *to maintain or add content to a blog.* (Wikipedia, April 20, 2008)

Continuation
A resource that continues a previously published or issued resource. (AACR2 12.7B8a)

Continuing resource
A bibliographic resource that is issued over time with no predetermined conclusion. Continuing resources include serials and ongoing integrating resources. (AACR2)

Database
A collection of logically interrelated data stored together in one or more computerized files, usually created and managed by a database management system. (MARC 21)

Direct access (Electronic resources)
The use of electronic resources, via carriers (e.g., discs/disks, cassettes, cartridges) designed to be inserted into a computerized device or its auxiliary equipment. See also Remote access (Electronic resources). (AACR2)

Electronic resource
Material (data and/or program(s)) encoded for manipulation by a computerized device. This material may require the use of a peripheral directly connected to a computerized device (e.g., CD-ROM drive) or a connection to a computer network (e.g., the Internet). (AACR2)

Finite resource
[A concept not defined in AACR2, but considered to be the opposite of “continuing”]. A bibliographic resource issued once or over time with a predetermined conclusion (completed within a finite number of parts or iterations). Includes monographs and finite integrating resources. (Miller)

Integrating entry
A method of description in which an existing bibliographic record is changed to describe the current iteration of a resource. (Miller)

Integrating resource
A bibliographic resource that is added to or changed by means of updates that do not remain discrete and are integrated into the whole; can be finite or continuing. Examples include updating loose-leafs and updating Web sites. (AACR2)

Iteration

An instance of an integrating resource, either as first published or after it has been updated. (AACR2)

Loose-leaf service
A publication issued in several component parts, often in a combination of updating loose-leaf and bound volumes, containing both primary and secondary source material. Sometimes a loose-leaf service is called a reporter. (LCRI 12.0)

Merger
A resource that is the result of the merger of two or more other resources. (AACR 12.7B8b)

Provider
An agency that supplies access to an electronic resource, but which is not the original creator of the resource. There can be several such agencies providing access to the same resource.

Remote access (Electronic resources)
The use of electronic resources via computer networks. See also Direct access (Electronic resources). (AACR2)

Simultaneous edition
A resource that is one of two or more editions differing in partial content and/or in language. (AACR2 12.7B8f)

Supplement
An item, usually issued separately, that complements one already published by bringing up-to-date or otherwise continuing the original or by containing special features not included in the original. The supplement has a formal relationship with the original as expressed by common authorship, a common title or subtitle, and/or a stated intention to continue or supplement the original. (AACR2)

Updating database
A collection of logically interrelated data stored together in one or more computerized files, updated in an integrating manner, usually created and managed by a database management system. (MARC 21)

Updating loose-leaf
An integrating resource that consists of one or more base volumes updated by separate pages that are inserted, removed and/or substituted. (AACR2)

Updating Web site
A Web site that is updated in an integrating manner but does not fit into one of the other types of continuing resource categories. (Miller)

IR.1 What is an integrating resource?

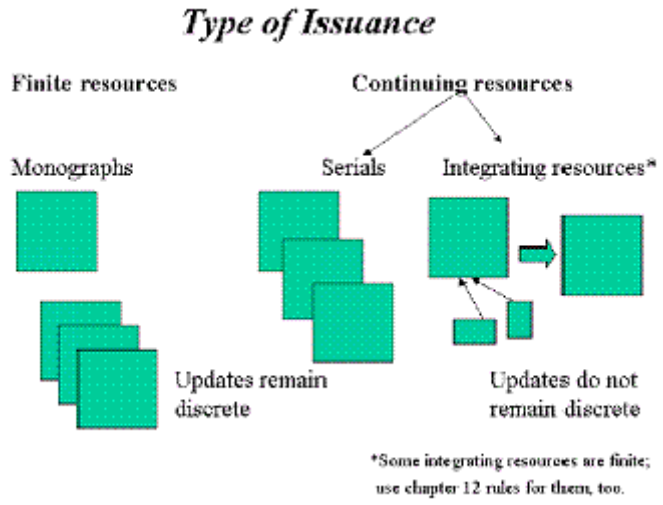
IR.1.1. Concepts of continuing, finite, and integrating resources

The world of bibliographic resources can be divided into two main categories: finite resources and continuing resources. A finite resource is a bibliographic resource that is issued once, or, if issued over a period of time, has a predetermined conclusion (i.e., is completed within a finite number of parts or iterations.) By contrast, a continuing resource is a bibliographic resource that is issued over time with no predetermined conclusion.

An integrating resource may be either finite or continuing. This distinction is not essential because the cataloging rules are the same regardless of whether the resource is finite or continuing. The main characteristic of an integrating resource is that the updates are integrated into the resource as a whole and do not remain as discrete parts. This characteristic distinguishes them from serials, the other type of continuing resource, which are issued in a succession of discrete parts.

Each instance of an integrating resource, either as it is first published/released or subsequently updated, is referred to as iteration.

Figure 1 Representation of mode of issuance in AACR2



IR.1.2 Distinguishing integrating resources from monographs and serials (LCRI 1.0)

IR.1.2.1 Print resources

If a resource is issued in a single volume or over time but with a set conclusion (e.g., a resource to be completed in 10 volumes), the resource is a monograph. The single-part monograph or multipart item may be supplemented, but the supplements remain discrete.
A resource issued in one or more base volumes and updated over time with new pages that are incorporated into the main volume is an updating loose-leaf (i.e., an integrating resource). If the updates are intended to be continued indefinitely, the resource is a continuing integrating resource. If the updates have a predetermined conclusion, the resource is a finite integrating resource.

Not every resource published in loose-leaf format is intended for updating. Look for an indication from the publisher about updates before assuming the resource is an integrating resource. If the updates are added to a binder but remain as discrete entities, then it is a serial or a monograph rather than an integrating resource.

Base the decision on the mode of issuance of the primary component. If a frequency is stated, determine if it applies to the primary component or to the updates; if the frequency applies to the primary component, the resource is likely to be a serial.

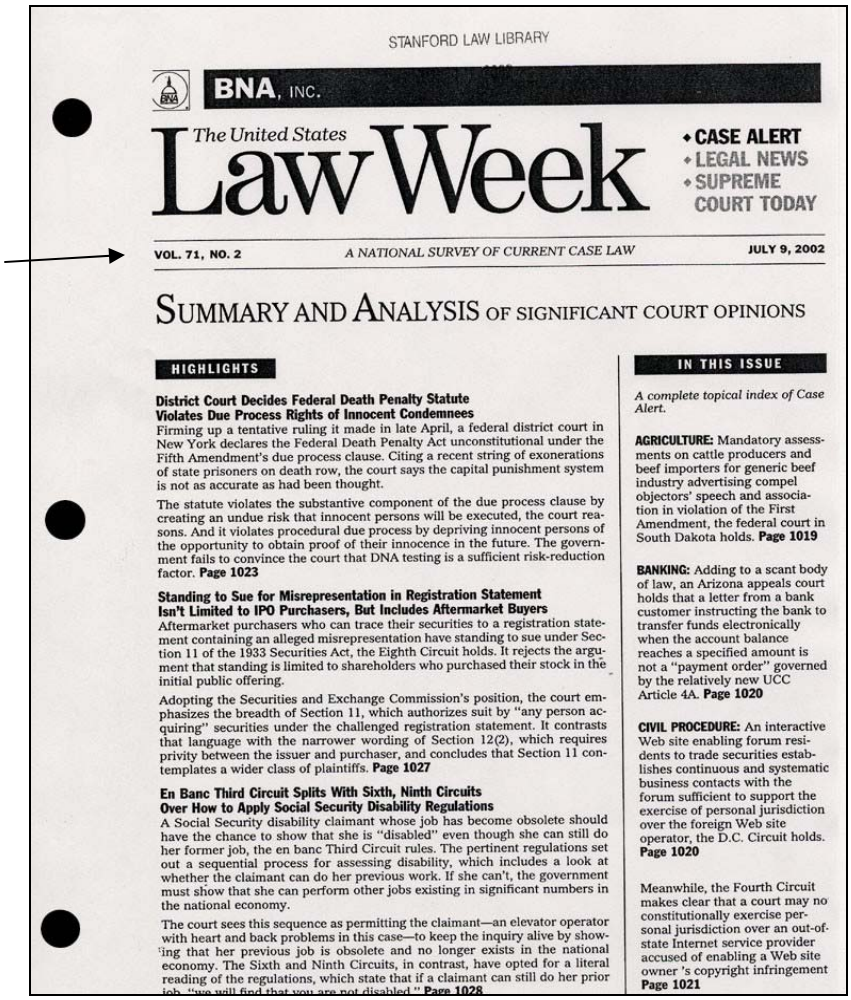
Monographs issued in loose-leaf format:

- Publications that are complete in one or more volumes but are issued in binders. For example, conference proceedings, course materials, or training manuals are often issued in binders for ease of use by participants.
- Publications that are issued in binders with updates or supplements that are filed together at the beginning or end of the binder.

Serials issued in loose-leaf format:

- Resources meeting the definition of serials issued in loose-leaf format to allow issues to be stored in a binder; the successive issues remain discrete.
- Resources which are issued successively even though the contents filed into each binder may be updated in integrating fashion until the next binder is issued.

Figure 2 Example: Resource issued in loose-leaf format: catalog as a serial because of presence of numbering and issues remain discrete



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• SUPREME COURT TODAY

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SUMMARY AND ANALYSIS OF SIGNIFICANT COURT OPINIONS

HIGHLIGHTS

District Court Decides Federal Death Penalty Statute Violates Due Process Rights of Innocent Condemnees

Firming up a tentative ruling it made in late April, a federal district court in New York declares the Federal Death Penalty Act unconstitutional under the Fifth Amendment's due process clause. Citing a recent string of exonerations of state prisoners on death row, the court says the capital punishment system is not as accurate as had been thought.

The statute violates the substantive component of the due process clause by creating an undue risk that innocent persons will be executed, the court reasons. And it violates procedural due process by depriving innocent persons of the opportunity to obtain proof of their innocence in the future. The government fails to convince the court that DNA testing is a sufficient risk-reduction factor. **Page 1023**

Standing to Sue for Misrepresentation in Registration Statement Isn't Limited to IPO Purchasers, But Includes Aftermarket Buyers

Aftermarket purchasers who can trace their securities to a registration statement containing an alleged misrepresentation have standing to sue under Section 11 of the 1933 Securities Act, the Eighth Circuit holds. It rejects the argument that standing is limited to shareholders who purchased their stock in the initial public offering.

Adopting the Securities and Exchange Commission's position, the court emphasizes the breadth of Section 11, which authorizes suit by "any person acquiring" securities under the challenged registration statement. It contrasts that language with the narrower wording of Section 12(2), which requires privity between the issuer and purchaser, and concludes that Section 11 contemplates a wider class of plaintiffs. **Page 1027**

En Banc Third Circuit Splits With Sixth, Ninth Circuits Over How to Apply Social Security Disability Regulations

A Social Security disability claimant whose job has become obsolete should have the chance to show that she is "disabled" even though she can still do her former job, the en banc Third Circuit rules. The pertinent regulations set out a sequential process for assessing disability, which includes a look at whether the claimant can do her previous work. If she can't, the government must show that she can perform other jobs existing in significant numbers in the national economy.

The court sees this sequence as permitting the claimant—an elevator operator with heart and back problems in this case—to keep the inquiry alive by showing that her previous job is obsolete and no longer exists in the national economy. The Sixth and Ninth Circuits, in contrast, have opted for a literal reading of the regulations, which state that if a claimant can still do her prior job, "we will find that you are not disabled." **Page 1028**

IN THIS ISSUE

A complete topical index of Case Alert.

AGRICULTURE: Mandatory assessments on cattle producers and beef importers for generic beef industry advertising compel objectors' speech and association in violation of the First Amendment, the federal court in South Dakota holds. **Page 1019**

BANKING: Adding to a scant body of law, an Arizona appeals court holds that a letter from a bank customer instructing the bank to transfer funds electronically when the account balance reaches a specified amount is not a "payment order" governed by the relatively new UCC Article 4A. **Page 1020**

CIVIL PROCEDURE: An interactive Web site enabling forum residents to trade securities establishes continuous and systematic business contacts with the forum sufficient to support the exercise of personal jurisdiction over the foreign Web site operator, the D.C. Circuit holds. **Page 1020**

Meanwhile, the Fourth Circuit makes clear that a court may no constitutionally exercise personal jurisdiction over an out-of-state Internet service provider accused of enabling a Web site owner 's copyright infringement **Page 1021**

IR.1.2.2 Electronic resources

Do not consider direct access electronic resources to be integrating resources.
Online electronic resources may be monographs, serials, or integrating resources. The cataloger must examine each resource to determine the mode of issuance.

IR.1 What is an integrating resource?

Is the resource a fixed, static site, not likely to be updated? If so, then it is a monograph. Possible, but not conclusive, clues that the site is a fixed, static one are the presence of only a single date of publication or copyright, a statement that there **is a print** counterpart to the site, the fact that the resource is a single PDF file, or the presence of a fixed edition statement that is associated with the resource.

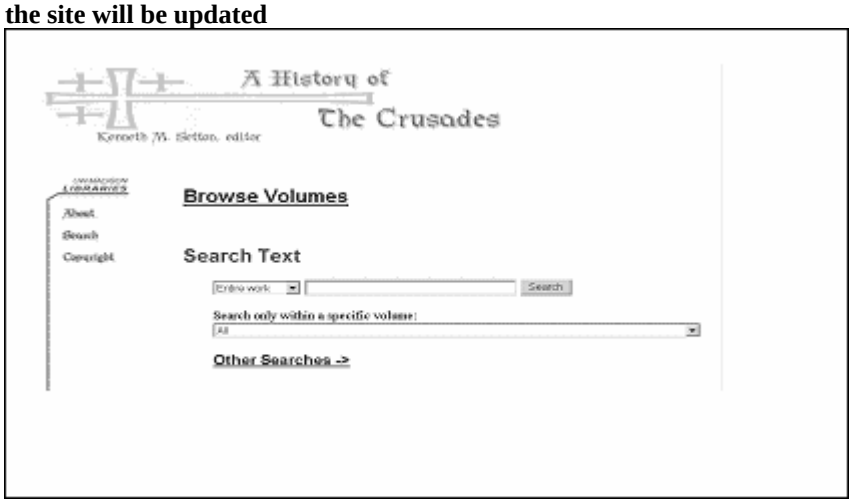
PCC members have agreed to follow a provider neutral approach to cataloging electronic integrating resources.

The scope and guidelines for applying the provider neutral approach is provided in more detail in section IR.2 of this manual.

This policy is limited to remote access electronic resources that are available simultaneously from two or more different electronic service providers (one of which may or may not be the original publisher or society) but are essentially the same resource and consist of the same content.

Figure 3 Example: Digitized graphic – catalog as a monograph

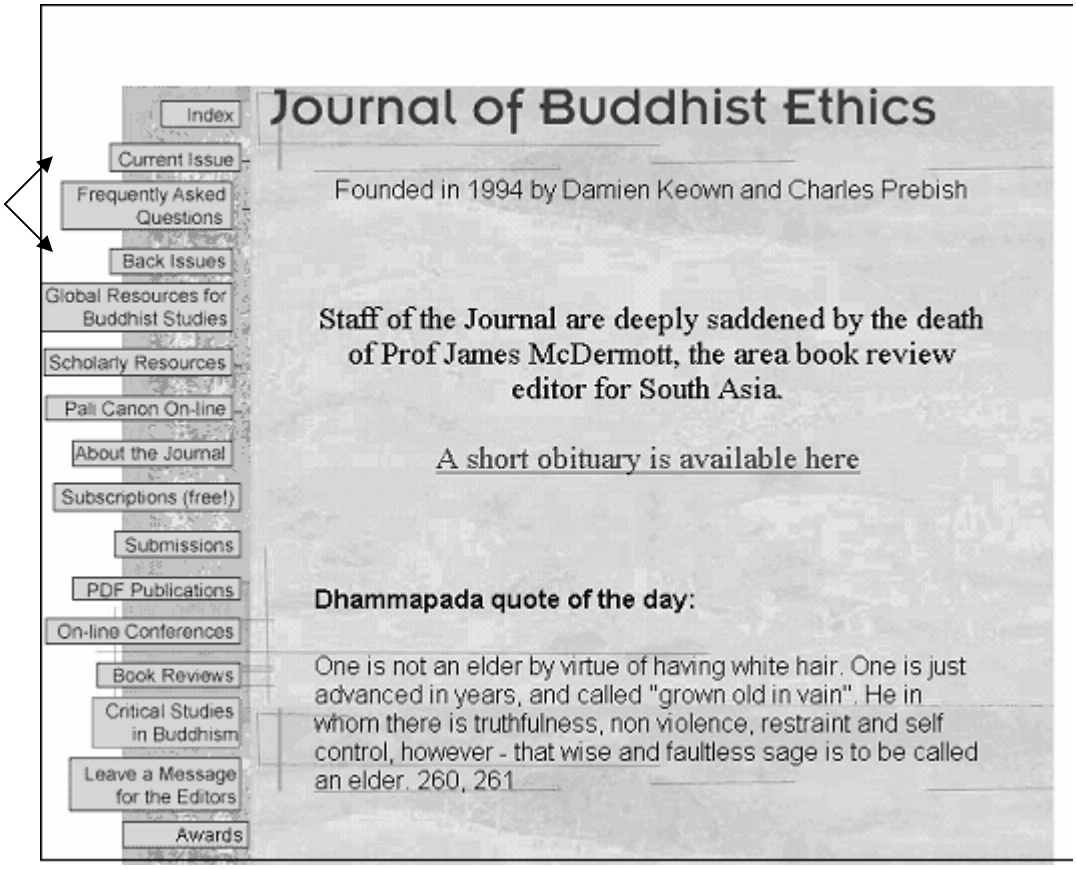
Example: Digitized text History of the Crusades site—catalog as a monograph if there is no indication that the site will be updated



IR.1 What is an integrating resource?

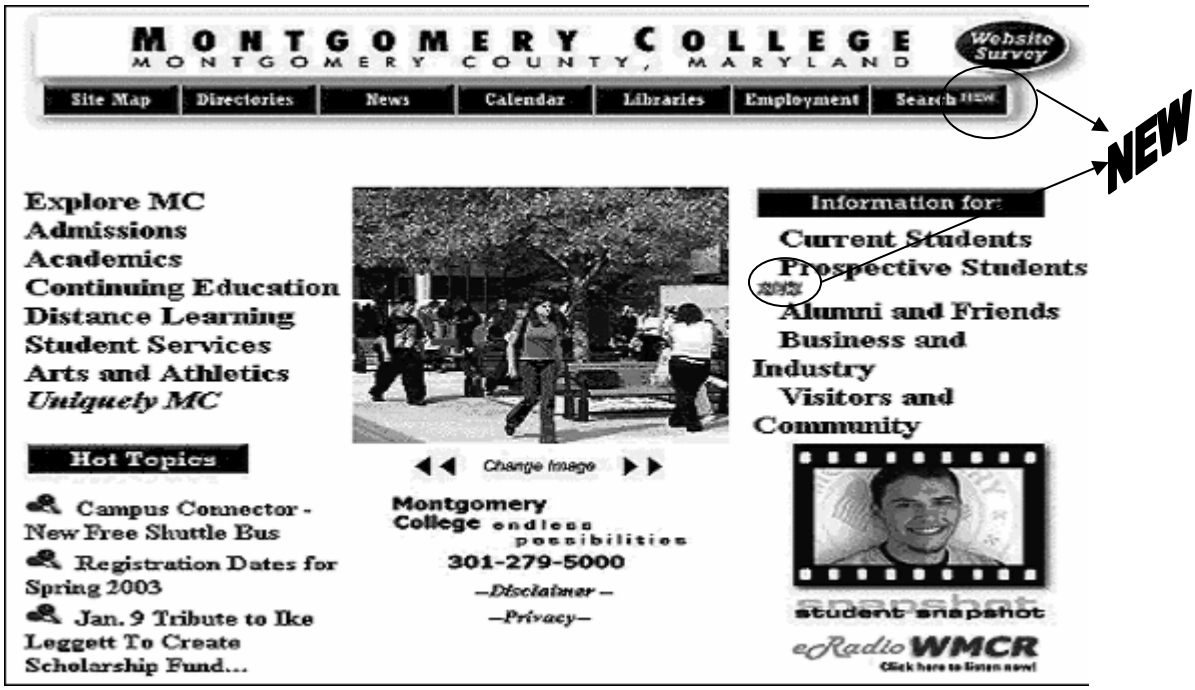
If the site is dynamic and is updated, is each update discrete? Can earlier issues or parts be accessed? If so, treat the resource as a serial or multipart item.

Example: A journal with current and back issues available on the site—catalog as a serial



If the site is updated and the changes are integrated into the resource and the earlier iterations are no longer available, the resource is an integrating resource. Possible, but not conclusive, clues that a site is an updating resource are the presence of a range of publication or copyright dates, presence of a “what’s new” section on the page, or the appearance of latest update information.

Example: Web site. Note the presence of a “Hot topics” area and contents labeled “New.” Catalog as an integrating resource.



Some serials in print format become integrating resources when issued online because they are continually or frequently updated and previous iterations no longer exist as discrete issues. (If the current issue is available online as a separate issue but back issues no longer exist as discrete issues, still catalog the resource as a serial.) When determining the mode of issuance of the electronic resource, base the decision on the resource being cataloged, not on another manifestation.

Example: Web site continually updated with previous iterations no longer available – catalog as an integrating resource

IR.1.3 Types of integrating resources

The three most common types of integrating resources are updating loose-leafs, updating databases, and updating Web sites.

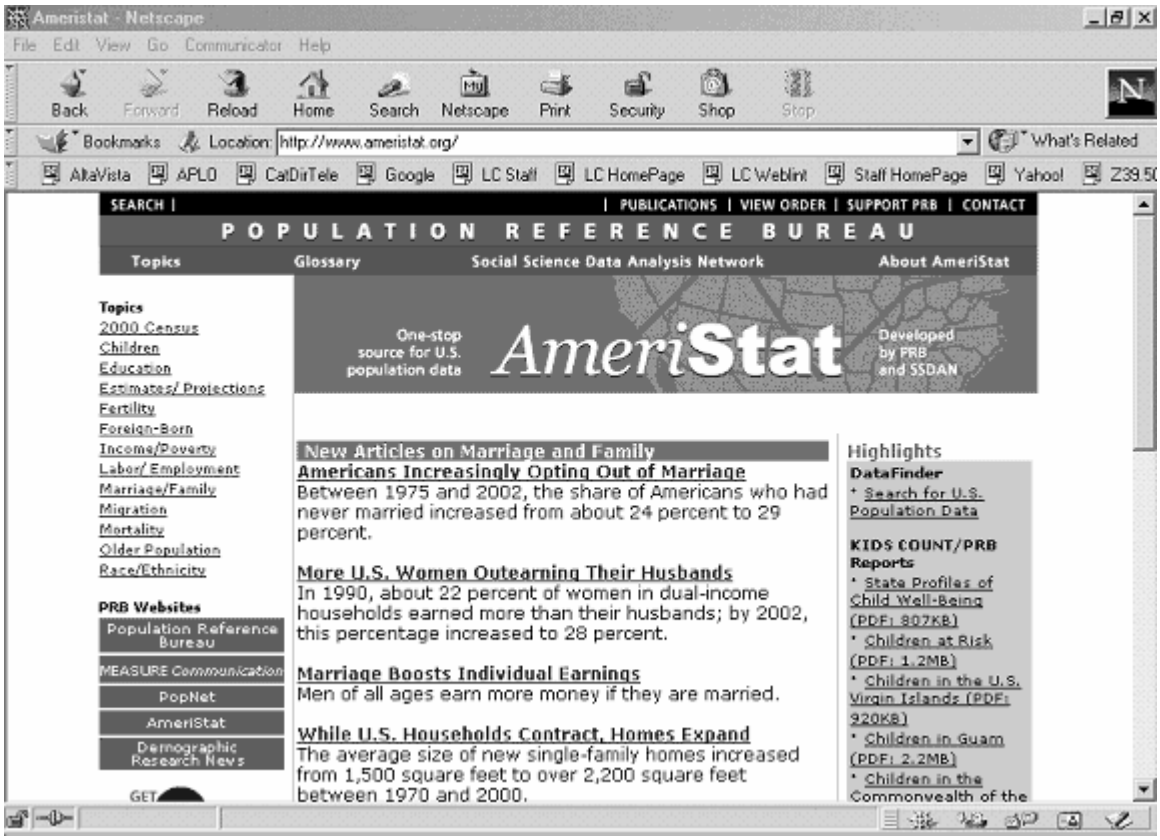
IR.1.3.1 Updating loose-leaf materials

An updating loose-leaf is "an integrating resource that consists of one or more base volumes updated by separate pages that are inserted, removed, and/or substituted." (*AACR2, Glossary)*. The loose-leaf service is a more complex bibliographic resource. The loose-leaf service is issued in several component parts, including updating loose-leaf materials, bound volumes, and newsletters, etc., containing both primary and secondary source material. This type of loose-leaf service may be called a "reporter." Create a single bibliographic record for the service as a whole, with a note describing component parts (see LCRI 12.0).

IR.1.3.2 Updating databases

An updating database is "a collection of logically interrelated data stored together in one or more computerized files, usually created and managed by a database management system that is updated in an integrating manner." (*MARC 21 Bibliographic Format)*

Example: An updating database: Ameristat



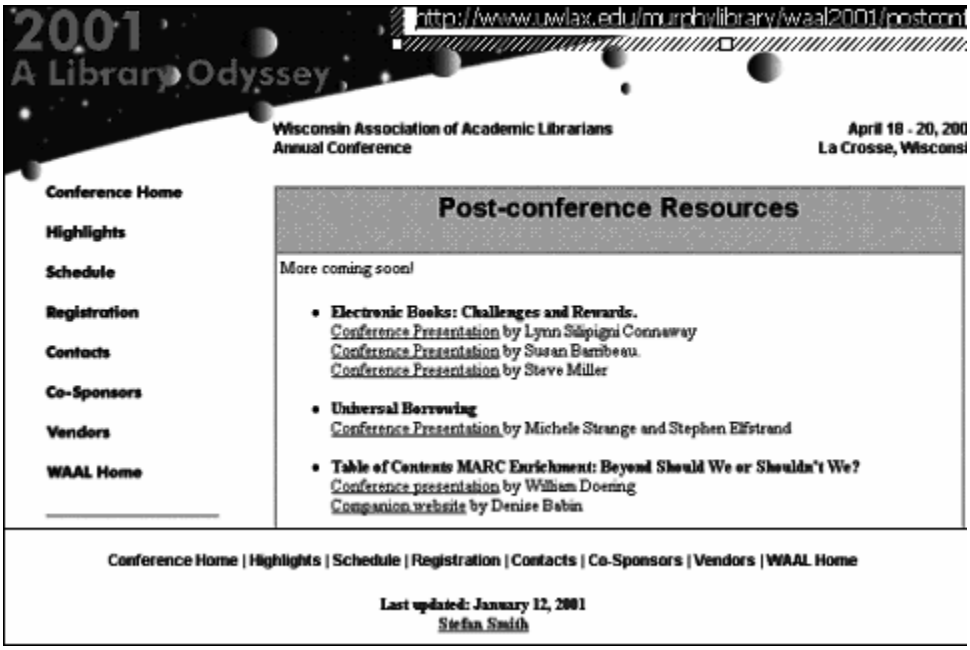
IR.1.3.3 Updating Web sites

A site is considered an updating Web site when the updates are done in an integrating manner (newer content replacing or being added to existing content, etc.). Personal or organizational home pages are examples of updating Web sites.

Example: An ongoing, updating Web site: the LC Web site

Although integrating resources are most often continuing resources, some are issued over time but are intended to be completed in a finite number of iterations or after a period of time. Integrating resources that have ceased being updated are still cataloged as integrating resources. Also, there are no differences in the cataloging of finite and ongoing integrating resources.

Example: *A finite updating Web site:* 2001 Library Odyssey meeting Web site (updated only until completion of conference)



IR.1.4 Changeable aspects of integrating resources: impact on cataloging

Cataloging a single-part monograph is a fairly straightforward procedure: the cataloger describes the item in hand and the record is considered complete. Cataloging continuing resources can be more challenging because with each issue or iteration, there is the possibility of changes that need to be accommodated in the bibliographic description. Integrating resources present the biggest challenge: unlike a serial, where the cataloger can go back and look at the earlier issues, the earlier iterations of the integrating resource have vanished or been subsumed into the current iteration. Therefore, description can only be based on the current iteration and information about earlier iterations must be moved to notes and/or access points, if considered to be important or required by AACR2.

When a search of the catalog does not retrieve a record matching the resource being cataloged, a cataloger may think the resource is not represented in the catalog and create a new record. However, there may be a record for an earlier iteration of the resource not yet updated to reflect the current iteration.

For an updating loose-leaf, identification of changes in the current iteration requires that staff checking in the updates notice and act upon such changes. Unless check-in staff can view the bibliographic information easily during the check-in process and are trained to identify such changes, the changes may pass unnoticed until retrieval is affected or there is a new edition. Publishers may provide full replacement volumes in order to reflect a change of publisher name. These replacement volumes may or may not be considered a new edition. See IR.15.1.1 for guidance in determining if a new record is required.

For online integrating resources, the cataloger is unlikely to see later iterations. Catalogers may only become aware of changes when questioned or notified by users or other library staff.

IR.2 Provider neutral record for electronic integrating resources

IR.2.1 Scope

This policy is limited to remote access electronic resources that are available simultaneously from two or more different electronic service providers (one of which may or may not be the original publisher or society) but are essentially the same resource and consist of the same content (see also 16.3.1-16.3.3 for identifying duplicate records). When there is significant difference between the content of the e-IRs that would indicate they are actually different works, the provider neutral policy should not be applied. Alternate language versions: these normally do not constitute a language edition but merely a search interface in another language or a Web page with “translated” content not equivalent to the main, original language page. (See IR.4.2.1)

The policy focuses on providing a bibliographic description of an integrating resource as issued by the publisher or other original source (such as a scholarly society) of the content. The record representing the online version contains information applicable to all versions being distributed by all electronic service providers. The provider neutral record does not contain information specific to any one particular provider, with the exceptions of citing the source upon which the record was based and providing access points for variant titles that some providers use for the resource. Provider names are not added to uniform titles as qualifiers, given as name headings or mentioned in issuing body notes. Notes about access restrictions, format, or system requirements specific to particular providers also are not given. As CONSER/BIBCO catalogers consolidate existing multiple records for an online IR, the URL of all versions will be given on the remaining record.

