



ADVANCED SERIALS CATALOGING WORKSHOP

Trainee Manual
2010 Revision

prepared by

Margaret Mering

Professor

Principal Catalog and Metadata Librarian
University of Nebraska-Lincoln Libraries

and

Adolfo R. Tarango

CJK, Serials, and Shared Cataloging Division Head
University of California, San Diego

The original version of this workshop was prepared by

Kristin Lindlan
University of Washington

and

Margaret Mering
University of Nebraska

Library of Congress

Advanced Serials Cataloging Workshop Trainee Manual

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Foreword

The Advanced Serials Cataloging Workshop is the fourth SCCTP course. The course was developed in response to requests from participants in the Basic Serials Cataloging Workshop for a course covering the more advanced aspects of serials cataloging. What Meg Mering and Kristin Lindlan have produced is a comprehensive review of almost every aspect of cataloging a serial! The emphasis here is on print and includes all of the basic concepts of serials that are applied for other media as well, such as the construction of uniform titles, designations, and links. While the Basic course could only touch briefly on each area of the catalog record, Lindlan and Mering have been able to go into depth in many areas, including citations to AACR2, LCRIs, and CONSER practice.

This course was developed to coincide with the revision of AACR2 Chapter 12 and related rules and is compliant with both the rules and LC rule interpretations. Thus, the course not only serves as an excellent review of serials cataloging, but also as an introduction to the new rules and interpretations.

Many people made this course a reality. I want to give a special thanks to Louise Rees and Bridget Clancy for giving the test session in November 2001 and all of their suggestions for improvements.

I also want to extend my appreciation to Jennifer Whitten at PALINET for her support of the test session and to Laura Kimberly and staff at AMIGOS for their help with the train-the-trainer session in New Orleans. Trina Grover at Ryerson University is also to be thanked for all of her hard work in organizing a train-the-trainer session in Toronto that enabled participation by many Canadians.

As an SCCTP course, this workshop is designed to be given by trained SCCTP trainers. The course is also an excellent self study guide and may be used for in-house training. Comments on the materials are most welcome.

To learn more about SCCTP, visit the Web site at: <http://www.loc.gov/acq/conser/scctp/>

Jean Hiron
CONSER Coordinator
Library of Congress

July 2002

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Preface to the 2nd edition

The first edition of this workshop was released to coincide with the introduction of the 2002 revisions to AACR2 which introduced a revised definition of serial, rules for minor and major changes and other rule changes. Since 2002, minor modifications have been made to the workshop. With the adoption of the CONSER Standard Record in 2008 and additional cataloging policy changes, the need for a significant revision of this workshop became clear. This 2nd edition includes guidelines for using the CONSER Standard Record, an application of AACR2 cataloging. Where ever possible all examples shown use the CONSER Standard Record guidelines and the full version of AACR2. The workshop also includes instructions on using the repeatable 260 field, the 588 note field, and other changes implemented in the last several years. The workshop no longer includes a session on series.

The authors of this edition wish to thank Jeanne Baker (University of Maryland), Melissa Beck (UCLA), Valerie Bross (UCLA), Gene Dickerson (U.S. Department of State), Linda Gonzales (BCR), Kristin Lindlan (University of Washington), Steve Shadle (University of Washington), Beth Thornton (University of Georgia), and Jian Wang (Portland State University) for their invaluable suggestions and for reviewing each section of the workshop. Thanks to Valerie Bross (UCLA) and Julie Su (San Diego State University) for being the first to present the revised content of the workshop. As always, thanks to Les Hawkins and Hien Nguyen for their guidance and support throughout the revision process.

With the recognition that this workshop will need revising upon the adoption of RDA, we hope that this edition continues to meet with the same level of success as the previous edition enjoyed and that it helps prepare individuals for the transition between AACR2 and RDA.

Meg Mering Adolfo R. Tarango

May 2010

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**Serials Cooperative Cataloging Training Program
(SCCTP)**

**Advanced Serials
Cataloging Workshop**

Instructors:

**Goals of the Advanced Serials
Cataloging Workshop**

- Outline concepts and decision-making associated with cataloging serials
- Review all areas of the bibliographic description
- Discuss common problems in serials cataloging
- Practice in resolving cataloging problems

1-2

Goals of the Advanced Serials Cataloging Workshop

- Share your experiences with cataloging serials
- Discuss cataloging problems from your library
- Other goals?

1-3

Session 1: What is a Serial?

- What is seriality? What are continuing resources?
- What is included in chapter 12, Continuing Resources?
- What is the definition of a serial?
- What types of serials are difficult to catalog?

1-4

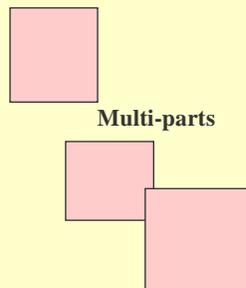
Seriality

- Some bibliographic resources are issued over time, regardless of whether or not they are finite.
- Bibliographic data can change over time.
- Because the bibliographic record reflects the entire work, the level of specificity of some data may be affected by seriality.

1-5

Representation of bibliographic resources in AACR2

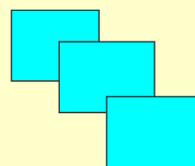
Monographs
Chapters 2-11



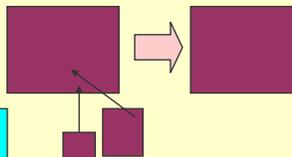
Updates remain discrete

Continuing Resources
Chapter 12

Serials



Integrating Resources *



Updates do not remain discrete

* Some integrating resources are finite ⁷

Continuing Resources

- Characteristics:
 - Issued over time
 - No predetermined conclusion
 - Two types due to difference in issuance:
 - Serials: separate, discrete parts that stand alone
 - Integrating resources: parts/new data that merge with previous content

1-7

Serials: Definition

- A continuing resource that is:
 - Issued in a succession of **discrete** parts,
 - **Usually** bearing numbering, that has
 - **No predetermined conclusion**

1-8

Also Treat as Serials:

- Finite resources having characteristics of serials, but with limited duration
 - Newsletters of an event, i.e., a one-time conference
 - Annual, quarterly, etc., reports of projects funded for a specific period of time
- Reprints of complete runs of serials.

1-9

Finite Resources to be Cataloged as Serials

Reports of activities of short duration:

245 00 \$a Results of the Norwegian Scientific Expedition to Tristan da Cunha, 1937-1938.

260 __ \$a Oslo : \$b Det Norske videnskaps-akademi, \$c 1946-1968.

362 1_ \$a Began with No. 1; ceased with no. 55.

1-10

What is Not a Serial

Resources that:

- Lack discrete parts
 - Integrating resources
- Generally lack numbering
 - Except for unnumbered series, most unnumbered resources are not serials
- Have predetermined conclusion
 - Irregularly revised editions (often several years apart)
 - Multi-volume sets, i.e., multi-parts
 - Encyclopedias (A-Z)
 - Dictionaries published in more than one volume
 - Collected works of a literary author

1-11

Finite Resources

245 00 \$a Flora of Australia / \$c Bureau of Flora and Fauna, Canberra.

300 __ \$a v. : \$b ill. (some col.) ; \$c 26 cm.

(This title now has more than 50 volumes and has been published for more than 20 years)

245 00 \$a Encyclopedia of Africa south of the Sahara / \$c John Middleton, editor in chief.

300 __ \$a 4 v. : \$b ill. ; \$c 29 cm.

505 0_ \$a v. 1. Abeokuta - Ecosystems – v. 2 Edo – Literacy – v. 3. Literature - Reunion – v. 4. Rhodes - Zulu. Index.

1-12

More Difficult Types of Serials

- Monograph vs. serial vs. integrating resource treatment considerations (LCRI 1.0)
- Editions
- Conference publications
- Serials in loose-leaf format

1-13

Monograph vs. Serial Treatment

Considerations at the Local Level

- Standing order or not? Check-in record?
- Cost of creating check-in records and adding a volume vs. cataloging a new title
- Only purchase occasional editions?
- Access wanted for editors, compilers of individual volumes?
- Access: same call number easier with serial
- Cost of recataloging as a serial (cancelling monograph records; remarking; reclassing)

1-14

Editions

- Frequently issued editions– catalog as a serial
 - Directories, yearbooks
- Infrequent, often irregular, editions are better cataloged as monographs
 - Textbooks, dictionaries, handbooks, manuals

1-15

Editions

- Determine which records are available
 - Serial record available (especially a CONSER one)?
 - Serial records available for earlier and/or later titles?

1-16

Editions

- Monograph record for same volume? No records for other volumes?
 - May catalog as a serial, if first volume in hand and it states it will continue to be published
- Monograph records found for multiple volumes?
 - May catalog as a serial if you can determine a regular pattern of publication and the title remains constant
 - If titles change with each edition, however, cataloging as a monograph is preferable

1-17

Editions

- If copy is not available and typical serials information is lacking
 - Check the introduction, preface or accompanying documentation
 - Any plans to continue publication?

1-18

Editions

- Check the publisher's Web site
- Consider content and nature of the publication for likely serial treatment
 - Statistics
 - Directories
 - Reports of activities or research

1-19

Editions as Serials

245 00 \$a Encyclopedia of associations.
260 __ \$a Detroit : \$b Gale Research Co.,
\$c 1961-
310 __ \$a Annual, \$b 1975-
321 __ \$a Irregular, \$b 1961-1973
362 1_ \$a Began with 3rd ed.

1-20

Conference Publications

- Papers, proceedings or transactions of the meetings of a society

110 2_ \$a Indiana Horticultural Society. \$b Meeting.

245 10 \$a Annual report of the Indiana Horticultural Society : \$b proceedings of the ... annual session.

1-21

Conference Publications

- Meetings on a particular topic that may be sponsored by an institution or a society

111 2_ \$a International Bridge Conference.

245 14 \$a The Conference on Bridges official proceedings / \$c the International Bridge Conference ; sponsored by the Engineers' Society of Western Pennsylvania.

1-22

Conference Publications as Monographs

- Monograph treatment (LCRI 1.0)
 - If the conference publication has a unique title for each issue on the chief source
 - Usually dedicated to a particular topic
 - Varies from issue to issue and conference to conference

And/or:

- The conference publication is issued as part of a numbered monographic series

1-23

Conference Publications as Monographs

- 111 2_ \$a International Ocean Symposium \$n (5th : \$d 1980 : \$c Tokyo, Japan)
- 245 14 \$a The frontier of the seas : \$b the problems of delimitation : proceedings of the 5th International Ocean Symposium : November 26-27, 1980.

1-24

Conference Publications as Monographs

- 245 10 \$a First IEE/IMechE International Conference on Power Station Maintenance : \$b profitability through reliability : 30 March-1 April 1998 : venue, Heriot-Watt University, Edinburgh, UK.
- 490 1_ \$a *Conference publication*, \$x 0537-9989 ; \$v no. 452
- 830 _0 \$a Conference publication (Institution of Electrical Engineers) ; \$v no. 452. \$x 0557-9989

1-25

Conference Publications as Serials

- Test against the definition of a serial
- Follow serials treatment for conference publications in LCRI 1.0
- Named conference with a stable name and title from issue to issue

1-26

Conference Publications as Serials

111 2_ \$a IEEE Conference on Visualization.

245 10 \$a Visualization : \$b proceedings of the ...
IEEE Conference on Visualization.

310 __ \$a Annual

362 1_ \$a Began with 1st ('90).

588 __ \$a Latest issue consulted: 2004.

1-27

Publications in Loose-Leaf Format: Integrating Resources

- Catalog as integrating resources
 - Resources that consists of one or more base volumes updated by separate pages that are inserted, removed and/or substituted (AACR2)

245 00 \$a CONSER editing guide.

250 __ \$a 1994 ed.

300 __ \$a 2 v. (loose-leaf) : \$b ill. ; \$c 28 cm.

500 __ \$a Replaces all previous base text and updates.

1-28

Publications in Loose-leaf Format (LCRI 1.0): Serials

- Catalog as serials:
 - Serials that are issued in loose-leaf format in order to allow for updating in between issues
 - Serials that are issued for placement in a binder, where each issue remains discrete

1-29

Publications in Loose-leaf Format: Serials

245 00 \$a Board report for graphic artists.
300 __ \$a v. : \$b ill. ; \$c 30 cm.
310 __ \$a Monthly
500 __ \$a Each newsletter is issued with inserted sections called "designer compendium sheets"; intended for chronological filing in a binder.

1-30

Summary

- Definition of serial:
 - Issued in discrete parts; usually has numbering; no predetermined conclusion
 - Includes unnumbered series
- Ongoing integrating resources are continuing resources, but are not serials

1-31

Summary

- Reprints of serials; finite integrating resources; publications of activities of limited duration are cataloged as serials
- Editions, conference publications, loose-leaf serials require special practices and considerations

1-32

Session 1: Cataloging Treatment Exercises

For each of the following examples, determine whether you would catalog the title as a serial, monograph or integrating resource. Specify why the treatment chosen is preferable. More than one answer may be possible for some or all examples.

1.

2.

3.

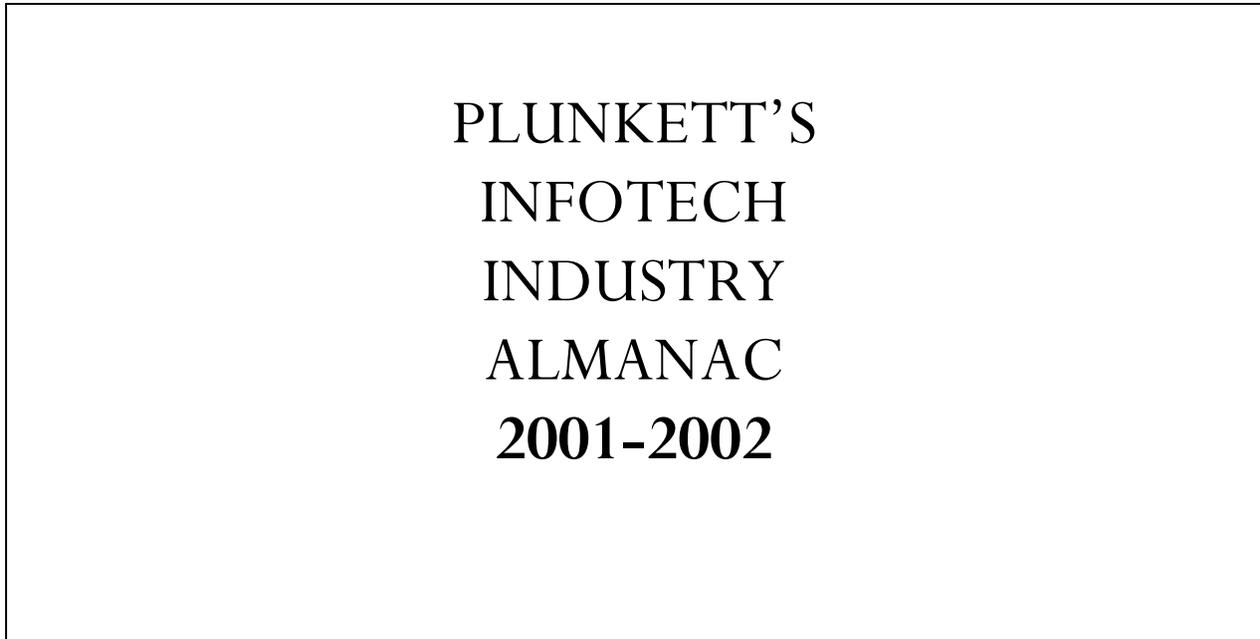
4.

5.

6.

#1

On chief source:



On t.p. verso:

ISBN # 1-891775-15-4

#2

On chief source:



On t.p. verso:

The subscription rate for all twelve volumes is \$594.50 (U.S. dollars) per year.

