



## Terminology

The names of MARC data elements are taken directly from the format documentation. In some cases they have been abbreviated or shortened to fit within the table layout.

The names of entities, attributes, and relationships are taken directly from the extended model developed for this project. In some cases they have been abbreviated or shortened to fit within the layout of the table.

## User Tasks

The mapping of data elements to user tasks reflects assumptions made in the design of the format as to the expected use of a data element, either in the automated processing of the data or in the course of consultation by a user. The user tasks defined for the purposes of this analysis are divided into three broad categories: (1) tasks pertaining to resource discovery, (2) tasks pertaining to resource use, and (3) tasks pertaining to data management. The twelve tasks are defined as follows:

### *Resource Discovery*

- |                 |   |
|-----------------|---|
| <b>Search</b>   | Search for a resource corresponding to stated criteria (i.e., to search either a single entity or a set of entities using an attribute or relationship of the entity as the search criteria).*  |
| <b>Identify</b> | Identify a resource (i.e., to confirm that the entity described or located corresponds to the entity sought, or to distinguish between two or more entities with similar characteristics).  |
| <b>Select</b>   | Select a resource that is appropriate to the user's needs (i.e., to choose an entity that meets the user's requirements with respect to content, physical format, etc., or to reject an entity as being inappropriate to the user's needs). |
| <b>Obtain</b>   | Access a resource either physically or electronically through an online connection to a remote computer, and/or acquire a resource through purchase, licence, loan, etc.  |

### *Resource Use*

- |                  |   |
|------------------|---|
| <b>Restrict</b>  | Control access to or use of a resource (i.e., to restrict access to and/or use of an entity on the basis of proprietary rights, administrative policy, etc.). |
| <b>Manage</b>    | Manage a resource in the course of acquisition, circulation, preservation, etc.   |
| <b>Operate</b>   | Operate a resource (i.e., to open, display, play, activate, run, etc. an entity that requires specialized equipment, software, etc. for its operation).       |
| <b>Interpret</b> | Interpret or assess the information contained in a resource.  |

### ***Date Management***

|                 |  |
|-----------------|--|
| <b>Identify</b> | Identify a record, segment, field, or data element (i.e., to differentiate one logical data component from another).                                       |
| <b>Process</b>  | Process a record, segment, field, or data element (i.e., to add, delete, replace, output, etc. a logical data component by means of an automated process). |
| <b>Sort</b>     | Sort a field for purposes of alphabetic or numeric arrangement.  |
| <b>Display</b>  | Display a field or data element (i.e., to display a field or data element with the appropriate print constant or as a tracing).                            |

\*Note: Generalized key word searching is not reflected in the mapping. Only data elements used as part of a formal primary search key (e.g., names, titles, subject terms) are mapped to the "search" task. Data elements used as secondary search keys (e.g., elements used to qualify a primary search key or to narrow a results set) are mapped to the "select" task.

### **References**

#### **MARC 21 Format for Bibliographic Data (1999 edition, updated October 2002)**

–<http://www.loc.gov/marc/bibliographic/>

#### **MARC 21 Format for Holdings Data (2000 edition, updated October 2002)**

–<http://www.loc.gov/marc/holdings/>