IR.2.2 Guidelines for Record Creation and Record Consolidation: Provider neutral Record

Which provider site is the description based on?

Preferred sources:

* Publisher's/Society’s (creator of content) site
* Host (other provider version)

008	Code as for any online IR.
022	Give the ISSN of the electronic version in $a; give the ISSN of the print in $y
130/240	Assign as for any IR, per LCRI 25.5B
245	Record the title from the preferred source of the current iteration.
	246 Make added entries for title variants as for any IR 246 1 $i Title from HTML header: $a [Title]

	246 11 $a [title for German part of Web site]
250	Record only edition statements originating from the original publisher/society; ignore statements that pertain specifically to provider versions.
260 $a, $b, $c	Record the first named place and publisher in the current online iteration. The place/publisher should be applicable to all online versions and thus, should not reflect a particular digitizer or provider version or interface. Dates if given, as much as possible, should be based on content from the original publisher/society and be applicable to all provider versions
310	Generally include if the frequency of updates is dictated by the original publisher/society *and* is readily ascertainable
362	Record beginning and ending dates per rules and CONSER/BIBCO practice. This information should be based on content from the original publisher/society and be applicable to all provider versions (see also 260)
440, 490, 8XX	Do not treat provider names as series statements in the provider neutral record.
500	General notes for the most part should be applicable to all providers.
500 Source of title	Record source of title proper as usual. However, also add the provider version used for description, see IR.3.1.2.2, IR.10.4, and IR.20. For example: Title from main search screen (Community of science, viewed Aug. 22, 2007)
500/550	Do not note providers as the digitizer
506	Do not use, unless restrictions apply to all versions and formats of the IR. An example is a "classified" government document for which access is always restricted. If specific access restrictions are considered useful in the CONSER/BIBCO record, give in $z of field 856.
538	*CONSER standard record practice:* Provide a mode of access note only for access methods other than through the World Wide Web. Give system requirements notes only when all provider versions require special software or technical conditions.
710/730	Do not make added entries for the name of service provider.
776	Add linking field for known versions in other formats when there is a record to link to. Include the corresponding ISSN when available.
856	Give the applicable URLs for current iterations. Optionally, provider names may be given in $z, different coverage dates in $3

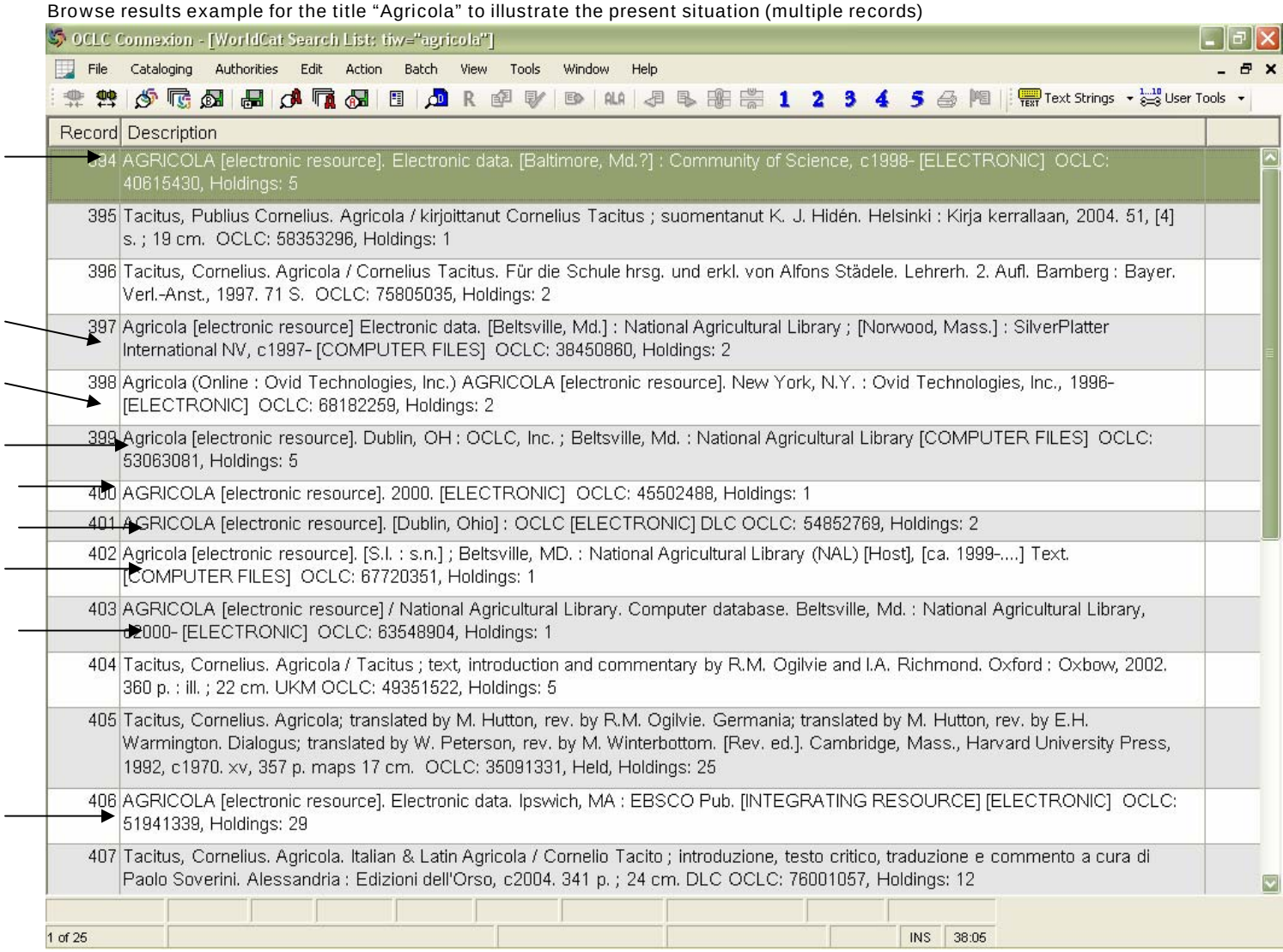
Record Consolidation and Deleting Duplicates

If multiple records exist for a title describing it as a part of several provider packages, one record should be selected for PCC authentication and others reported for deletion.
* Select one record to maintain: prefer a PCC record if one is available. If there are multiple PCC records, prefer a record authenticated by NSDP or ISSN Canada (see also IR.16.3.2).
*If there is a CONSER serial record and a PCC authenticated record for the same resource treated as an integrating resource, consult with the authenticating library if necessary to determine if the resource meets the definition of a serial or an integrating resource. * Add the URL of the provider version for which you are providing access and/or copy 856 fields from the records you are reporting for deletion and record them on the record you are keeping.
* Remove fields that are provider specific, e.g. 710/730 or 440 for provider names; notes which only apply to one provider.
* Authenticate the record if it is not a CONSER/BIBCO record; report the other records as duplicates (see IR.16.3.1-IR.16.3.3)

IR.2.3. Some examples of original source creator (publisher, society, institution, etc.) v. service provider or host:

AGRICOLA (source: National Agriculture Library; also available via COS, EBSCO, etc.)
Medline (source: National Library of Medicine; also available via OCLC, EBSCO, OVID, Cambridge Scientific Abstracts, etc.)
PAIS international (source Cambridge scientific abstracts; also available also via OCLC, OVID/Silverplatter, etc.?)
Art index/fulltext/abstracts (source Wilson; also available via OCLC FirstSearch, others?)
Sociological abstracts (source CSA; also available via OVID/Silverplatter, OCLC FirsSearch, etc.?)
CINAHL (source: CINAHL Information Systems; also available via OCLC FirstSearch, OVID/Silverplatter)

Browse results example for the title “Agricola” to illustrate the present situation (multiple records)



IR.2 Provider neutral record for electronic integrating resources

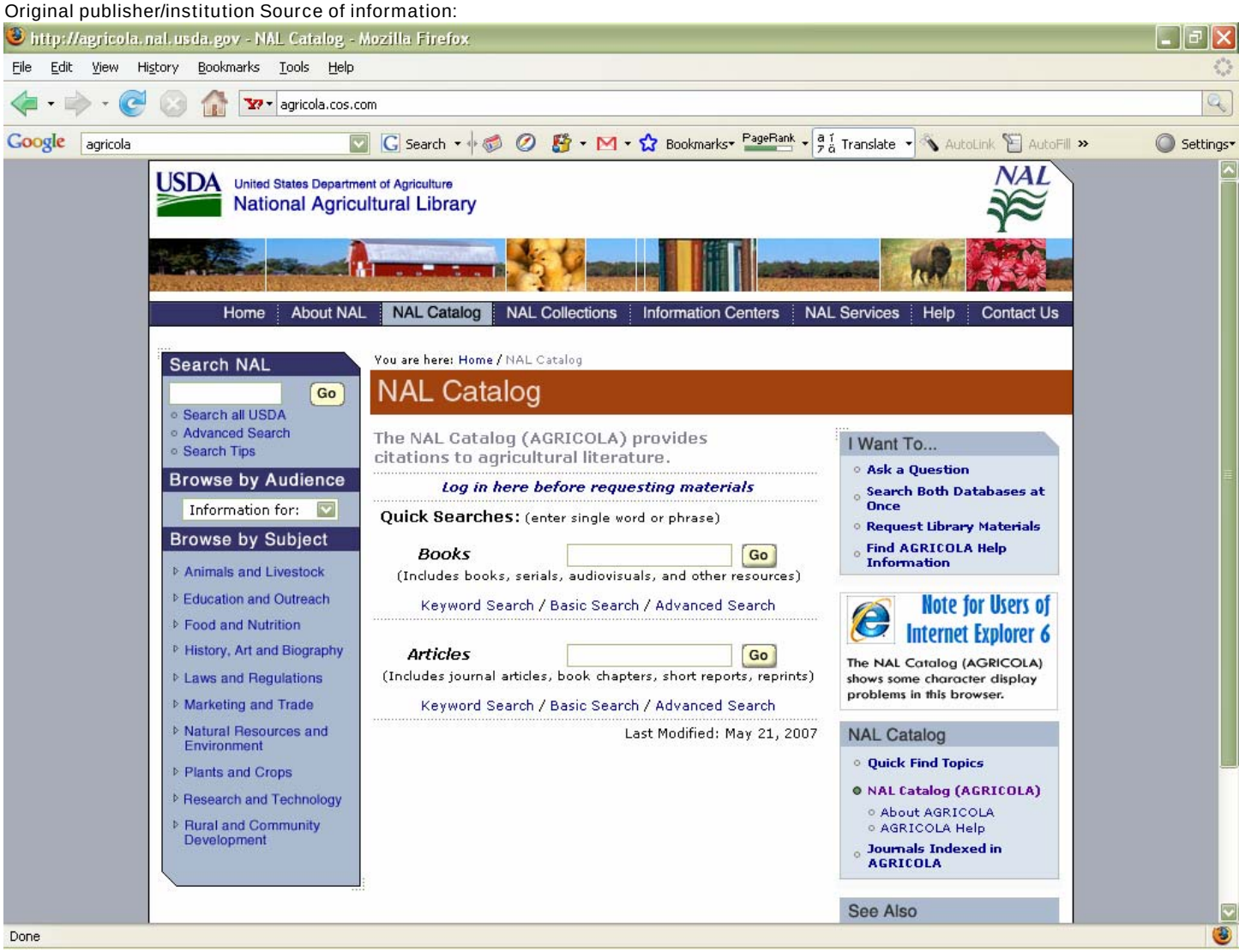
Mock up of merged record for the purpose of illustrating the ***hypothetical*** product of the implementation of a provider neutral policy Record is based on the provider version: Community of Science.

Continuing Resources | Rec stat n | Entered 20070919 | Replaced 20070919195902.64

Type	a	ELvl		Srce	c	GPub	f	Ctrl		Lang	eng
BLvl	i	Form	s	Conf	0	Freq	u	MRec		Ctry	mdu
S/L	2	Orig	s	EntW	i	Regl	u	Alph			
Desc	a	SrTp	w	Cont		DtSt	c	Dates	199u , 9999		

006			m e f
007			c ‡b r ‡e n
010			2007000000
040			CLU ‡c CLU
049			CLUM
245	0	0	AGRICOLA ‡h [electronic resource] / ‡c National Agricultural Library.
246	1	3	Agricultural online access
246	1		‡i Also known as: ‡a NAL catalog
260			Beltsville, Md. : ‡b National Agricultural Library
362	1		Began in the 1990s?
500			Title from main search screen (Community of Science, viewed Aug. 22, 2007).
500			Many provider versions offer additional content.
520			Provides citations to agricultural literature primarily from the catalog of the National Agriculture Library as far back as the 15th century.
650		0	Agriculture ‡v Indexes.
610	2	0	National Agricultural Library (U.S.) ‡v Catalogs.
710	2		National Agricultural Library (U.S.)
776	0	8	‡i Also available on CD-ROM ‡t AGRICOLA (CD-ROM) ....
856	4	0	‡u http://agricola.nal.usda.gov/
856	4	0	‡u http://purl.access.gpo.gov/GPO/LPS1292
856	4	0	‡u http://agricola.cos.com/
856	4	0	‡u http://search.epnet.com/login.asp?profile=web&defaultdb=agr
856	4	0	‡u http://www.csa.com/htbin/dbrng.cgi?username=dart72&access=dart7272&cat=agricola

Original publisher/institution Source of information:



About Page

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About the NAL Catalog (AGRICOLA)

AGRICOLA (**AGRI**Cultural **O**n**L**ine **A**ccess) serves as the catalog and index to the collections of the National Agricultural Library, as well as a primary public source for world-wide access to agricultural information. The database covers materials in all formats and periods, including printed works from as far back as the 15th century.

The records describe publications and resources encompassing all aspects of agriculture and allied disciplines, including animal and veterinary sciences, entomology, plant sciences, forestry, aquaculture and fisheries, farming and farming systems, agricultural economics, extension and education, food and human nutrition, and earth and environmental sciences.

Although the NAL Catalog (AGRICOLA) does not contain the text of the materials it cites, thousands of its records are linked to full-text documents online, with new links added daily. For information on how to obtain library materials not provided via such a link, see the Help text on Requesting Materials.

The NAL Catalog (AGRICOLA) is organized into two bibliographic data sets:

- The NAL Online Public Access Catalog contains citations to books, audiovisuals, serials, and other materials, most of which are in the Library's collection. (The Catalog *does* contain some records for items not held at NAL.)
- The Article Citation Database includes citations, many with abstracts, to journal articles (see Journals Indexed in AGRICOLA), book chapters, reports, and reprints, selected primarily from the materials found in the NAL Catalog.

Both data sets are updated daily with newly cataloged and indexed materials. Each may be searched separately, or the two may be searched together. The NAL

NAL Catalog
- Common Questions
- AGRICOLA Specifications
- Z39.50 Access

Search Options
- Quick Search
- Keyword Search
- Basic Search
- Advanced Search
- Automatic (Canned) Search
- Simultaneous Search
- Search Limits
- Search History
- Subject Category Codes

Search Results
- Display Lists

Version (in this case, Community of Science (COS)) upon which this mockup is based (Cataloger has access to this version, institution is paying for access, etc.):

AGRICOLA

COS Home | About | Instructions | Subscribe | Help Desk

COS Services
Journal Index
Author Index
Keyword Index
Query Track
Legal Disclaimers
Log in for Individual Users
AGRICOLA Fact Sheet (PDF)

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Over 3.3 million bibliographic records of journal articles, theses, patents, software, and technical reports related to agriculture from 1979 to the present.

- Main Search
- Subject Search
- Advanced Search
- Major U.S. MARC Field Search

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IR.2 Provider neutral record for electronic integrating resources

About page

AGRICOLA

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About AGRICOLA

Frequently Asked Questions

Compiled by the National Agricultural Library of the U.S. Department of Agriculture, and published on the Web by Community of Science, AGRICOLA (Agricultural Online Access) is the most comprehensive source of U.S. agricultural and life sciences information.

AGRICOLA serves as the document locator and bibliographic control system for the National Agricultural Library (NAL) collection. It contains over 3.3 million bibliographic records of journal articles, monographs, theses, patents, software, audio-visual materials, and technical reports related to agriculture from 1979 to the present. Indexers regularly scan over 1,400 journals for input into the database. Since 1984, the database also has included some records produced by cooperating institutions for documents not held by the NAL. Data is provided to Community of Science under contract with the National Technical Information Service.

AGRICOLA provides comprehensive coverage of newly acquired worldwide publications in agriculture and related fields, covering the field of agriculture in the broadest sense. Records are catalogued using the controlled vocabulary of Library of Congress Subject Headings and, since 1985, of the CAB Thesaurus.

AGRICOLA through COS enables you to:

IR.3 Sources of information

IR.3.1 Overview

The rules for determining the basis of description, the chief source of information, and the prescribed sources of information are found in AACR2 1.0 and in AACR2 12.0. The basis of description for integrating resources is different than the basis of description for monographs and serials. The processes of choosing the chief source of information (the source of the title proper of the resource) and using the prescribed sources of information are no different than the same processes for monographs and serials.

IR.3.1.1 Basis of description (1.0A2b)iii); 12.0B1)

Base the description of an integrating resource on the *current* iteration of the resource for all areas of the description, with the following *exceptions:* the beginning and ending dates of the publication, notes, and standard numbers. The beginning date of publication is taken from the first iteration and the ending date from the last iteration.

Area	Basis of description
Title and statement of responsibility	Current iteration
Edition	Current iteration
Place and publisher	Current iteration
Dates	First and/or last iteration
Series	Current iteration
Notes	All iterations (and any other source)
Standard numbers	All iterations (and any other source)

The basis of the description must be the current iteration because the first iteration is no longer available once the integrating resource has been updated; the description is updated as the resource changes and notes are given in the record for earlier data elements considered to be important. In contrast, the basis of description for multipart monographs and serials is the first or earliest part or issue because the first/earliest part or issue is available as a discrete unit; notes are added as data elements change over time.

IR.3.1.1.1

In the case of multiple providers of an online integrating resource which version should be used for the description?

A digitized integrating resource offered in multiple provider packages requires another cataloging decision: which version will be used as the basis of description to represent all versions of the integrating resource in an provider-neutral record? The following list in preferred order is offered as general guidance to making decisions. Individual catalogers may need to use a particular version because they do not have access to other sources in the list. Other factors such

as institutional policies and variations in how the title is presented by various distributors, may also influence the source selected.

- Original publisher's/society site when it contains the full text
- Provider versions (electronic service providers and digitizers that are not the originators or creators of the content, but are licensed to provide access to the resource normally via their own interface)

Cite the provider version used as the basis of description as a part of the source of title note.

IR.3.1.2 Chief source of information (12.0B2)

IR.3.1.2.1 Print

The chief source of information for updating loose-leafs is the latest title page or title page substitute. Specify the source used as a title page substitute in a note (see AACR2 12.7B3).

If the resource has more than one title page, choose one as the chief source according to the guidelines in AACR2 1.0A3a (main points of rule summarized below; see the rule for more details):

- If the title pages present the publication in different aspects (e.g., as the integrating resource and as part of a monographic series), prefer the one that corresponds to the aspect being described.
- If the resource has title pages in more than one language or script, choose the title page that is in the language or script of the main part of the resource.
- If the resource is in more than one volume, each of which has a title page, use the information (except date of publication) from the most recent title page.
- If information traditionally given on the title page is given on facing pages, with or without repetition, treat the two pages as the title page.

IR.3.1.2.2 Nonprint

Refer to the instructions in the .0B1 section of the appropriate AACR2 chapter for the particular class of material being cataloged.

For online integrating resources, the chief source of information is the resource itself (9.0B1). Prefer formally presented evidence such as title screens, home pages, etc., and encoded metadata. If the information varies in degree of fullness, select the source with the most complete information as the source of the title proper. If no information is available from the resource itself, then the following sources are used (in this order of preference):

- printed or online documentation or other accompanying material (e.g. “about” file, publisher’s Web page)
- other published descriptions of the resource
- other sources

IR.3 Sources of information

For online integrating resources, add a note specifying the source[1] of the title proper (rule 9.7B3), plus the provider version on which the cataloging was based. Ensure that the source is consistent with the level of the resource selected for description as reflected by the choice of the title in the 245 field. Generally combine this note with the item described note required by rule 12.7B23 (which specifies that the date the resource was viewed should be given in a note). (See also IR.10.20.)

Examples:

500 __ $a Title from home page (publisher's Web site, viewed on May 15, 2002).

500 __ $a Title from HTML header (EBSCOhost, viewed Aug. 3, 1998).

IR.3.1.3 Prescribed sources of information (12.0B3)

For each area of the description, use the prescribed source(s) of information listed in AACR2 12.0B3. Enclose information taken from outside the prescribed source(s) in square brackets. Take notes and standard numbers from any iteration and any other source.

IR.3.1.3.1 Updating loose-leafs

The prescribed sources of information for updating loose-leafs are given below (AACR2 12.0B3a adjusted to apply to integrating resources).

Area	**Prescribed sources of information**
Title and statement of responsibility	Title page
Edition	Title page, other preliminaries, colophon
Publication, distribution, etc.	The whole resource
Physical description	The whole resource
Series	Series title page, analytical title page, cover, caption, editorial pages, colophon, rest of the resource
Note	Any source
Standard number and terms of availability	Any source

[1] For guidance on suggested terminology for the various locations found on a Web resource, see the OLAC/CAPC publication: *Source of Title Note for Internet Resources*, http://ublib.buffalo.edu/libraries/units/cts/olac/. Terms there are not prescriptive.

IR.3.1.3.2 Non-print

Refer to the instructions in section .0B2 of the appropriate AACR2 chapter for the particular class of material being cataloged.

For online integrating resources, take the areas listed below from the chief source. Because the entire resource is defined as the chief source, very little information will be bracketed in a record for an online integrating resource.

Title and statement of responsibility
Edition
Publication, distribution, etc.
Series

For online integrating resources, take the following areas from any source:

Physical description (if option in 9.5B1 for remote resources is applied)
Note
Standard number and terms of availability

Prior to the 2004 Update to *AACR2*, the physical description area was not used in the cataloging of online integrating resources. There is no overall PCC practice for the option in AACR2 9.5B1; each PCC library should make its own decision. LC will apply the option on a case-by-case basis. (See IR.8.2.2.)

IR.4 Title and statement of responsibility area

IR.4.1 Overview

General rules for transcription of the title and statement of responsibility area for all types of integrating resources are in AACR2 rules 12.1B-12.1F

CONSER standard record practices documented in LCRIs: LCRI 12.1E specifies that it is not required to record, in the title and statement of responsibility area, the other title information appearing on the serial issue used as the basis of description. Always record an acronym or initialism of the title proper in a 246 field. Other title information which is not an acronym or initialism may be recorded in the 246 field if considered important for access. Per LCRI 12.1F, it is not required to record a statement of responsibility appearing on the serial issue used as the basis of the description in the title and statement of responsibility area or in a note. Give the responsible person/corporate body(ies) as access point(s) in field(s) 7XX.

For integrating resources issued online, catalogers will need to refer also to the applicable chapter(s) that cover the relevant aspects of the resource being described, e.g., its content, carrier, type of publication. All chapters in Part I of AACR2 also refer back to the basic rules in AACR2 1.1B-1.1F.

If information is added, deleted, or changed on a subsequent iteration, change the title and statement of responsibility area to reflect the current iteration. Make a note for a change in title proper and make a note for other changes if considered important. (See separate data elements below and IR.10.6-IR.10.9).

IR.4.2 Title proper

Transcribe the title proper from the current iteration in the 245 field. Give variant titles in field 246; also see IR.10.5.

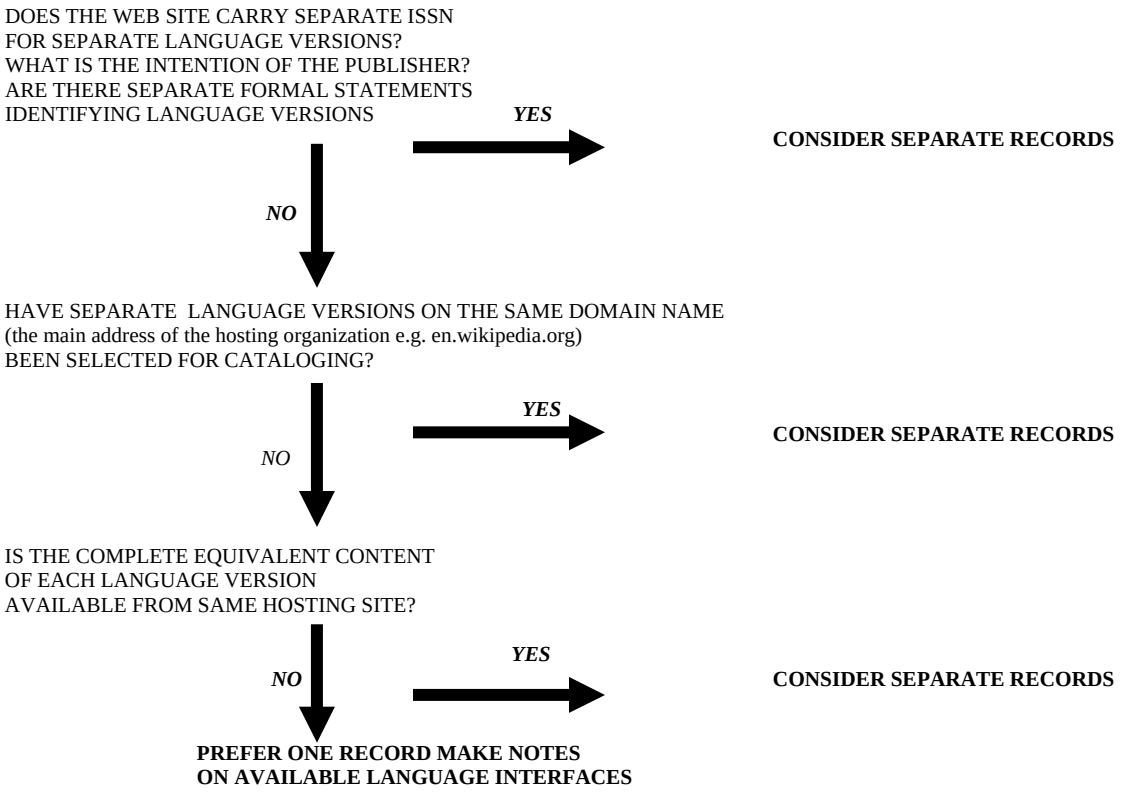
IR.4.2.1 Online integrating resource in multiple languages

Deciding when to create separate records for language editions or translations involves several questions:

Have separate ISSN been assigned to the separate language versions? Does the publisher formally present the language versions with statements such as German Edition, etc.?

Is the entire Web site with different language interfaces at a particular hosting Web site or domain name (e.g http://documents.un.org/ being cataloged or are records for the individual complete equivalent language versions hosted at one domain name desirable? (According to LCRI 1.0, a record “could represent the "smaller" or the "larger" resource” this is something to determine before creating the record).

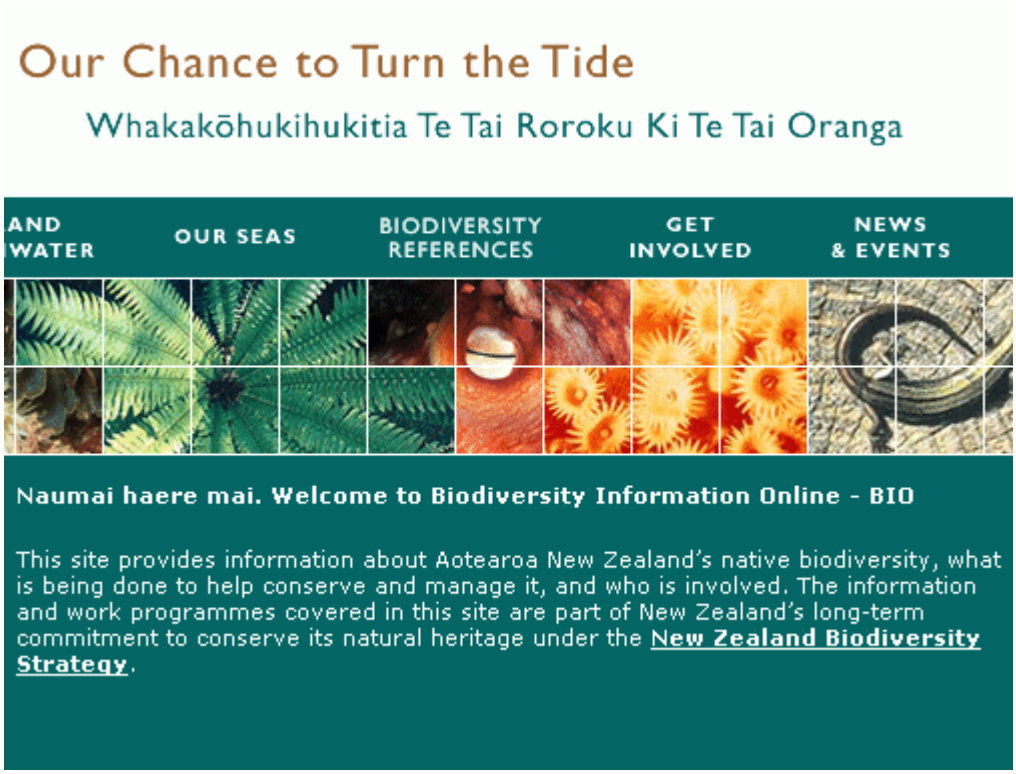
Is the text of the content primarily in one particular language with incomplete content offered in other languages?



IR.4.2.2 Introductory words not considered part of the title proper (AACR2 1.1B1 and its LCRI)

Omit from the title proper those words that serve as an introduction and are not intended to be part of the title. However, give the introductory words plus the title proper in a note (246 field for access).