ISSN: 1068-7688

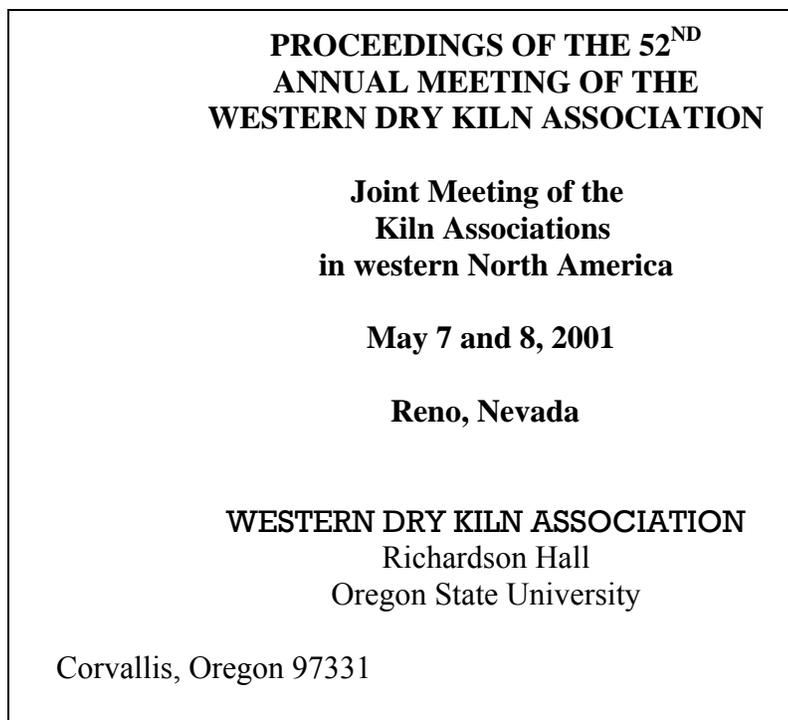
Each of the individual volumes is sold separately. The individual volumes are priced at \$54.95 (U.S. dollars). When ordering specific volumes please reference the appropriate ISBN number for the volume.

ISBN	SubTitle
1	1-885225-26-1 Educational Programs
2	1-885225-27-X Architecture, Urban Planning & Landscape Design
3	1-885225-28-8 Apparel, Fashion & Textile Design
4	1-885225-29-6 Ceramics, Glass & Jewelry Design
5	1-885225-30-X Periodical Publications
6	1-885225-31-8 Advertising, Graphics & Typographic Design
7	1-885225-32-6 Computer Graphics, Multimedia & Animation
8	1-885225-33-4 Film, Photography, Video, Theatrical & Set Design
9	1-885225-34-2 Professional Organizations
10	1-885225-35-0 Industrial & Product Design
11	1-885225-36-9 Interior & Furniture Design
12	1-885225-37-7 Music, Audio & Musical Instrument Design

Additional information: Each part is issued monthly; editions are irregular.

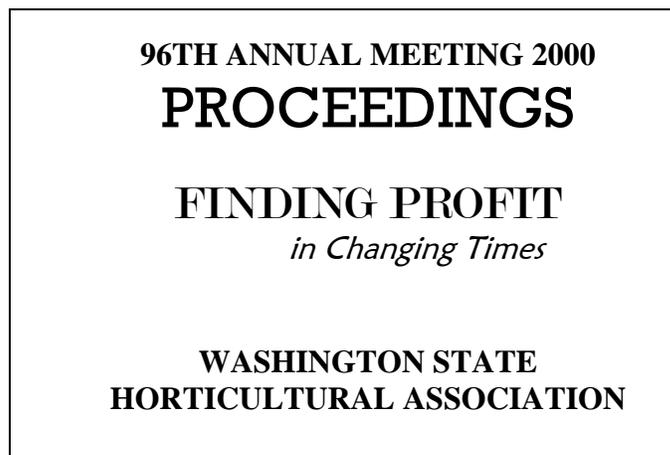
#3

On chief source:



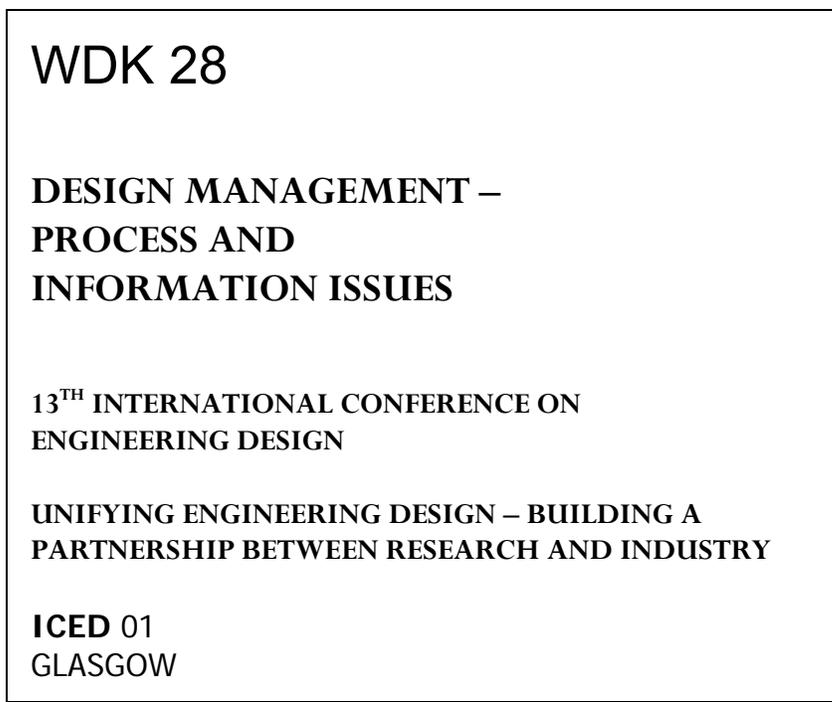
#4

On chief source:



#5

On cover:



On page preceding t.p.:

WDK Publications	
WDK 1	Principles of Engineering Design
WDK 2a	Bibliography of Design Science
WDK 2b	Bibliography of Design Science (continued)
...	
WDK 25	Proceedings ICED 97, Tampere
WDK 26	Proceedings ICED 99, Munich
WDK 27	Manual for Design Engineering (Selected Preprint)
WDK 28	Proceedings ICED 01, Glasgow

(continued on next page)

#5 continued

On t.p.:

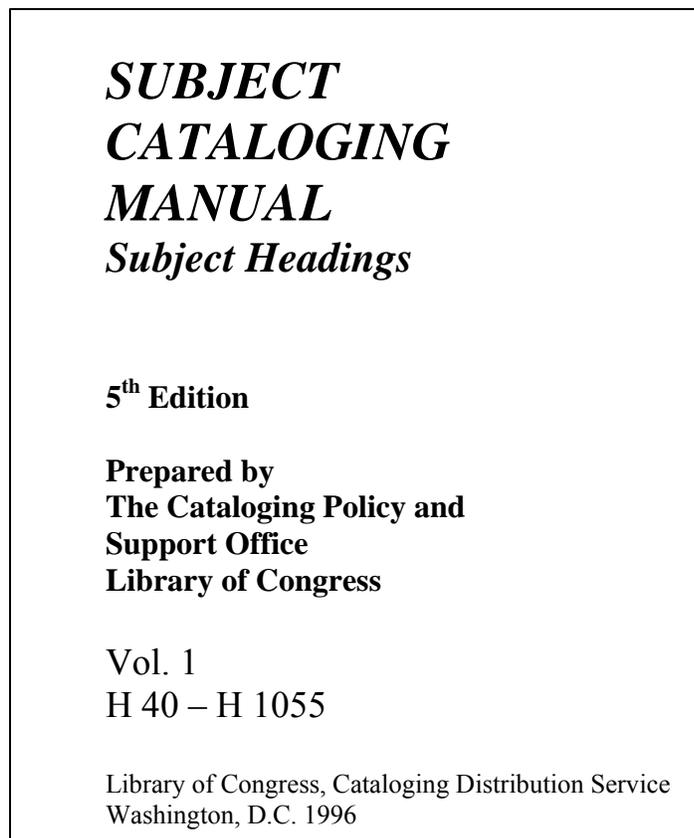


On back cover:

Design Management – Process and Information Issues is one of four books resulting from the contributions to the 13th International Conference on Engineering Design (ICED 01), held in August 2001 in Glasgow, Scotland. The ICED conference series was initiated by Workshop Design-Konstruktion (WDK) in 1981

#6

On chief source:



[There are three other volumes: v. 2 H1075-H1200; v. 3 H1205-H1895; v. 4 H1910-H2400. Previous editions were published in 1984, 1985, 1988, and 1991. Each edition is updated by means of loose-leaf pages.]

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Session 2: Sources and Titles

- How is the chief source determined?
- What is the title proper? Why is it important?
- What are the challenges of transcription?
- How important is other title information?

2-1

Session 2: Sources and Titles

- When is a statement of responsibility given?
- When are notes and/or added entries for variant titles given?
- What are the differences between AACR2 and CONSER Standard Record (CSR)?

2-2

CONSER Standard Record: Documentation

- CONSER Standard Record Documentation and LC Rule Interpretations:
 - <http://www.loc.gov/catdir/cpsd/conser.html>
 - <http://www.loc.gov/acq/conser/pdf/CheatSheetforCSR.pdf>
- Background:
 - <http://www.loc.gov/acq/conser/access-level.html>

2-3

The CONSER Standard Record (CSR): A Philosophy

- Meet user tasks for access
- Reduce redundancies in cataloging
- Help with decision-making process
- Work for better utilization of MARC 21 for storage, retrieval and display

2-4

“CSR” and “AACR2”

- CONSER standard record cataloging is an application of AACR2 cataloging
- Workshop examples will show CSR required data in bold, blue type, optional data in italics, black type, e.g.:

245 00 \$a Nuestro pueblo = *\$b Our community / \$c Instituto Cultural de la Raza*

246 11 \$a Our community

710 2_ \$a Instituto Cultural de la Raza

2-5

Transcription vs. Identification

- AACR2 is primarily based on transcription
 - You record what you see
- Serials have multiple issues and change over time
 - Identification is more appropriate than transcription in some cases
- Some differences from monographs
 - Inaccuracies in title are not transcribed
 - Numbering may be adjusted
- Title transcription is very important

2-6

Basis of the Description : Which Issue?

- Base description on 1st or earliest available issue or part (AACR2 1.0A2, 12.0B1)
- State source of description

588 __ \$a Description based on: Vol. 14, no. 3 (Dec. 1998)

588 __ \$a Description based on: Vol. 1, no. 1 (May 2002)

- Note: CSR always requires “description based on” note; AACR does not require it when description is based on 1st or earliest issue recorded in the numbering area

2-7

Basis of the Description : Which Issue?

- The first issue of the serial
 - May be numbered “volume 1, no. 1”
 - Base description on this issue if really the first issue
- Introductory and Preview Issues
 - Bear words such as “introductory” or “preview”
 - If not first issue, use a 515 note

515 __ \$a Vol. 1, no. 1 preceded by issue called preview issue.

2-8

Basis of the Description : Which Issue?

- Sample or Pilot Issues
 - Bear words such as “trial,” “pilot,” or “sample” issue
 - There may be no further issues if not enough interest
 - May have numbering (often “volume 1, no. 0”) and dates, dates alone, or no separate numbering or date
 - Do not base the description on these types of issues; wait for another issue to be published

2-9

Chief Source (AACR2 12.0B2): What Source Within the Issue?

- Title page
- Title page substitutes in order of preference:
 - analytical title page
 - cover; caption
 - masthead
 - editorial pages
 - colophon
 - other pages (contents, etc.)
- Less preferred sources are sometimes used in retrospective work when they have a stable title

2-10

Multiple Title Pages

- If title covers two facing pages (AACR2 12.0B2.a), treat as single t.p.
- Multiple title pages for text in different languages (AACR2 1.0A3.a.ii)
 - Text in one primary language:
 - Use t.p. of primary language, use its title as title proper, treat other t.p. as “Added title page”
 - If text equally in different languages:
 - See priority list of languages in 1.0A3.a.ii.c

2-11

Noting the Chief Source

- Note the chief source, combine with “description based on” note:

588 __ \$a Description based on: Jan. 2003; title from title page.
- CSR always requires a “source of title” and “description based on” note; AACR does not if title comes from a title page and/or description is based on first issue

2-12

Title Proper

- The chief name [i.e., title] of an item, including any alternative title but excluding parallel titles and other title information (AACR2)
- Consists of field 245, subfields \$a, \$n and \$p
 - Alternative titles (in subfield \$a)
 - Number of part/section (subfield \$n)
 - Name of part/section (subfield \$p)

2-13

Importance of the Title Proper

- Constitutes the main entry when there is no 1xx field
- Is used to determine major changes
- Is used in links to other records
- Is used by check-in, binding staff, etc., in their related serials work
- Is used to determine need for a uniform title

2-14

Recording Titles and Alternate Titles

- Straightforward title consisting of a word or phrase (245 \$a)

245 00 \$a Journal.

245 00 \$a Canadian ceramics quarterly.

- Title and alternative title (245 \$a)
 - Give access to both parts

245 04 \$a The bee, or, Universal weekly pamphlet.

246 1_ \$a Universal weekly pamphlet

2-15

Challenges of Transcription

- Where does the title begin?
 - Words preceding the title that may or may not be part of title, e.g., “Welcome to ...” (AACR2 1.1B1)

245 00 \$a Christmas crafts.

2461_ \$i At head of title: \$a Better homes and gardens presents Christmas crafts

245 00 \$a Christmas crafts.

246 1_ \$a Better homes and gardens presents Christmas crafts

2-16

Challenges of Transcription

- What to omit from the title (AACR2 12.1B7)
 - Numbers, dates, etc. that are likely to change
 - Names of persons that are likely to change
 - Distinctive titles (LCRI 12.7B4)
 - Previous titles or titles that have been absorbed (AACR2 12.1B1)

245 08 \$a The ... portrait : \$b regional economic review and outlook. [year removed]

245 00 \$a Frommer's Australia from \$... a day. [dollar amount removed]

2-17

Challenges of Transcription

- Where does the title end?

FIRST ANNUAL REPORT
OF THE
PUBLIC UTILITIES
COMMISSION

FOR THE YEAR ENDED
31st DECEMBER 1939

ACTA ACUSTICA
UNITED WITH
ACUSTICA

245 10 \$a Annual report of the Public Utilities Commission for the year ended ...

245 00 \$a Acta acustica.
780 05 \$t Acustica

2-18

Challenges of Transcription

- Corporate bodies (AACR2 12.1B3)
 - Title may/may not be connected to name or initialism of corporate body consistently
 245 00 \$a MIT Sloan management review
 - Name is in a creative form or logo on t.p.
 - In case of doubt, give name or abbreviation as part of title proper only if consistently presented that way in various locations in resource or in indexes, abstracts, etc.
 - In some cases, title proper will consist of nothing but the name of the corporate body

2-19

Challenges of Transcription

- Corporate body in title (or not)

TYCO INTERNATIONAL LTD. ANNUAL REPORT 2000

245 10 \$a TYCO International Ltd. annual report.

FISHER COMPANIES INC. 1998 ANNUAL REPORT

245 10 \$a Fisher Companies Inc. ... annual report.

1999 ANNUAL REPORT **PUGET SOUND ENERGY**

245 10 \$a Annual report / \$c Puget Sound Energy.

2-20

Challenges of Transcription

- Initialism/acronym vs. full form as title proper (AACR2 12.1B2)
 - Give full form as title proper when both are presented on chief source
 - Provide added entry for initialism (LCRI 21.30J)

245 00 \$a **Journal of earthquake engineering** : \$b
JEE.

246 1_ \$a JEE

2-21

Challenges of Transcription

- Inaccuracies in the title proper (AACR2 12.1B1)
 - Correct obvious typographic errors
 - Give added entry for inaccurate title
 - In case of doubt whether spelling is correct, transcribe as found

245 00 \$a **Equipment production in developing countries.**

246 1_ \$i Title appeared on first two issues incorrectly as: \$a **Equipement** production in developing countries

2-22

Common Title and Section Title

(12.1B4)

- Title proper = 245 \$a, \$n, and \$p
 - Common title = \$a
 - Section title = \$n and \$p
- Give common title followed by section or supplement title if:
 - It is a separately published section of, or supplement to another resource, AND:
 - Title proper as presented in chief source consists of a title common to all sections and title of the section or supplement, AND:
 - The two titles are grammatically independent
 - They appear together on the same source

2-23

Common Title and Section Title

On title page:

JOURNAL OF THE CHEMICAL SOCIETY
Perkin
Transactions I

Catalog record:

**245 00 \$a Journal of the Chemical Society. \$p Perkin
transactions I.**

2-24

Common Title and Section Title

On title page:

Pierce County
Wage & Salary
Survey
1996

Catalog record:

245 00 \$a Wage & salary survey. \$p Pierce County.