Example: Introductory words not considered part of the title proper

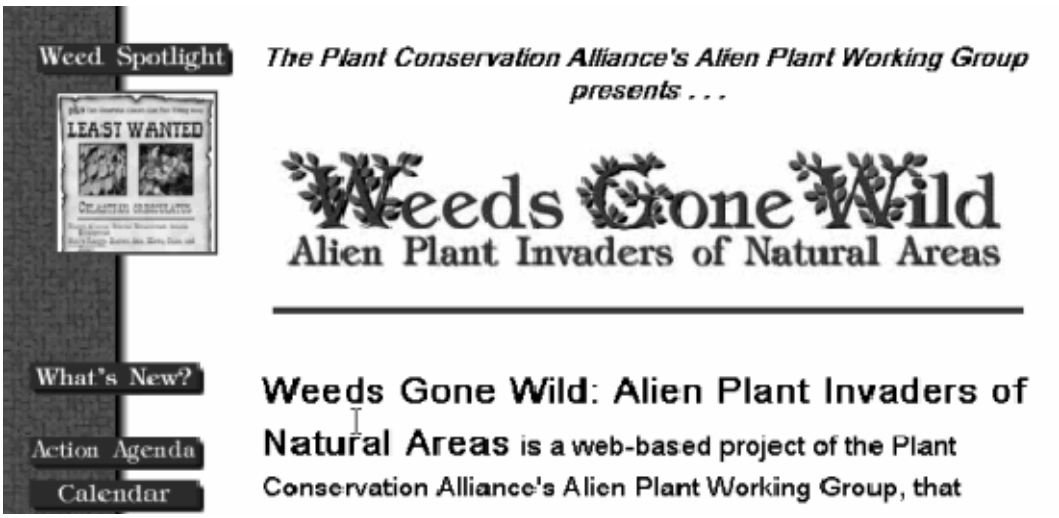


Example:

245 00 $a Biodiversity information online $h [electronic resource].

246 1_ $i Title appears on Web page as: $a Welcome to Biodiversity information online

IR.4 Title and statement of responsibility area



Example:

245 00 $a Weeds gone wild $h [electronic resource] : $b alien plant invaders of natural areas
246 1_ $i Title appears on home page as: $a Plant Conservation Alliance's Alien Plant Working Group presents-- Weeds gone wild : $b alien plant invaders of natural areas

Use judgment in applying this rule: look at other sources in the resource and consider presentation, typography, etc. In case of doubt, give the title with introductory wording in the 245 field and include a 246 field for the shorter form of the title, omitting introductory words.

IR.4.2.3 Typographical errors (AACR2 12.1B1)

Correct obvious typographical errors on a resource when transcribing the title. Give the incorrect title in a note (246 field). In case of doubt as to whether the spelling of the word is an error, transcribe the spelling as found on the resource.

Examples:

245 00 $ a Housing starts $h [electronic resource].
246 1_ $ i Title on home page: $a Housing sarts $f <Dec. 15, 2002>

but

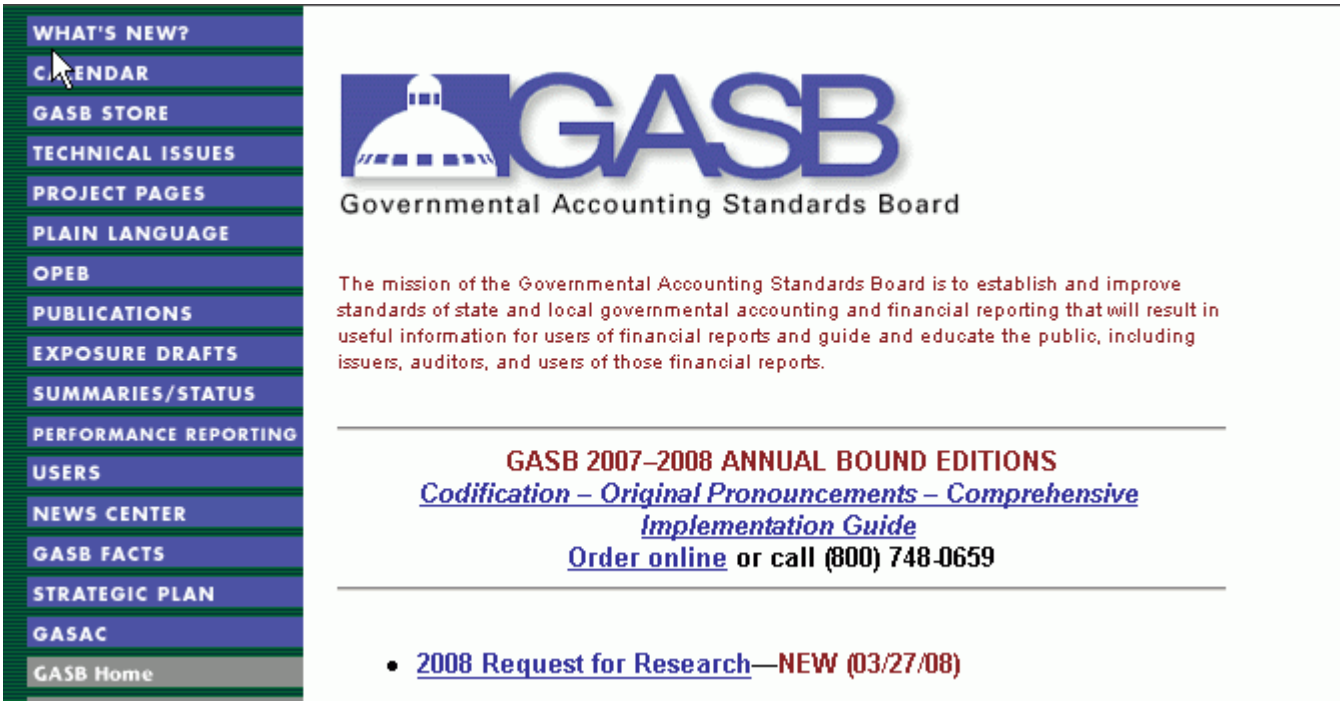
245 00 $a Band connexion $h [electronic resource].
246 3_ $a Band connection
(Optional title added entry may be supplied if cataloger believes users might reasonably search for this spelling)

IR.4.2.4 Full forms vs. acronyms or initialisms (AACR2 12.1B2, 12.1E1)

When the title appears in a full form and as an acronym or initialism on the chief source, choose the full form as the title proper. Include the acronym/initialism as other title information and give it in a 246 field for access.

CONSER standard record practice: Recording the acronym or initialism as other title information in the 245 $b is not required, these elements are recorded in field 246 (rather than 245 $b), using the coding 246 13.

Example: Full form chosen as title proper



Example per CSR guidelines, initialism is recorded only in the 246, however since the nature of the resource is not clear from the title a statement a clarifying statement is added in $b per AACR2 1.1E6:

245 00 $a Governmental Accounting Standards Board $h [electronic resource] :
$b[Web site].

246 13 $a GASB

IR.4.2.5 Common titles and section titles (AACR2 12.1B4-12.1B6; LCRI 12.1B4)

When cataloging an online integrating resource, determine if what at first appears to be a common title is instead a different data element. If it is represented by a series authority record, give it as a series. If it is the body's name, is it a statement of responsibility or does it appear on the site as a "brand" for the site? Is the "section title" dependent and so needs a common title to be meaningful?

Example:

245 00 $a WWW virtual library. $p Forestry $h [electronic resource].
246 30 $a Forestry

If the words are not given in the title and statement of responsibility area, give them in a 246 field to provide access.

Example:

10 2_ $a Geological Survey (U.S.). $b Water Resources Division.
245 10 $a Water resources of the United States $h [electronic resource].
246 1_ $a At head of title: $a USGS, science for a changing world

IR.4.2.6 Change in title proper (AACR2 12.1B8b)

If the title proper changes on a subsequent iteration, change the 245 field to reflect the current iteration, and give the earlier title in a 247 field. The 247 field is both a note and an access point. In subfield $f of the 247 field, indicate the range of dates of the former title proper if that information is available. When that information isn't available (the most common situation), use the date or designation in the item described note for the earlier iteration and enclose it in angle brackets (i.e., < >). If the title proper changes again, update the 245 field and give the former title proper in a second 247 field. See also IR.10.6.

If information about former titles proper cannot be given succinctly in multiple 247 fields, add a 547 field to give a complex former title note. Do not give a 547 field just because there are multiple 247 fields (LCRI 12.7B4.2).

Example: Change in title proper on later iteration. Note the resource is one that is not distributed by multiple providers so the provider neutral record approach is not reflected in the record example:

Bibliographic record when first cataloged

110 2_ $a Association of American Economics.
245 10 $a Membership directory of the Association of American Economics $h [electronic resource].
500 __ $a Title from HTML header (viewed on June 16, 1998).

Record after notification of changes seen on August 30, 2000

110 2_ $a Association of American Economics.
245 10 $a Association of American Economics online directory of members $h [electronic resource].
247 10 $a Membership directory of the Association of American Economics $f <June 16, 1998>
500 __ $a Title from HTML header (viewed on Aug. 30, 2000).

IR.4.3 General material designation (AACR2 12.1C)

Do not give a GMD for an updating loose-leaf. For an online integrating resource, give the GMD “electronic resource” in 245 subfield $h immediately after the title proper.

IR.4.4 Parallel titles (AACR2 12.1D)

CONSER standard record practice: It is not required to record parallel titles in $b 245. They may be recorded in 246 and coded 246 11.

Record parallel title(s) on the current iteration. If a parallel title is added, deleted, or changed on a subsequent iteration and an existing record contains a parallel title in the 245 (because it was deemed necessary to record it in $b of the 245 when the record was created, rather than optionally omitted per the CONSER standard record)change the 245 field to reflect the current iteration; if considered to be important, give any earlier parallel titles in a 246 field for access. See also IR.10.7.

IR.4.5 Other title information (AACR2 12.1E)

CONSER standard record practice: Generally it is not required to transcribe other title information unless it provides clarification or support to a title proper that would be unclear or otherwise misleading without the other title information. Other title information on the current

iteration may be omitted according to this practice or recorded in 245 subfield $b if it falls in either of these categories:

- an acronym or initialism if it appears in the chief source of information with the full form of the title recorded as the title proper (see example in IR.4.2.2);
- if the statement of responsibility or the name of the publisher, distributor, etc., is an integral part of the other title information.
- if the title proper needs explanation

Example of choosing to record other title information in the 245:

245 00 $a Colorado chess informant $h [electronic resource] : $b the official Web site of the Colorado State Chess Association.

If the title proper consists solely of the name of a corporate body, etc., supply other title information by adding in square brackets a brief explanation. In the example below, the words home page are recorded to help explain the title

Examples:

245 00 $a Native Freshwater Fish Society of New Zealand $h [electronic resource] : $b [Web site].

245 00 $a Los Angeles County Museum of Art $h [electronic resource] : [Web site].
246 13 $a LACMA

Transcribe other instances of other title information if considered to be important. Because of the dynamic nature of integrating resources, consider when it may be helpful not to transcribe other title information to avoid the need for numerous changes to the cataloging record. Always omit other title information that consists solely of words relating to the currency of the content or frequency of updating.

Example: Updating loose-leaf

245 10 $a Managing environmental liability : $b business transactions and Brownfield redevelopment / $c Lawrence P. Schnapf.

For online integrating resources, consider transcribing other title information in the following situations:

- other title information contains terms that help clarify or amplify the scope of an unclear or "generic" title
- other title information contains terms that might prove useful in keyword searches

Example:

245 10 $a Animal info $h [electronic resource] : $b information on endangered mammals / $c by Paul Massicot.

If other title information is recorded in the 245 field and that information changes on a later iteration, decide if the other title information is important enough to be recorded in the 245 field. If it is, change the 245 field to reflect the current iteration; if it isn't, delete the existing other title information in the 245 field. If considered to be important, give a specific note about earlier other title information in a 246 field or a general note in a 500 field (12.7B62b). See also IR.10.8.

Example: Updating loose-leaf Note: this record example does not reflect CONSER standard record options because it may be necessary to provide additional information according to established record requirements for legal resources

100 1_ $a Schnapf, Lawrence P.
245 10 $a Managing environmental liability : $b business transactions and Brownfield redevelopment / $c Lawrence P. Schnapf.
246 0_ $i Subtitle: $a Law & strategy for businesses and corporations $f 1996-1997
246 0_ $i Subtitle: $a Managing environmental risks in corporate/real estate transactions and Brownfield redevelopment $f 1998-2001
247 10 $a Environmental liability $f 1990-2001

IR.4.6 Statement of responsibility (AACR2 12.1F)

CONSER standard record practice: It is not required to record a statement of responsibility appearing on the iteration used as the basis of the description in the title and statement of responsibility area or in a note. Give the responsible person/corporate body(ies) as access point(s) in field(s) 7XX. If an existing record or data supplied by external sources has a statement of responsibility in the title and statement of responsibility area or in a note, don't delete it.

IR.4 Title and statement of responsibility area

If it is decided that the data in the statement is required for the type of resource being described, transcribe a statement of responsibility appearing prominently on the current iteration in 245 field subfield $c. If the statement of responsibility is already transcribed as part of the title proper or other title information, don't include a further statement of responsibility unless such a statement also appears separately on the chief source of information.

For online integrating resource do not transcribe statements that represent only the electronic/digital service provider of a resource.

Give information about editors if considered to be important. The editor is generally considered to be important for print integrating resources. Consult LCRI 1.1F1 for guidance on editorial functions that are not considered bibliographically significant.

If a statement of responsibility is added, deleted, or changed on a subsequent iteration, change the 245 field to reflect the current iteration; if considered to be important, give any earlier statement of responsibility in a note and provide an access point. See also IR.10.9.

IR.5 Edition area

IR.5.1 Overview

Transcribe an edition statement on the current iteration if considered important (AACR2 12.2B1b). Do not transcribe parallel statements for edition information appearing in multiple languages (LCRI 12.2B3). Transcribe a statement relating to an edition of an online integrating resource if that resource contains differences from other editions of that resource or relating to a named reissue of that resource (AACR2 9.2B1), but do not transcribe edition statements unique to one digital provider's version of a resource.

If edition information is added, deleted, or changed on a subsequent iteration and this change does not require a new record according to LCRI 21.3B, change the edition area to reflect the current iteration (AACR2 12.2F1b). Make a note to record the earlier edition information if considered to be important (see IR.10.10).

IR.5.2 Updating loose-leafs

If the edition statement changes often, or if the information is not considered to be important, omit the edition statement and give a general note (see IR.10.10).

Some updating loose-leafs are published as gradual replacement editions. At some point the author or publisher considers the work to constitute a new edition, although a new base volume is not issued. Instead, a replacement title page carrying the new edition statement is received with a shipment of updates. Do not create a new bibliographic record. Instead, update the edition statement in the existing record and add a note to explain the change in the edition statement.

Example:

250 __ $a 4th ed.
500 __ $a Updated to 4th ed., July 2002.

For situations when the issuance of a new edition requires the creation of a new bibliographic record, see IR.16.1.

IR.5.3 Electronic resources

Do not always consider "version" information that commonly appears on Web sites to be equivalent to a formal edition statement. Use judgment in determining where to record version information. This type of data may change frequently and should not necessarily be transcribed

in the edition area. In cases where frequent updates are made, consider giving version information in conjunction with the item described note (see IR.10.20).

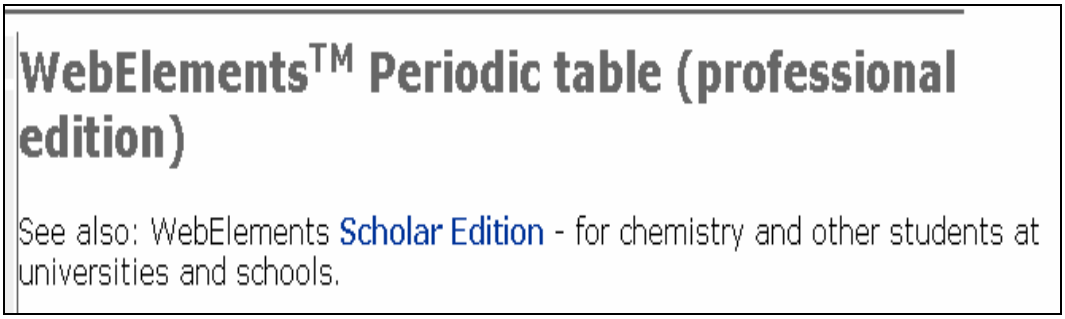
Examples:

500 $a Description based on: Version 3.5; title from home page (viewed on Nov. 4, 2003).

500 $a Description based on: Version 8.11.2003; title from title screen (viewed on Dec. 2, 2003).

Some resources are issued simultaneously in different editions. In these cases, give the edition statements in the 250 field of the bibliographic record for each integrating resource.

Example: True edition statement present on electronic integrating resource



Example:

245 00 $a WebElements periodic table $h [electronic resource].
250 __ $a Professional ed.

If the "scholar edition" were selected for cataloging in the library, a separate bibliographic record would be created.

Make a new bibliographic record based on a change in the edition statement only if the resource described in the existing record continues to exist as a resource separate from the new resource to be cataloged (AACR2 21.3B and its LCRI). (Also see IR.16.1.)

IR.6 Type and extent of resource area

This area (field 256) appeared only in records for electronic resources. The area was eliminated from the rules with the deletion of rule 9.3 in the 2004 Update to *AACR2*. Generally retain the terms formerly used for this area (electronic data; electronic program(s); and, electronic data and program(s)) and any details about files, statements, bytes, etc., when using existing records for copy cataloging if the information still characterizes the resource.

Such information now can be given in a Type of computer file or data note (516 field; see IR.10.21), combined with other notes (e.g., a Summary note; see IR.10.19), or given in the 300 field if the option in AACR2 9.5B3 is applied (see IR.8.2.2).

IR.7 Publication, distribution, etc., area

IR.7.1 Overview

Give information about the place and name of publisher, distributor, manufacturer, etc., based on the current iteration (AACR2 12.4 and 1.4; LCRIs). If the name of the publisher, etc., is already given in the title proper and statement of responsibility area, repeat the name in the 260 field (older records may have a shortened form of name based on a now-cancelled rule). Transcribe publication information applicable to all online versions of a resource and not reflective of one digitizer or provider.

If a place or name is added, deleted, or changed on a subsequent iteration, change the publication, distribution, etc., area to reflect the current iteration (AACR2 12.4C2 and 12.4D2).

Record the beginning and ending dates of publication, distribution, etc., based on the first and last iteration. AACR2 1.4F8 is the specific rule for dates for integrating resources; an option in the rule allows a beginning and/or ending date to be supplied in square brackets if readily ascertained even if not cataloging from the first and/or last iteration. The type of date to be recorded is based on the earlier rules in AACR2 1.4F. Separate the dates with a hyphen.

IR.7.2 Dates of publication, distribution, manufacturing, etc.

If the bibliographic record is based on the first iteration, give the beginning date (publishing, copyright, etc.) followed by a hyphen. If no date appears in the first iteration, supply an approximate date of publication in square brackets.

Examples: Cataloging based on first iteration

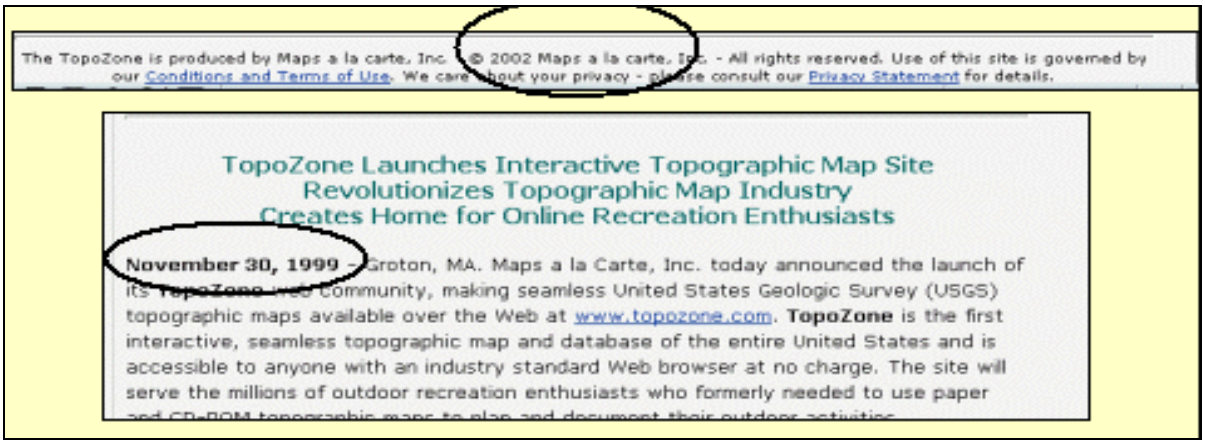
260 __ $a New York : $b Harper, $c 1994-

260 __ $a Chicago : $b Holt, $c [2003?]-

If the first and/or last iteration is not available for cataloging, on a case-by-case basis apply the option to give the beginning and/or ending date when the bibliographic resource includes an explicit statement, such as “Began in 1998;” “First posted on Mar. 13, 2003” (LCRI 1.4F8). Give the date(s) in square brackets. Generally, do not investigate beyond the resource to find such a date. Do not give a questioned date when applying the option.

CONSER standard record practice: recording publication dates in 260 $c is not required, the information is provided in the 362 1 if available.

Example: Web site viewed in 2002, but with explicit information about beginning publication date


The TopoZone is produced by Maps a la carte, Inc. © 2002 Maps a la carte, Inc. - All rights reserved. Use of this site is governed by our Conditions and Terms of Use. We care about your privacy - please consult our Privacy Statement for details.

TopoZone Launches Interactive Topographic Map Site
Revolutionizes Topographic Map Industry
Creates Home for Online Recreation Enthusiasts

November 30, 1999 - Groton, MA. Maps a la Carte, Inc. today announced the launch of its TopoZone web community, making seamless United States Geologic Survey (USGS) topographic maps available over the Web at www.topozone.com. **TopoZone** is the first interactive, seamless topographic map and database of the entire United States and is accessible to anyone with an industry standard Web browser at no charge. The site will serve the millions of outdoor recreation enthusiasts who formerly needed to use paper and CD-ROM topographic maps to plan and document their outdoor activities.

260 __$a Groton, MA : $b Maps a la Carte, $c [1999]-

If the bibliographic record is not based on the first iteration and the option is not being applied, do not give a date in the 260 subfield $c. Do not supply the comma at end of the 260 subfield $b if there is no subfield $c. If there is general or specific information available about the beginning or ending date, give a note in a 362 1 field (12.7B11.1). (Also see IR.10.11)

Example: First iteration not available but possible beginning information available

260 __ $a New York : $b Harper
362 1_ $a Began in 1999?

Example: First iteration not available and no information about date of publication available

260 $a Charlottesville, Va. : $b LEXIS Pub.
[no 362 field]

When using an existing bibliographic record for copy cataloging, generally accept a date in the 260 subfield $c. If the date is obviously incorrect, either change it to the correct date if known or delete it. (See IR.7.4 for 008 fixed field coding).

IR.7.2.1. Recording date information for updating loose-leafs

An updating loose-leaf may have a range of copyright dates. It may not be clear if the range includes dates of previous editions/iterations and it may not be clear if the latest date refers to the current edition/iteration. Use cataloger's judgment in deciding if research is necessary.

IR.7.2.2 Recording date information for electronic resources

In most cases it is unlikely that you are viewing the first iteration.

As far as possible, give dates applicable to the original publisher's content and not reflective of one digital service provider.

CONSER standard record practice: Publication dates may be recorded in the unformatted 362 1 field rather than 260 $c.

Explicit publication date information may appear on the home page, login screen, menu, splash screen, etc., of a remote access electronic resource or in communications with the publisher/producer/supplier of the resource.

Examples of phrases that are considered explicit statements of publication include:

Created in/on (date)
Institute mounted this page in (date)
Site no longer maintained after (date)
First posted on (date)

Web sites often include many pieces of intellectual content that have different copyright dates. Therefore, it is not clear when a range of copyright dates or multiple copyright dates appear whether the first date reflects the date of the site or the copyright date for the content. The first date in a range of dates (e.g., ©1999-2002) is not an explicit statement of the date of publication; it may be used to infer a possible beginning date given in a 362 1 field (LCRI 1.4F8).

Do not take the final copyright date in a range as an ending date for the resource. That date just indicates that copyright continues to be held; the date may be updated annually to reflect the latest year.

Examples: No publication information about first iteration but copyright dates are available

Copyright (c) 1996, 1997, 1998, 1999, 2000, 2001, 2002, 2003 by Simon & Schuster, Inc.
All rights reserved, including the right of reproduction in whole or in part in any form.

(**no** 260 subfield $c)
362 1_ $a Began in 1996?

© 1997-2002 History Guide, SUB Göttingen. URL: http://www.historyguide.de/
© 2002 InformationsWeiser Geschichte, BSB München. URL: http://mdz2.bib-bvb.de/hist/

(no 260 subfield $c)
362 1_ $a Began in 1997?

Note that a single copyright date that appears on a later iteration of a resource cannot be considered the beginning date, because it usually indicates the current year. If no other information is available, a single copyright date may be used as information for a questioned date in a note in a 362 1 field.

Example: "©2000" on a later iteration

(no 260 $c)
362 1_ $a Began in 2000?

IR.7.3 Interim practice: Use notes for changes

The *MARC 21 Format for Bibliographic Data* defines the 260 field as repeatable and lists specific indicator values for changes in publication information. However, until this *MARC 21* change to allow repeatable 260 fields is implemented by library vendors and bibliographic utilities, give earlier place and publisher name information in a 500 note (see IR.10.12).

When making notes about changes that include dates, use angle brackets when exact dates are unknown (see IR.10.1.1). Do not do research to determine exact dates; use an update designation or a viewed date to locate the change in time.

Example:

260 __ $a Huntington, NY : $b Juris Pub., $c c1990-
500 __ $a Published: Salem, N.H. : Butterworth Legal Publishers, 1990-1994; Charlottesville, VA : Michie, 1995-<1996>; LEXIS Law Pub., <1998>-1999.

If the publisher is also the issuing body, give information about the change in a 550 field (see IR.10.9).

Example:

260 $a Morrisville : $b American Economics Society
550 __ $a Issued by the Association of American Economics <Aug. 30, 2000>.

IR.7.4 Relationship of imprint information to fixed field 008

The current publication information recorded in the 260 field is the basis of coding the dates in fixed field 008, bytes 7-10 and the place of publication in fixed field 008, bytes 15-17 (see IR.14). When the place of publication changes on later iterations, update the place of publication in the 008. When the integrating resource is complete, update the date information in the 008.

IR.8 Physical description area

IR.8.1 Overview

Give the physical description of the current iteration of an integrating resource according to the general rules in AACR2 12.5 and in subrule .5B in the chapter dealing with the type of material to which the resource belongs. Apply AACR2 2.5 for updating loose-leafs. AACR 9.5 has an option for giving this area for remote access electronic resources.

CONSER standard record practice: Providing this information is optional, however the cataloger will need to decide when it is appropriate to the type of resource being cataloged. For example, for many types of remote electronic resources, this area may not be needed, but may be appropriate for resources like print legal materials, loose-leafs, etc.

If the physical details change between iterations, change the physical description area to reflect the current iteration (rule 12.7B12.2). If information about physical details of an earlier iteration is considered important, give that information in a note. (See IR.10.13*)*

IR.8.2 Updating loose-leafs

Add the qualifier "(loose-leaf)" to the extent of item in field 300 subfield $a. If the updating loose-leaf includes transfer volumes, describe the extent in terms of "loose-leaf" and "transfer" (AACR2 12.5B1 and its LCRI).

Example:

300 $a v. (loose-leaf), v. (transfer)

Do not record the number of volumes until the resource is complete. When the updating loose-leaf has ceased publication, record the total number of numbered and unnumbered volumes in the extent statement. If it is important to indicate the presence of unnumbered volumes, give the information in a note per LCRI 12.7B12 (see IR.10.13).

(Note: Prior to December 1, 2002, the number of volumes was given for updating loose-leafs still in progress. Also, only numbered volumes were recorded.)

Example:

500 __ $a Includes unnumbered volume: European Union law update.

information in MARC 21 300 subfield $c based on the current iteration (LCRI 12.5D2).

Give details of accompanying material in this area or in a note (AACR2 1.5E and 12.5E1b).

Example:

300 __ $a v. (loose-leaf) : $b forms ; $c 26 cm. + $e 2 computer disks (3 ½ in.)

IR.8.2.2 Electronic resources

AACR2 9.5B1 has an option to give the physical description area for remote electronic resources. There is no overall PCC decision for this option; each library should make its own decision. LC will apply the option on a case-by-case basis (LCRI 9.5B1).
If the option is applied, follow the rules in 9.5B and the .5B rules in other chapters as appropriate.

IR.9 Series statements and series access points

IR.9.1 Overview

Record series information on the current iteration in the series statement (AACR2 1.6 and its LCRIs).

CONSER standard record practice: Record a traced series only in the 8XX fields, subsequent changes in series statements are recorded in the 4XX fields.

If a series is added, deleted, or changed on a subsequent iteration of an integrating resource, change the series area to reflect the current iteration (rule 12.6B2b). If the series on an earlier iteration is a traced series, consider that series to be important and retain it in a note. See also IR.10.15.

Make series added entries according to AACR2 21.30L and its LCRI. Give the series heading and form of numbering for each series as established in its series authority record.

Example: change in the series title on a later iteration

Earlier iteration:
440 _0 $a Federal practice series

Later iteration:
440 _0 $a Court rules series
500 __ $a Series title, 1980-1990: Federal practice series.
830 _0 $a Federal practice series.

Example: series no longer appearing on the resource

Earlier iteration:
440 _0 $a Research in library acquisitions

Later iteration:
no 4XX field
500 __ $a Series title, 1991-1998: Research in library acquisitions.
830 _0 $a Research in library acquisitions.

IR.10 Notes and electronic location and access

IR.10.1 Overview

Give notes to:

- *CONSER standard record practice:* notes are not required to justify an access point when an authority record already exists but are given to provide applicable date information about changed or new access points;
- Record information on changes in the bibliographic details of the integrating resource over time;
- Provide other information related to the content of the integrating resource (e.g., data relevant to the content aspect of the integrating resource as opposed to its physical carrier);
- Provide information on the physical carrier or physical medium of the resource;
- Provide information about relationships to other resources. (see IR.11)

Possible notes are indicated in AACR2 12.7 and in the relevant chapter in AACR2 for the content being cataloged. Although most notes are optional, some are required due to the changeable nature of integrating resources. The discussion in this section outlines the use of notes without regard to the level of cataloging that is being provided. Take into consideration the level of cataloging being provided in order to determine which notes should be provided (AACR2 1.0D and by agreed upon policies of the cooperative cataloging programs).

Take information given in notes from any source and from any iteration of an integrating resource (AACR2 1.7A2). Give succinct, useful notes. The style of notes generally is not prescriptive; do not rewrite notes found in records being used for copy cataloging unless the information is inaccurate or no longer correctly describes the resource. Because all sources are prescribed sources for notes, do not use square brackets. Use angle brackets (< >) for uncertain dates or uncertain update information.

Some notes serve as descriptive elements (e.g., notes related to changes in responsibility, changes in publisher, or changes in place of publication); other notes serve both as descriptive elements and access points for the integrating resource (e.g., notes on changes in title). Not all notes are given in the 5XX range of MARC fields; see specific sections below for information about appropriate MARC fields. Prior to December 2002, some of these fields were used only in the cataloging of serials.

Construct notes according to the *Chicago Manual of Style* (AACR2 0.11). For example, do not begin a note with a date. In constructing notes, generally follow the predominant pattern in AACR2:

[introductory word(s)]: [information], [dates].

If the information does not lend itself to this wording, do not follow that pattern. Also, when doing copy cataloging or updating an existing record, do not alter a note solely for stylistic reasons.

See section IR.11 for notes on bibliographic relationships provided according to AACR2 12.7B8.

IR.10.1.1 Scope of applicability (AACR2 12.7A2)

If it is known that a note does not apply to all iterations of a resource, add appropriate update or designation dates. Generally, don't do research to determine exact dates of applicability or the exact date of a change. Use the update designation or date in an item described note (see IR.10.20) to locate in time the information given in the note; record such a designation or date in angle brackets (< >).

Example: change in editor

Earlier iteration:
245 00 $a _____ / $c edited by Susan Thoreson.
500 __ $a Description based on: Jan. 2002 update.

Later iteration:
245 00 $a _____ / $c edited by Mary Bellson.
500 __ $a Edited by Susan Thoreson <Jan. 2002>.
500 __ $a Description based on: Sept. 2004 update.

IR.10.1.2 Language of notes

Give notes supplied by the cataloger in English. However, give the update number or the release date in the language in which it appears on the resource (LCRI 12.7A2); for example, give "juin 2002" for a release date of a French-language resource.

IR.10.1.3 Order of 5XX notes

LCRI 1.7B gives institutions the flexibility of providing notes in either AACR2 prescribed order or MARC 21 field order. CONSER and BIBCO participants should follow the practice that is institutionally most expedient. That is to say, if the majority of integrating resources are cataloged by serials staff, an institution may give preference to the prescribed CONSER MARC 21 field order for notes. Alternatively, if the cataloging of integrating resources is primarily the work of monograph catalogers, then AACR2 prescribed order may prevail as the preferred order.

When doing copy cataloging or updating existing records for integrating resources, add or modify notes in the most expeditious manner. Do not expend time and effort in rearranging notes to fit a certain style or convention.

IR.10.2 Frequency of updates (AACR2 12.7B1 and its LCRI) (310, 321 fields; 006/008)

Give notes about frequency of updates to an integrating resource if the information is provided by the original publisher/society, if it is readily ascertainable, and even if the frequency is apparent from the content of the title proper and statement of responsibility area. Give notes about both the current frequency and earlier frequencies. Give the current frequency in a 310 field and earlier frequencies, from earliest to latest, in multiple 321 fields.

IR.10.2.1 Determining and recording frequency

Determining frequency of updates for online integrating resources can be difficult. Use the frequency "Continuously updated" only for online integrating resources updated more frequently than daily.

Some updating loose-leafs provide the frequency of updates on the filing instruction sheet for those updates.

Give the current frequency in a 310 field. Include the word "updated" or "updates" to clarify that the frequency applies to the updates, not to the resource itself. If the frequency is unknown, do not include a 310 field in the bibliographic record.

Examples:

310 __ $a Updated quarterly

310 __ $a Monthly updates

When a 310 field is present, coordinate the information with the coding in the Frequency and Regularity elements in the fixed field 006 (bytes 01 and 02) or fixed field 008 (bytes 18 and 19).

CONSER standard record practice: Coding of 006/008 bytes for frequency and regularity is optional, a fill character may be used for these elements.

IR.10.2.2 Changes in frequency

When the frequency of updates changes, move the information in the 310 field to a 321 field. Add a subfield $b to each frequency field for the applicable dates of that frequency. In most cases, the exact beginning of the frequency will not be known; use the designation or date of the

current iteration in angle brackets in the 310 field. Use the designation or date in the item described note of the previous iteration in the 321 field being added to the record. Note: subfield $b is used in a 310 field only if there is also a 321 field in the record; a 321 field can only be in a record when there is also a 310 field present.

Example: As viewed initially Sept. 9, 1999
310 __ $a Updated quarterly

Same resource viewed on May 15, 2001
310 __ $a Updated monthly, $b <May 15, 2001>
321 __ $a Updated quarterly, $b <Sept. 9, 1999>

The 321 field is repeatable. If the frequency changes again, give multiple former frequencies in separate 321 fields, each with a subfield $b. Prior to 2007, CONSER practice was to use the phrase "frequency varies" in a single 321 field if more than three past frequencies were known, other 321 fields were deleted. CONSER practice changed in 2007, all 321 fields will be maintained and not replaced with the "frequency varies" note. In working with copy, if there is a former frequency in field 310, move the former frequency to field 321, and add the current frequency in field 310. Prefer to leave existing 321 fields on an existing record, even if there are more than three. Remember to change out-dated fixed field information for frequency and regularity when adding a new frequency in the 310 field. Fixed field information can be replaced with fill characters or the new current frequency information.

The use of a note "Updated irregularly" or "Frequently updated" serves little purpose in the bibliographic record created for the first iteration of a resource. However, it may be useful when the frequency changes from a totally irregular or unknown pattern to a regular one, or vice-versa.

Examples:

310 __ $a Updated biannually, $b <Nov. 23, 2002>
321 __ $a Updated irregularly, $b <Jan. 3, 2001>

310 __ $a Updated irregularly, $b <release 2002-1>
321 __ $a Updated twice a month, $b 1999-<2001-12>

Whenever a 310 field is changed, update the fixed field elements of the record to match the current frequency and regularity (see IR.14). Per CSR, fixed field date information can be replaced with fill characters or updated with current frequency information

IR.10.3 Language of text (AACR2 12.7B2; LCRI 1.7B2) (008, 041, and 546 fields)

Give information on the language(s) of the text, summaries, etc., in a 546 field if the language is not clear from the rest of the description. Also give language codes in fixed field 008 (character positions 35-37); give codes in field 041 when appropriate according to *MARC 21* and CONSER standard record guidelines.

Example:
008 bytes 35-37: eng
041 0_$a eng $a fre
546 __$a Text in English and French.

IR.10.4 Source of title proper (AACR2 12.7B3) (500 field)

For updating loose-leafs, make a note on the source of the title proper when it is taken from a title page substitute.

Example:

500 __ $a Title from binder.

For online integrating resources, always provide a note documenting the source of the title proper (AACR2 9.7B3) and the version (digitizer/provider or original publisher version) on which the cataloging is based. This note is often combined with the note on the latest iteration used for the description and the date viewed (see IR.10.20). In citing the source of the title proper for electronic resources, it may be helpful to refer to the document *Source of Title Note for Internet Resources*.[2]

Example of a record for a Web site, not handled by a provider neutral approach:

500 __ $a Title from title screen (viewed Feb. 2, 1999).

[2] Barrett, Marcia. *Source of title note for Internet resources*. Online Audiovisual Catalogers Association, Cataloging Policy Committee, 3rd revision 2005. Retrieved March 4, 2008 from: http://ublib.buffalo.edu/libraries/units/cts/olac/capc/stnir.html

IR.10.5 Titles other than title proper (AACR2 12.7B4.1 and its LCRI, 12.7B5.1) (246 field)

Make notes on titles other than the title proper appearing on the resource and any changes to those titles if considered important. Do not apply the option to give a romanization of the title proper.

CONSER standard record practice: Record in field 246 (rather than 245 $b) acronyms/initialisms of the title proper, and parallel titles found on the chief source. Use indicators 11 for parallel titles. Use indicators 1 [blank] and $i anytime a note is needed for a variant title including the need to provide applicable date ranges for additional parallels titles that appear on later issues. Use indicators 13 for all other variant titles, including acronyms/initialisms, with the exception of added entries for minor title changes. In these cases, record the minor title change using: 246 1 [blank] with subfield $i.

Example: CONSER standard record coding used for acronyms/initialisms

245 00 $a Social activism for everyone.
246 13 $a SAFE
246 13 $a Journal of social activism for everyone

Example: CONSER standard record coding used for parallel title and minor title change

245 00 $a Universal globe.
246 11 $a Globo universal
246 1_ $i Issues for <Jan. 2007-> have title:
$a National Geographic Society universal globe

Example: note for cover title on a legal resource (CONSER standard options were not used)

245 00 $a Current OSHA regulations.
246 14 $a OSHA regulations

Example: change in other title information thought to be important by library updating the record. Note that CONSER standard options were not used in this record, the coding is accepted as is without changing it.

245 00 $a Checklist of amphibian species and identification guide $h [electronic resource] : $b an online guide for the identification of amphibians in North America north of Mexico / $c North American Reporting Center for Amphibian Malformations
246 0_ $i Former subtitle: $a Online guide for amphibians in the United States and Canada $f <Aug. 11, 1998>

IR.10.6 Changes in title proper (AACR2 12.1B8b; 12.7B4.2b; LCRI 12.7B4.2) (247 field)

When the current iteration has a different title, change the title proper and statement of responsibility area in the bibliographic record to reflect that iteration. It is important to retain the information regarding the title proper of the earlier iteration. Give the former title in a 247 field; this field generates both a note and an added entry. Give the update designation or date of earlier iteration in subfield $f; if there was an ISSN for the earlier iteration, move it from the 022 field to subfield $x of the 247 field. The 247 field is repeatable; if the title proper changes again on a subsequent iteration, update the 245 field again and move the previous title proper to an additional 247 field. Give the 247 fields in order from earliest to most recent.

Example: Existing record

245 00 $a Taxation of intangible assets.
500 __ $a Description based on: release 2, published 1997.

Example: After the record is changed to reflect a later iteration:

245 00 $a Federal income taxation of intellectual properties and intangible assets.
247 10 $a Taxation of intangible assets $f <release 2, published 1997>
500 __ $a Description based on: release 12, published 2002.

Do not use the 247 field for changes in title other than changes in the title proper (i.e., do not use for changes in parallel title or other title information). Use the 246 field for those types of changes (see IR.10.5).

IR.10.6.1 Minor changes in title proper (500 field)

If the change in the title proper is only slight (e.g., the difference appears at the end of a long title) and access to the previous title isn't affected, make a general note in a 500 field instead of giving the former title proper in a 247 field.

Example: Existing record

245 00 $a Federal income taxation of intellectual properties and commercial assets.
500 __ $a Description based on release 11, published 1999.

Example: After the record is changed to reflect a later iteration:

245 00$a Federal income taxation of intellectual properties and commercial assets in comparison to other assets.
500 __ $a Title varies slightly.
500 __ $a Description based on: release 14, published 2003.

IR.10.6.2 Complex changes to title proper (LCRI 12.7B4.2) (547 field)

If the changes in title proper are more complex than can be explained by the information in the multiple 247 fields, give an explanation in a 547 note field in addition to those 247 fields. Do not use the 547 note field routinely. When including a 547 field in the bibliographic record, use a second indicator of "1" in the 247 fields to suppress the generation of a display note.

IR.10.7 Parallel titles and changes to parallel titles (AACR2 12.7B5; LCRI 12.7B5.2) (246 field)

Makes notes on parallel titles (i.e., titles in other languages or scripts) not already recorded in 245 field, including parallel titles given with variant titles, if considered to be important.

CONSER standard record practice: It is recording parallel titles in the 245 is not required. When not recorded in the 245, the parallel title is recorded in the 246 with the coding 246 11.

Also make notes on parallel titles no longer present on the iteration being cataloged, if considered important. Give the update designation or date of earlier iteration either in subfield $f or in the explanation in subfield $i. If the changes are numerous or complex, a general statement may be made in a 500 note.

Example:

245 00 $a Geographical names of Canada $h [electronic resource] / $c Centre for Topographic Information = Toponymie du Canada / Centre d'information topographique.
246 31 $a Toponymie du Canada
246 1_ $a Title in HTML header: $a Canadian geographical names = $b Noms géographiques du Canada
246 3_ $a Noms géographiques du Canada

IR.10.8 Other title information and changes in other title information (AACR2 12.7B6) (246 field)

Make notes on other title information not already recorded in the title and statement of responsibility area if considered to be important.

If other title information was recorded in the 245 subfield $b and it disappears from or is different on the current iteration, give the earlier title information if considered to be important. Give the update designation or date of earlier iteration either in subfield $f or in the explanation in subfield $i. Some guidelines on when to retain other title information in a note include:

- The earlier other title information includes descriptive terms useful in keyword searches.
- The earlier other title information includes words clarifying a title proper.

Example:

245 00 $a Managing environmental liability : $b business transactions and Brownfield redevelopment.
246 0_ $i Subtitled: $a Law & strategy for businesses and corporations $f 1990-1997
246 0_ $i Subtitled: $a Managing environmental risks in corporate /real estate transactions and Brownfield redevelopment $f 1998-2001
500 __ $a Description based on: update 25, 2002.

IR.10.9 Statements of responsibility or issuing bodies and changes in that information (AACR2 12.7B7) (500, 550 fields)

Make notes on statements of responsibility not already recorded in the title and statement of responsibility area if considered to be important. Use the 550 field for information about issuing bodies; use the 500 field for information about persons.

Example:

500 __ $a Compiler varies.

Also make notes on statements of responsibility no longer present on the current iteration, or that appeared in a different form on earlier iterations, if considered to be important. If the changes are numerous and complex, a general statement can be made.

Example: Record as first cataloged

110 2_ $a Association of American Economics.
245 10 $a Membership directory of the Association of American Economics $ h [electronic resource].
500 $a Title from HTML header (viewed June 16, 1998).

Record after being updated Aug. 30, 2000

110 2_ $a Association of American Economists.
245 10 $a Association of American Economists online directory of members $h [electronic resource].
247 10 $a Membership directory of the Association of American Economics $f <June 16, 1998>
500 __ $a Title from HTML header (viewed on Aug. 30, 2000).
550 $a Issued by: Association of American Economics, <Aug. 30, 2000->

710 2 _ $a Association of American Economics.

Record after being updated Jan. 15, 2003

110 2_ $a American Economists Association.
245 10 $a American Economists Association online directory of members $h [electronic resource].
247 10 $a Membership directory of the Association of American Economics $f <June 16, 1998>
247 10 $a Association of American Economics online directory of members $f <Aug. 30, 2000>
500 __ $a Title from HTML header (viewed on Jan. 15, 2003).
550 __ $a Issued by Association of American Economics <June 16, 1998>; Association of American Economics <Aug. 30, 2000>.
710 2_ $a Association of American Economics.
710 2_ $a Association of American Economists.

IR.10.10 Edition statement (AACR2 12.7B9) (500 field)

For online integrating resources, make a note on the source of the edition statement if it is different from the source of the title proper (9.7B7). In citing the source of the edition statement, it may also be useful to refer to the terms defined in the document, *Source of Title Note for Internet Resources*.

For a gradual replacement edition of an updating loose-leaf (see LCRI 12.2F1), make a note about the new edition statement.

Examples:

500 __ $a Updated to 2nd ed., June 2001.

500 __ $a Replacement title pages carry successive edition statements, e.g., replacement title page received with fall 1999 supplementation carries the statement "Twenty-fifth edition."

Also make notes on changes in edition information no longer present in the current iteration, or on edition information that appeared in a different form on earlier iterations, if considered to be important. If the changes over time have been numerous, a general statement describing the edition changes over several iterations may be made.

IR.10.11 Dates of publication (AACR2 12.7B11.1; 1.4F8; LCRI 1.4F8) (362 1 field)

If the first and last iterations are not available for cataloging and the option to supply a date in the 260 field is not applied (see IR.7.2), make notes about the beginning and ending dates of publication. A single 362 1 field may be used for both dates. Do not use a 362 1 field if there is a 260 subfield $c for the same date in the record. Both a 260 subfield $c for one date and a 362 1 field for the other date may be in the same record. (Do not use a 362 0 field.)

CONSER standard record practice: Recording publication dates in 260 $c is not required, the information is provided in the 362 1.

Examples of notes:

362 1 _ $a Began in 1997? *(possible/probable date inferred from copyright statement)*
362 1 _ $a Began in 1990s.
362 1 _ $a Began between 1998 and 2001.
362 1 _ $a Began publication in 1998 or 1999.
362 1 _ $a Completed publication in 2002?
362 1 _ $a Began ca. 2000.

Example: On Web site at time of initial cataloging: c1997-2001.

260 __ $a New York : $b Corona
362 1_ $a Began in 1997?

Site later ceases with an explicit statement: No updates made to this site after Sept. 15, 2002.The record reflects CONSER standard record practice: the 362 1 is updated with the date the resource ceased, the fixed field end date has been updated with the ceased date.

260 __ $a New York : $b Corona
362 1_ $a Began in 1997? Ceased in 2002.

IR.10.12 Publication, distribution, etc., information (AACR2 12.7B11) (500 field)

If it is known that a resource has suspended publication with the intention of resuming at a later date, make a note.

Example:

500 __ $a No updates issued from 1999 to 2001.

If the place of publication on the current iteration differs from the place in the bibliographic record, update the publication, distribution, etc., area and give the earlier place in a note if considered important. If the changes have been numerous, make a general statement.

If the publisher on the current iteration differs from the publisher in the bibliographic record, update the publication, distribution, etc., area and make a note about the earlier publisher if considered to be important. Minor changes in the presentation of the publisher's name are not considered important and therefore do not need to be recorded (e.g., West Group vs. Thomson/West where West is part of Thomson). If the changes have been numerous, make a general statement.

Example:

260 __ $a Huntington, N.Y. : $b Juris Pub., $c 1990-
500 __ $a Published: Salem, N.H. : Butterworth Legal Publishers, 1990-1994;
Charlottesville, Va. : Michie, 1995-1997; LEXIS Law Pub., 1998-1999.

Examples:

500 __ $a Formerly published by Kramer and Reynolds, Richmond, VA, 1996-2002.

500 __ $a Publisher varies.

IR.10.13 Physical description (AACR2 12.7B12) (500 field)

Make notes on physical details that are not already included in the physical description area if considered important.

Also make notes on physical details no longer present on the current iteration, if considered to be important. If the changes have been numerous, make a general statement.

Example:

300 __ $a v. : $b ill. 24 cm.
500 __ $a Forms vol. replaced by CD-ROM, 2002-

If the updating loose-leaf contains both numbered and unnumbered volumes and the total number of volumes is recorded in the physical description area, make a note to record the presence of unnumbered volume(s) if that information is considered important.

Example:

500 __ $a Includes unnumbered volume: European Union law update.

If the option for online integrating resources in 9.5 is not applied, provide a note describing physical details (e.g., presence of sound or color, etc.) if they are readily available and considered important.

Example:

500 __ $a Stereo sd.

IR.10.14 Accompanying material (AACR2 12.7B13) (500 field)

Make notes on the location of accompanying material as appropriate. Give details of accompanying material when it is not mentioned in the physical description area or given a separate description.

Examples:

500 __ $a CD-ROM with last update for the year.

500 __ $a Erratum in back pocket.

500 __ $a Accompanied by supplementary pamphlets and by unnumbered newsletter vol.

500 __ $a Accompanied by Reference file (loose-leaf) containing related federal and state laws and acts.

IR.10.15 Changes in series (AACR2 12.7B14.2) (500 field)

Make a note for a series statements no longer present on the current iteration if the series was a traced series; also make an 8XX access point for that series.

Example: series title only on earlier iteration

[no 4XX because no series statement on current iteration]
500 __ $a Series title <Oct. 3, 1995>: Research in marketing trends.
830 _0 $a Research in marketing trends.

Example: change in the series title on a later iteration

Earlier iteration:
440 _0 $a Federal practice series

Later iteration:
440 _0 $a Court rules series
500 __ $a Series title, 1980-1990: Federal practice series.
830 _0 $a Federal practice series.

IR.10.16 Audience (12.7B15) (521 field)

Make a brief note of the targeted audience or intellectual level of a resource if this information is stated in the resource. Sometimes audience information and summary information will be combined in a single note.

Examples:

521 __ $a This search engine is designed for piano teachers and students, as well as performing students.

521 __ $a Web site designed for the general community, with special interest features for seventh-grade students. Features stories illustrated with graphics that include historic photos, video clips, and audio clips. Includes an interactive game for kids and lesson plans for seventh-grade teachers.

IR.10.17 Other formats (AACR2 12.7B16) (530 or 776 field)

Prefer to use a 776 linking field with a subfield $i to provide notes about other formats when a linking field is being added to the record for the other resource, do not include the 530 field in these cases.

Example:

(no 530 field needed)
776 08 $i Issued also as an online database: $t USDA national nutrient database for standard reference $w …

A 530 field can be provided if no linking entry is being made or further clarification is needed (Also see IR.11.)

Examples:

530 __ $a Latest tables of contents available online.
530 __ $a Issued also on CD-ROM.

If the situation is complex (i.e., involves more than one relationship and $i in linking fields cannot be used to express the relationships), use the 580 field for this note.

Example:

580 __ $a Merged with … to form …

IR.10.18 Indexes (AACR2 12.7B17b) (500 field)

Make specific or general notes on the presence and nature of indexes if considered to be important.

Examples:

500 __ $a Indexes supplied with every 10th update.

500 __ $a Includes indexes.

IR.10.19 Summary (AACR2 12.7B18) (520 field)

Make a note to provide a brief description of the content of the resource, unless it is apparent from the rest of the description. If the scope or content of the resource changes, consider changing the summary note to reflect the current iteration.

Example:

520 __ $a Contains text of Canadian federal, provincial, and territorial environmental and occupational safety and health laws and implementing regulations; also contains guidelines, objectives, and codes of practice.

IR.10.20 Item described (AACR2 12.7B23) (500 field)

If the description is not based on the first iteration, make a note. For online integrating resources, always give the date the resource was viewed for description plus the provider or publisher version on which the cataloging is based; combine this note with the "source of title" note (see IR.10.4). When an online resource includes a specific date of update, consider including this update date in the note as well as the date viewed.

Examples:

500 __ $a Title from home page last updated July 2000 (viewed on Aug. 19, 2002). [the record is for a web site, not a resource distributed by several providers]
500 __ $a Description based on: release 3, 2002. [the record is for a paper loose-leaf]
500 __$a Title from main search screen (Community of science, viewed Aug. 22, 2007) [the note reflects a provider neutral approach for a database]
500 __ $a Description based on: Version 3.5; title from home page (viewed on Nov. 4, 2003). [the record is for a web site, not a resource distributed by several providers]

When the bibliographic record has been updated to reflect the current iteration, replace the "viewed on" date in the record with the current date.

Example: The first note in the preceding example box is revised when the bibliographic record is updated:

500 __ $a Title from home page last updated Sept. 2002 (viewed on Nov. 15, 2002).

IR.10.21 Type of computer file or data (AACR2 9.7B8) (516 field)

For online integrating resources, make a note characterizing the type of resource if considered important. CONSER practice limits this field for the really unusual type of computer file or data.

Examples:

516 __ $a Numeric (Summary statistics)

516 __ $a Text (Law reports and digests)

516 __ $a Numeric (Spatial data: Point)

516 __ $a Searchable database.

516 __ $a Text (HTML and PDF) and sound files (MP3).

IR.10.22 Electronic location and access (856 field)

A resource may have more than one electronic address and/or access method and, therefore, may have more than one 856 field in the bibliographic record. In recording the 856 field, ensure that the URL being transcribed matches the granular level of the resource being cataloged to the extent that this is possible. Do not include institution-specific URLs in bibliographic records contributed as shared cataloging.

Include URLs for all available or known provider versions of a resource.

Examples:

856 40 $u http://lcweb.loc.gov/catdir/pcc

856 40 $u http://info.lib.edu/sepb/sepb.html

In addition to the electronic address, as appropriate to the resource being cataloged and library policy:

- include subfield $z to give information important to convey to public catalog users;
- use 2nd indicator of "0" and subfield $3 if the URL applies to only part of the resource;
- use 2nd indicator of "2" and subfield $3 for the URL of a related resource.

Examples:

856 40 $u http://www.ref.oclc.org:2000 $z Requires authorization and password

856 42 $3 French version $u http://www.cgiar.org/ifpri/reports/0297rpt/0297-fr.htm

If the electronic location of the resource changes, update the 856 field in the bibliographic record to reflect the current electronic location.

For a free online integrating resource, PCC institutions cataloging in OCLC are encouraged to create a PURL (Persistent Uniform Resource Locator) and add it to the OCLC record. Then, if the actual URL changes, it will only need to be changed on the PURL server; institutions who have used the PURL will not need to do maintenance in their local catalogs. Any OCLC PCC participant can register on the PURL server; the institution's OCLC authorization number is used for logging on. For more information, see the OCLC/PCC PURL Service documentation at http://www.loc.gov/acq/conser/purl/documentation.htm.

If the electronic address remains active but now links to a completely different resource than the one described in the bibliographic record, create a new bibliographic record if it is decided that the new resource should be cataloged for the library. (See also IR.16.1).

IR.11 Relationships to other resources

IR.11.1 Overview

Make a general note if the integrating resource has a one-way relationship to another resource: if the integrating resource being cataloged is a revision, adaptation, etc. (AACR2 21.8-21.27).

Make reciprocal "linking" notes expressing relationships between the integrating resource being cataloged and its immediately preceding, immediately succeeding, or simultaneously issued resources, regardless of mode of issuance of the related resource (AACR2 12.7B8). Such notes on bibliographic records will link integrating resources and serials, and monographs.

When cataloging integrating resources with relationships covered by rules 21.8-21.27, make an added entry for the related work in addition to the appropriate linking notes. Otherwise, use the linking notes instead of giving an added entry.

Important reminder: if changes are made to the main entry on a record for an integrating resource, remember to update linking fields in any related records!

IR.11.2 Fields for linking notes

Most MARC 21 reciprocal linking note fields (760-787) have display constants, based on choice of second indicator, that are generated with the content of the fields if the first indicator is set to "0." In most cases, catalogers will want the text of these notes to display. If the relationship cannot be made clear with just linking fields, give an explanation of the relationship in the 580 field. The 580 field must be used for merger relationships. Some one-way relationships (e.g., revisions, adaptations) are noted in 500 fields.

CONSER standard record practice: prefer use of the $i where it is available in linking fields over providing this in information in other note fields. E.g., use 776 08 $i rather than a 530 note, to describe any additional physical formats available. Additionally, the The Standing Committee On Automation Task Group On Linking Entries Final report. Feb. 2005 http://www.loc.gov/catdir/pcc/archive/tglnkentr-rpt05.pdf recommends that PCC catalogers set the first indicator in linking entry fields to 0 whether or not a 580 not is being added. This practice will allow the links to display in the OPACs that make use of the indicator and provide hot links directly on the linking entry.

Supply subfield $w in the linking fields include if available, the LCCN and OCLC record control numbers. Follow the MARC 21 guidelines but do not include local record numbers.

See the tables below for an indication of the most common relationships and the corresponding MARC fields. See the *MARC 21 Format for Bibliographic Data* for a complete discussion of the use of these linking fields and for information about relationships not included in the table (e.g., splits, absorptions).

IR.11 Relationships to other resources

If the type of relationship cannot be determined or cannot be expressed with any other linking field tag, use the 787 field (Nonspecific relationship). In case of doubt about possible relationships between resources, omit notes from the records.

Most common reciprocal relationships for integrating resources	**Field(s)**	**Related work added entry?**
Continues: Continued by:	780 00 785 00	
Merged with ___ to form: ___ Merger of: ___ and: ___	785 07 and 580 780 04 and 580	
Translation of: Translated as:	765 0_ 767 0_	
Has supplement: Supplement to:	770 0_ 772 0_	a.e. for the main resource on the record for the supplement
Other edition available:	775 00	
Additional physical form:	776 0_ and 530 **or** 776 0_ with subfield $i If combining information that would normally be given in the 580 field with that appropriate to a 530 field, use the 580 field.	
[non-specific relationship]	787 0_	

Most common one-way relationships for integrating resources	**Field**	**Related work added entry?**
Revision of:	500	a.e. for the original resource on the record for the revision
Adaptation of:	500	a.e. for the original resource on the record for the adaptation

IR.11.3 Form of note (AACR2 12.7A2 and its LCRI; LCRI 12.7B8)

Cite the related resource by using the entry form under which the resource is found in the catalog against which the searching and cataloging is done. Also apply these guidelines:

- Include edition information in subfield $b if the information in the linking note would otherwise be the same as the main entry of the bibliographic record.
- For legal resources include the title proper in addition to the main entry name heading/uniform title or the main entry uniform title heading.
- *CONSER standard record practice:*: It is not required to create or add a uniform title either as a main entry heading or in conjunction with a personal or corporate name main entry heading for translations or language editions. Instead, use an added entry (in addition to any 775 linking field) to provide collocation with the original language edition. Include the name of the language of the resource being cataloged in subfield $l of the 730 field.
- For a "Continued by" situation, do not apply the option to supply the date of the change (LCRI 12.7B8a).
- Give an ISSN in subfield $x and an ISBN in subfield $z.
- All main entries must be given in AACR2 form. If the form of main entry on the record for the related resource is not in AACR2 form, change it to the AACR2 form; don't reconsider the choice of entry.
- See the table below for content and subfields for different main entry situations.

Main entry of related resource	**Field(s) from record of related resource**	**Subfields in linking field**
Title proper, and edition if needed	245 245/250	$t $t $b
Main entry name heading/title proper, and edition if needed	1XX/245 1XX/245/250	$a $t $a $t $b
Main entry name heading/uniform title	1XX/240	$a $s
Main entry name heading/uniform title/title proper (legal, translations)	1XX/240/245	$a $s $t
Main entry uniform title	130	$t

Follow these conventions when giving linking notes:

- Initial article: omit unless filing on it
- Punctuation: give ending periods only in subfield $a and in subfield $s; also give in subfield $t if it is followed by subfield $b.
- Subfielding: do not give internal subfielding in subfield $a or in subfield $t.

$a Surname, Forename, Date- $t Title

$a Parent body. Subordinate body $t Title
$t Common title. Section title

- Supply subfield $w in the linking fields include if available, the LCCN and OCLC record control numbers. Follow the MARC 21 guidelines but do not include local record numbers.