2-25

Common Title and Section Title

- If they don't appear together on any source, give a section title as the title proper and the common title as a series (AACR2 12.1B6)

2-26

Common Title and Section Title

On title page:

JOURNAL OF BASIC ENGINEERING

On other sources:

Transactions of the ASME
Series D

Catalog record:

245 00 \$a Journal of basic engineering.

490 1_ \$a Transactions of the ASME ; \$v ser. D

830 _0 \$a Transactions of the ASME (1959) ; \$v ser. D

2-27

Common Title and Designation

On title page:

Indian Journal of Physics

Part A

Catalog record:

245 00 \$a Indian journal of physics. \$n Part A

2-28

Common Title and Designation

What appears to be a designation may not be one!

On title page:

THE JOURNAL
of
the Acoustical Society
Of Japan
(E)

Catalog record:

245 04 \$a The journal of the Acoustical Society of Japan (E).

2-29

Common Title, Designation of Section and Section Title (12.1B5)

On title page:

Journal of the
Chemical Society

C
Organic

Catalog record:

245 00 \$a Journal of the Chemical Society. \$n C, \$p Organic.

2-30

Common Title, Designation of Section and Section Title

On title page:

PROCEEDINGS OF THE
OCEAN DRILLING PROGRAM

VOLUME 101
Part A – INITIAL REPORT

Catalog record:

245 00 \$a Proceedings of the Ocean Drilling Program. \$n
Part A, \$p Initial report.

2-31

Common Title, Designation of Section and Section Title

On title page:

NATIONAL ACCOUNTS OF OECD COUNTRIES
DETAILED TABLES
VOLUME II
TABLEAUX DÉTAILLÉS
COMPTES NATIONAUX DES PAYS DE L'OCDE

2-32

Common Title, Designation of Section and Section Title

Catalog record:

245 00 \$a National accounts of OECD countries. \$n Volume II, \$p Detailed tables = \$b Comptes nationaux des pays de l'OCDE. \$n Volume II, \$p Tableaux détaillés

246 11 \$a Comptes nationaux des pays de l'OCDE. \$n Volume II, \$p Tableaux détaillés

2-33

Other Title Information

- Initialisms/acronyms:

245 00 \$a Journal of earthquake engineering : \$b JEE

246 1_ \$a JEE

- Parallel titles:

245 00 \$a Annual review = \$b Rapport annuel.

246 11 \$a Rapport annuel

2-34

Other Title Information

Statement of responsibility

245 00 \$a Sorui : \$b *the bulletin of the Japanese Society of Psychology.*

246 1_ \$a Bulletin of the Japanese Society of Psychology

2-35

Other Title Information

- Transcribe when considered useful:

- To provide clarification of the title proper

245 00 \$a Chronicles : \$b *a magazine of American culture.*

Or

245 00 \$a Chronicles.

500 __ \$a "A magazine of American culture."

- To "explain" the title proper (LCRI 12.1E1)

245 00 \$a Flintridge Foundation Awards for Visual Artists : \$b [catalog].

2-36

Statement of Responsibility

- Transcribe those relating to corporate bodies (AACR 2 12.1F1) that appear prominently
- Don't give if already appearing in title proper or other title information, unless it appears separately also (AACR2 12.1F2)
- CSR: Statement of responsibility not required
 - LC/NAF name authority record must exist
 - Full AACR2 option, transcribe in 245 \$b or \$c

2-37

Variant Titles and Title Added Entries (Field 246)

- Access for portion of title or variations of the title (AACR/LCRI 21.30J):
 - Portions of the title
 - Alternative titles
 - Section titles
 - Parallel titles
 - Acronyms
 - Subtitles

2-38

Variant Titles and Title Added Entries (Field 246)

- Section title

245 00 \$a Proceedings of the Institution of
Mechanical Engineers. \$n Part F, \$p
Journal of rail and rapid transit.

246 1_ \$a Journal of rail and rapid transit

- Parallel titles:

245 00 \$a FAO quarterly bulletin of statistics = \$b
Bulletin trimestriel FAO de statistiques

246 11 \$a Bulletin trimestriel FAO de statistiques

2-39

Variant Titles and Title Added Entries: Field 246

- Titles appearing elsewhere on issue:

245 04 \$a The skanner \$h [microform].

246 1_ \$a Seattle skanner [running title]

- Other forms of the title:

245 04 \$a The miner & workman's advocate.

246 1_ \$a Miner and workman's advocate

2-40

Variant Titles and Title Added Entries: Field 246

- Variant titles:

245 00 \$a Freeport daily journal.

246 1_ \$i Alternate issues published with title: \$a
Chicago daily telegraph

245 00 Internationale Papierwirtschaft

246 1_ \$i Issues for <2000-> also have title in English:
\$a International paperworld

- Titles that do not appear on any pieces:

245 00 \$a Library of Congress information bulletin.

246 1_ \$i Popularly known as: \$a LCIB

2-41

Summary

- Base the description on the first or earliest issue
- Determine the title page or its substitute according to the priority order to ensure consistency in decision-making among catalogers
- The choice of title proper is important for serials: it is used in single entry access files (e.g., for check-in), for determining major changes, in links, etc.
- Record other title information when considered useful

2-42

Summary

- Give added entries and/or notes for titles that differ significantly from the title proper if they affect searching and retrieval
- CSR practices can streamline your cataloging

2-43

Session 2: Sources and Titles Exercises

Construct the title statement (245) and source of title information (part of the 588 note), as appropriate, for the following examples. Also indicate any title added entries that you would give in field 246. Use the fields below as needed.

1.

245

246

246

246

588 -- \$a Description based on ...; title from

2.

245

246

246

246

588 -- \$a Description based on ...; title from

3.

245

246

246

246

588 -- \$a Description based on ...; title from

4.

245

246

246

246

588 -- \$a Description based on ...; title from

5.

245

246

246

246

588 -- \$a Description based on ...; title from

6.

245

246

246

246

588 -- \$a Description based on ...; title from

7.

245

246

246

588 -- \$a Description based on ...; title from

8.

245

246

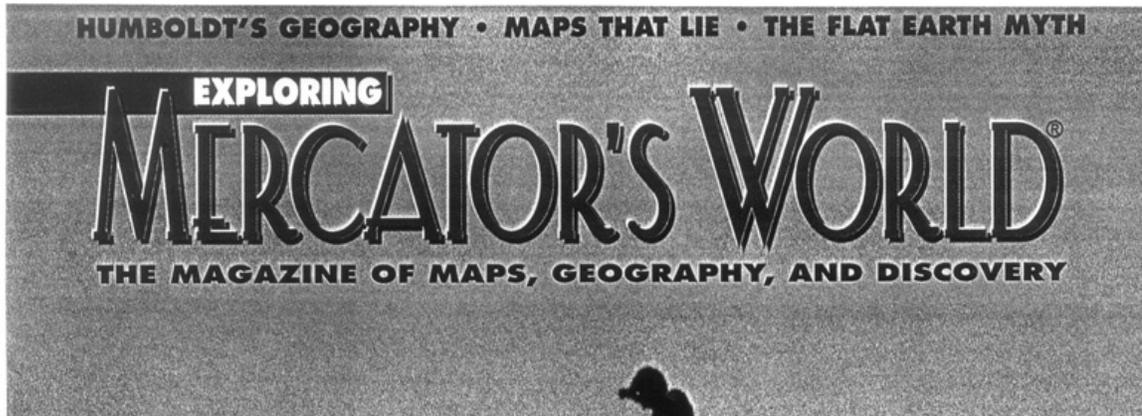
246

246

588 -- \$a Description based on ...; title from

#1

on cover:



masthead:



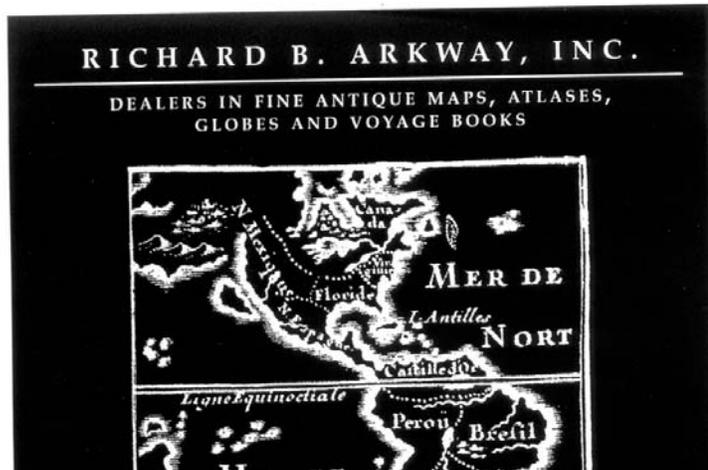
NOVEMBER/DECEMBER 2001
 VOLUME 6 • NUMBER 6

GARY TURLEY
 Managing Editor

JUNE RUSSELL-CHAMBERLIN
 Associate Editor

ELIZABETH BOZIEVICH
 Art Director

EDWARD D. ASTER



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NOVEMBER/DECEMBER 2001 • MERCATOR'S WORLD 3

#2
first page:



SOUTHEASTERN ARCHAEOLOGICAL CONFERENCE
NEWSLETTER
Volume 43, Number 2 October 2001

Edited by Jane M. Eastman, Department of Anthropology and Sociology
Western Carolina University, McKee Building, Cullowhee, N.C. 28723

SEAC NEWS & NOTICES
SEAC 2001

Make the scene in the Scenic City! The 58th Annual Meeting of the Southeastern Archaeological Conference will be held November 14-17, 2001, at the Marriott Chattanooga Convention Center in Chattanooga, Tennessee. Chattanooga's nationally-heralded, revitalized downtown is full of interesting shops, restaurants, and night clubs, all within walking distance of the Marriott. And if you're the outdoor type, Chattanooga was listed in the latest issue of *Outdoor Magazine* as one of the ten best places to live in the U.S. Kayaking, running, mountain and road biking, rock climbing, and hiking all figure prominently in that top-ten assessment. Whatever your outdoor

ological Society. If your institution or company would like to help sponsor this "Wet and Wild" reception, please contact Nick Honerkamp via email (nick-honerkamp@utc.edu).

The special events continue on Friday evening (7:30-8:30 PM) with a keynote address by Dr. Alice Kehoe of the University of Wisconsin-Milwaukee. Her talk, "*The Land of Prehistory*," based on her new book with the same title, will explore the origins and practice of archaeology. Next on Friday's agenda, from 9:00 PM-12:30 AM, is the SEAC Dance featuring Gravity's Rimm--the band that kept us dancing last year is returning for another engagement. Look for the local arrangements chair on stage! (He plays bass.)

The end of the papers at lunchtime Saturday is not the end of SEAC 2001!! Plan on staying for Saturday afternoon's fun

masthead:

INFORMATION FOR SUBSCRIBERS

The *SEAC Newsletter* is published semi-annually in April and October by the Southeastern Archaeological Conference. Subscription is by membership in the Conference. Annual membership dues are \$15 for students, \$25 for individuals, \$30 for families, and \$50 for institutions. Life membership dues are \$300 for individuals and \$350 for families. In addition to the newsletter, members receive two issues per year of the journal *Southeastern Archaeology*. Membership requests, subscription dues, and changes of address should be directed to the Treasurer. Back issue orders should be sent to the Associate Editor for Sales (see addresses below).

INFORMATION FOR CONTRIBUTORS

The *SEAC Newsletter* publishes reports, opinions, current research, obituaries and announcements of interest to members of the Conference. All materials should be submitted to the Associate Editor for the Newsletter. Deadlines are February 15 for the April issue and August 15 for the October issue. Submissions via e-mail are preferred. Style should conform to the detailed guide-lines published in *American Antiquity*, Vol. 57, No. 4 (Oct. 1992).

OFFICERS

President: Richard W. Jefferies, Department of Anthropology, University of Kentucky, Lexington, KY 40506-0001; Phone: 606-257-2860; e-mail: rwjeff1@pop.uky.edu

President-elect: Margaret C. Scarry, Department of Anthropology, 301 Alumni Building, CB 3115, University of North Carolina, Chapel Hill, NC 27599-3115; e-mail: margie_scarry@unc.edu

Secretary: David G. Anderson, National Park Service, 2035 E. Paul Dirac Drive, Johnson Building, Box 7, Tallahassee, FL 32310; Phone: 850-580-3011 ext. 344; e-mail:

IN THIS ISSUE

SEAC NEWS & NOTICES 1

SEAC OFFICER'S REPORTS 2

ANNOUNCEMENTS 4

CURRENT RESEARCH 5

#3



SALALM Newsletter

Publication of the Seminar on the Acquisition of Latin American Library Materials

Volume XXIX Number One

ISSN 0098-6275

August 2001

presidential message...

This issue of the *SALALM Newsletter* contains reports of the panels from the annual conference sponsored by Arizona State University Libraries in Tempe, Arizona. For those of us who did not get a chance to attend some of the panels, this is an opportunity to read about the ones we missed.

I would like to thank Victor Torres for organizing an excellent program and Orchid Mazurkiewicz and the Local Arrangements Committee for a thoroughly enjoyable and smooth-running conference. Of the 248 personal members in SALALM 139, or 56% attended the conference. Even more encouraging, over 95% of the membership is signed onto SALALM's listserv, lala-1 (moderated by Gayle Williams). The listserv has become a valuable tool for all of us, but it is especially useful in giving those members who cannot attend the annual conference an opportunity to share new information and ideas.

p. 2:
z

the newsletter...

Editors: Adan Griego, Stanford University, and Hortensia Calvo, Duke University.

Adán Griego, Curator for Latin American, Mexican American & Iberian Collections, Green Library-FLAC, Stanford University, Stanford, CA 94305-6004.

Phone: 650-723-3150; *fax:* 650-725-1068

e-mail: griego@leland.stanford.edu

Hortensia Calvo, Librarian for Latin America & Iberia, International and Area Studies, Box 90195, 021 Perkins Library, Duke University, Durham, NC 27708.

Phone: 919-660-5845; *fax:* 919-684-2855

e-mail: hcalvo@duke.edu

Please copy both editors on all newsletter correspondence.

Layout/graphics: Sandy Lowder, SALALM Secretariat, University of Texas at Austin.

e-mail: sandyL@mail.utexas.edu

Published: August, October, December, February, April, and June.

Submissions: Members and non-members may submit news or articles in any of the official languages of SALALM. Deadline for submission of news and articles is the 15th of the month before the month of publication; deadline for advertising is the 25th of the month before the month of publication. **Next deadline: September 15, 2001.** All contributions and books for review (works of *reference* or on *librarianship* or the *book trade*, and of *Latin American*

from the former editor...

Correction:

The April Newsletter mistakenly identified Rachel Barreto's affiliation as Catholic University (Members' News). While once true, Rachel left CU in 1997; she is now at the Latin American Bibliographic Foundation in Washington, DC. We regret the error.

•Nancy Hallock

from the new editors...

Given space considerations, we were not able to include Committee Reports in this issue. The October issue will have those reports.

Please copy both of us in any correspondence having to do with the newsletter.

•Adan Griego and Hortensia Calvo.



(continued on next page)

#3 continued

p. 39:

by the Antorchas Foundation. Guiterman is also spending a year at LC getting to know the collections and doing special projects. Fedora Cagnoli, a librarian at the U.S. Embassy in Buenos Aires, is here for a year working in the Hispanic Division and preparing portals for the Hispanic Web page. Lucia Acin, a librarian from Zaragoza, Spain, has an Anuario Hispano fellowship for the summer. Tracy Goode, a graduate student in history from the University of Arizona, holds an Archer M. Huntington fellowship. Both of them are working on bibliographic projects.