Example of "Continues" and "Continued by" with subfield $b

Record created for new resource

100 1_ $a Bittker, Boris I.
245 10 $a Federal income taxation of individuals....
250 __ $a 3rd ed.
780 00 $a Bittker, Boris I. $t Federal income taxation of individuals.
$b 2nd ed. $z 0791324036 $w (DLC) 95061349 $w (OCoLC)33270954

Existing record updated with linking note

100 1_ $a Bittker, Boris I.
245 10 $a Federal income taxation of individuals ....
250 __ $a 2nd ed.
785 00 $a Bittker, Boris I. $t Federal income taxation of individuals.
$b 3rd ed. $z 0791345424 $w (DLC) 2002104288 $w (OCoLC)50445836

Example of "Translation of" and "Translated as"

Record created for English language translation of Spanish-language resource per CONSER standard record guidelines for translations and language editions, 730 field is used to collocate with the original language.

041 10 $a eng $h spa
245 10 $a Paramedic's manual.
730 0 $a Manuali del paramedico. $l English.
765 08 $i English translation of : $t Manuali del paramedico

Record for Spanish-language resource

245 00 $a Manuali del paramedico.
767 0_ $i English translation: $t Paramedic's manual

Example of resource in simultaneous editions

Record for Professional edition

245 00 $a WebElements periodic table $h [electronic resource].
250 __ $a Professional ed.
775 0_ $a WebElements periodic table. $b Student ed.

Record for Student edition

245 00 $a WebElements periodic table $h [electronic resource].
250 $a Student ed.
775 0_ $a WebElements periodic table $b Professional ed.

Example of merger (complex relationship requiring 580 note)

Record created for new resource

245 00 $a Regulations for commercial and residential property.
580 __ $a Merger of: Regulations for commercial property, and: Regulations for residential property
780 04 $t Regulations for commercial property $w (DLC) 95012012
780 04 $t Regulations for residential property $w (DLC) 96214789

Existing record for one of earlier resources updated

245 00 $a Regulations for commercial property.
580 __ $a Merged with: Regulations for residential property, to form: Regulations for commercial and residential property.
785 07 $a Regulations for residential property
785 07 $a Regulations for commercial and residential property

Existing record for other earlier resource updated

245 00 $a Regulations for residential property.
580 __ $a Merged with: Regulations for commercial property, to form: Regulations for commercial and residential property.
785 07 $a Regulations for commercial property
785 07 $a Regulations for commercial and residential property

IR.11.4 Guidelines about certain situations

One online integrating resource in two or more languages.

When cataloging an online integrating resource having links from one language version to the other, do not use the translation linking field for the language version(s) not being cataloged. Instead, give language information in a 546 field (see IR.10.3) and give a 246 field(s) for the title in the language(s) not given in the 245 field (see IR.10.5).

Example:

100 1_ $a Clamen, Stewart M.
245 10 $a Canadiana $h [electronic resource] : $b the Canadian resource page.
246 30 $a Canadian resource page
246 11 $a Canadiana : $b la page des resources canadiennes
246 3_ $a Page des resources canadiennes
546 __ $a Site also in French.

Online supplements vs. whole/part relationship.

Hierarchical elements in a given domain do not represent supplementary relationships; use the 770/772 linking fields only if there is a stated supplementary relationship.

Example: Web site says “supplements the 20-volume Encyclopedia of world history”

772 0_ $a Encyclopedia of world history
730 0_ $a Encyclopedia of world history.

If cataloging a part of an online resource, follow your library’s policy on including a 773 field linking note in the bibliographic record.

Example: “Tagalog tools” is a part of the Web site: SEAsite

245 00 $a Tagalog tools $h [electronic resource].
773 08 $i Part of Web site: $t SEAsite

More than one physical medium.

If a work is issued in more than one physical medium, such as CD-ROM and online, give information about the other available format(s) in the 776 field. When possible, give an explanation of the additional format in 776 subfield $i to avoid the need for including an explanatory 530 field in the record. If the situation is complex, use the 580 field without subfield $i in the 776 field(s). If combining information that would normally be given in the 580 field with that appropriate to a 530 field, use the 580 field.

Example of use of subfield $i in 776 field:

(no 530 field)
776 08 $i Issued also as an online database: $t USDA nutrient database for standard reference $w (OCoLC) 44340484

IR.12 Determining main and added entries

IR.12.1 Overview

AACR2 Chapter 21 governs the determination of main and added entries.

- Basic rules for main entry: 21.0A1 and 21.0B.
-- Personal authorship: 21.1A
-- Entry under corporate body: 21.1B
-- Entry under title: 21.1C.

- Added entries: 21.29 and 21.30.
-- Added entries for editors if they are considered important (often true for updating loose-leafs): 21.30D.
-- Title added entries for earlier titles proper and for variant titles: 21.30J. (See also I.R.10.5 and IR.10.6).

- Series added entries: 21.30L.

- Related works. 21.28B1. For information on notes and added entries for related works, see IR.11.

IR.12.2 Authority records for main and added entries

All main and added access points should be represented by authority records in the LC/NACO Authority File with two exceptions:

1) Uniform title headings (title or name/title) used on bibliographic records do not always need to be supported by an authority record (i.e., when there is no cross reference needed, or no research has been performed that needs to be recorded in an authority record)

2) Uncontrolled analytical title entries (740 field)

Consult the *MARC 21 Format for Authority Data*, the corresponding *LC Guidelines Supplement* ("blue pages") and Section Z1 ("yellow pages") of the *LC Descriptive Cataloging Manual*, and the *NACO Participants' Manual*.

IR.12.3 Recording changes in access points

When there are changes in the persons or bodies responsible for the same integrating resource or to the title proper of the same integrating resource, do not make a new record; change the

description to reflect the current iteration and give the earlier information in a note if considered to be important. If there are changes in other data elements, also change the description to reflect the current iteration and give the earlier information in a note if considered important. Give additional access points if appropriate.

Example: Updating loose-leaf (change in the title proper)

Existing record:
245 00 $a Health profession opportunities.
500 __ $a Description based on: update 5, published 2000.

Record updated for current iteration:
245 00 $a Healthcare profession opportunities.
247 10 $a Health profession opportunities $f update 5, published 2000
500 __ $a Description based on: update 6, published 2000.

Record updated again for current iteration:
245 00 $a Opportunities in the healthcare profession.
247 10 $a Health profession opportunities $f update 5, published 2000
247 10 $a Healthcare profession opportunities $f update 6, published 2000
500 __ $a Description based on: update 7, published 2001.

Example: Electronic resource (change in statement of responsibility and resulting change in main entry)

Existing record:
100 1_ $a Thomas, Ellen.
245 10 $a Early music resources on the Web $h [electronic resource] / $c compiled by Ellen Thomas.
500 __ $a Title from HTML header (viewed Jan. 5, 1999).

Record updated for current iteration:
245 00 $a Resources for early music $h [electronic resource] / $c compiled by the staff of Smith College.
247 10 $a Early music resources on the Web $f <Jan. 5, 1999>
500 __ $a Title from HTML header (viewed Apr. 15, 2001).
500 __ $a Compiled by Ellen Thomas <Jan. 5, 1999>.
700 1_ $a Thomas, Ellen.
710 2_ $a Smith College.

IR.13 Uniform titles

IR.13.1 Overview

The following are the chapter 25 rules (and LCRIs) most often consulted when considering uniform titles for integrating resources:

- Uses of uniform titles and general guidelines: 25.1A
- Formulation of a uniform title: 25.2 and its LCRI
- Uniform title for conflict situations: 25.5B and its LCRI
- Uniform titles for different language versions: 25.5C and its LCRI
- Uniform titles for translations: 25.5D and its LCRI
- Uniform titles for laws: 25.15
- Uniform titles for treaties: 25.16.

CONSER standard record practice:: It is not required to create or add a uniform title either as a main entry heading or in conjunction with a personal or corporate name main entry heading for translations or language editions. Instead, use an added entry (in addition to any 775 linking field) to provide collocation with the original language edition. Include the name of the language of the resource being cataloged in subfield $l of the 730 field.

IR.13.2 Uniform titles in conflict situations (LCRI 25.5B)

Do not assign a uniform title simply to resolve a conflict in the database when the main entry for the resource being cataloged is the same as the main entry of another work (e.g., when a title main entry is the same as another title main entry, when a name/title main entry is the same as another name/title main entry).

However, when a heading for an integrating resource is needed as a subject or related work added entry and the main entry is the same as the main entry of another work, create a uniform title and resolve the conflict by adding a qualifier at the end of the title proper.

A uniform title is also assigned when a serial changes to an integrating resource and vice versa.

Choose an appropriate qualifier. Possible choices for a qualifier include those listed below. The list is not exhaustive and is not given in a prescribed order.

- corporate body [if main entry is title proper]
- date of publication
- descriptive data elements (e.g., edition statement, GMD, etc.)
- place of publication.

IR.14 Fixed field coding

This section covers some aspects of the following:

Leader:
- Type of record (byte 06)
- Bibliographic level (byte 07)

006 – Additional material characteristics: continuing resource/serial
006 – Additional material characteristics: electronic resource/computer file

007 – Physical description

008:
- Publication status (byte 06)
- Dates (bytes 07-14)
- Place of publication, etc. (bytes 15-17)
- Form of item (byte varies)
- Cataloging source (byte 39)

Other aspects are the same as for monographs and serials. See *MARC 21 Bibliographic Format* for complete information about fixed field coding.

IR.14.1 Leader: type of record (byte 06)

From 2002 to 2007 PCC records for integrating resources that were predominantly language material were coded type of record code = a, bibliographic level = m. This was an “interim” practice until all of the mechanisms for distributing records in a single continuing resources file to Cataloging Distribution Services subscribers were in place. Current instructions for coding new records for these resources are given below.

Non-LC records for integrating resources coded bibliographic level m under the interim practice can be converted to bibliographic level i in OCLC and authenticated by BIBCO and CONSER members. This may involve a two-step process, first replacing the record with the new bibliographic level “i”with any necessary validation coding. If successfully replaced, additional edits can be made in a second replace, including elements for authentication (042, 010) and coding of 008/39 source code “c”. If there are difficulties, OCLC staff can make the conversion.

LC integrating resource records coded in the monograph format.

When you need to make use of an LC record for an integrating resource that is coded bibliographic record "m" using the interim practice, please create or derive a new record in the continuing resources format. The continuing resource record you create and authenticate will become the PCC record for the resource. Please report the LC monograph record through the online form**:** http://www.loc.gov/acq/conser/IR-form.html LC staff will delete the monograph record from its distribution and will report it for deletion to OCLC.

Examine online integrating resources carefully to determine the correct value for Type of record. This byte should reflect the predominant content of the resource rather than the carrier.

Code the following categories of online integrating resources as language material (value "a") because the content is predominantly textual.

- Online texts, even when they include search software and hyperlinks
- Aggregator services
- Portal pages that are text only links to other resources
- Online catalogs
- Numeric data presented solely in tabular form, that cannot be manipulated by a computer

Use value "m" (computer file) when the predominant content belongs to the following categories:

- computer software (including programs, games, fonts)
- numeric data that can be manipulated by a computer
- computer-oriented multimedia
- online systems or services

If no one type of content predominates, if the predominant content cannot be determined, or in case of doubt, use value "m."

Even within these categories, if there is a significant aspect of the resource that causes it to fall into another Leader byte 06 value (e.g., vector data that is cartographic is not coded as numeric, but as cartographic), code the Type of record based on that aspect.

IR.14.2 Leader: bibliographic level (byte 07)

Code this value "i" integrating resource.

IR.14.3 006 – Additional material characteristics: computer file

When cataloging an online integrating resource not coded “m” in Leader byte 06, always add an Electronic resource 006 with form of material code “m”.

IR.14.4 007 – Physical description

When cataloging an online integrating resource, always include an Electronic resource 007 to describe the physical characteristics of the resource. Code at least the following positions:

007/00 (Category of material)	Always code “c” (computer file)
007/01 (Specific material descriptor)	Always code “r” (remote)

The field is optional for recording the physical characteristics of accompanying material (e.g., a computer disk accompanying an updating loose-leaf, a print manual accompanying an online integrating resource).

IR.14.5 008: Type of date/Publication status (byte 06)

Code with appropriate publication status value: “c” currently published, “d” ceased, “u” unknown.

IR.14.6 008: Dates (bytes 07-14)

Give the date of the first iteration of the resource, taken from 260 subfield $c or from a 362 field, in bytes 07-10 (Date 1). If the resource is still ongoing, give “9999” in bytes 11-14 (Date 2). If the resource has ceased, give the date of the last iteration taken from 260 subfield $c or from a 362 field.

If the date of the first iteration and/or last iteration isn't in the bibliographic record in a 260 $c or a 362 1 field, make a best guess as to the appropriate date. Use "u" as needed to indicate estimates (e.g., "199u" for sometime between 1990 and 1999). An estimated date can be given based on the latest update information or the viewing date.

Examples:

260 $c 1999- 008/7-10 and 11-14: 1999,9999
No 362 1

260 $c [2002?]- 008/7-10 and 11-14: 2002,9999
No 362 1

260 $c -2004. 008/7-10 and 11-14: uuuu,2004
No 362 1

260 $c -[2003] 008/7-10 and 11-14: 1998,2003
362 1 Began in 1998?

No 260 $c 008/7-10 and 11-14: 2001,9999
362 1 Began in 2001?

No 260 $c 008/7-10 and 11-14: 199u,9999
362 1 Began in 1990s.

No 260 $c 008/7-10 and 11-14: 200u,9999
362 1 Began between 2002 and 2004.

No 260 $c 008/7-10 and 11-14: uuuu,9999
No 362 1
No information even to make a guess at date

IR.14.7 008: Place of publication, etc. (bytes 15-17)

Remember to update this information when the 260 $a is changed to represent the current iteration.

IR.14.8 008: Form of item (byte 23 for Continuing Resources & Music; byte 29 for Maps and Visual Materials

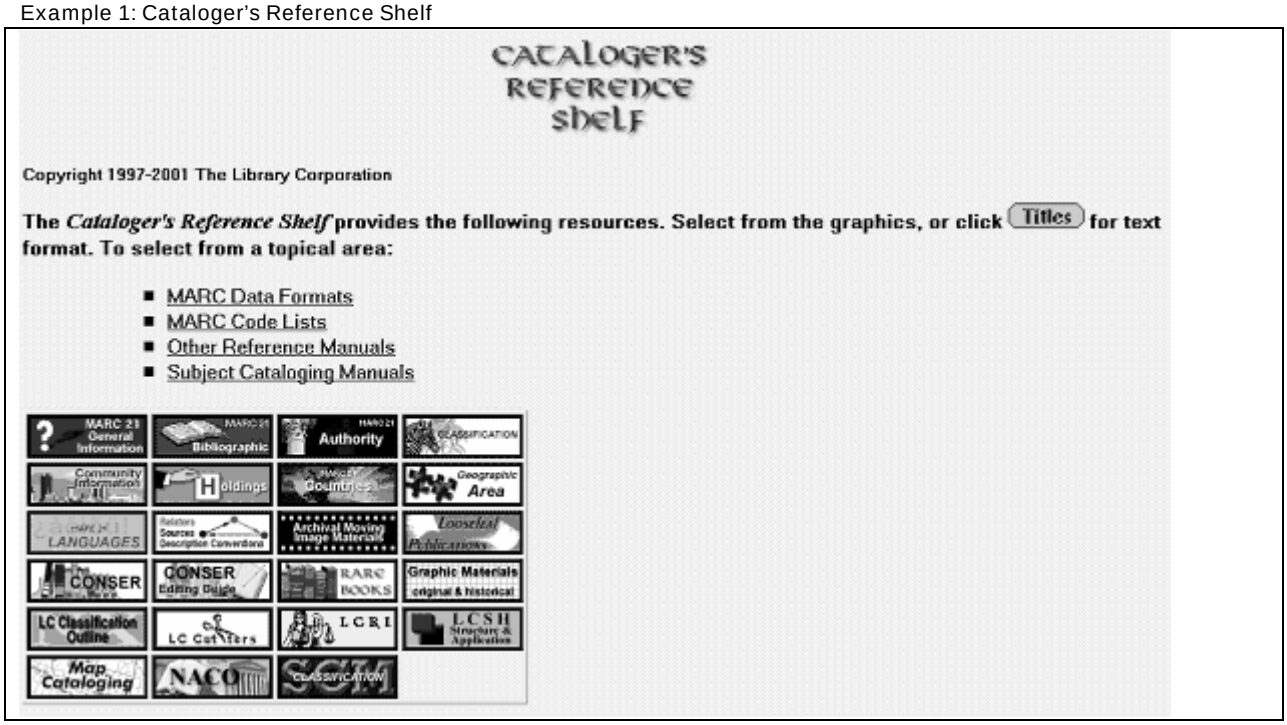
Use value "s" (electronic) for all online integrating resources.

IR.14.9 008: Cataloging source (byte 39)

This code byte must be coded "c" under current OCLC validation rules.

Examples

Example 1: Cataloger's Reference Shelf



Cataloger's Reference Shelf is an updating Web site, a portal site that provides primarily textual links to other sites.

Type: a	ELvl: I	Srce: c	GPub:	Ctrl:	Lang: eng
BLvl: i	Form: s	Conf: 0	Freq:	MRec:	Ctry: dcu
S/L: 2	Orig: s	EntW:	Regl: x	Alph:	
Desc: a	SrTp: d	Cont:	DtSt: c	Dates: 2002,9999	

006 ER: Audn: File: d
007 c $b r $d m $e n

Or, per the CONSER standard record coding options for fixed fields:

Type: a	ELvl: I	Srce: c	GPub:	Ctrl:	Lang: eng
BLvl: i	Form: s	Conf: ■	Freq: ■	MRec:	Ctry: dcu
S/L: 2	Orig: ■	EntW:	Regl: ■	Alph:	
Desc: a	SrTp: d	Cont:	DtSt: c	Dates: 2002,9999	

006 ER: Audn: File: d
007 c $b r $d m $e n

Example 2: *Everquest*

Everquest is an online game site, so the primary aspect is considered to be computer material.

Type: m	ELvl: l	Srce: c	Audn:	Ctrl:	Lang: eng
BLvl: i	File: g	GPub:		MRec:	Ctry: cau
Desc: a			DtSt: m	Dates: 1999,9999	

006 CR: Freq: ■ Regl: ■ SrTp: w Orig: s Form: s EntW:
Cont: GPub: Conf: ■ Alph: S/L: 2
007 ER c $b r $d m $e n *[Physical description – CF/ER]*

Example 3: Speech Archives

Speech Archives is an updating Web site that is primarily a sound resource.

Type: i	ELvl: I	Srce: c	Audn:	Ctrl:	Lang: eng
BLvl: i	Form: s	Comp:	AccM:	MRec:	Ctry: cau
	Part:	TrAr:			
Desc: a	FMus:	LTxt:	DtSt: s	Dates: 1999,9999	

006 ER: Audn: File: h
007 c $b r $d m $e n $f a

IR.15 Subject analysis and classification

IR.15.1 Overview

Catalogers are expected to perform appropriate content analysis and to assign subject headings that accurately describe the content of the title being cataloged. See IR.15.3 below for further guidance on subject analysis.

A library may use any subject heading scheme assigned a code in the *MARC 21 Bibliographic Format*.

For more information regarding the tools used and further guidance on subject analysis and classification, see the information below and refer to the appropriate sections of the *BIBCO Participants' Manual*, the *CONSER Cataloging Manual*.[3]

Names used as subjects must be represented by authority records in the LC/NACO Authority File. Newly-proposed LC subject headings that have been submitted as SACO proposals may be entered on bibliographic records even if they have not yet been approved by CPSO or do not yet appear in the LC/SACO Authority File.[4]

IR.15.2 Classification

Provide a classification number for updating loose-leafs. Classification numbers for other types of integrating resources are optional. A library may use any classification scheme assigned a code in the *MARC 21 Bibliographic Format*.

IR.15.3 Subject heading assignment

Assign headings that are both specific and broad enough to encompass future changes. However, assign subject headings primarily based on the current iteration because that is what is being cataloged. If the subject content changes later, change the subject headings to reflect the current iteration (see IR.15.4).

---

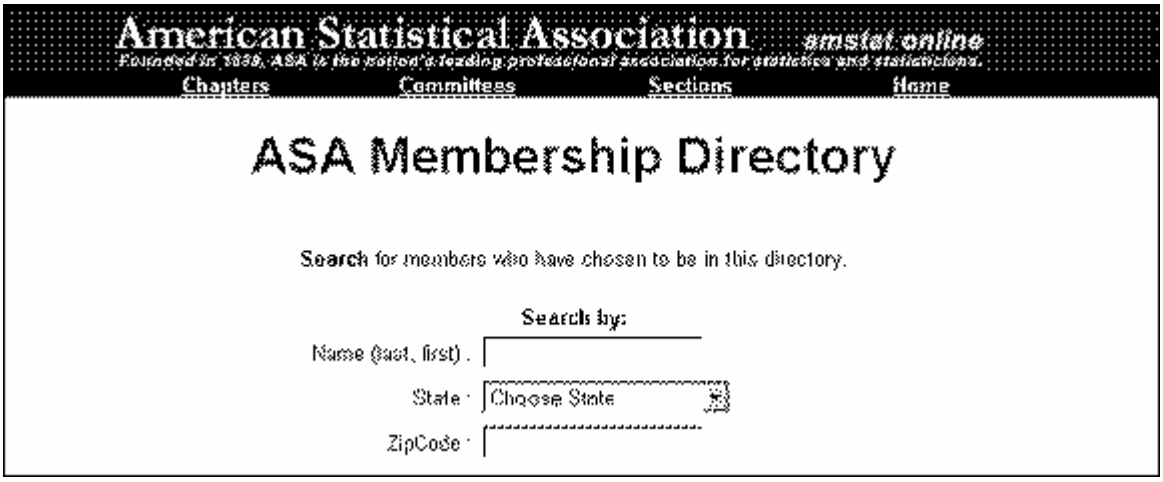
[3] *BIBCO Participants' Manual*, B. Record Content, p. 28-30; *CONSER Cataloging Manual*, Module 15, by John Reimer.

[4] N.B. If a heading is used provisionally on a bibliographic record and the SACO proposal isn't accepted or the proposed term is modified by LC, it is the responsibility of the cataloging agency proposing the heading to correct the existing bibliographic record(s) in OCLC to match the approved subject term, ensuring that all subject headings are under authority control.

IR.15.3.1 Form and topical subdivisions

Include subject heading subdivisions as appropriate to the integrating resource being cataloged. For example, use the form subdivision **--Directories** for resources that serve as directory listings.

Example: The form subdivision **--Directories** is appropriate in the record for the site below.



There are a few form subdivisions that are used only for electronic resources to bring out the form of the resource:

$v Computer games
$v Electronic discussion groups
$v Interactive multimedia
$v Juvenile software
$v Online chat groups
$v Software (see SCM H 2070)
$v Weblogs

The following subdivisions are authorized for use only as a topic, not as a form:

$x Computer network resources
$x Computer programs
$x Electronic information resources

IR.15 Subject analysis and classification

Do not assign headings for the form of the resource (e.g., Online databases, Web sites) as topical subject headings. Such headings are used only for resources about these topics. If a library wants to group examples of these types of resources in its catalog, it could assign headings such as these as form headings in field 655. Use second indicator "0" if LCSH uses the term as a form heading; use second indicator "7" and "$2 local" if LCSH uses the term only as a topical heading. In case of doubt, code as local.

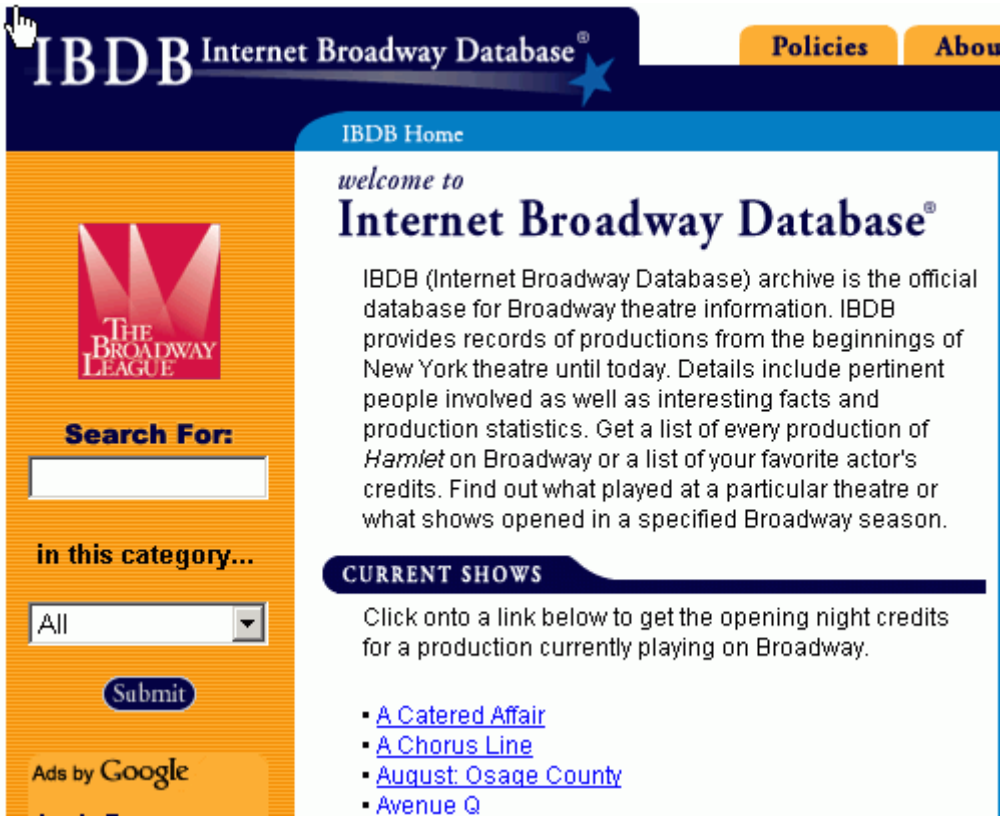
655 _7 $aWeb sites. $2 local
655 _7 $a Loose-leaf publications. $2 local

Assign the free-floating form subdivision **--Databases** only when the resource meets the following definition:

> A database is a collection of logically interrelated data stored together in one or more computerized files, usually created and managed by a database management system. The data are encoded, and each file is designed with a high-level structure for accepting, storing, and providing information on demand. Typically, there is a set of definitions for the database that describe its various data elements and a set of codes to identify each element. The database may include the database management software that created the file, or it may include only the data.[5]
>
> Do not assign the subdivision --Databases under subjects for electronic resources that are essentially textual in nature and are not formatted as databases, such as articles, conference proceedings, literary works, form letters.[6]

[5] *Subject Cataloging Manual: Subject Headings*. 5th ed. Washington, D.C.: Cataloging Distribution Service, Library of Congress, 1996. (H 1520).
[6] Ibid.

Example: The form subdivision –**Databases** is appropriate in the record for the site below; even though the site is textual in nature, it is formatted like a database



The manual also adds the following instructions:

> Do not use the subdivision --Databases for the following types of works: Computer files that have the structure of and present themselves as reference-type works, such as directories, bibliographies, catalogs, dictionaries, encyclopedias, indexes, or other similar types. Assign instead the pertinent form headings or form subdivisions under subjects.[7]

[7] Ibid.

Example: The form subdivision –**Databases** is not appropriate in the record for the site below because it is an encyclopedia

IR.15.4 Change in content of an integrating resource

When an integrating resource changes and the bibliographic record is being modified to reflect changes to the description, also check if the subject scope and content of the resource have changed.

If there are significant changes in the subject content, consider adding new subject headings to reflect the latest iteration, deleting headings no longer applicable to the current contents of the resource, and updating any contents or summary note.

IR.16 How many bibliographic records?

IR.16.1 What changes in an integrating resource require a new bibliographic record? What changes are handled by updating the existing record?

Most changes in subsequent iteration(s) of an integrating resource do not require the creation of a new bibliographic record. Instead, change the bibliographic description to reflect the current iteration and move the information in the bibliographic record about the earlier iteration to notes with access points as appropriate if considered to be important.

A new bibliographic record is not required when the same resource is subsequently or simultaneously offered by different digital service providers or publishers. If a bibliographic record for an online integrating resource is subsequently updated with information from a different provider version, add this information to the source of title note. (see 10.4) Give the most recent "date viewed" data along with the name of the most recent provider version viewed.

A new bibliographic record is required in the following situations:

- a merger of existing bibliographic resources (AACR2 12.7B8b)
- a split into other resources (AACR2 12.7B8c)
- online integrating resources when an edition statement on a resource changes and the resource described on the original bibliographic record continues to exist as a separate resource (LCRI 21.3B)
- online integrating resources when the original URI remains active but now links to a completely different resource than that described in the bibliographic record (LCRI 21.3B)
- when a bibliographic resource changes its mode of issuance from monograph or serial to integrating or vice-versa (LCRI 1.0) [see examples below]
- some updating loose-leafs when the edition statement changes and/or the publisher issues a new base volume or volumes with an *in toto* replacement of the contents (guidelines in LCRI 21.3B; also see IR.14.1.1) [see examples below]
- the physical medium changes (e.g., from updating loose-leaf to updating database)

After creating the new record, give reciprocal linking fields in both the existing and the new records (see IR.11). Remember to update the linking field in the earlier record if the main entry (1XX/24X or 245) changes for the later resource due to changes in a subsequent iteration.

Examples of change in mode of issuance

The second edition of a volume, issued with pocket part supplementation, was cataloged as a monograph. The publisher has decided to reissue the volume, still called the "2nd ed.," as an updating loose-leaf.

IR.16 How many bibliographic records?

A directory was issued annually as a print-on-paper serial. When published online, it became an updating database with updates not remaining discrete. [also a change in physical medium]

Updating loose-leaf was published through 2003. In 2004, publisher began issuing complete replacement volumes annually as a serial.

Examples of change in edition statement or issuance of new base volume

LCRI 21.3B has guidelines about various situations: a new base volume with a new date in the header/footer, etc., consistent throughout the volume; a new base volume with various dates in the header/footer; a new base volume with no revision dates, etc. In case of doubt, make a new record.

Examples of new base volume received:

100 10 $a Sinclair, Kent.
245 10 $a Trial handbook / $c Kent Sinclair.
250 __ $a 2nd ed.
785 00 $a Sinclair, Kent. $t Trial handbook. $b 3rd ed.

100 10 $a Sinclair, Kent.
245 10 $a Trial handbook / $c Kent Sinclair.
250 __ $a 3rd ed.
780 00 $a Sinclair, Kent. $t Trial handbook. $b 2nd ed.

245 00 $a Statutes of Alberta judicially considered, plus selected earlier cases.
250 __ $a R.S.A. 1980 ed.
785 00 $a Statutes of Alberta judicially considered

245 00 $a Statutes of Alberta judicially considered.
250 __ $a R.S.A. 2000 ed.
780 00 $a Statues of Alberta judicially considered, plus selected earlier cases

Remember that a gradual replacement edition does not require a new record. This type of edition change occurs when the publisher issues a new title page with a new edition statement as part of an update, with no *in toto* replacement of the contents or issuance of a new base volume. In such a case, do not create a new record; change the edition statement to reflect the information on the current iteration and give a note about the change in edition information (see *IR.10.10*).

Example of a gradual replacement edition

250 __ $a 4th ed.
500 __ Updated to 4th ed., <July 2002>.

IR.16.2 How are loose-leaf services handled? (LCRI 12.0)

A loose-leaf service is issued in several component parts, often in a combination of updating loose-leaf and bound volumes containing both primary and secondary source material (LCRI 12.0). Sometimes a loose-leaf service is called a reporter.

Generally, consider the loose-leaf service as a whole to be an integrating resource and create only one bibliographic record for the service as a whole. Provide notes about the component parts in enough detail to identify them.

Examples:

500 __ $a Service contains binders: Finding aids, Master index; Statutes, treaties; FCC rules & NPRMs; Cases; Digest.

500 __ $a The service includes: Decisions (later published in bound volumes as International trade reporter decisions); and BNA's international trade reporter (previously issued as International trade reporter and Current reports). In July 1984, International trade reporter's U.S. import weekly and International trade reporter's U.S. export weekly (earlier title: International trade reporter's survey and analysis of current developments) merged to form Current reports.

The following often comprise component parts of loose-leaf services:

- Pamphlets/paperbacks

Pamphlets and paperbacks received as part of a loose-leaf service subscription generally contain current information of temporary or permanent value. Such publications are keyed to a section or a service or to several services. In addition to individual, distinctive titles, they carry also the title of the service and the numbering of a section of the service (usually a supplementary bulletin, to which is added a further distinguishing characteristic such as the words "Extra," "Section 2," etc. (e.g., "Bulletin 35, Extra" or "Report bulletin 24, Volume LIII (Section 2)").

Although these publications are often indexed in the service, they are unsuitable for filing into the service. If such a publication is considered of permanent value, create a separate record for it. Because a pamphlet or paperback may be distributed to more than one service, do not include a note and added entry in the bibliographic record for the pamphlet/paperback indicating a relationship to the service.

- Sections with independent numeric or chronological designations

Latest developments in a particular field are often reported and analyzed in special sections of a service. These sections are typically called Bulletin, Newsletter, Report bulletin, Report, etc., and are for the most part indexed in the service. They carry a numeric or chronological designation of their own. Information of permanent value from these sections is often later included in the main text and old issues can be periodically discarded or transferred.

Do not create a separate record for such a section. Instead, on the bibliographic record for the service, give a note explaining the inclusion of any separately numbered and separately titled section. Give an appropriate added entry for the section.

Examples:

500 __ $a Includes separately numbered section: Hospitals and health care organizations. Bulletin.
740 02 $a Hospitals and health care organizations. $p Bulletin.

500 __ $a Includes master binder (1 v.) which contains indexes and separately numbered bulletin: Multistate tax report.
740 02 $a Multistate tax report.

- Transfer volumes

A transfer volume is a bibliographic unit containing material of a permanent nature originally issued as a section or binder of a loose-leaf service. The material is transferred from the loose-leaf mode by one of the following methods: the material is reissued by the publisher in bound form and sent to the subscriber as part of a subscription or made available for separate purchase; the material is transferred from the original loose-leaf mode to permanent binders (sometimes supplied by the publisher); or the material is bound separately by the subscriber.

IR.16 How many bibliographic records?

Generally, do not create a separate bibliographic record for the transfer material. Instead, on the bibliographic record for the service, give a note explaining the inclusion of transfer material of permanent value. If the transfer section has a title of its own or acquires a title of its own in its transferred/bound stage, cite the title in the note and give an added entry.

Examples:

500 __ $a Material of permanent value is removed periodically and bound in separate volumes.

500 __ $a Material of permanent value is transferred from time to time to storage binders.

500 __ $a Decisions from state and federal courts are removed periodically and issued in bound volumes with title: Copyright law decisions.
740 02 $a Copyright law decisions.

If a separate bibliographic record is created for the transfer material, include a note explaining the relationship to the updating loose-leaf. Give an appropriate added entry.

Example:

Employment practices decisions.
500 __ $a The court decisions in these bound volumes are reprinted from the loose-leaf publication: Labor law reports: employment practices.
730 0_ $a Labor law reports. $p Employment practices.

16.3 Duplicate records

16.3.1 Definition

Duplicate records are two or more bibliographic records describing the same bibliographic item, ostensibly in the same manner. See section IR.2.2 “Record Consolidation and Deleting Duplicates” for specific guidelines on selecting an appropriate provider neutral record to authenticate reporting duplicates for deletion.

When duplicate records of a type not permitted are discovered, PCC members should select which record to retain and take steps to report the duplicates for deletion.

Some types of multiple records for a resource are permitted in OCLC. Do not report as a duplicate:

- A single part of an item cataloged separately (e.g., one sub-page of a larger Web site) as a duplicate of a record describing the item as a whole
- Records cataloged in different languages for the same manifestation. These are considered parallel records.

The steps for replacing LC monograph records for integrating resources by PCC-authenticated continuing resource records involve a short period of overlap/duplication in OCLC. PCC catalogers are asked to create or clone a separate, authenticated continuing resource record (BLvl i) and report the LC monograph record (BLvl m) for the same resource to LC using the online form at: http://www.loc.gov/acq/conser/IR-form.html. LC will perform work necessary to remove the monograph record from the Cataloging Distribution Service (CDS) MDS-BOOKS file and will send a delete record transaction to OCLC. The deleted LC monograph record will appear as ELvl J in OCLC.

If the duplicate record is an authenticated record in the continuing resource format, catalogers should follow the steps in 16.3.3 to delete the duplicate from the continuing resources file distributed by CDS and report the duplicate to OCLC for deletion from WorldCat. If there is doubt about whether or which authenticated record should be deleted, the cataloger can consult with the PCC library that input the record in question.

If the duplicate record is unauthenticated, report it and the corresponding preferred record directly to the OCLC Online Data Quality Control Section, whose staff will evaluate the report, delete any duplicate records, and merge the holdings of the duplicate record to the preferred record. Records may be reported to OCLC through the WorldCat Duplicate Record Merge Request Webpage: https://www3.oclc.org/app/bibdup/. No accompanying documentation is necessary.

16.3.2 Selecting the record to retain:

- For textual integrating resources, prefer to choose records that are in the continuing resources format (*Type* code *a*, *BLvl* code *i*).
- For nontextual continuing resources (e.g., a serial sound recording), choose a record that is appropriate to the type of material (*Type* codes *c, e, g, i, j, k, m, o, r*).
- Choose an authenticated record: 042 = pcc
- Choose the record that adheres most closely to AACR2 choice and form of entry.
- Choose the record that reflects the most current iteration.
- Choose the record with the most information.

16.3.3 Deleting and reporting duplicate authenticated continuing resource records

Once it is clear that the record should be deleted, the duplicate record must be deleted from the CONSER file distributed by the CDS. All CONSER serial records and PCC integrating resource records are distributed through CDS and duplicates must be deleted through the following steps:

1. Lock the record in OCLC. (Optional)
2. Add field 012 $z d.[1]
3. Replace the record.
4. Relock the record. (Optional)
5. Remove field 042.
6. Add field 936 "RECORD REPORTED FOR DELETION--USE # ..."
7. Replace record and delete holdings.
8. Report the record to OCLC for deletion.
9. Record canceled LCCN in 010 $z of the record being retained

[1]If field 012 is already present, add only $z d.

IR.17 Full record examples

In the cataloging records provided here, when changes have been made to the bibliographic record, they appear in **boldface**.

Figure 1: Online integrating resource 1—initial viewing (April 19, 2003)

Bibliographic record created for Figure 1

```
Type: m      ELvl:        Srce:  c     Audn:        Ctrl:        Lang: eng
BLvl: i      File:  m     GPub:                     MRec:        Ctry: oru
Desc:  a                              DtSt: m      Dates:1998, 9999


006    Freq:  u      Regl:  u      ISSN:        SrTp:  d      Orig: s
       Form: s       EntW:         Cont:  s     GPub:  Conf:   Alph:  S/L: 2

007  __       $a c $b r $d m $e n
040 __        $a XXX $c XXX
050 _4        $a HN60 $b .S64
245 00        $a Sperling's bestplaces $h [electronic resource].
246 3_        $a Sperling's best places
246 30        $a BestPlaces
246 30        $a Best places
246 10        $i Title on title bar: $a BestPlaces.net
260  __       $a Portland, Or. : $b Fast Forward
362  1_       $a Began in 1998?
538  __       $a Mode of access: World Wide Web.
500  __       $a Title from home page based on version modified Mar. 30, 2001(viewed
Apr. 19, 2003).
500  __         $a Updated version of Places U.S.A. software developed by Bert Sterling.
650   _0      $a Cities and towns $x Ratings $z United States $v Databases.
651   _0      $a Quality of life $z United States $v Databases.
700  1_       $a Sperling, Bert.
710  2 _      $a Fast Forward, Inc.
856  40       $u http://www.bestplaces.net
```

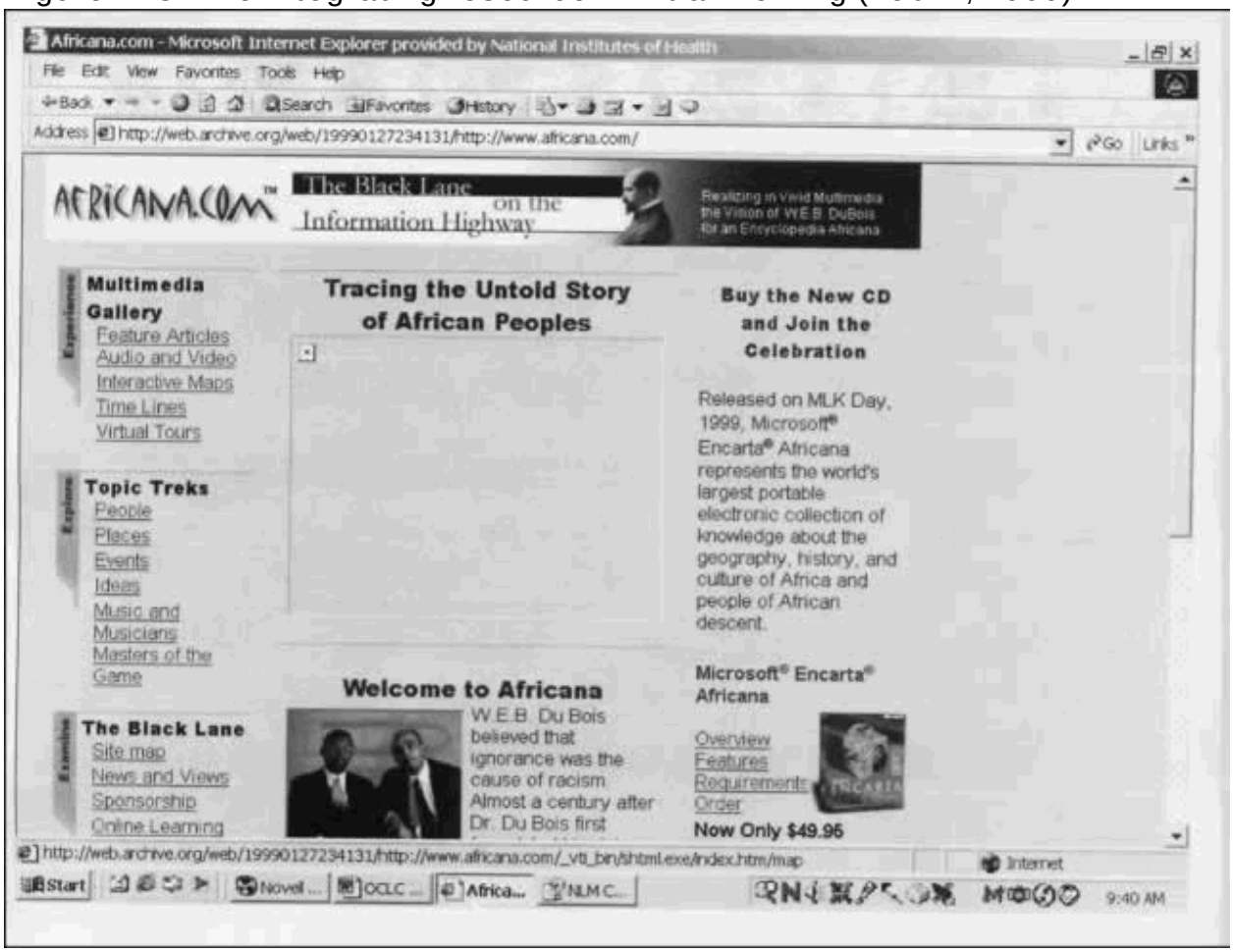
Comments:

Because there are specific data elements within this site that can be specified and searched, it appears that the content is primarily manipulable numeric data (Leader/06 value "m"). An 006 is added for the continuing aspects of the integrating resource. If the decision had been that the content is primarily textual, the Leader/06 value would have been "a;" in that case, two 006's would have been needed, one for the electronic aspects and one for the integrating/continuing aspects. In case of doubt, use value "m." In either case, the $v Databases can be used with the subject headings.

Sperling's name is clearly associated with the site. However, when the "Inside story" page on the site is checked, he is described as the "driving force;" the site is said to be produced by a "small group of experts" (i.e., the staff of Fast Forward). Therefore, title main entry was

selected, and added entries are made for Sperling and for Fast Forward, Inc. This site has only been viewed once, so no changes are yet needed on the record.

Figure 2: Online integrating resource 2-initial viewing (Feb. 2, 1999)



Bibliographic record created for Figure 2

Type: a	ELvl: I	Srce: d	GPub:	Ctrl:	Lang: eng
BLvl: i	Form: s	Conf: ■	Freq: ■	MRec:	Ctry: xxu
S/L: 2	Orig:	EntW:	Regl: ■	Alph:	
Desc: a	SrTp: d	Cont:	DtSt: c	Dates: 1999,9999	

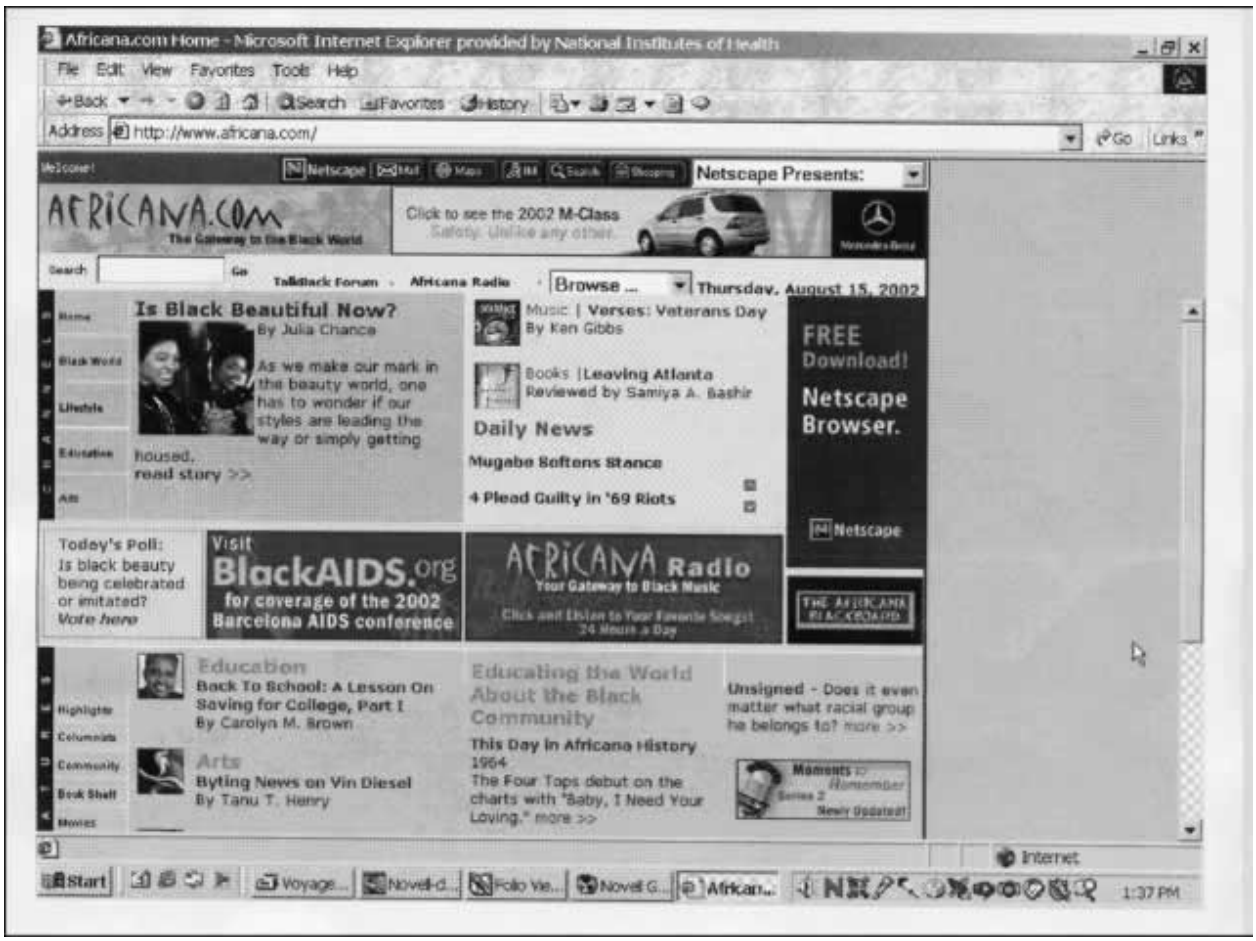
006	Type: m	Audn:	File: d	GPub:	

007 __	$a c $b r $d m $e n
040 __	$a XXX $c XXX
050 _4	$a E185
245 00	$a Africana.com $h [electronic resource] : $b the Black lane on the information highway.
246 30	$a Black lane on the information highway
260 __	$a [United States] : $b Africana.com
538 __	$a Mode of access: World Wide Web.
500 __	$a Title from home page (viewed Feb. 2, 1999).
520 __	$a Electronic collection of knowledge about the geography, history, and culture of Africa and people of African descent.
650 _0	$a African Americans.
651 _0	$a United States $x Civilization $x African American influences.
710 2_	$a Africana.com Inc.
856 40	$u http://www.africana.com

Comments:

Proper choice of Leader 06 (Record type) is a judgment issue. There are links to interactive maps, and audio and video material, but the primary content appears to be textual (language material). Thus the language material workform was selected, bibliographic level “i” and one 006 added to convey the electronic aspects.

Figure 3: Online integrating resource 2-- second viewing (Aug. 15, 2002)



Bibliographic record updated to reflect Figure 3

Type: a	ELvl: I	Srce: d	GPub:	Ctrl:	Lang: eng
BLvl: i	Form: s	Conf: ■	Freq: ■	MRec:	Ctry: xxu
S/L: 2	Orig:	EntW:	Regl: ■	Alph:	
Desc: a	SrTp: d	Cont:	DtSt: c	Dates: 1999,9999	

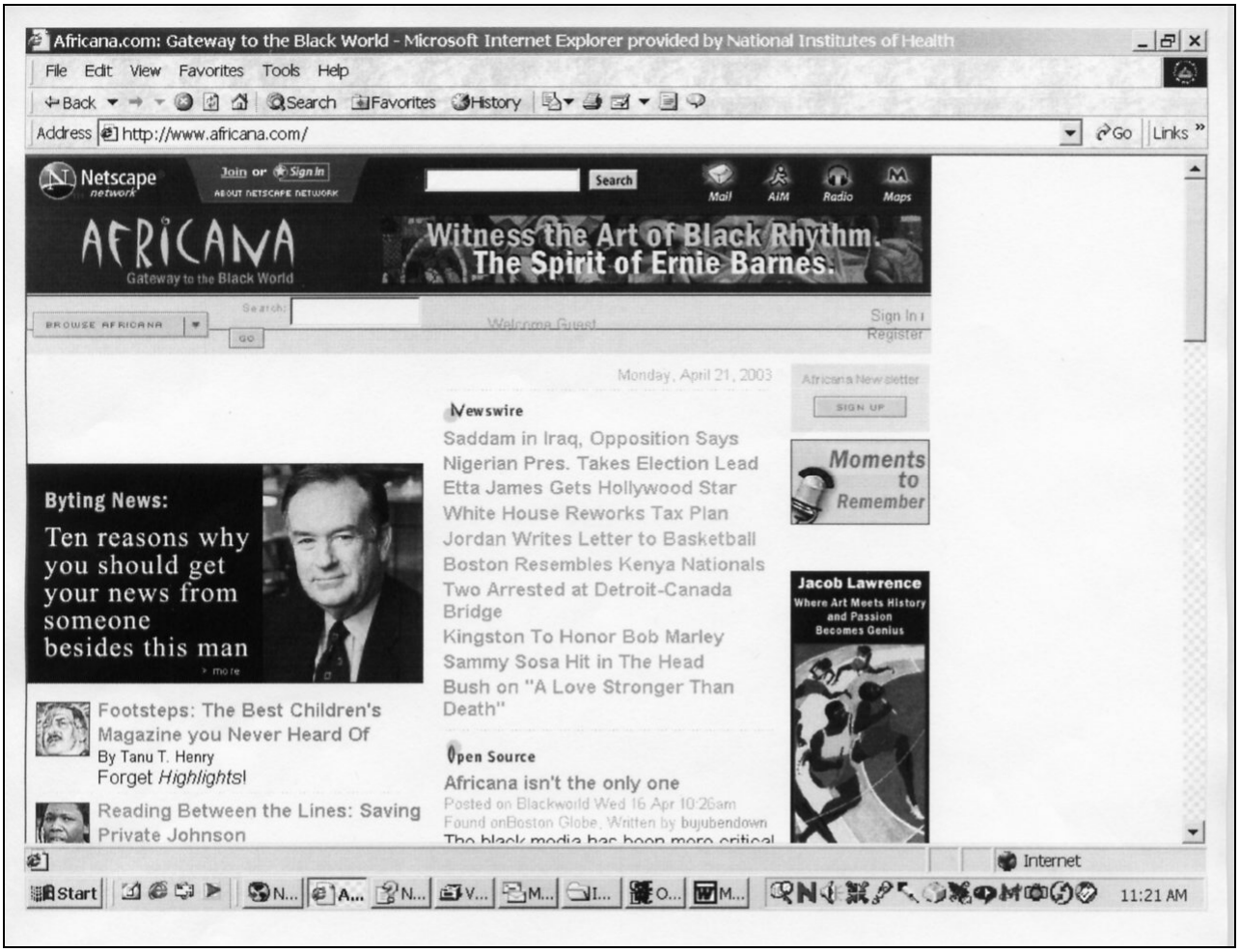
006	Type: m	Audn:	File: d	GPub:

007 __	$a c $b r $d m $e n
040 __	$a XXX $c XXX $d XXX
050 _4	E185
245 00	Africana.com $h [electronic resource] : $b **the gateway to the Black world**.
246 1	**$i Title on title bar: $a Africana.com home**
246 1	**$i Subtitled: $a Black lane on the information highway $f <Feb. 2, 1999>**
260 __	$a [United States] : $b Africana.com
310 __	**$a Updated daily $b <Aug. 15, 2002>**
321 __	**$a Frequency varies $b <Feb. 2, 1999>**
538 __	$a Mode of access: World Wide Web.
500 __	$a Title from home page **(viewed Aug. 15, 2002).**
520 __	$a Electronic collection of knowledge about the geography, history, and culture of Africa and people of African descent.
650 _0	$a African Americans $x Social life and customs.
650 _0	$a African Americans $x Intellectual life.
651 _0	$a United States $x Civilization $x African American influences.
710 2_	$a Africana.com Inc.
856 40	$u http://www.africana.com

Comments:

In viewing the site later, we see that the subtitle and title bar title of this site have changed, and the frequency has become more regular, with daily updates, so the existing record is updated to reflect these changes. Keeping the old subtitle as an access point is a cataloger judgment issue. Since the original record provided access to that portion of the title, it was felt worthwhile to keep it as an access point.

Figure 4: Online integrating resource 2--third viewing (April 21, 2003)



Bibliographic record updated to reflect Figure 4

Type: a	ELvl: I	Srce: d	GPub:	Ctrl:	Lang: eng
BLvl: i	Form: s	Conf: ■	Freq: ■	MRec:	Ctry: xxu
S/L: 2	Orig:	EntW:	Regl: ■	Alph:	
Desc: a	SrTp: d	Cont:	DtSt: c	Dates: 1999,9999	

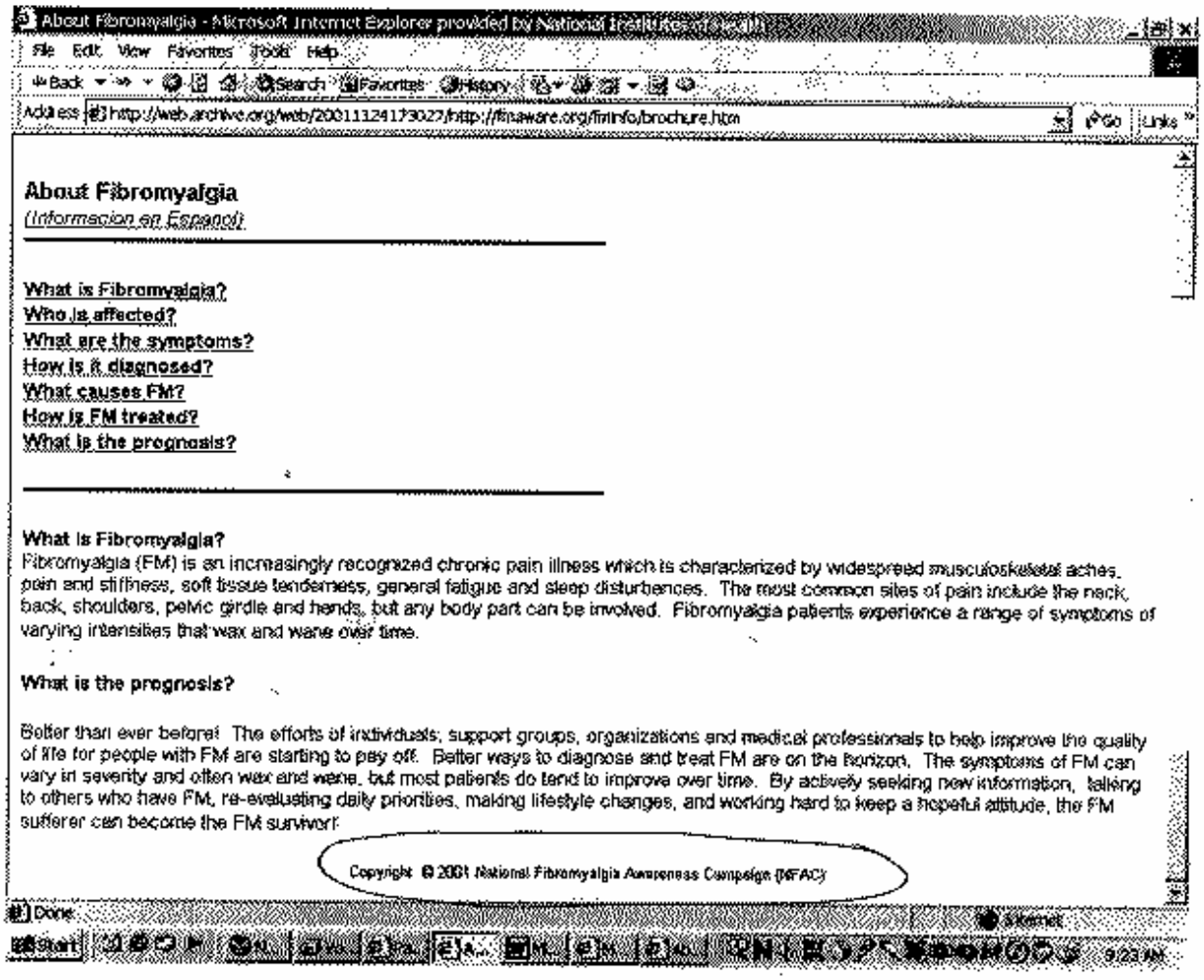
006	Type: m	Audn:	File: d	GPub:

007 __ $a c $b r $d m $e n
040 __ $a XXX $c XXX $d XXX
050 _ 4 $a E185
245 00 **$a Africana** $h [electronic resource] **: $b gateway to the Black world.**
246 1 $i Title on title bar: $a Africana.com
246 1 $i Subtitle: $a Black lane on the information highway $f <Feb. 2, 1999>
247 10 **$a Africana.com $f <Aug. 15, 2002>**
260 __ $a [United States] : $b Africana.com, $c 1999.
310 __ $a Updated daily $b <Aug. 15, 2002>
321 __ $a Frequency varies $b <Feb. 2, 1999>
538 __ $a Mode of access: World Wide Web.
500 __ $a Title from homepage **(viewed Apr. 21, 2003).**
650 _ 0 $a African Americans $x Social life and customs.
650 _ 0 $a African Americans $x Intellectual life.
651 _ 0 $a United States. $x Civilization $x African American influences.
710 2_ $a Africana.com Inc.
856 40 $u http://www.africana.com

Comments:

When viewed again, this site has a new title on the homepage, so the previous title is moved to a 247 field, with the date it was viewed supplied in the 247 $f, and the current title is given in the 245. The source of title note is updated to reflect the most current viewing date. The subtitle was modified to show absence of initial “The” and the 246 was modified to reflect change in the title bar title.