•Dr. Georgette M. Dorn,
Chief, Hispanic Division Library of Congress

positories of materials about Cuba and Cuban-Americans outside the island nation; the collection spans nearly 300 years and contains over 250,000 items, including rare books, periodicals, manuscripts, illustrations, maps, posters, personal papers, and photographs from the early colonial period to the present. As part of the IMLS projects, the following websites were designed to serve as portals.

Cuban Heritage Collection:

<http://www.library.miami.edu/umcuban/cuban.html>

Cuban Heritage Collection Highlights:

<http://www.library.miami.edu/chc/chc.HTML>

Cuban Heritage Digital Collection:

<http://www.library.miami.edu/chcdigital/chcdigital.html>

•Gladys G Markoff-Sotomayor
Columbia University

NEW EDITORS!!!!

Adán Griego and Hortensia Calvo will edit the *SALALM Newsletter* beginning with this issue, Vol. 29, no. 1 (August 2001).

**New Addresses for Submissions
inside the front cover of this issue.**

Please copy both editors on all newsletter correspondence

#4

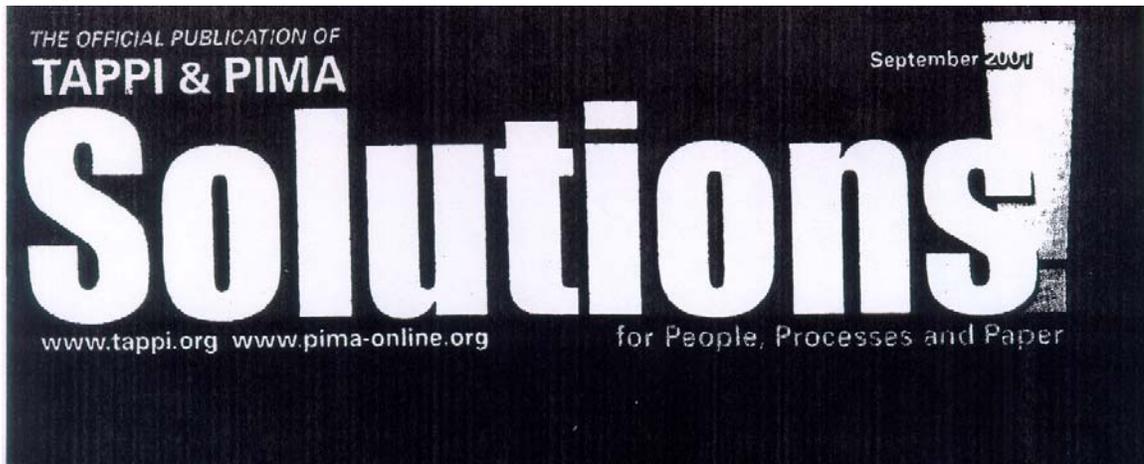


**ADDRESS OF STATE
BY
H.E. THE PRESIDENT OF THE REPUBLIC OF INDONESIA
MEGAWATI SOEKARNOPUTRI
BEFORE
THE HOUSE OF PEOPLE'S REPRESENTATIVES
ON THE OCCASION OF
THE 56 th INDEPENDENCE DAY, 17 AUGUST 2001**

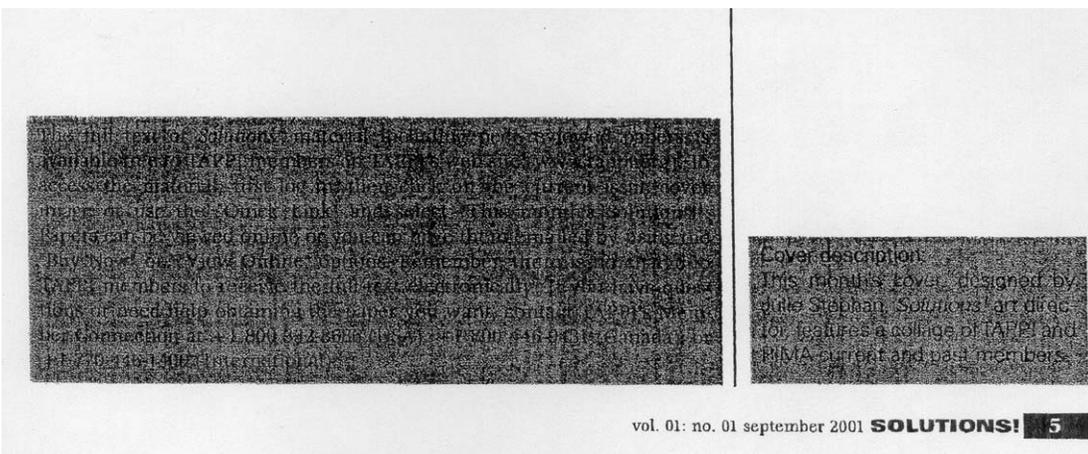
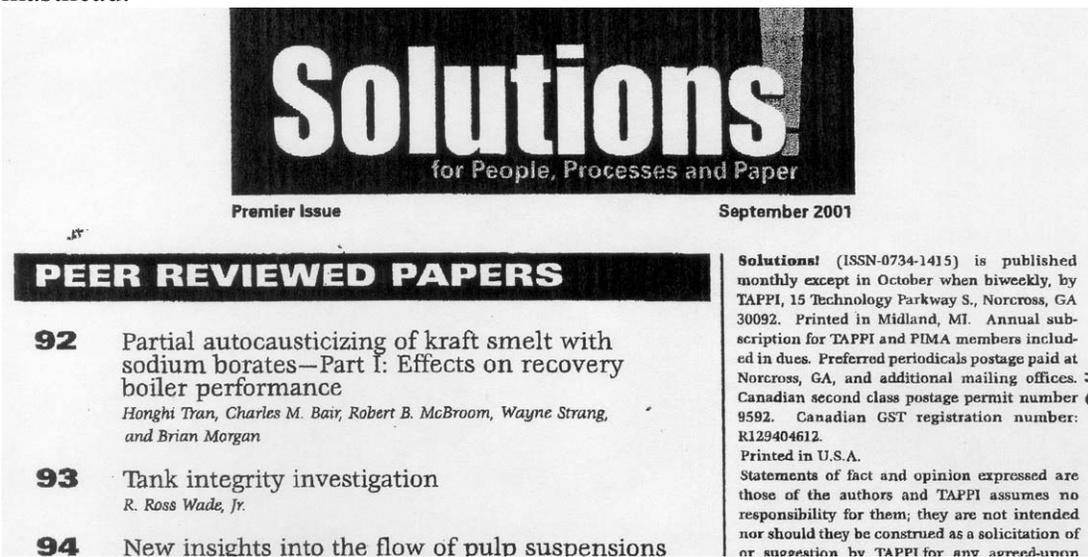
**DELIVERED IN JAKARTA
ON 16 AUGUST 2001**

REPUBLIC OF INDONESIA

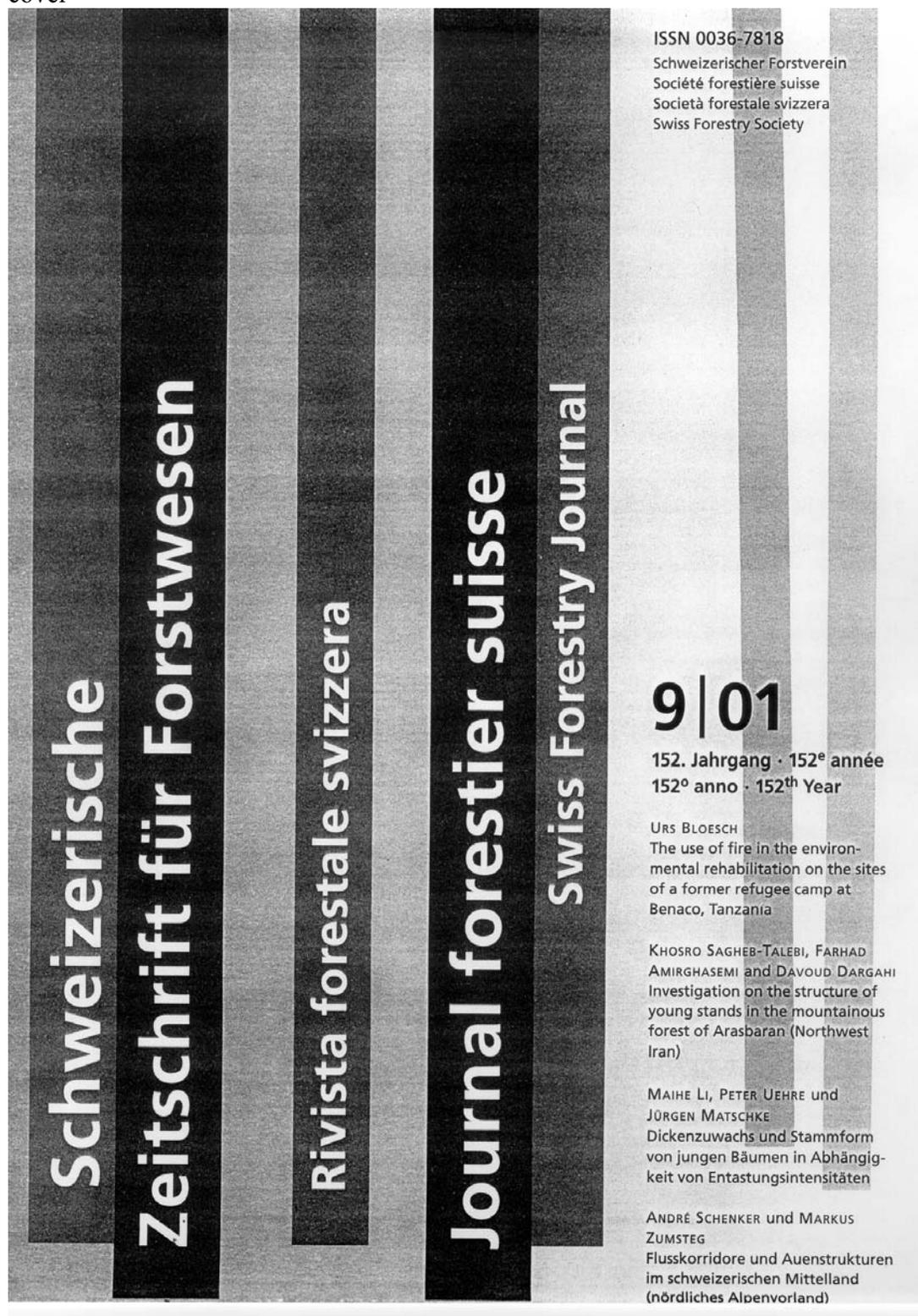
#5
cover:



masthead:



#6
cover



#7

National Gallery of Art

CENTER FOR ADVANCED STUDY IN THE VISUAL ARTS

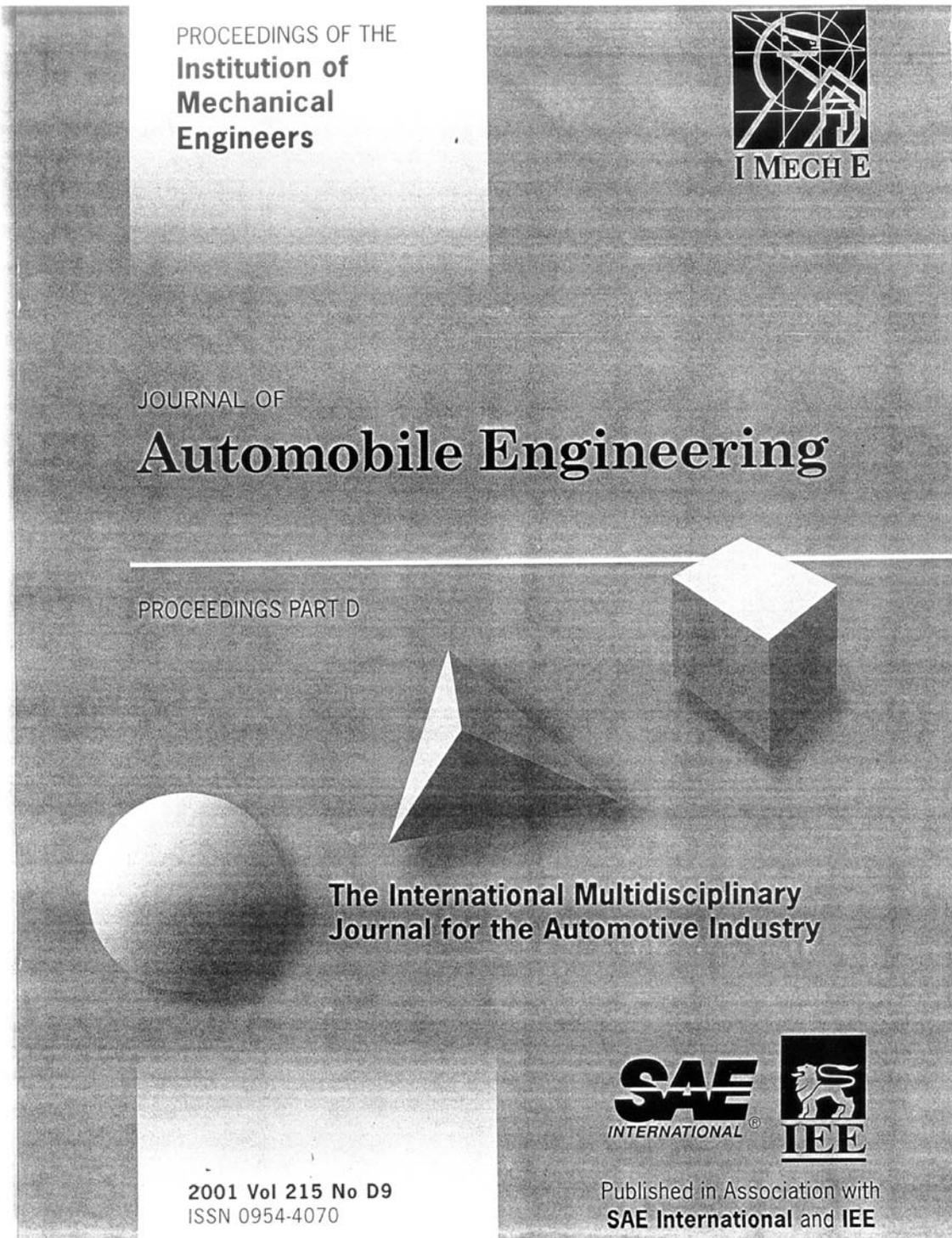
CENTER 20

Record of Activities and Research Reports

June 1999–May 2000

Washington 2000

#8



(continued on next page)

#8 continued

inside cover:

Aims and Scope

The *Journal of Automobile Engineering* is the leading international Journal serving the multidisciplinary global automotive industry. The Journal reflects the continual development and changing needs of this diverse community by means of guidance from an international Editorial Board in partnership with the Society of Automotive Engineers and the Institution of Electrical Engineers.

The *Journal of Automobile Engineering* provides a forum for those involved in research, design, development, manufacture, operation, servicing and repair of cars, commercial vehicles, public service vehicles, off-highway vehicles and industrial and agricultural tractors throughout the world. The scope includes auxiliary equipment systems, components and complete vehicles for automotive transportation.

Topics include:

- Vehicles and components
- Engine and fuels
- Structures, mechanisms, lubrication and wear
- Dynamics and primary safety
- Control and information systems, vision and lighting
- Environmental impact of vehicles
- Operation, reliability, durability, servicing and repair
- Economics, legislation and management
- Comfort, refinement and secondary safety
- Manufacturing technology and systems
- Electronics and traffic information systems
- Supply chain development

Editor

contents page:

PROCEEDINGS OF THE	
Institution of Mechanical Engineers	
PART D	ISSN 0954-4070
<hr/>	
Automobile Engineering	
<hr/>	
2001 Vol 215 No D9	
 Contents 	
<p>Will radar-based vision enhancement make driving safer? An experimental study of a hypothetical system on a driving simulator</p> <p style="text-align: right;">959</p> <p style="text-align: right;">N A Stanton and M Pinto</p>	<p>Mathematical modelling of catalytic exhaust systems for EURO-3 and EURO-4 emissions standards</p> <p style="text-align: right;">1005</p> <p style="text-align: right;">G Pontikakis and A Stamatelos</p>

p. 959:

illumination. The benefits of radar-based vision enhancement may become even more obvious when driving in foggy conditions. Under such conditions the driver's range of vision may be reduced to only a few metres. With the radar-based vision enhancement system activated the road view becomes greatly enhanced, enabling the driver literally to see through the fog. As an illustration, Figs 1 and 2 show the road view without (Fig. 1) and with (Fig. 2) the hypothetical radar-based vision enhancement system in a driving simulator.