Figure 5: Online integrating resource 3--initial viewing (Nov. 24, 2001)



Bibliographic record for Figure 5

Type: a	ELvl: I	Srce: d	GPub:	Ctrl:	Lang: eng
BLvl: i	Form: s	Conf: ■	Freq: ■	MRec:	Ctry: cau
S/L: 2	Orig:	EntW:	Regl: ■	Alph:	
Desc: a	SrTp: d	Cont:	DtSt: c	Dates: 200u,9999	

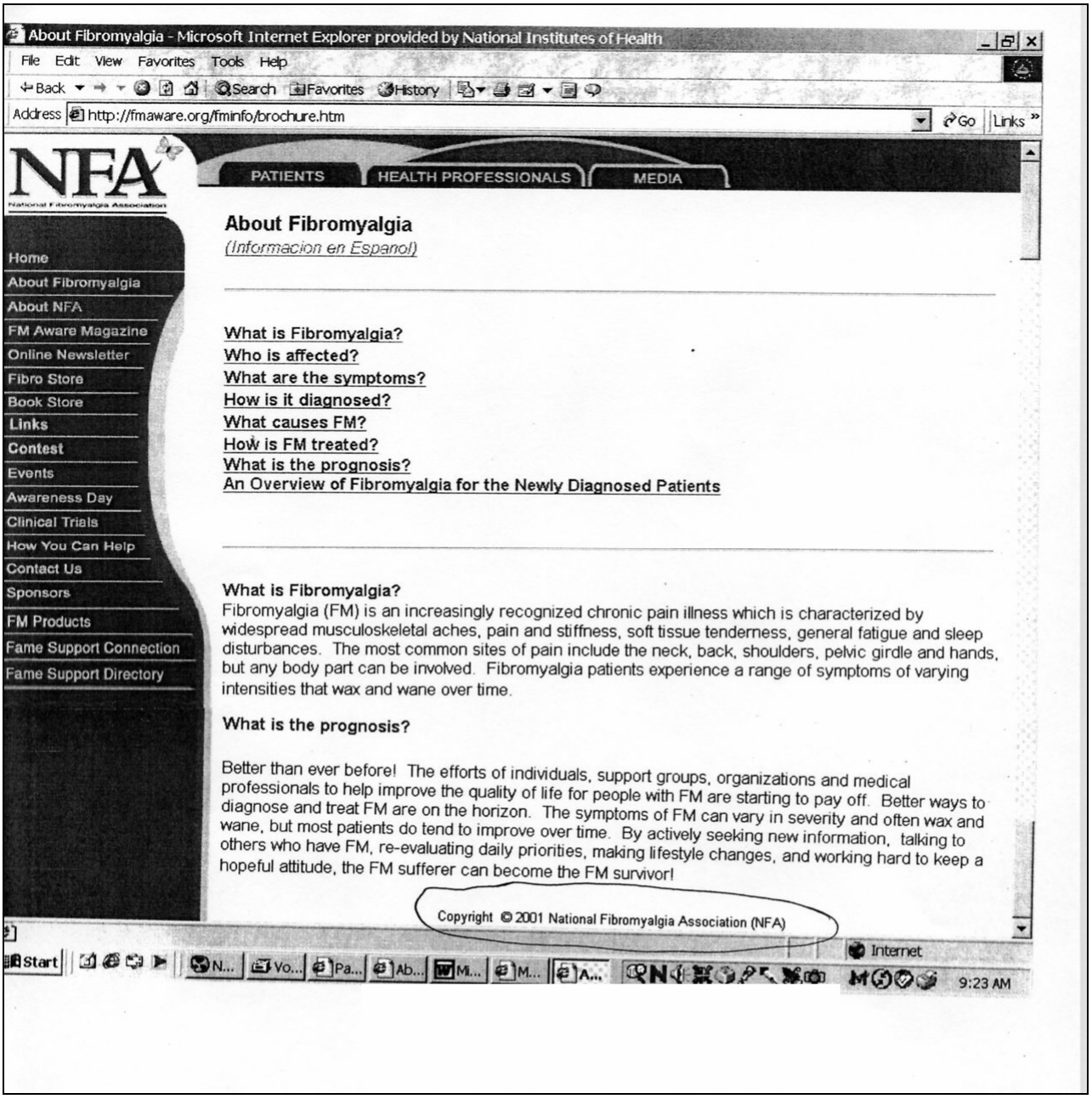
006	Type: m	Audn:	File: d	GPub:

007 __	$a c $b r $d m $e n
040 __	$a XXX $c XXX
041 0_	$a eng $a spa
060 _ 4	$a WE 544
245 00	$a About fibromyalgia $h [electronic resource].
260 __	$a Orange, CA : $b National Fibromyalgia Awareness Campaign
546 __	$a Text in English and Spanish.
538 __	$a Mode of access: World Wide Web.
500 __	$a Title from caption (viewed Nov. 24, 2001).
650 _ 2	$a Fibromyalgia $v Popular Works.
710 2_	$a National Fibromyalgia Awareness Campaign.
856 40	$u http://fmaware.org/fminfo/brochure.htm

Comments:

This updating Web site has no explicit publication date, so no 260 $c is given. The only date on the resource is a single copyright date which matches the current year of viewing, so at this point it cannot be determined if this is a date that is likely to change every year or actually reflects the true beginning date for the resource. A 546 note is made to indicate that the user can view the text in either English or Spanish and that information is also coded in the 041 field.

Figure 6: Online integrating resource 3--second viewing (Mar. 30, 2003)



Bibliographic Record updated to reflect Figure 6

Type: a	ELvl: I	Srce: d	GPub:	Ctrl:	Lang: eng
BLvl: i	Form: s	Conf: ■	Freq: ■	MRec:	Ctry: cau
S/L: 2	Orig:	EntW:	Regl: ■	Alph:	
Desc: a	SrTp: d	Cont:	DtSt: c	Dates: 2001,9999	

006	Type: m	Audn:	File: d	GPub:

007 __	$a c $b r $d m $e n
040 __	$a XXX $c XXX $d XXX
041 0_	$a eng $a spa
060 _4	$a WE 544
245 00	About fibromyalgia $h [electronic resource].
260 __	$a Orange, CA : $b **National Fibromyalgia Association**
362 1_	$a **Began in 2001?**
546 __	$a Text in English and Spanish.
538 __	$a Mode of access: World Wide Web.
500 __	$a Title from caption **(viewed Mar. 30, 2003).**
550 __	**$a Issued by the National Fibromyalgia Awareness Campaign <Nov. 24, 2001>**
650 _2	$a Fibromyalgia $v Popular Works.
710 2_	**$a National Fibromyalgia Association.**
710 2_	$a National Fibromyalgia Awareness Campaign.
856 40	$u http://fmaware.org/fminfo/brochure.htm

Comments:

When site is viewed again, the publisher has changed, so the 260 field must be updated to reflect the current publisher (also the issuing body), along with an access point (710) for the current publisher. If it is considered important to retain the former issuing body in the record, that information is moved to the 550 field as shown, and the earlier 710 may be retained in the record. Since at this point the cataloger can see that the copyright 2001 statement remains on the page, it is now reasonable to assume that actually may reflect the original date of publication, so a 362 note may be added to the record and the first date in the fixed field is made more specific.

Figure 7a: Online integrating resource 4, home page--initial viewing (Oct. 19, 1995)

WKBW NewsChannel 7
Buffalo, New York

Welcome to WKBW's Home Page

WKBW has entered the cyberspace age to give you easier access to NewsChannel 7, *AM Buffalo*, your favorite personality, and WWW areas around Western New York and the WORLD. Write E-Mail to Irv, check the latest forecast from Tom, ask Murph how that latest trade will affect the team, get those mouth-watering recipes you've seen on AM Buffalo.

These pages are enhanced for Netscape Browsers. If you have any questions about or suggestions to improve/add to our home page, e-mail Kevin Stuart, Web Site Coordinator. We look forward to hearing from you.

Congrats Bills on a Great Season!!!

What is happening in and around Western New York? Just click on the icon or titles below and they will lead you to information on what's happening at WKBW and in the area.

- Your Hometown Team: WKBW People
- WKBW Eyewitness News
- WKBW Eyewitness Sports
- WKBW Eyewitness Weather
- WKBW Program Schedule with Show Links

Figure 7b: Online integrating resource 4--initial viewing con'td (page source)

```
Albert 1.3.0 (UF web browser for CMS)                    Screen 1 of 5 (more screens)
Viewing=http://www.wkbw.com/
Title=WKBW Home Page
<Unseen Image>
WKBW NewsChannel 7
Buffalo, New York

Welcome to WKBW's Home Page

WKBW has entered the cyberspace age to give you easier access to NewsChannel 7,  AM
Buffalo, your favorite personality, and WWW areas around Western New York and the
WORLD.  Write E-Mail to Irv, check the latest forecast from Tom, ask Murph how that latest
trade will affect the team, get those mouth-watering recipes you've seen on AM Buffalo.

These pages are enhanced for Netscape Browsers.  If you have any questions about or
suggestions to improve/add to our home page, e-mail Kevin Stuart, Web Site Coordinator.  We
look forward to hearing from you.

Congrats Bills on a Great Season!!!

<Unseen Image>
```

Bibliographic record for Figure 7 (a and b)

```
Type: m  ELvl:        Srce:   c      Audn:        Ctrl:          Lang: eng
BLvl: i  File:  m     GPub:                       MRec:          Ctry: nyu
Desc:  a                             DtSt: m      Dates:1995, 9999


006     Freq:  k      Regl:  ■       ISSN:        SrTp:   w      Orig: s
        Form: s       EntW:          Cont:   s    GPub:          Conf:   Alph:   S/L: 2

007  __        $a c $b r $d m $e n
040  __        $a XXX $c XXX
245  00        $a News channel 7, WKBW-TV $h [electronic resource].
246  33        $a WKBW NewsChannel 7
246  3         $a News channel seven, WKBW-TV
246  1         $i Title on source code: $a WKBW home page
260  __        $a Buffalo, N.Y. : $b WKBW-TV
310  __        $a Continuously updated
362  1_        $a Began in 1995?
538  __        $a Mode of access: World Wide Web.
500  __        $a Title from home page banner graphic (viewed Oct. 19, 1995)
650  _ 0       $a Television stations $z New York (State) $z Buffalo.
710  2_        $a WKBW (Television station : Buffalo, N.Y.)
856  40        $u http://www.wkbw.com
```

Comments:

Choice of title proper is somewhat problematic for this site as there are several reasonable choices a cataloger could make for the source of the title proper, all appearing on the home page. Since the banner title appears to be the most complete, it is selected as the 245, and all the other possibilities are recorded in 246 fields.

Once again, the choice of workform depends on cataloger judgment as to whether the site is primarily textual or more mixed or multimedia in nature. In this example, the cataloger has decided the various links reflected a combination of computer-oriented multimedia and selected the computer workform.

Because the Web site makes a reference to entering the cyberspace age, it may be reasonable to guess that it began publication near the time of viewing, thus the 362 field with questionable date is added.

The site is updated more frequently than daily, it is coded as “continuously updated” in the 008 and a corresponding 310 field for that frequency is added to the record. Note that when the 006 Frequency is coded “k,” MARC 21 does not allow value “x” in 006 Regularity.

Figure 8: Online integrating resource 4, second viewing (Apr. 9, 2001)

EYEWITNESS NEWS
LIVE ON THE NET

EYEWITNESS NEWS
WKBW.COM

WKBW-TV

WKBW HOME
NEWS
- Top Stories
- Weather
- Sports
- Live on the Net
- Crimestoppers
- Traffic
- AM Buffalo
- School Closings

FEATURES
- Talking Phonebook
- HealthBeat
- Marketplace
- Career Center
- WKBW Jobs
- Recipes
- Mr. Food
- Homework Help
- Offbeat Cinema

WKBW INFO
- TV Schedule
- Personalities
- Advertise With Us
- Contact Info

SERVICES
- Free Email
- ENews
- Action 7
- Lottery
- Yahoo Buffalo

Monday, April 09, 2001

TOP LOCAL NEWS

KAYAK CLOSE CALL

Erie County Sheriffs' helicopters took to the air over the weekend to scan local creeks for two kayakers in trouble. The rain swelled waterways posed a problem for a a southern tier woman and her nephew. They ran into trouble while kayaking on Cattaraugus Creek. The woman's kayak was smashed by debris but she swam to land, and called for help on her cell-phone, before hiking to a nearby house. Her nephew also made it to shore, but because he swam to a tricky area - the copter had to be brought in to pull him safely

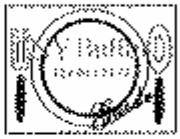
TOP NATIONAL NEWS

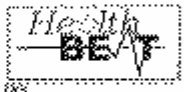
DIPLOMACY CONTINUES IN CHINESE PLANE INCIDENT

(cnn) U.S. diplomats have left their hotel on the Chinese island of Hainan for an expected fourth meeting with the crew of a U.S Navy surveillance plane detained by the Chinese. The 24-member crew have been held on the island since their Navy spy plane made an emergency landing at an airbase there eight days ago following a collision with a Chinese fighter. Defense attaché Brig Gen. Neal Sealock and Ted Gong, a U.S. consular official based in the southern Chinese city of Guangzhou left their hotel for the meeting Monday evening. It was not immediately clear how many members of the crew they expected to see, but Sealock said they don't anticipate having to meet with Chinese officials before meeting the crew, a break with past practice Earlier Sealock expressed the hope that U.S. diplomats might soon be granted regular access to the crew. "Our purpose for that is to continue to monitor the treatment of the crew, and to continue to observe what has taken place," Sealock said. "We're hopeful for that to take place today and every day

AccuWeather Forecast

MONDAY: Morning sunshine then afternoon rain, possible t'strm. High 57
MONDAY NIGHT: Mainly cloudy with rain showers. Low 44
TUESDAY: Mostly cloudy with a few showers. High 56





YAHOO! WKBW NEWS NAVIGATOR

Spy Plane Incident
U.S. diplomats meet with crew again

Middle East
Warnings over escalating violence

Campaign Finance
Debate slows to U.S. House

1 of 2

4/9/01 1:53 PM

Bibliographic record updated to reflect Figure 8

```
Type: m      ELvl:        Srce:  c     Audn:        Ctrl:        Lang: eng
BLvl: i      File:  m     GPub:              MRec:              Ctry:  nyu
Desc:  a                  DtSt: m      Dates:1995, 9999

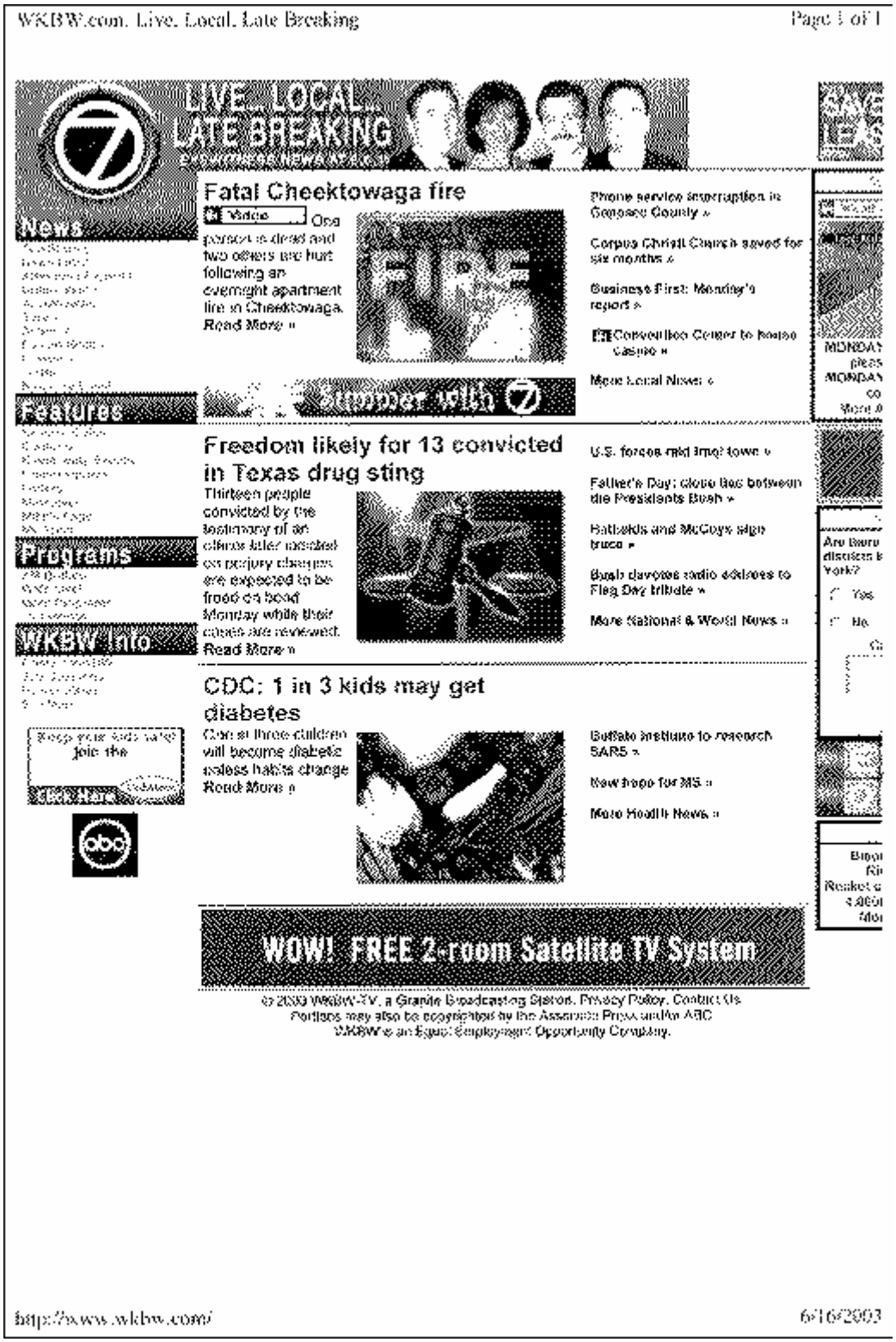

006    Freq:  k      Regl:  r      ISSN:        SrTp:  w      Orig: s
       Form: s       EntW:         Cont:  s     GPub:         Conf:  Alph:  S/L: 2

007          $a c $b r $d m $e n
040  __      $a XXX $c XXX $d XXX
245  00      $a Eyewitness news, WKBW.com $h [electronic resource].
246  1       $i At head of title: $a Eyewitness news live on the net
246  1       $i Title on source code: $a WKBW-TV
246  33      $a WKBW NewsChannel 7 $f <Oct. 19, 1995>
246  1         $i Title on source code: $a WKBW home page $f <Oct. 19, 1995>
247 10       $a News channel 7, WKBW-TV $f <Oct. 19, 1995>
260  __      $a Buffalo, N.Y. : $b WKBW-TV
310  __      $a Continuously updated
362  1_      $a Began in 1995?
538  __      $a Mode of access: World Wide Web.
500  __      $a Title from home page banner graphic (viewed Apr. 9, 2001)
650  _0      $a Television stations $z New York (State) $z Buffalo.
710  2_      $a WKBW (Television station : Buffalo, N.Y.)
856  40      $u http://www.wkbw.com
```

Comments:

When this site is viewed again, the title on both the webpage which is displayed and the title in the source code have both changed. The banner graphic is still selected as the source of the title proper and the new title is put in the 245. The former 245 field is moved to a 247 field, and new 246 fields are added for the title in the source code and the information at head of title. The former variant titles were determined by the cataloger to be important enough to retain in the record, but dates are added in the 246 $f to show these titles no longer appear on the resource. The source of title note is updated to give the most current viewing date.

Figure 9: Online integrating resource—third viewing (June 16, 2003)



Bibliographic record updated to reflect Figure 9

```
Type: m      ELvl:        Srce:  c     Audn:        Ctrl:        Lang: eng
BLvl: i      File:  m     GPub:                     MRec:        Ctry: nyu
Desc:  a                              DtSt: m      Dates:1995, 9999

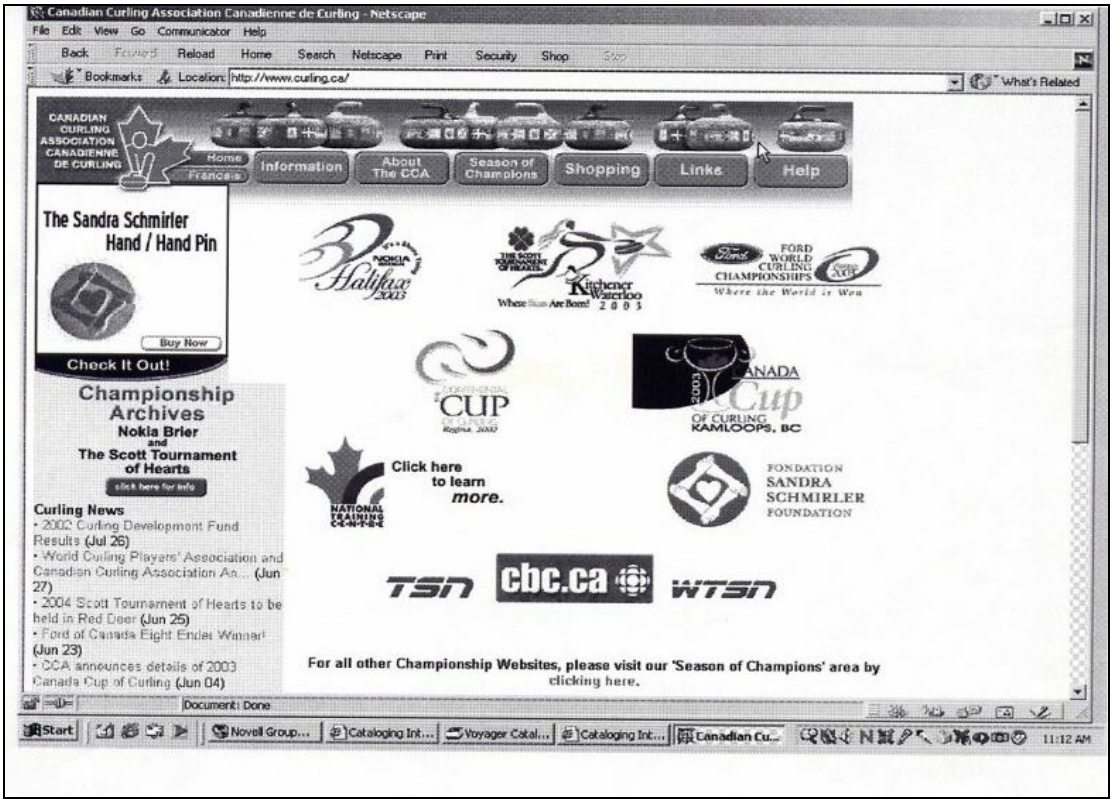

006    Freq:  k      Regl:  r      ISSN:       SrTp:  w      Orig: s
       Form: s       EntW:         Cont:  s    GPub:         Conf:  Alph:  S/L: 2

007  __      $a c $b r $d m $e n
040  __      $a XXX $c XXX $d XXX
245  00      $a WKBW.com $h [electronic resource].
246  1_      $i At head of title: $a Eyewitness news live on the net $f <Apr. 9, 2001>
246  1_      $i Title on source code: $a WKBW-TV $f <Apr. 9, 2001>
246  33      $a WKBW NewsChannel 7 $f <Oct. 19, 1995>
246  1_        $i Title on source code: $a WKBW home page $f <Oct. 19, 1995>
247  10      $a Eyewitness news, WKBW.com $f <Apr. 9, 2001>
247  10      $a News channel 7, WKBW-TV $f <Oct. 19, 1995>
260  __      $a Buffalo, N.Y. : $b WKBW-TV
310  __      $a Continuously updated
362  1_      $a Began in 1995?
538  __      $a Mode of access: World Wide Web.
500  __      $a Title from source code (viewed June 16, 2003)
650  _0      $a Television stations $z New York (State) $z Buffalo.
710  2_      $a WKBW (Television station : Buffalo, N.Y.)
856  40      $u http://www.wkbw.com
```

Comments:

Another viewing of the site reveals that the title has changed yet again. The banner graphic no longer contains information that could be regarded as a title, so the title is taken from the source code (which is the same as the information seen on the title bar). The former 245 is moved to a 247 field, with the date it had been viewed added as a $f in angle brackets. The current title is put in the 245 field and the source of title note and date viewed is updated to reflect the current iteration. The other title information provided in the source code (i.e. live, local, late breaking) is not considered important enough to transcribe or note in the record.

Figure 10: Online integrating resource 5-- initial viewing (June 15, 2002)



Bibliographic record created for Figure 10

Type: a	ELvl: I	Srce: d	GPub:	Ctrl:	Lang: eng
BLvl: i	Form: s	Conf: ■	Freq: ■	MRec:	Ctry: onc
S/L: 2	Orig:	EntW:	Regl: ■	Alph:	
Desc: a	SrTp: d	Cont:	DtSt: c	Dates: 1999,9999	

006	Audn:	File: d	GPub:	

007 __	$a c $b r $d m $e n
040 __	$a XXX $c XXX
041 0_	$a eng $a fre
050 _ 4	$a GV845
245 00	$a Canadian Curling Association $h [electronic resource] = $b Association Canadienne de curling.
246 31	$a Association Canadienne de curling
260 __	$a Cumberland, Ont. : $b Canadian Curling Association
362 1_	$a Began in 1999?
538 __	$a Mode of access: World Wide Web.
546 __	$a May be viewed in English or French.
500 __	$a Title from home page (viewed June 15, 2002).
650 _0	$a Curling $z Canada.
710 _2	$a Canadian Curling Association.
856 40	$u http://www.curling.ca

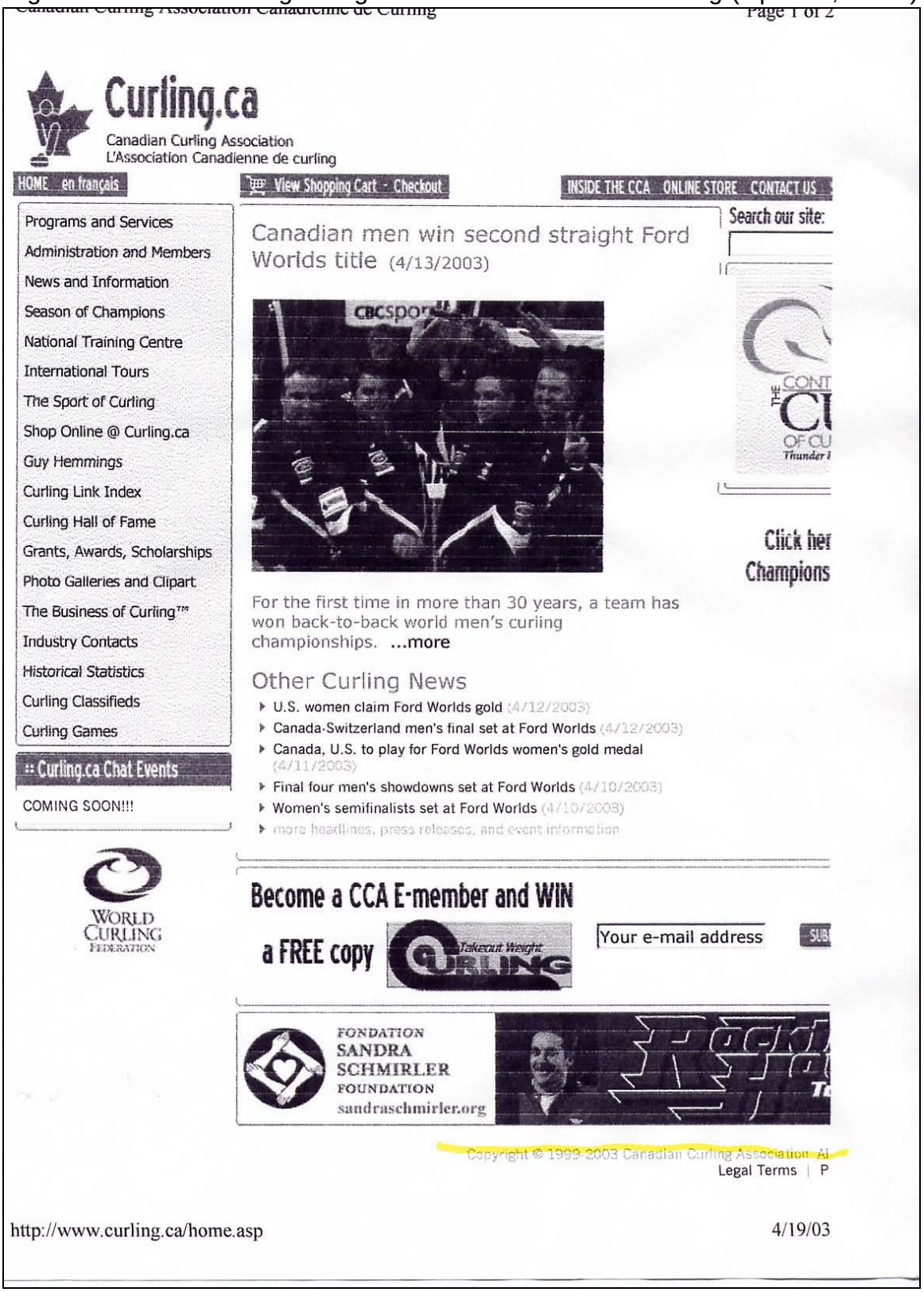
Comments:

This updating Web site is an example of the use of a parallel title in an integrating resource record. Per Rule 1.1B5, even though the word “Association” only appears once on the homepage and title bar, it is clearly meant to be read in both the English and French forms and thus is repeated without brackets in the 245 field.

Because the site includes much more than administrative details of the Association, title main entry was selected for this resource. Beginning date is estimated from a range of copyright dates given at the bottom of the screen (not viewable in this printout).

If the Web site had been cataloged after the 2002 Revision of AACR2, other title information “[Web site]” in subfield $b would have been required; prior to that revision, decision was cataloger’s judgment (rule 12.1E1b refers to 1.1E; rule 1.1E6 could have been applied).

Figure 11: Online integrating resource5--second viewing (Apr. 19, 2003)



Canadian Curling Association Canadienne de Curling Page 1 of 2

Curling.ca
Canadian Curling Association
L'Association Canadienne de curling

HOME en français | View Shopping Cart - Checkout | INSIDE THE CCA ONLINE STORE CONTACT US

Programs and Services
Administration and Members
News and Information
Season of Champions
National Training Centre
International Tours
The Sport of Curling
Shop Online @ Curling.ca
Guy Hemmings
Curling Link Index
Curling Hall of Fame
Grants, Awards, Scholarships
Photo Galleries and Clipart
The Business of Curling™
Industry Contacts
Historical Statistics
Curling Classifieds
Curling Games

:: Curling.ca Chat Events
COMING SOON!!!