With the radar-based vision enhancement system

Proc Instn Mech Engrs Vol 215 Part D

Session 3 : Numbering & Publishing Statement

- What is relationship between field 362 and “Description based on” note?
- What is a “Latest issue consulted” note?
- How do I deal with multiple designations, changes in numbering, etc.?
- What information is given in the publication statement?
- How do I record dates in the fixed field?

Field 362

- “Numbering” includes numbers, dates, letters
- Numbering distinguishes one issue of a serial from another
- Unique identification for each issue allows for checking-in and retrieval of issues

3-2

Field 362

- Use only when information is available about first and/or last issue

- For CSR, always use unformatted note:

**362 1_ \$a Began with Volume 1, Number 1
(spring 2004).**

362 1_ \$a Ceased with 1989?

**362 1_ \$a Began with no. 12 (1999); ceased
with no. 14 (2001).**

3-3

Field 362

- Optionally, may use formatted 362s, but only if first/last issue is in hand:

362 0_ \$a Vol. 1, no. 1 (spring 2004)-

362 0_ \$a -1989.

362 0_ \$a No. 12 (1999)-no. 14 (2001).

- Otherwise unformatted notes are used

3-4

Field 362 (CSR)

- Optional: Abbreviations, capitalization, Arabic numerals (for spelled out numbers)
 - Volume 1, number 1 *or*: Vol. 1, no. 1
 - Vol. IV, no. 4 *or*: Vol. 4, no. 4
 - Second series *or*: 2nd ser.
 - Nouvelle série *or*: Nouv. Sér.

3-5

Required Notes (CSR)

- “Description based on” note
- “Source of title” note
- Combine these notes into one 588

588 __ \$a Description based on: 1999/2000; title from caption.

3-6

Required Notes (CSR)

- “Latest issue consulted” note:
 - 588 __ \$a Description based on: No. 8 (Jan./June 1997) ; title from caption.
 - 588 __ \$a Latest issue consulted: No. 12 (Jan./June 1999).
- Even when cataloging based on one issue
 - 588 __ \$a Description based on: 1991/1; title from cover.
 - 588 __ \$a Latest issue consulted: 1991/1.

3-7

Required Notes

Do not combine DBO and LIC notes into one 588 note

- 362 1_ \$a Began with volume 1, no. 1 (June 1997).
- 588 __ \$a Description based on: Vol. 1, no. 1 (June 1997); title from cover.
- 588 __ \$a Latest issue consulted: Vol. 5, no.3 (Aug. 2002).

3-8

Premier and Inaugural Issues

- Use terms “Premier” and “Inaugural” only when no other numeric or chronological designations are available

On piece: Premier issue May 1989

In record: **362 1_ \$a Began with May 1989.**

3-9

Pilot or Sample Issue

- If pilot or sample issue precedes first issue, mention it in a numbering peculiarities note

Dates: 1972,9999

362 1_ \$a Began with v. 1, no. 1 (Jan. 1972).

515 __ \$a Vol. 1, no. 1 preceded by an issue called “Preview issue.”

[Preview issue was published in 1971]

3-10

First Issue Lacks Designation (AACR2 12.3D1)

- If first issue lacks designation, use a bracketed designation. If available, pattern the designation on later issues. Explain in a note that designation was supplied

As first cataloged

362 1_ \$a Began with [no. 1].

515 __ \$a First issue lacks designation.

Changed when second issue called v. 1, no. 2

362 1_ \$a Began with [v. 1, no. 1].

515 __ \$a First issue lacks designation.

3-11

Incorrect Designations

- If designation is known to be incorrect, use [i.e.] to show correct form or a note to explain error

362 1_ \$a Began with v. 1, no. 2 [i.e. 1].

362 1_ \$a Began with vol. 1, no. 1 (Jan. 1863);
ceased with vol. 9, no. 12 (Dec. 1870).

515 __ \$a Issues for v. 7, no. 9-12 incorrectly
called v. 8, no. 9-12.

3-12

Vols. & Consecutive Numbering

- Volume numbers are sometimes accompanied by consecutive numbers rather than internal numbers that repeat with each volume

On pieces: Vol. 1, no. 1, 1989

Vol. 1, no. 2, 1989

...

Vol. 2, no. 24, 1990

In record:

362 1_ \$a Began with v. 1, no. 1; ceased with v. 2, no. 24.

3-13

Alternative Numbering Systems

- When a serial has more than one system of numeric designation

On pieces: Vol. 7, no. 6 (102) May 1963

Vol. 7, no. 7 (103) June 1963

CSR:

362 1_ \$a Began with volume 7, number 6 (May 1963).

515__ \$a Vol. 7, no. 6- also called 102-

AACR2 Alternative:

362 0_ Vol. 7, no. 6 (May 1963)- = 102-

3-14

Changes in Designation Systems (AACR2 12.3G1)

- When numbering begins again with “1”, give designation of old system’s first and/or last issue, followed by designation of new system’s first issue

3-15

Changes in Designation Systems

362 1_ \$a Began with v. 1, no. 1 (June 1893); original numbering ceased with v. 57, no. 3 (Aug. 1924); numbering started over with new series, v. 1, no. 1 (May 1925); ceased with new series, v. 2, no.3 (Jan. 1926).

362 1_ \$a Began with volume 1, number 1 (June 2002); numbering started over with number 1 (2004).

3-16

Changes in Designation System

- When new sequence's numbering cannot be distinguished from earlier sequence, supply [new ser.]

362 1_ \$a Began with v. 1, no. 1 (July 1972); original numbering ceased with v. 18, no. 5 (Nov. 1989); numbering started over with [new series], v. 1, no. 1 (July/Aug. 1990).

3-17

Multiple Languages (AACR2 12.3B2)

If designation appears in more than one language, record in 362

- Designation in language of title proper, or,
- If none is in language of title proper, record designation appearing first

3-18

Editions

- Many serials, particularly directories, use the word “edition” as their designation
- When cataloging a “1st edition”, decide if the resource is a serial, monograph, or integrating resource
- “1st edition” may actually be a printing statement

3-19

Years Serving As Volumes (AACR2 12.3C4)

- A year serves as volume number when number is internal and starts with “1” each year

On pieces:	no. 1, 1994	no. 1, 1995
	no. 2, 1994	no. 2, 1995
	no. 3, 1994	no. 3, 1995

In record: **362 1_ \$a Began with 1994, no. 1; ceased with 1995, no. 3.**

3-20

Repeating the year

- If year is used as numeric designation, it can be repeated in chronological designation.

On piece: 1 spring 1993
2 fall 1993
1 spring 1994

Transcribed as:

362 1_ \$a Began with 1993, 1 (spring 1993).

3-21

Years Serving As Volumes

- For some serials, the word “year,” or its equivalent in other languages substitutes as volume caption or is given in addition to volume number.

On pieces: Anno 1. V. 1., n. 1; Anno 1. V. 1, n. 2

**In record: 362 1_ \$a Began with Anno 1, v. 1,
n. 1.**

On piece: Año 2, no. 1

In record: 362 1_ \$a Began with Año 2, no. 1.

3-22

Conference Dates

1986 Proceedings

FALL JOINT

COMPUTER CONFERENCE

November 2-6, 1986--INFORMART-- Dallas, Texas

Sponsored by ACM and Computer Society of the IEEE

- Coverage dates of a conference are preferred as designation over specific dates conference was held

362 1_ \$a Began with 1986.

3-23

Supplying a Chronological Designation

- If there is no designation, the publishing or copyright date may be used as supplied (i.e. bracketed) chronological designation

260 __ ... , \$c c1998-

362 1_ \$a Began with [1998].

- But, for travel guides

362 1_ \$a Began with c1998.

3-24

Numbering and Issuing Peculiarities Notes (515)

- Used for numbering situations that cannot be expressed in field 362, “Description based on” notes and/or “Latest issue consulted” notes

515 __ \$a No. 13-16 omitted from numbering.

515 __ \$a Designation new ser. is dropped with v. 38, 2001.

515 __ \$a Vol. 1, no. 1- called also v. 13, no.1 continuing the numbering of previous title.

515 __ \$a Issues for <1980, 1-> also called <zong di 6 qi->

3-25

Numbering and Issuing Peculiarities Notes (515)

- Used to show suspensions of publication and other irregularities in publishing patterns

515 __ \$a Suspended 1942-1946.

515 __ \$a Some issues published out of chronological sequence.

515 __ \$a Issue for June 1960 not published.

3-26

Numbering and Issuing Peculiarities Notes (515)

- Used to record report year coverage that does not end on December 31st
 - 515 __ \$a Report year ends June 30.
 - 515 __ \$a Report year varies.
- Used to show that a serial is issued in parts or revised editions
 - 515 __ \$a 1981 annual issue published in 3 vols.
 - 515 __ \$a Some vols. issued in revised eds.

3-27

Publication Statements—Place

- Give the place of the publisher. Serials often have several places (residence of editor, place for subscriptions, etc.)

Sunset is published in Menlo Park, Calif. The place for subscriptions is in Boulder, Colo. Advertising offices are located around the United States.

260 __ \$a Menlo Park, Calif. : \$b Sunset Pub. Corp.
588 __ \$a Description based on: Vol. 205, no. 3 (May 2000); title from cover.

3-28

Publication Statements - Publisher

- Publisher may be a commercial publisher, issuing body, person, or name of a serial

260 __ \$a New York, N.Y. : \$b Haworth Press, \$c c1981-
260 __ \$a Chicago, IL : \$b American Library Association, \$c c1997-
260 __ \$a Tunbridge, Kent [England] : \$b J. Hilton, \$c 1966-
260 __ \$a New York, NY : \$b Scientific American, Inc., \$c c1995-c1999.

3-29

Repeatable 260 Field

- First indicator
 - Blank=N/A, no information provided/earliest issue
 - 2=Intervening publisher
 - 3=Current/latest publisher
- Second indicator
 - Blank=Undefined

3-30

Repeatable 260 Field

- \$c should appear in the 260 field with indicators __ (blank, blank).
- \$c will not be present:
 - If the description is not based on the first issue
 - If the cataloger is following the CSR guidelines

3-31

Repeatable 260 field

- Use \$3 to give chronological designations or other data applicable only to that 260 field
- Use angle brackets when uncertain about beginning and/or ending dates

3-32

Repeatable 260 field

- When first cataloged:

260 __ \$a Denver : \$b Smith Publishers, \$c 2009-

- When publisher changes:

260 __ \$3 July 2009-Jan. 2010: \$a Denver : \$b Smith Publishers, \$c 2009-

260 3_ \$3 Apr. 2010- : \$a Denver : \$b North Publishers

3-33

Repeatable 260 field

- When place and the publisher changes:

260 __ \$3 July 2009-Jan. 2010: \$a Denver : \$b Smith Publishers, \$c 2009-

260 2_ \$3 Apr. 2010-<July 2010>: \$a Denver : \$b North Publishers

2603_ \$3 <July 2011->: \$a Minneapolis : \$b Carl Publishers

- Update the fix field country code to reflect current place of publication

3-34

Repeatable 260 field

- When the publisher changes again and the serial ceases in 2013.

260 __ \$3 July 2009-Jan. 2010: \$a Denver : \$b Smith Publications, \$c 2009-2013.

260 2_ \$3 Apr. 2010-<July 2010>: \$a Denver : \$b North Publishers

260 2_ \$3 <July 2011>-Jan. 2013: \$a Minneapolis : \$b Carl Publishers

260 3_ \$3 Apr. 2013-July 2013: \$a Minneapolis : \$b Hall Publishers

3-35

Fixed Field Dates

- Use chronological designations for fixed field dates. If a span of dates is given, use the latest date in the fixed field

362 1_ \$a Began with 1998/1999.

FF: 1999,9999

3-36

Fixed Field Dates

- According to LCRI 25.5B, publication dates are used as uniform title qualifiers, not dates in the numbering area

Dates: 1997,9999 Ctry: nyu

130 0_ \$a *Focus (New York, N.Y. : 1998)*

260 __, \$c 1998-

362 1_ \$a Began with1997.

3-37

Summary

- Use 362s when information is available about the first and/or last issue
- All CSR records must have “Description based on,” “Source of title,” and “Latest issue consulted” notes

3-38

Summary

- Supply [new ser.] or another term when a new sequence cannot be distinguished from an earlier sequence
- Prefer coverage dates of a conference over the actual dates a conference was held when both are given

3-39

Summary

- Use the 260 field to record publishing information
- Use multiple 260s to record publishing history as it changes over time
- Use the chronological designation in the fixed field date

3-40

EXERCISES

The following exercises cover the numbering and related notes. The appropriate fields that might be used in these exercises are:

- 362 1 Unformatted
- 515 Notes about numbering changes
- 588 Description based on
- 588 Latest issue consulted

Example 1:

Below are titles and designations from three issues of a journal. Give the appropriate fields for this journal.

Cover:

Volume I Number 1 February 1985	NTQ NEW THEATRE QUARTERLY 1
CAMBRIDGE UNIVERSITY PRESS	

Cover:

Volume X Number 39 August 1994	NTQ NEW THEATRE QUARTERLY 39
CAMBRIDGE UNIVERSITY PRESS	

Cover:

Vol. XV Part 4 (NTQ 60) Nov. 1999	NTQ NEW THEATRE QUARTERLY 60
CAMBRIDGE UNIVERSITY PRESS	

Example 2:

Below are 5 issues of a journal that has changed its numbering. Provide the appropriate 362 fields.

Cover:

Studies in American Humor

Volume 1, Number 1

April, 1974

Cover:

Studies in American Humor

Volume 3, Number 3

January, 1977

Cover:

Studies in American Humor

Volume 1, New Series, Number 1

June, 1982

Editor's note: The last published issue was volume 3, number 3 dated January, 1977, although the actual publishing date was January, 1982. In order to make the date on the cover and the actual publication date coincide, I have decided to start a new series eliminating, I hope, some bibliographical nightmares for those whose articles appear in the journal.

Cover:

Studies in American Humor

Volume 7, New Series

1989

Note: Vol. 7 was the last issue of the new series. It lacked any internal numbering.

Cover:

Studies in American Humor

The Journal of the American Humor Studies Association

New series 3, no. 1

1994

Example 3:

This is another example of a numbering change. Supply the appropriate 362.

Rails to Trails News A Magazine for Today's Cyclist	
Volume 1, no. 1	June 1995

Rails to Trails News A Magazine for Today's Cyclist	
Volume 4, no. 3	December 1999

Rails to Trails News The New Magazine for Today's Cyclist	
Volume 1, no. 1	June 2001

Editor: We're back! Thanks to the financial support of many bike shops in your communities. We have much to report since our last issue in December 1999.

Example 4:

This is an example of the first issue lacking a designation. How would you handle this if you had the following issues in hand at the time of cataloging?

Journal of Digital Initiatives

Note: The publisher sent you a free copy of this issue in June 1998. The piece itself lacks any numeric or chronological designation.

Number 2

September 1998

Journal of Digital Initiatives

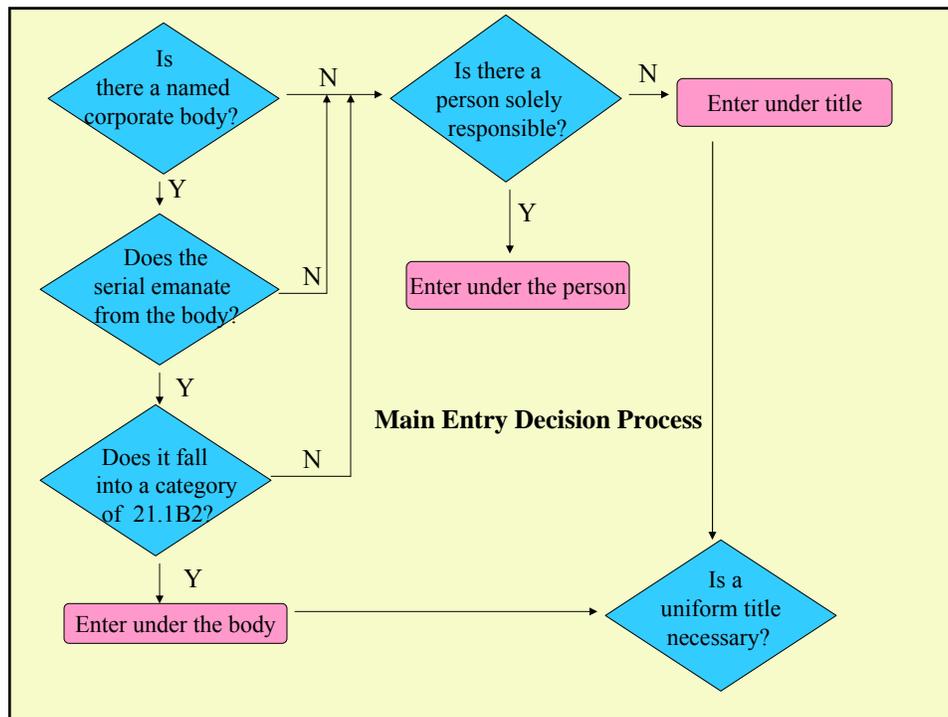
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FOR DOUBLE SIDED COPY*

Session 4 : Main Entry and Uniform Titles

- How do you decide if corporate body, person, or title should be the main entry?
- What is the purpose of a uniform title?
- How and when is a uniform title assigned?
- What types of qualifiers are used for uniform titles?

Main Entry and Serials

- Main entries:
 - Corporate body, meeting
 - Personal name
 - Title, or uniform title
- Choice of entry
 - Affects listings (check-in, etc.)
 - Determining factor in major changes



AACR2 21.1B2 Categories

A serial is entered under corporate body when:

- it is about the body (**A**)
- it is a special type of legal publication (B)
- it contains the opinion of the body (**C**)
- it reports the collective activity of a conference, etc. (**D**)
- it is the results of activity of a performing group whose responsibility goes beyond performance (E)
- it is cartographic material of a corporate body whose responsibility goes beyond publication or distribution (F)

21.1B2 Category A: About the body

- Serials of an “administrative nature” and/or containing information about body’s activities and/or its internal operations

4-5

2007-2008 UNIVERSITY OF
CONNECTICUT

FINANCIAL REPORT

COVER

Audit Reports

- Enter financial audit reports under name of agency being audited though it may be prepared by another body

110 2_ Nebraska Educational Telecommunication Commission.

245 10 Audit report of Nebraska Educational Telecommunication Commission / \$c prepared by Auditor of Public Accounts.

710 1_ Nebraska. \$b Auditor of Public Accounts.

4-7

Newsletters

- Does it contain information solely about the body?
- Does it contain material not directly related to the body?
 - First issue can be misleading; it may focus on introducing the body
 - In case of doubt, enter under title

4-8

NEWSLETTER OF THE
ARCHIVES OF AMERICAN ART

SMITHSONIAN INSTITUTION

VOL. 1 NO. 1

SPRING 1992

“The purpose of this publication is to provide information about matters likely to be of particular interest to this community – new publications, forthcoming seminars, the completion of special Archives projects, work in progress, etc.”

Does not fall into Category A

The

LiNK

Volume 9

Number 2

Winter 1994

Newsletter of the University of Nebraska – Lincoln Libraries

Purpose of the Link is to report news of the Libraries and its staff

Falls under Category A

21.1B2 Category C: Opinion of the Body

- Serials that “report the collective thought of the body”
 - Consider overall purpose of publication
 - Consider body’s function

4-11

Recommendations on the
TRANSPORT
OF
DANGEROUS GOODS

Fifth revised edition

Committee of Experts on the Transport of Dangerous
Goods

UNITED NATIONS
New York, 1988

TITLE PAGE

21.1B2 Category D: Activity of the Body

- Reports of conferences, expeditions, or events
 - Not: single report represented at the conference
- Conference headings can be main entry if named in item – does not have to be prominent

4-13

Conference Publications

Named vs. unnamed conference (LCRI 21.1B1)

- A conference must be named to be a heading
 - Some or all title words begin with capital letters
 - Definite article (the, le, etc.) used with name rather than indefinite article (a, un, etc.)

4-14

Conference Publications

Named

The Conference on Artificial Intelligence Applications is sponsored by the IEEE Computer Society, in cooperation with the American Association for Artificial Intelligence

Unnamed

A conference on forestry management was held at the Society's house in John Adam Street, London, on Tuesday 25 November 1975

4-15

Conference Publications

Named:

111 2_ Conference on Artificial Intelligence Applications.

245 10 Conference on Artificial Intelligence Applications : \$b [proceeding] / \$c sponsored by the IEEE Computer Society, in cooperation with the American Association for Artificial Intelligence.

4-16

Conference Publications

Unnamed:

245 02 A conference on forestry management held at the Society's house in John Adam Street, London, on Tuesday 25 November 1975.

710 2_ Royal Society of Arts (Great Britain)

4-17

AACR2 21.1B2

- Categories B, E, F are rare for serials
- In case of doubt, enter under title

4-18

Title Main Entry

- When there is no responsible corporate body or person
- When serial does not emanate from a body
- When none of 21.1B2 categories apply to serial

4-19

ISSN 1077-3142
Volume 82, Number 1
April 2001

Computer Vision and Image Understanding

Chief Editor
Avinsh C. Kak

Area Editors
Yiannis Aloimonos
Andrew Blake

ACADEMIC PRESS

COVER

Uniform Titles in CONSER Standard Record

- Only create distinguishing uniform title to resolve conflicts (LCRI 25.5B) when:
 - Serial = Monographic series
 - or
 - Serial title = Generic term (or generic term plus frequency word)

4-21

Is Uniform Title Necessary?

- **Deciding if uniform title is necessary**
 - Do you have different translations or editions of same serial (25.5C) (covered in Session 8)?
 - Do you have serials with identical title or catalog entries? (25.5B and its LCRI)?
 - Do you have laws or treaties?
- **Uniform titles created according to AACR2 25.5B consist of title proper (\$a, \$n, \$p) and qualifier**

4-22

Uniform Titles

- Title proper of serial is identical to title proper of another serial

130 0_ Bulletin (Alaska Agricultural Experiment Station)

130 0_ Bulletin (Colorado Geological Survey)

130 0_ Bulletin (East Scotland College of Agriculture)

- Consider also titles represented by series authority records

4-23

Uniform Titles

- Serial has same corporate main entry, and title proper, as another serial

[Published 1981; published under different title 1982-83]

110 2_ Missouri Highway and Transportation Commission.

245 10 Annual report.

[Published 1984-]

110 2_ Missouri Highway and Transportation Commission.

240 10 Annual report (1984)

245 10 Annual report.

4-24

Uniform Titles

- Serial issued in multiple formats

245 00 Consumer news & reviews.

776 10 \$i CD-ROM version: \$t Consumer news & reviews
(CD-ROM)

130 0_ Consumer news & reviews (CD-ROM)

245 10 Consumer news & reviews \$h [electronic resource].

776 10 \$i Print version: \$t Consumer news & reviews

4-25

Uniform Titles

- Section title begins with an article

130 0_ Trade policy review. \$p Republic of Peru.

245 10 Trade policy review. \$p The Republic of
Peru.

4-26

When Not to Assign Uniform Titles

- When titles aren't exactly the same
- To already cataloged title
- To pre-AACR2 record
- To hard-copy reprint or microform reproduction of same title to distinguish reprint or reproduction from original
- To electronic version of print title
- Don't predict a conflict

4-27

Qualifiers (LCRI 25.5B)

- Types: place, date of publication, corporate body, format, frequency, etc.
- Multiple qualifiers can be used, e.g.
Chemistry (Dupont, NJ. : CD-ROM)
- No prescribed priority for choosing qualifier, except for generic titles
- Place often used because change in place does not require new record
- Remember: uniform titles are meant to distinguish like titles, not help identify serials

4-28

Qualifiers: Place

- **Use place of publication of earliest issue (i.e., place listed in the 260 \$a)**
- **Use place's established form**
 - **Separate higher jurisdiction from city by comma rather than parentheses**

Authority Record form: Lincoln (Neb.)

130 0_ *Chalk talk (Lincoln, Neb.)*

4-29

Qualifiers: Place

- **Do not change when place where serial is published changes**
 - **Change country code in fixed field to reflect current place.**
 - **Give change in note when significant, especially when it helps identify serial**
- **When place name itself changes (e.g., Soviet Union), change qualifier but do not create new record (LCRI 25.5B)**

4-30

Qualifiers: Corporate Body

- For titles consisting only of generic words that indicate type of publication and/or frequency

130 0_ Bulletin (Colorado Geological Survey)

- When more than one serial with same title is published in same place
- When name of a corporate body changes, or different corporate body is responsible, new record is made
- Use established form of corporate body's name as qualifier

4-31

Qualifiers: Date

- May be used alone or combined with place or corporate body

130 0_ American machinist (New York, N.Y. : 1968)

130 0_ Universe (Doubleday and Company, inc. : 1990)

110 2_ Advertising Research Foundation.

240 10 Annual report (1986)

245 10 Annual report / \$c Advertising Research Foundation.

4-32

Qualifiers: Date

- Use when title reverts to earlier title and all other information is the same

110 2_ General Dynamics Corporation.

245 10 Annual report. [published <1987>-]

continued by:

110 2_ General Dynamics Corporation.

245 10 Shareholders report.

continued by:

110 2_ General Dynamics Corporation

240 10 Annual report (1995)

245 10 Annual report.

4-33

Qualifiers: Date

- Use publishing date (260 \$c), not chronological designation (362)

Fixed Field Dates: 1997,9999

110 2_ American Museum of Natural History.

240 10 Annual report (1998)

245 10 Annual report.

260 ___ New York : \$b American Museum of Natural History, \$c c1998-

362 0_ 1996/97-

4-34

Qualifiers: Edition Statement

- Use exactly as it appears in field 250

130 0_ Adweek (Eastern ed.)

250 __ Eastern ed.

130 0_ Adweek (Midwest ed.)

250 __ Midwest ed.

130 0_ Adweek (Edition for New England)

250 __ Edition for New England

4-35

Qualifiers: Physical Description

- May indicate different physical characteristics

110 1_ United States. \$b Dept. of the Army.

240 10 Army budget (Online)

245 14 The Army budget \$h [electronic resource].

110 1_ United States. \$b Dept. of the Army.

245 14 The Army budget.

4-36

Qualifiers: Frequency

- For serials that have same title and issuing bodies but are published in different frequencies

245 00 **Great Lakes water levels** [published annually]

130 0_ *Great Lakes water levels (Quinquennial)*

4-37

Summary: Main Entry

- Most serials are entered under title
- Entry under person name is rare
- For corporate body, use criteria given in 21.1B2

4-38

Summary : Uniform title

- Uniform titles may be used to:
 - Distinguish serials with same title or catalog entry
 - Bring together certain legal serials
- Uniform title = Title proper + Qualifier
- Place, corporate body, date of publication, format, frequency, etc. can be used as qualifiers
- Creating or adding uniform title is optional.

4-39

EXERCISES

Example A1

Give the main entry for the following examples:

NEBRASKA DEPARTMENT OF ROADS
REPORT TO
THE STATE BOARD OF EQUALIZATION AND ASSESSMENT

April 29, 1982 - 10:00 A.M.
Governor's Hearing Room - State Capitol

NEBRASKA DEPARTMENT OF ROADS

From introduction: This report is submitted to the State Board of Equalization by the Department of Roads, pursuant to section 66-476, R.S. Supp. 1980, for use in setting the variable motor and special fuels tax rate for fiscal year 1983 (July 1, 1982 through June 30, 1983).

Example A2

Caption:

THE	HOOT OWL
June,	Newsletter of the Nite Owl Quilters Guild
	2000
	George Gibson Senior Center
	250 North Third Avenue, Upland

From the publisher's box: The newsletter is published monthly except in December for members and neighboring Guilds. The Guild is organized to promote cooperation, exchange ideas, encourage and maintain high standards of design and techniques, and to instruct and inspire those interested and engaged in quilts.

The typical newsletter includes the President's message, committee reports, quilt designs created by members, reports on fund raising activities, birthdays of Guild members, quilt events in Southern California to attend, etc.

Example B1:

You are cataloging a journal called *Networks*, published by the Sunny von Bulow National Victim Advocacy Center in Forth Worth, Tex. The first issue is dated 1986. You have searched the title and found the following serials with this title. Assign a uniform title.

130 0 *Networks* (Santiago, Chile)

245 00 *Networks*.

260 Santiago, Chile : \$b FAO,

500 Description based on: No. 3 (Dec. 1994)

130 0 *Networks* (Alberta Global Education Project).

245 10 *Networks* / \$c Alberta Global Education Project.

260 Edmonton, Alta. : \$b The Project, \$c 1993-

362 0 Vol. 5, no. 4 (Oct. 1993)-

130 0 *Networks* (Waco, Tex.)

245 10 *Networks*.

260 Waco, Tex. : \$b *Networks*, \$c 1986-

362 0 Sept. 1986-

130 0 *Networks* (Milwaukee, Wis.)

245 10 *Networks*.

260 Milwaukee, Wis. : \$b Women's Resources Network,

500 Description based on: Mar. 1989.

Example B2:

You are cataloging the annual report of New Mexico's Bureau of Mines and Mineral Resources. You have issues from 1946 to 1976. From 1946 to 1950, the title was Annual report. From 1952 to 1964, the title was Biennial report. In 1965, the title changed back to Annual report. Assign the appropriate uniform title or titles. The correct form of heading for the bureau is New Mexico. Bureau of Mines and Mineral Resources.

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Session 5: Notes

- Why are notes important for serial records?
- How are notes constructed for serial records?
- What are the most common notes used for serial records?

Importance of Notes for Serials

- Description based on earliest available issue
 - Later changes included in notes, when important
- Many notes can be included, use judgment
 - Ask: is note useful and/or necessary?

5-2

Notes in Serial Records

- Many fields produce notes:
 - 022 and 222 (ISSN and key title)
 - 246 (variant titles and minor title changes)
 - 310, 321 and 362 (frequency and numbering)
- This session focuses on:
 - 310, 321 and related fixed field codes
 - 500, 530, 550, and 555

5-3

588 Notes

- “Description based on”
- “Source of title”
 - 588 __ \$a Description based on: 1999/2000; title from caption.**
- “Latest issue consulted”
 - 588 __ \$a Latest issue consulted: No. 12 (Jan./June 1999).**

5-4

Construction of Notes

- Wording is usually not prescriptive
- Avoid using jargon
- CONSER practice: input in MARC numeric tag order (except for 533 and 539)
- Construct notes in English, except for quoted notes
- Quoted notes most often used in 500 and 521

5-5

Construction of Notes

- When note does not apply to entire run of serial, use numeric or chronological designations to indicate span of issues.
500 __ \$a Publisher varies: Elsevier, 1998-
- Use angle brackets when exact dates a note covers are unknown.
550 __ \$a Issued by: American Society of Animal Science, <2001->

5-6

Frequency Notes

- Current frequency is encoded in fixed field and given as eye-readable note (LCRI 12.7B1)

➤ Type: a Elvl: Srce: Gpub: f Ctrl: Lang: eng
 BLvl: s Form: Conf: 0 Freq: *m* MRec: Ctry: dcu
 S/L: 0 Orig: EntW: Regl: *r* ISSN: Alph:
 Desc: a SrTp: p Cont: DtSt: c Dates: 1922,9999

- 1 **245 04 \$a The reader's digest.**
 ➤ 2 **310 __ \$a Monthly**

5-7

Frequency Notes

- Former frequencies are listed in field 321, earliest to latest.