WORLD CURLING FEDERATION

Search our site:

Canadian men win second straight Ford Worlds title (4/13/2003)

For the first time in more than 30 years, a team has won back-to-back world men's curling championships. ...more

Other Curling News
- U.S. women claim Ford Worlds gold (4/12/2003)
- Canada-Switzerland men's final set at Ford Worlds (4/12/2003)
- Canada, U.S. to play for Ford Worlds women's gold medal (4/11/2003)
- Final four men's showdowns set at Ford Worlds (4/10/2003)
- Women's semifinalists set at Ford Worlds (4/10/2003)
- more headlines, press releases, and event information

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sandraschmirler.org

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Legal Terms | P

http://www.curling.ca/home.asp 4/19/03

Bibliographic record updated to reflect Figure 11

Type: a	ELvl: I	Srce: d	GPub:	Ctrl:	Lang: eng
BLvl: i	Form: s	Conf: ■	Freq: ■	MRec:	Ctry: onc
S/L: 2	Orig:	EntW:	Regl: ■	Alph:	
Desc: a	SrTp: d	Cont:	DtSt: c	Dates: 1999,9999	

006	Audn:	File: d	GPub:	

007 __	$a c $b r $d m $e n
040 __	$a XXX $c XXX $d XXX
041 0_	$a eng $a fre
050 _4	$a GV845
245 00	**$a Curling.ca** $h [electronic resource] **/ $c Canadian Curling Association.**
246 11	$a Association Canadienne de curling **$f <June 15, 2002>**
247 10	**Canadian Curling Association $f <June 15, 2002>**
260 __	$a Cumberland, Ont. : $b Canadian Curling Association
362 1_	$a Began in 1999?
538 __	$a Mode of access: World Wide Web.
546 __	$a May be viewed in English or French.
500 __	$a Title from home page **(viewed Apr. 19, 2003).**
650 _0	$a Curling $z Canada.
710 2_	$a Canadian Curling Association.
856 40	$u http://www.curling.ca

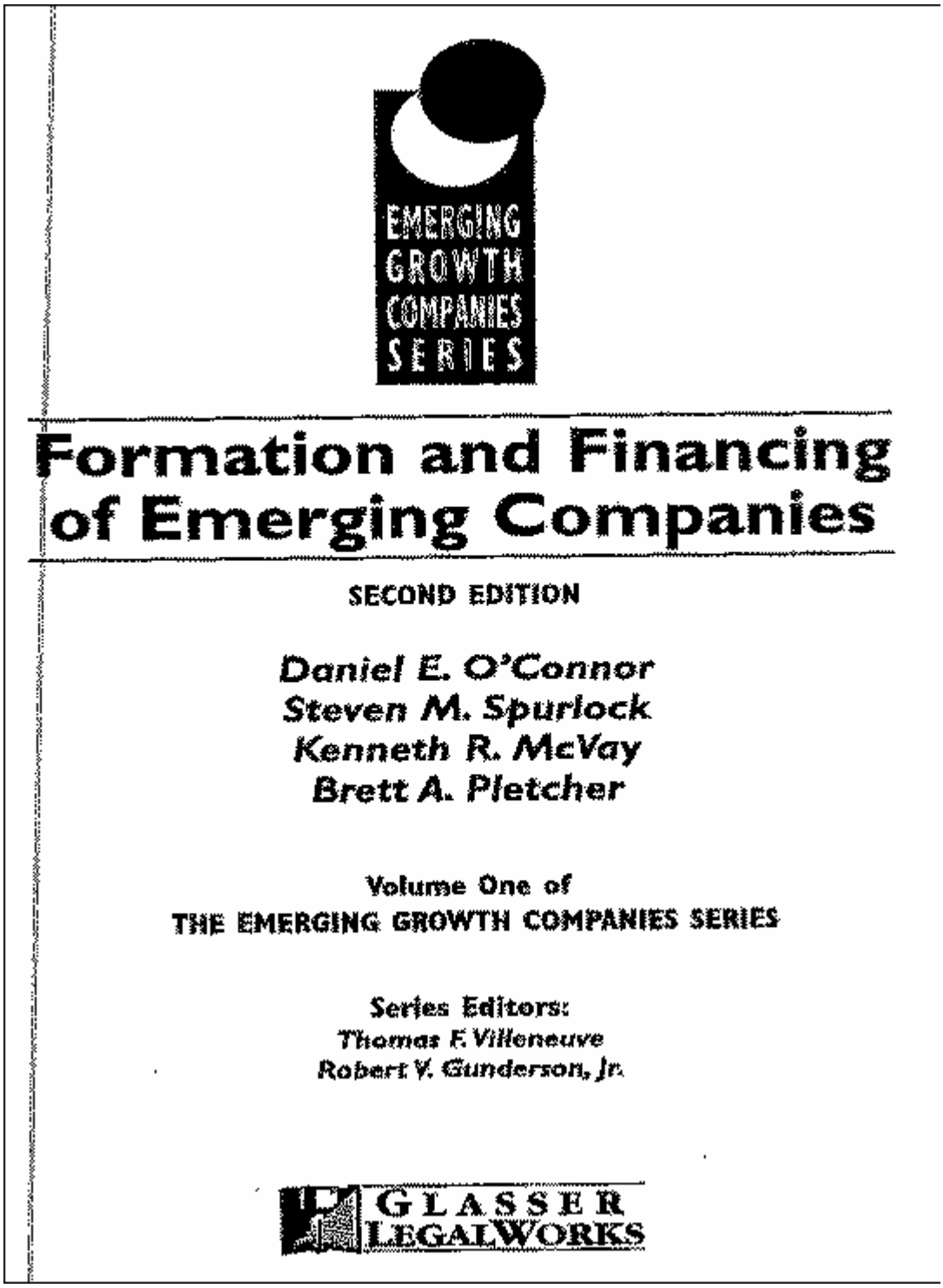
Comments:

When the site is viewed again, the title has changed, so the earlier title is moved to a 247 field, and the existing 246 field for the parallel title is adjusted to reflect the fact that the parallel title is associated with an earlier iteration*. The first indicator in the 246 field is changed from “3” to “1” so that a note reflecting the date associated with this earlier parallel title will be generated, as well as an added entry. The date viewed in the source of title note is updated. Note that in the 245 subfield $c, the parallel statement of responsibility is not given per LCRI 1.1F11.

The 246 field with subfield $i could also be used to give information about the parallel title on an earlier iteration:

246 1_ $i Former parallel title: $a Association Canadienne de curling $f <June 15, 2002>

Figure 12a: Updating loose-leaf 1--with accompanying material



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Volume One of
THE EMERGING GROWTH COMPANIES SERIES

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Thomas F. Villeneuve
Robert V. Gunderson, Jr.

GLASSER LEGALWORKS

Figure 12b: Updating loose-leaf 1--with accompanying material cont'd

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Figure 12c: Updating loose-leaf 1--with accompanying material cont'd

Bibliographic record created for Figure 12 (a, b, and c)

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Type: a     ELvl: I     Srce: d     GPub:       Ctrl:       Lang: eng
BLvl: i     Form: s     Conf: ■     Freq: ■     MRec:       Ctry: nju
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Desc: a     SrTp: d     Cont:       DtSt: c     Dates: 2003,9999

  020     188075767
  020      |z1888075C58
  043     n-us---
  050  4  KF1414 |b.F67
  245 00  Formation and financing of emerging companies / |cDaniel E. O'Connor
... [et al.].
  250     2nd ed.
  260     Little Falls, N.J. : |bGlasser LegalWorks, |c2003-
  300     v. (loose-leaf) : |bforms ; |c26 cm. + |eCD-ROM (4 3/4 in.).
  440  0  Emerging growth companies series ; |vv. 1
  538     System requirements for accompanying CD-ROM: Intel 486 or higher; 16 M
           B RAM or higher (32 MB recommended); Windows 95/98/NT or Macintosh OS
           7.0 or higher; Microsoft Word 6.0/95 or higher, Adobe Acrobat reader
           5.0(included).
  500     Includes index.
  650  0  New business enterprises |xLaw and legislation |zUnited States.
  650  0  New business enterprises |xFinance |xLaw and legislation |zUnited
           States.
  700 1   O'Connor, Daniel E., |d1961-
  780 00  O'Connor, Daniel E., |d1943- |tFormation and financing of emerging
           companies. |b1st ed. |z1888075767
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Comments:

This record illustrates an updating loose-leaf with accompanying material.

Figure 13a: Updating loose-leaf—with transfer binder

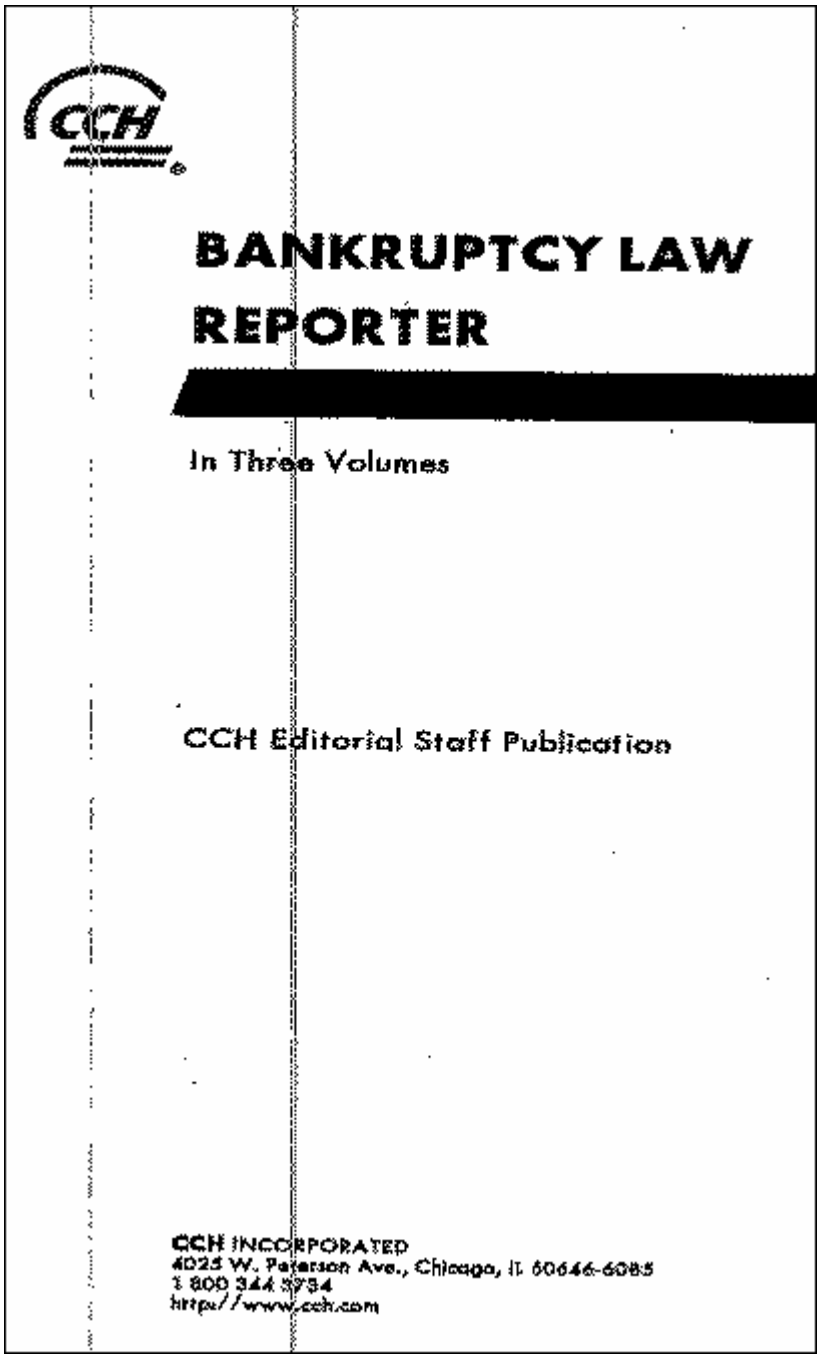
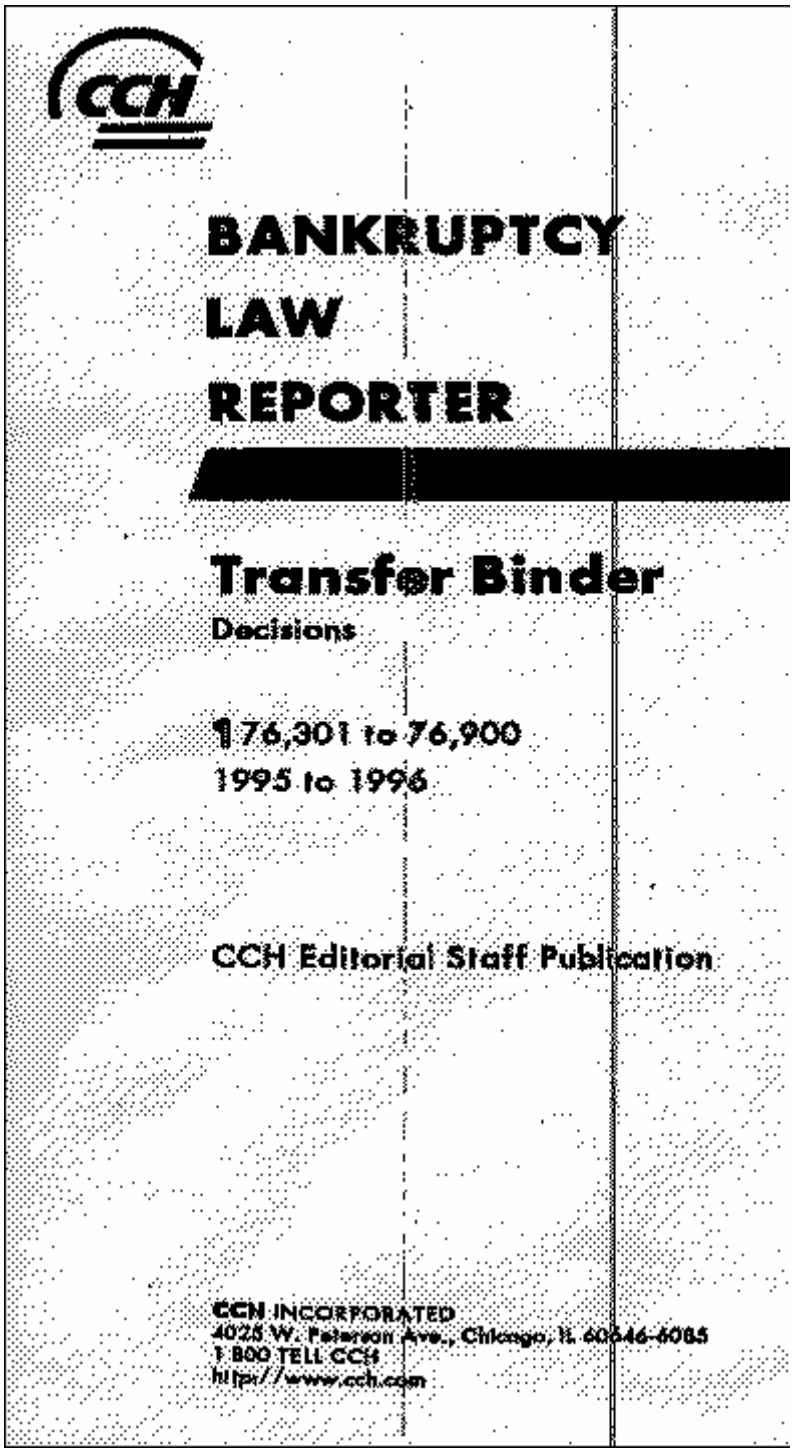


Figure 13b: Updating loose-leaf—with transfer binder cont'd



Bibliographic record created for Figure 13 (a and b)

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BLvl: i     Form: s     Conf: ■     Freq: s     MRec:       Ctry: ilu
S/L:  2     Orig:       EntW:       Regl: r     Alph:
Desc: a     SrTp: d     Cont:       DtSt: c     Dates: 1979,9999

  043     n-us---
  245 00  Bankruptcy law reporter.
  260     Chicago, Ill. : |bCommerce Clearing House, |cc1979-
  300     v. (loose-leaf), v. (transfer) ; |c25 cm.
  310     Updated semimonthly
  490 1   Topical law reports
  500     "CCH editorial staff publication."
  500     Includes indexes.
  500     Kept up to date by current reports.
   500    Material of a permanent nature is removed from main set and filed in
          transfer binders with title: Decisions.
  650  0  Bankruptcy |zUnited States.
  710 2   Commerce Clearing House.
  830  0  Topical law reports (Commerce Clearing House)
```

Comments:

This record illustrates the use of the 300 field for indicating that there are transfer binders associated with the resource.

The 310 on this record is also coded in the fixed field. An alternate wording for the 310 would be “Semimonthly updates”.

Figure 14a: Updating loose-leaf

Cable Television and Other Nonbroadcast Video

Law and Policy

by Daniel L. Brenner
Monroe E. Price
Michael I. Meyerson

Volume 1

WEST GROUP
A THOMSON COMPANY

(Release #16, 05/02)

Figure 14b: Updating loose-leaf cont'd

Dedications

For Dorothy, John, and Jason, and in memory of Max and Stacy

—Daniel L. Brenner

For my teachers: H.G.P., I. de S.P., and M.L.N.

—Monroe E. Price

For Lesly, William, and Andrew

—Michael I. Meyerson

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(Release #16, 5/02)

Bibliographic record created for Figure 14 (a and b)

```
Type: a     ELvl:       Srce: d     GPub:       Ctrl:       Lang: eng
BLvl: i     Form: s     Conf: ■     Freq: ■     MRec:       Ctry: mnu
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Desc: a     SrTp: d     Cont:       DtSt: d     Dates: 1986,2002

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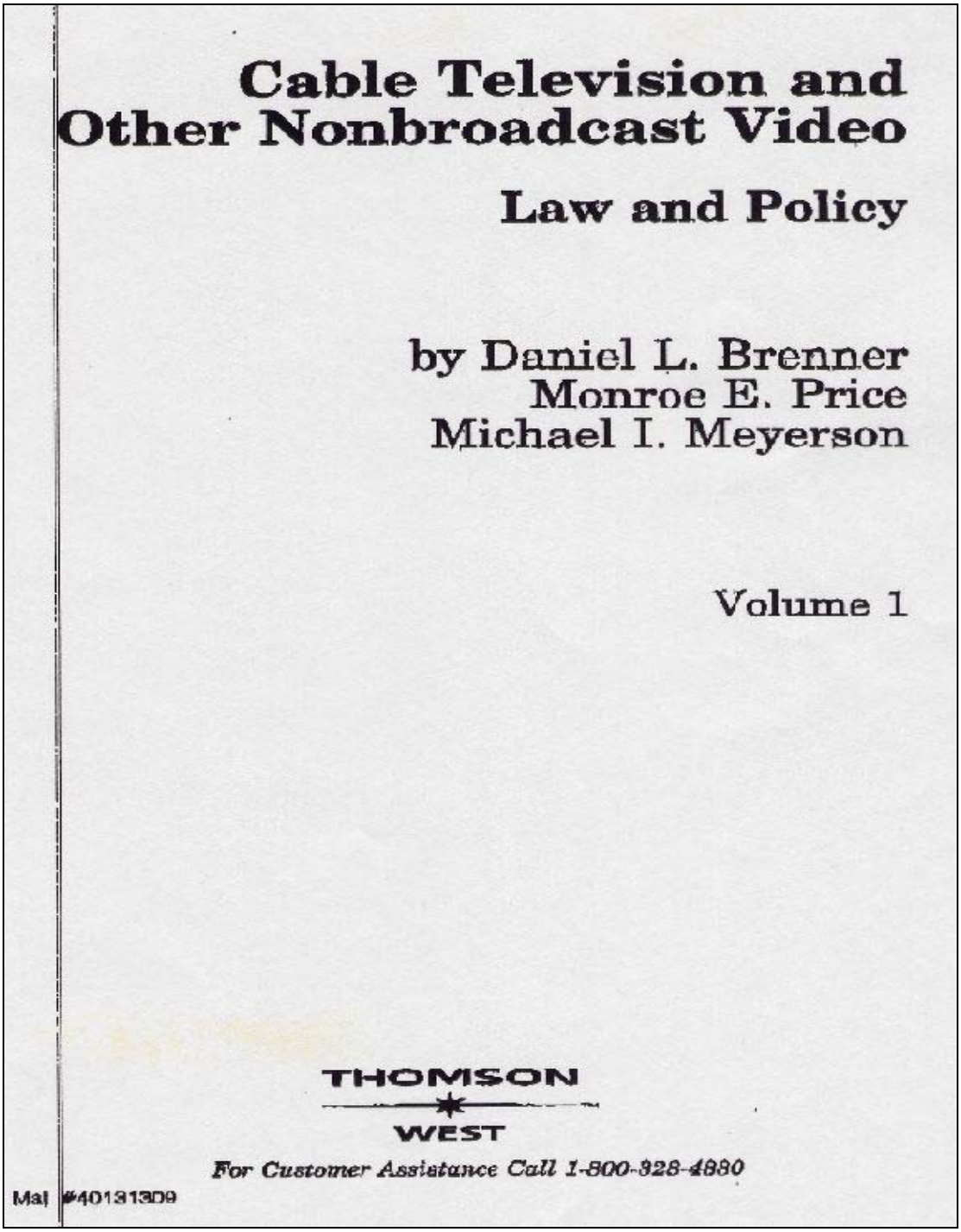
  020     0876324898 (loose-leaf)
  040     DLC |cDLC |dDLC |dCStRLIN
  043     n-us---
  050 00  KF2844 |b.B74 1986
  082 00  343.73/09946 |a347.3039946 |219
  100 1   Brenner, Daniel L., |d1951-
  245 10  Cable television and other nonbroadcast video : |blaw and policy / |cby
           Daniel L. Brenner, Monroe E. Price, Michael I. Meyerson.
  260     St. Paul, Minn. : |bWest Group, |c1986-2002.
  300     2 v. (loose-leaf) ; |c26 cm.
  440  0  Entertainment & communications law library
  500     Authors: Daniel L. Brenner and Monroe E. Price (1986-   ).
  500     Published: New York : C. Boardman, 1986-1990 ; Deerfield, IL : Clark
           Boardman Callaghan, 1991-1997 ; St. Paul, Minn. : West Group, 1998-2002.
  500      Series title:  Clark Boardman Callaghan entertainment & communications
           law library, <1986-1998>
  500     Includes index.
  500     Description based on: v. 1, t.p., rel. #16, 05/02.
  650  0  Cable television |xLaw and legislation |zUnited States.
  650  0  Direct broadcast satellite television |xLaw and legislation |zUnited
           States.
  700 1   Price, Monroe Edwin, |d1938-
  700 1   Meyerson, Michael.
  785 00  Brenner, Daniel L., |d1951- |t Cable television and other nonbroadcast
           video. |b 2003 ed.
  830  0  Clark Boardman Callaghan entertainment & communications law library.
```

Comments:

This record is the original edition of an updating loose-leaf title updated to reflect release #16 (Figure 14a); it lacks any edition statement. The next example shows the new edition of this title; the 785 field in record above provides a link to the new record.

Note that the basic cataloging reflects previous punctuation practice and need not be changed to reflect new rules. This record contains examples of notes for changes in author, title and series, as well as a note indicating the release on which the description is based.

Figure 15a: Updating loose-leaf —new base volume



Cable Television and Other Nonbroadcast Video

Law and Policy

by Daniel L. Brenner
Monroe E. Price
Michael I. Meyerson

Volume 1

THOMSON
WEST

For Customer Assistance Call 1-800-328-4880

Mal #40131309

Figure 15b: Updating loose-leaf 2—new base volume cont'd

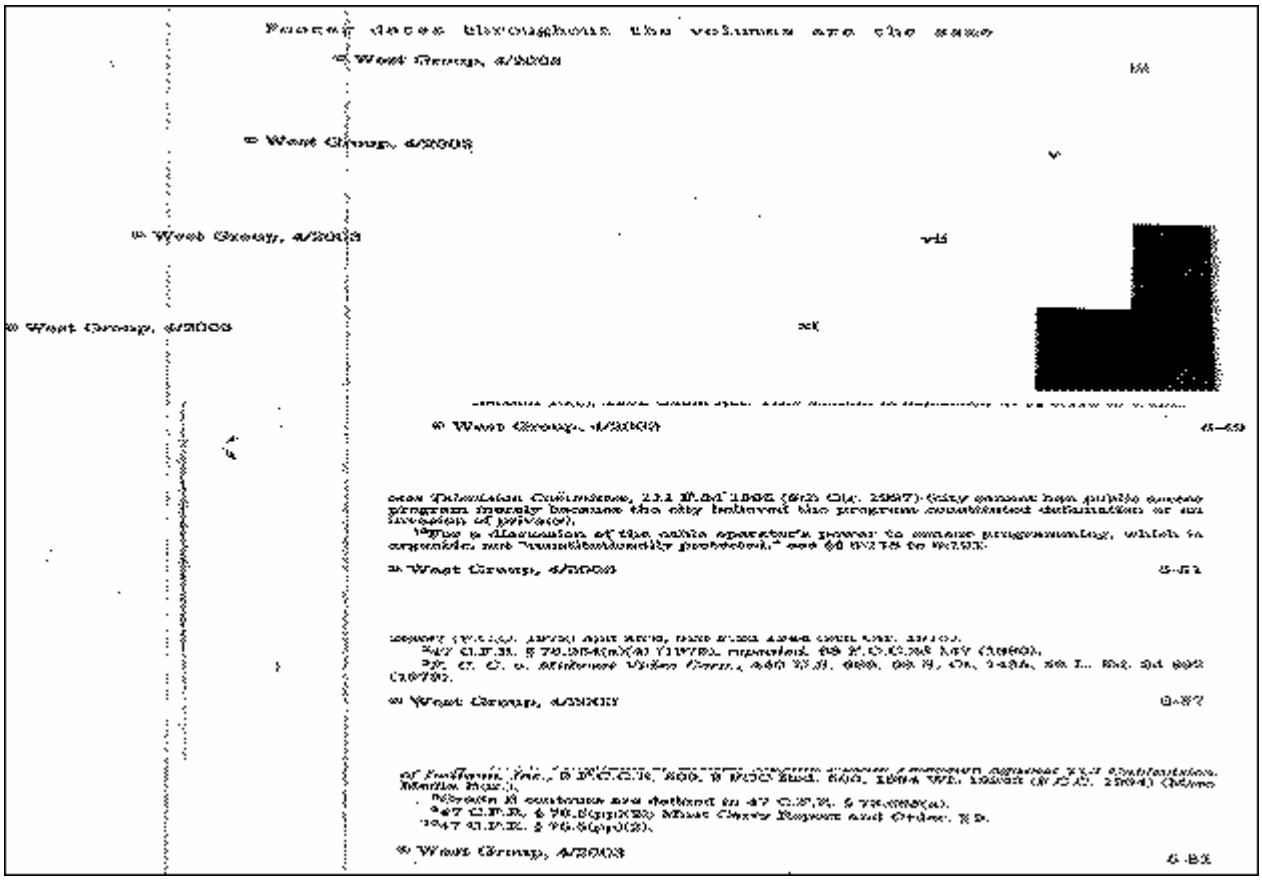


Figure 15c: Updating loose-leaf 2—new base volume cont'd

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ISBN # 0-87632-489-8

Figure 15d: Updating loose-leaf 1—new base volume cont'd

Important: Filing Instructions

Cable Television and other Nonbroadcast Video

Daniel L. Brenner

Monroe E. Price

Michael I. Meyerson

Enclosed is the April 2003 release of ***Cable Television and Other Nonbroadcast Video***. This release contains up-to-date coverage of recent case law and legislation.

Filing Instructions

This 2003 release of Cable Television and other Non-Broadcast Video comes to you in a complete-contents replacement as a two-volume set with new ring binders. There is no release number as this is a new baseline for this product. The material has been placed in a new format that will bring more uniformity among West Group products and facilitate the development of online material. We hope you find the format changes help make this a more accessible and manageable product.

Highlights

Recent developments in this update include:

The court upheld a requirement that access programmers notify the entity operating the access channel before broadcasting a program which contains material that is "potentially offensive." *Demarest v.*

OVER
Insert SAP #40131309si

Bibliographic record created for Figure 15 (a, b, c and d)

```
Type: a     ELvl: I     Srce: d     GPub:       Ctrl:       Lang: eng
BLvl: i     Form: s     Conf: ■     Freq: ■     MRec:       Ctry: mnu
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Desc: a     SrTp: d     Cont:       DtSt: c     Dates: 2003,9999

  020     |z 0876324898
  040     MBS |cMBS
  043     n-us---
  050  4  KF2844.Z9 |bB74 2003
  100 1   Brenner, Daniel L., |d1951-
  245 10  Cable television and other nonbroadcast video : |blaw and policy / |cby
           Daniel L. Brenner, Monroe E. Price, Michael I. Meyerson.
  250     [2003 ed.].
  260     [St. Paul, Minn.] : |bThomson West, |cc2003-
  300     v. (loose-leaf) ; |c25 cm.
  504     Includes bibliographical references and index.
  650  0 Cable television |xLaw and legislation |zUnited States.
  650  0  Direct broadcast satellite television |xLaw and legislation |zUnited
           States.
  700 1   Price, Monroe Edwin, |d1938-
  700 1   Meyerson, Michael.
  780 00  Brenner, Daniel L., |d1951- |t Cable television and other nonbroadcast
      video |w (DLC)  8530946 |z 0876324898
```

Comments:

This record is an example of a title that was released with a new base volume, having a new date in the header/footer, etc., that is consistent throughout the base volume, but that does not have a new edition statement. According to LCRI 21.3B, this new iteration should be treated as a new resource and a new bibliographic record is required. Because both the earlier iteration and this current one lack edition statements and the main entry/title proper is the same, an edition statement is supplied in brackets on the bibliographic record for the new iteration, using the beginning year of publication, distribution, etc.

The ISBN is the same as the resource in Figure 14, it is coded as 020 subfield $z on the new bibliographic record. (The publisher considers the release to be an update, rather than a new edition, and continues to use the same ISBN.)

The 780 field provides a link to the previous edition of the resource.