310 __ \$a Quarterly, \$b Apr./June 1992-

321 __ \$a Quarterly, \$b 1982-1990

321 __ \$a Monthly, \$b 1991-Feb. 1992

- If frequency changed multiple times, use "Frequency varies" note in 321.

310 __ \$a Quarterly, \$b 1991-

321 __ \$a Frequency varies, \$b Aug. 1987-1990

5-8

Frequency: Fixed Field Coding

- Frequency codes are MARC 21-defined for bibliographic and holdings formats
- Codes reflect actual or estimated frequency
- Frequency coding reflects current frequency
- Equate to 853-855's \$w in MARC 21 holdings format
- Optional under CSR

5-9

Regularity: Fixed Field Coding

- Regularity codes indicate:
 - Whether serial is issued at a set frequency on a regular basis (**r**)
 - Whether there are “normalized irregularities” (**n**)
 - Whether serial is completely irregular (**x**)
 - When regularity is unknown (**u**)
- Equate to 853-855 \$y in MARC 21 holdings format

5-10

Regularity: Code r

- Use “r” when frequency is issued on regular quarterly, monthly, etc. basis.

Site Selection is published six times a year in February, April, June, August, October, December

FREQ: *b* REGL: *r*
 310 __ \$a Bimonthly

5-11

Regularity: Code r

- If issued according to one frequency but cumulates to another, code frequency and regularity without regard for cumulation; use ‘r’

Medieval History Index is published quarterly with the fourth issue a bound hardcover cumulation.

FREQ: *q* REGL: *r*
 310 __ \$a Quarterly, with the last issue being cumulative for the year

5-12

Regularity: Code n

- Use when field 310 mentions a regular deviation from stated frequency

American Libraries is published monthly with the exception of the June/July issues which are combined

FREQ: *m* REGL: *n*

310 __ \$a Monthly (June/July issues combined)

5-13

Regularity: Code n

- Use when field 310 mentions a cumulation or supplement regularly included with individual issues

The *Index to Scientific & Technical Proceedings* is published monthly with one annual cumulation each year.

FREQ: *m* REGL: *n*

310 __ \$a Monthly, with annual cumulation

[i.e., thirteen issues a year]

5-14

Regularity: Code x

- Use when frequency is expressed in numbers per year and,
- Title is not issued on regular (quarterly, monthly, etc.) basis or is completely irregular

Wrestling USA is published 11 times yearly as follows, twice a month in Oct., March, and May, once a month in Sept. Dec., Jan., Feb., and Apr.

FREQ: *m* REGL: *x*

310 __ \$a 11 times yearly

5-15

General Notes: Title (500)

- About title or title pages

500 __ \$a *Some issues lack title.*

500 __ \$a *Subtitle varies.*

500 __ \$a *Order of titles varies with language of text.*

500 __ \$a *“International journal of thermodynamics.”*

5-16

General Notes: Publication (500)

- About commercial publishers, places or dates of publication
- Fixed field always reflects current publisher

Country code: **nyu**

260 __ **\$a Chicago, Ill. ...** \$c 1950-

500 __ **\$a Published: New York, 1996-**

- Updates to publication data now recorded in 260 fields (Session 3)

5-17

General Notes: Accompanying Materials (500)

- If only some issues have accompanying material, use field 500

500 __ **\$a Accompanied by CD-ROM, 1997-**

- But, if all issues have same accompanying material, use field 300 \$e

300 __ ... **\$e CD-ROM**

5-18

General Notes: Sections of Serials (500)

- About parts or sections of serials not separately issued on their own and not having their own catalog record

500 __ \$a Vols. for <1971-> include an issue called
Directory of PMLA.

Note: do not confuse with part titles (245 \$p)

5-19

Other Physical Form Notes (530)

- Used to note availability of serial in other physical formats

530 __ \$a Also issued in microform.

530 __ \$a Also issued online.

776 1_ \$t Trends in immunology (Online) \$w ...

856 41 \$u <URL>

5-20

Issuing Body Notes (550)

- Use to explain issuing body relationship to serial and to justify 7XX added entries

245 00 \$a *Journal of animal science.*

260 __ \$a *Manhattan, Kan. : \$b American Society of Animal Production, \$c 1942-*

550 __ \$a *Issued by: American Society of Animal Science, 1962-*

710 2_ \$a *American Society of Animal Production.*

710 2_ \$a *American Society of Animal Science.*

5-21

Issuing Body Notes (550)

- Record issuing bodies as they appear on piece, not as they are established
- Not all levels of hierarchy need to be in note

550 __ \$a *Issued by: Nebraska Dept. of Education.*

710 1_ \$a *Nebraska. \$b State Dept. of Education.*

5-22

Cumulative Indexes Notes (555)

- Use to record information on cumulative indexes for a serial
- Equates to 868 in MARC 21 holdings format

555 __ \$a Cumulative subject index included in each volume.

555 __ \$a Vols. 1 (1917)-10 (1944) in v. 11, no. 1.

5-23

Other Notes Used in Serial Records

- 506 - Restrictions on access
- 520 - Summary
- 521 - Intended audience
- 525 - Supplement note (session 9)
- 580 - Linking entry complexity note (session 7-9)

5-24

Summary

- Use judgment in deciding whether to include most notes
- Use notes to record significant changes
- Notes provide information not found elsewhere in the catalog entry

5-25

Summary

- Not all notes are recorded in 5XX fields, other tag fields also generate notes: e.g. 022, 310, 785
- Serial records may include notes on titles, frequency, publication data, sections, accompanying material, other physical formats, issuing bodies, indexes

5-26

Summary

- Notes are used to justify added entries for entities not mentioned elsewhere
 - CSR guidelines do not require justification if authority record exists

5-27

EXERCISES

- A. Provide the frequency notes and fixed field codes for each example below.
1. *Sports Illustrated* is published weekly with two issues combined at year-end.
Freq: Regl:
310
 2. *UU World* is published six times a year (January, March, May, July, September, and November)
Freq: Regl: r
310
 3. *The Accounting & Tax Index* is available in three quarterly issues (January-March, April-June, and July-September), plus the cumulative year-end issue covering all four quarters.
Freq: Regl:
310
 4. *Journal of Early Adolescence* is published four times annually – in February, May, August, and November.
Freq: Regl:
310
 5. *Teaching Pre-K-8* is published monthly except June, July, August, and December
Freq: Regl:
310
 6. *School Administrator* is published eleven times per year – monthly except July.
Freq: Regl:
310
 7. *Indian and Foreign Review* is published on the 15th and last day of every month.
Freq: Regl:
310
 8. *Southern Folklore* is published three times a year
Freq: Regl:

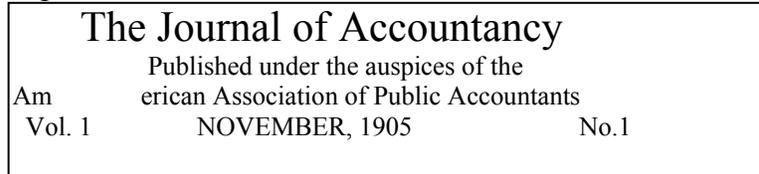
310

9. *Commonweal* is published biweekly, except Christmas/New Year's; monthly July and August

Freq: Regl:
310

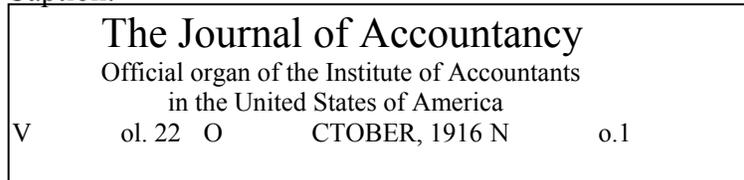
B.1. For the following examples, give the appropriate note (s) to explain the information given. Assume that you have access to the entire run of each serial.

Caption:



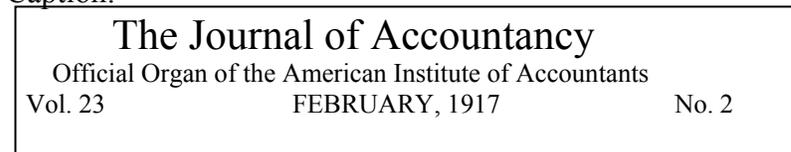
The September 1916 issue was the last issue to be published by the American Association of Public Accountants.

Caption:



The January 1917 issue was the last issue to be published by the Institute of Accountants in the United States of America.

Caption:



The May 1957 issue was the last issue to be published by the American Institute of Accountants.

Cover:



Masthead: *Journal of Accountancy*, June 1957, Volume 103, Number 6. Published monthly and copyrighted, 1957, by American Institute of Certified Public Accountants.

B. 2.:



CONGRESS
INFORMATION
BULLETIN

Vol. 31, No. 1 January

6, 1972

The Bulletin is commonly known as LCIB.

From Jan.1972-Dec.1989, the Bulletin was published weekly. From Jan.1990-June 1997, it was published biweekly. Since July1997, it has been published monthly.

Issues for 1997- are also available online.

The Internet address is <http://www.loc.gov/loc/lcib>

Since October 2000, the Bulletin has not been distributed to depository libraries in a physical form.

Since December 11, 1989, the Library of Congress' Public Affairs Office has issued the Bulletin. From May 27, 1985-December 4, 1989, the Information Office issued it.

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Session 6: Major and Minor Changes

- What constitutes a major or minor change?
- What other changes require a new record?
- When is maintenance appropriate for changes to a record?

1

Guidelines

- In comparing a serial title to an existing record, use title on the title page or t.p. substitute
 - A change in main entry will require a new record even if the title proper has not changed
- May need a note and added entry(ies) for changes not requiring a new record

2

Major and Minor Changes

- Major changes (create new record) may result from a change in:
 - Title proper
 - Personal or corporate main entry
 - Corporate body as uniform title qualifier
 - Edition statement
 - Physical medium

3

Major and Minor Changes (cont.)

- Minor changes (note if necessary) may result from changes in:
 - Title proper
 - Uniform title qualifiers other than corporate body or medium (e.g., place)
 - Numbering
 - Edition statement

4

Major and Minor Changes (cont.)

- A minor change MAY require:
 - Changes to the description
 - Adding or changing notes
 - Adding additional access point(s)

5

Changes in Title Proper: Considerations

- **Consider only the title proper (subfields \$a, \$n, and \$p) in the 245 when comparing against other issues**
 - Do not include other title information (\$b)
- **When making decisions for cases that are not clear cut, consider:**
 - Is there a change in the overall work?
 - Would patrons be likely to see this as a change?
 - What will the overall impact be?

6

Major Changes in Title Proper AACR2 21.2C2a

7

Major Change: Change in the first 5 Words

- Any addition, deletion, change, or reordering of first 5 words (6 words if title begins with an article)
 - Remember: Count all words, regardless of how small (e.g., of, the)
- Exception: change belongs to one of the categories considered to be a minor change (in AACR2 21.2C2b.)

8

Major Change: Change in the first 5 Words

245 00 \$a Journal of alcohol education
To:
245 00 \$a Journal of alcohol and drug education

245 00 \$a American rowing
To:
245 00 \$a USrowing

**245 00 \$a Polk city directory. \$p Kelso-Longview,
Washington**
To:
245 00 \$a Polk city directory. \$p Kelso, WA

9

Major Change: Change in Scope

- Any addition, deletion, or change of word after first 5 words (6 with article) that changes meaning of title or indicates a different subject matter

245 00 Money for graduate students in the social sciences

To:

245 00 Money for graduate students in the social & behavioral sciences

10

Major Change: Change in Name of the Corporate Body

- The name of a corporate body in a title changes, and
- The change in name requires a new authority record

245 00 \$a *Journal of the African Society.*

710 2_ \$a *African Society.*

To:

245 00 \$a *Journal of the Royal African Society.*

710 2_ \$a *Royal African Society.*

11

Minor Changes in Title Proper AACR2 21.2C2b

12

Minor Change: Representation of Word(s) (AACR2 21.2C2b.i)

- Difference in representation of a word or words anywhere in the title
 - One spelling vs. another
 - Abbreviated word or sign or symbol vs. spelled-out form
 - Arabic numeral(s) vs. roman numeral(s)
 - Numbers or dates vs. spelled-out forms
 - Hyphenated words vs. unhyphenated words
 - One-word vs. two-word compounds, whether hyphenated or not
 - Acronym or initialism vs. full form
 - Change in grammatical form (e.g., singular vs. plural)

13

Minor Change: Representation of Word(s)

The twentieth century
To:
20th century

Los Angeles woman
To:
LA woman

New York folklore newsletter
To:
New York folk lore newsletter

14

Minor change: Representation of word(s)

- If the entire title is changed from full form or acronym to the opposite, consider the change to be minor

Journal of applied mechanics → JAM

15

Minor Change: Articles, etc., and Punctuation

- Any addition, deletion or change of articles, prepositions, or conjunctions anywhere in the title (AACR2 21.2C2b.ii)
- Any addition, deletion or change of punctuation anywhere in the title (AACR2 21.2C2b.iv)
 - Initialisms
 - Letters with separating punctuation vs. those without

A.W.R. bulletin

To:

AWR bulletin

16

Minor Change: Corporate Body in Title (AACR2 21.2C2b.iii)

- Difference involving name of the same corporate body and elements of its hierarchy or their grammatical connection anywhere in title

International Telecommunication Union.
Report on telecommunication and the peaceful uses of
outer space

To:
Report by the International Telecommunication Union on
telecommunication and the peaceful uses of outer space

The world
To:
UUA world

Journal of the American Institute of Electrical
Engineers
To:
Journal of the A.I.E.E.

17

Minor Change: Titles in More Than One Language (AACR2 21.2C2b.v)

- Different order of titles when title is given in more than one language on the chief source
- Title chosen as title proper must still appear as a parallel title on the chief source

Türk Zooloji Dergisi
Turkish Journal of Zoology

To:

Turkish Journal of Zoology
Türk Zooloji Dergisi

18

Major Change: Titles in More Than One Language

- But if the title chosen as title proper is not retained, the change is **major** (AACR2 21.2C2b.v)

On issue:

Agricultura
Landbrug
Landwirtschaft
Georgia [in Greek]
Agriculture [English]
Agriculture [French]
Agricoltura
Landbouw

Changes to:

Landbrug
Georgia [in Greek]
Agriculture [English]
Agriculture [French]
Landbouw

19

Minor Change: Words That Link to Numbering (AACR2 21.2C2b.vi)

- Any addition, deletion, or change of words anywhere in title that link title to numbering

110 2_ \$a Harvard University. \$b Library.

245 10 \$a Annual report for the year ... / \$c
Harvard University Library.

246 1_ \$i Vols. for 1983/1984- have title: \$a
Annual report

20

Minor Change: Fluctuating Titles (AACR2 21.2C2b.vii)

- Different titles used according to a regular pattern

245 00 \$a DC versus Marvel/Marvel versus DC.

246 3_ \$a Marvel versus DC/DC versus Marvel

500 __ \$a Title alternates between: DC versus Marvel/Marvel versus DC, and Marvel versus DC/DC versus Marvel.

245 00 \$a Occupational compensation survey—pay only. \$p Alaska.

246 1_ \$i Some issues have title: \$a Occupational compensation survey—pay and benefits. \$p Alaska

21

Minor Change: Words in a List (AACR2 21.2C2b.viii)

- Addition to, deletion from, or change in order of words in a list anywhere in a title, provided there is no significant change in subject matter
- A list has three or more components (LCRI 21.2C)

Philosophical magazine. A, Physics of condensed matter, defects and mechanical properties

To:

Philosophical magazine. A, Physics of condensed matter, structure, defects and mechanical properties

22

Minor Change: Words Indicating Type of Resource (AACR2 21.2C2b.ix)

- Any addition, deletion, or rearrangement of words anywhere in the title that indicate the type of resource, e.g., "magazine," "journal," "newsletter"

Bulletin des communications
To:
Communications

Theatre
To:
Theatre magazine

European history
To:
European history series

Organic chemistry review
To:
Review of organic chemistry

Major Change: Words Indicating Type of Resource (LCRI 21.2C2b.ix)

- Changes to words denoting frequency are not included and still may result in major changes.
- A change in the "type of resource" word is major.

Theater journal
To:
Theater magazine

Major and Minor Changes in Main Entry and Uniform Title Qualifiers AACR2 21.3B1

25

Major Change: Main Entry (AACR2 21.3B1.a)

- A change in name of corporate body used as main entry, or
- A change in responsibility: corporate body used as main entry is no longer responsible for serial

110 2_ \$a American Telephone and Telegraph Company.

245 10 \$a Annual report of the American Telephone and Telegraph Company for ...

To:

110 2_ \$a AT & T.

245 10 \$a Annual report / \$c AT&T.

26

Major Change: Corporate Body Qualifier in Uniform Title (AACR2 21.3B1)

- A change in name of corporate body used as a qualifier in uniform title main entry, or
- A change in responsibility from corporate body used in uniform title to a different corporate body

130 0_ \$a *Technical report (Idaho Cooperative Fishery Research Unit)*
245 10 \$a Technical report / \$c *Idaho Cooperative Fishery Research Unit.*

To:

130 0_ \$a *Technical report (Idaho Cooperative Fish and Wildlife Research Unit)*
245 10 \$a Technical report / \$c *Idaho Cooperative Fish and Wildlife Research Unit.*

27

Minor Change: Other Uniform Title Qualifiers

- A change in place name, frequency, or other qualifier used in a uniform title is minor
 - Add note about change, if considered important

130 0_ \$a *Molecular crystals & liquid crystals bulletin (New York, N.Y. : 1991)*
245 10 \$a Molecular crystals & liquid crystals bulletin.
260 __ \$a New York : \$b Gordon & Breach Science Publishers,
 \$c 1991.
362 0_ \$a Vol. 6, no. 1-2 (Jan./Feb. 1991)-v. 6, no. 8 (Aug. 1991).
 500 __ \$a *Place of publication varies: Philadelphia, Pa., May-Aug. 1991.*

28

Major and Minor Changes in Physical Medium and Edition Statement

29

Major Change: Physical Medium (LCRI 21.3B)

- A change in the physical medium at the level of the SMD

130 0_ \$a *Serials directory (Birmingham, Ala.)*
 245 14 \$a **The serials directory** : \$b *an international reference book.*
 300 __ \$a v. ; \$c 28 cm.

To:

130 0_ \$a *Serials directory (Birmingham, Ala. : CD-ROM ed.)*
 245 14 \$a **The serials directory** \$h **[electronic resource]** : \$b
*EBSCO CD-ROM : the serials directory database compiled by
 EBSCO Publishing.*
 300 __ \$a **CD-ROMs** ; \$c 4 ¾ in.

30

Major Change: Edition Statement (LCRI 21.3B.3, 12.2F)

- A change in wording of edition statement indicating a change in scope of serial

130 0_ \$a Outlook (Seattle, Wash. : Greenwood ed.)
 245 10 \$a Outlook.
 250 ___ \$a Greenwood ed.

To:

130 0_ \$a Outlook (Seattle, Wash. : Greenwood-Ballard ed.)
 245 10 \$a Outlook.
 250 ___ \$a Greenwood-Ballard ed.

31

Minor Change: Edition Statement (AACR2 12.2F1)

- Changes in edition statement that do not imply significant change in scope

245 00 \$a National underwriter
 250 ___ \$a Property & casualty insurance ed.
 500 ___ \$a Issues for Dec. 29, 1986-Jan. 2, 1989 called
*Property & casualty/employee benefits edition; for
 Jan. 9, 1989 called Property & casualty/risk &
 benefits management edition.*

32

Minor Change: Edition Statement (AACR2 12.2F1)

- Edition statement is added or dropped and no significant change is implied

**245 00 \$a International textile bulletin. \$p
Dyeing/printing/finishing / \$c ITS.**

250 __ \$a World ed.

362 0_ \$a 1965, 1-1997, 4.

500 __ \$a Lacks edition statement, 4th quarter, 1981-1997.

33

Minor Change in Numbering

34

Minor Change: Numbering (AACR2 12.3G1)

- All numbering changes are minor!
- Serials that repeat same numbering scheme without use of "new series" are kept on the same record with "new ser." (or its equivalent) supplied by cataloger

362 *0_ \$a Vol. 1, no. 1 (July 1972)-v. 18, no. 5 (Nov. 1989); [new ser.], v. 1, no. 1 (July/Aug. 1990)-*

35

Summary

- Major changes may result from changes in:
 - Title proper
 - Corporate body used as main entry
 - Uniform title qualifier
 - Edition statement
 - Physical medium

36

Summary

- Minor changes may result from changes in:
 - Representation of words
 - Changes in articles, punctuation, etc.
 - Fluctuating titles
 - Words in a lists
 - Words indicating type of resource
 - Changes in corporate body
 - Changes in language and changes in numbering
- If in doubt whether a change is major or minor, consider it minor

37

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SESSION 6 - EXERCISES

SESSION 6: MAJOR OR MINOR CHANGES

Instructions: mark each change as **major** or **minor**; give the **rule number or reason** for your decision.

Below is the text of the major and minor change rules from the revised AACR2.

21.2C. If a major change occurs in the title proper of a serial, make a new entry.

21.2C2. Definition of major and minor title changes for serials

a) **Major changes.** In general, consider as a major change in a title proper of a serial the addition, deletion, change, or reordering of any of the first five words (the first six words if the title begins with an article) unless the change belongs to one or more of the categories listed in 21.2C2b.

Consider also as a major change the addition, deletion, or change of any word after the first five words (the first six words if the title begins with an article) that changes the meaning of the title or indicates a different subject matter.

Also consider as a major change in title proper a change in a corporate body name given anywhere in the title if it is a different corporate body.

b) **Minor changes.** In general, consider the following to be a minor change in a title proper of a serial:

- i) a difference in the representation of a word or words anywhere in the title (e.g., one spelling vs. another; abbreviated word or sign or symbol vs. spelled-out form; arabic numeral(s) vs. roman numeral(s); numbers or dates vs. spelled-out form; hyphenated words vs. unhyphenated words; one-word compounds vs. two-word compounds, whether hyphenated or not; an acronym or initialism vs. full form; or a change in grammatical form (e.g., singular vs. plural))
- ii) the addition, deletion, or change of articles, prepositions, or conjunctions anywhere in the title
- iii) a difference involving the name of the same corporate body and elements of its hierarchy or their grammatical connection anywhere in the title (e.g., the addition, deletion, or rearrangement of the name of the same corporate body or the substitution of a variant form)
- iv) the addition, deletion, or change of punctuation, including initialisms and letters with separating punctuation vs. those without separating punctuation, anywhere in the title
- v) a different order of titles when the title is given in more than one language in the chief source of information, provided that the title chosen as title proper still appears as a parallel title

- vi) the addition, deletion, or change of words anywhere in the title that link the title to the numbering
- vii) two or more titles proper used on different issues of a serial according to a regular pattern
- viii) the addition to, deletion from, or change in the order of words in a list anywhere in the title, provided that there is no significant change in the subject matter
- ix) the addition, deletion, or rearrangement anywhere in the title of words that indicate the type of resource such as “magazine,” “journal,” or “newsletter” or their equivalent in other languages.

In case of doubt, consider the change to be a minor change.

As appropriate, give, in the note area (see 12.7B4.2), those changes not considered to constitute a major change in the title proper. Make added entries as instructed in 21.30J1.

Anglo-American Cataloguing Rules, 2nd edition

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<p>Remember: Always compare changes in title to the title proper, not to the variants given in field 246!</p>
--

1. 245 00 Publications de la Société française de musicologie. \$n Seconde série.

To:

_____ Publications de la Société française de musicologie. \$n Deuxième série

2. 245 04 The journal of the American Chamber of Commerce in Japan

To:

_____ Journal

3. 245 00 Employee benefits : \$b research study

To:

_____ Employee benefits study

4. 245 00 Materials transactions, JIM

To:

_____ Materials transactions

[note: "JIM" is Japan Institute of Metals]

5. 245 00 Philosophical magazine. \$n B, \$p Physics of condensed matter, electronic, optical, and magnetic properties

To:

_____ 5a. Philosophical magazine. \$n B, \$p Physics of condensed matter, structural, electronic, optical, and magnetic properties

To:

_____ 5b. Philosophical magazine. \$n B, \$p Physics of condensed matter, statistical mechanics, electronic, optical, and magnetic properties

6. 245 04 The new annual register, or, General repository of history, politics, and literature for the year ...

To:

_____ New annual register, or, General repository of history, politics, arts, sciences, and literature for the year ...

7. 245 00 Journal of African American male studies

To:

_____ Journal of African American men

8. 245 00 League of Historic American Theatres inc. : \$b [newsletter]
 To:
 _____ Newsletter / \$c League of Historic American Theatres

9. 245 00 Depository institutions and lending industry developments
 To:
 _____ Lending and depository institutions industry developments

10. 245 00 Means square foot costs
 To:
 _____ Square foot costs
 [Note: "Means" stands for the R.S. Means Company]

11. 245 00 Working papers of the Center for Studies on Biology
 To:
 _____ 11a. Working papers of the Center for Studies in Biology

 To:
 _____ 11b. Working papers of the Center for Studies in Life Sciences

12. 245 00 Washington state lodging & travel guide
 To:
 _____ Washington state lodging and travel planner

13. 110 2 Banc One Corporation.
 245 10 Annual report / \$c Banc One Corporation
 To:
 _____ Bank One Corporation ... annual report
 [Spelling in name does change from "c" to "k"]

14. 245 00 General report of the Council of Agriculture
 To:
 _____ COA general report

15. 245 00 Journal of the Chemical and Metallurgical Society of South Africa
 To:
 _____ Journal of the Chemical, Metallurgical and Mining Society of South Africa

16. 245 00 Journal of earth sciences, Nagoya University

To:

_____ Journal of earth and planetary sciences, Nagoya University

17. 245 00 Checklists and illustrative financial statements for stock life insurance companies

To:

_____ 17a. Checklists and illustrative financial statements for life insurance companies

To:

_____ 17b. Checklists and illustrative financial statements for life and health insurance entities

18. 245 00 CDA journal /\$c California Dental Association.

To:

_____ 18a. CDA journal of the California Dental Association

To:

_____ 18b. Journal of the California Dental Association

19 130 0 Annual progress report (U.S. Army Medical Research Institute of Infectious Diseases.

245 10 Annual progress report / \$c U.S. Army Medical Research Institute of Infectious Diseases.

To:

_____ U.S. Army Medical Research Institute of Infectious Diseases annual progress report.

20. 245 00 Affirmative action/equal employment opportunity annual work plan

To:

_____ Affirmative action/equal opportunity annual work plan

21. 245 00 Journal of the Canadian Association of Radiologists

To:

_____ Canadian Association of Radiologists journal

22. 110 1 Texas. \$b State Dept. of Education.
 245 10 Biennial report of the State Superintendent of Public Instruction for ...
 To:
- _____ 22a. Texas. \$b State Dept. of Education.
 _____ Biennial report of the State Department of Education for ...
 To:
- _____ 22b. Texas. \$b State Dept. of Education.
 _____ Biennial report
 To:
- _____ 22c. Texas. \$b State Dept. of Education.
 _____ Biennial report of the State Superintendent of Public Instruction, State of
 Texas
 To:
- _____ 22d. Texas. \$b State Dept. of Education.
 _____ Biennial report
23. 245 00 General report on the activities of the Communities / \$c Commission of the
 European Communities.
 To:
 _____ General report on the activities of the European Union / \$c European
Commission.
24. 110 2 Texas Education Agency.
 245 10 Biennial report
 To:
- _____ 24a. Texas Education Agency.
 _____ Biennial report to the Governor and Legislature [one issue: 1956/58]
 To:
- _____ 24b. Texas Education Agency.
 _____ Biennial report
25. 110 2 Thomas Burke Memorial Washington State Museum.
 245 10 Biennial report.
 To:
 _____ Annual report.

26. 245 00 Proceedings of the Ocean Drilling Program. \$n Part A, \$p Initial report
To:

_____26a. Proceedings of the Ocean Drilling Program. \$p Initial report
To:

_____26b. Proceedings of the Ocean Drilling Program. \$p Initial reports

27. 245 00 Parents' magazine
To:

_____27a. Parents' magazine & family home guide
To:

_____27b. Parents' magazine & better homemaking
To:

_____27c. Parents' magazine & better family living
To:

_____27d. Parents' & better family living
To:

_____27e. Parents' magazine & better homemaking
To:

_____27f. Parents' magazine
To:

_____27g. Parents
To:

_____27h. Parents magazine
To:

_____27i. Parents

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Session 7: Linking Relationships (12.7B8)

- What is the purpose of links?
- What are the different types of chronological relationships?
- When are 580 notes added to records?
- When should you not make a link?
- How are linking fields constructed?

1

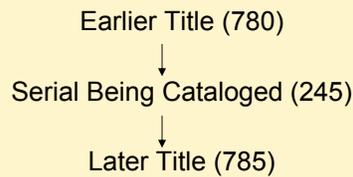
Purpose and Types of Links

- **Purpose:**
 - To express relationships of one or more titles to each other
 - To link records in a catalog or a database
- **Types of Links:**
 - Chronological: those that link successive entry records resulting from major changes
 - Horizontal: those that link to related resources (covered in Sessions 8-9)

2

Chronological Relationships

- Relationships of a serial to its predecessors and successors
- Records cover different time spans
- Relationships are given in fields 780 & 785



3

First indicator: note controller

- Use value '0' when an intelligible note can be generated; no corresponding 580 field is used
780 00 \$t Bulletin of the American Hospital Association ...
- Use value '1' when a note is generated from another field or is not needed (CONSER practice: use '0')
580 — \$a Split into: Hospital practice (Hospital ed.), and Hospital practice (Office ed.)
785 16 \$t Hospital practice (Hospital ed.) ...
785 16 \$t Hospital practice (Office ed.) ...

4

2nd indicator values: 780 Preceding Entry

- 2nd indicator--type of relationship
 - 0 Continues
 - 1 Continues in part
 - 4 Formed by the union of ... and ... (or Merger of ... and ...)
 - 5 Absorbed
 - 6 Absorbed in part
 - 7 Separated from

5

2nd indicator values: 785 Succeeding Entry

- 0 Continued by
- 1 Continued in part by
- 4 Absorbed by
- 5 Absorbed in part by
- 6 Split into ... and ...
- 7 Merged with ... to form ...

6

Chronological Relationships: Continues (_0)/Continued by (_0)

Serial A is continued by serial B; serial A ceases to exist.

Title A:

245 00 \$a American junior colleges.

785 00 \$t American community, technical, and junior colleges \$w ...

Title B:

245 00 \$a American community, technical, and junior colleges.

780 00 \$t American junior colleges \$w ...

7

Chronological Relationships: Split into (785 _6)/ Cont. in part (780 _1)

Serial A splits into two or more separate serials each of which continues part of serial A; serial A ceases.

Title A:

245 00 \$a Journal of electronics and control.

580 __ \$a Split into: International journal of control, and: International journal of electronics.

785 06 \$t International journal of electronics \$w ...

785 06 \$t International journal of control \$w ...

8

Chronological Relationships:
Split into (785 _6)/
Cont. in part (780 _1)

Title B:

245 00 \$a International journal of electronics.

780 01 \$t Journal of electronics and control \$w...

Title C:

245 00 \$a International journal of control.

780 01 \$t Journal of electronics and control \$w ...

Each of these will display a note:

Continues in part: Journal of electronics and control

9

Chronological Relationships:
Absorbed (780 _5)/
Absorbed by (785 _4)

Serials A and B began as two separate publications; serial B becomes part of serial A

Title A:

245 00 \$a Journal of chromatography.

362 0_ \$a Vol. 1, no. 1 (Jan. 1958)-v. 651, no.1-2 (May 20,1994).

780 05 \$t Chromatographic reviews \$g 1971 \$w ...

Title B:

245 00 \$a Chromatographic reviews.

362 0_ \$a Vol. 1 (1959)-v. 15, no. 2-3 (Dec. 1971).

785 04 \$t Journal of chromatography \$w ...

10

Chronological Relationships:
Merged with to form (785 _7)/
Merger of (780 _4)

Serials A and B merge to form serial C which has a new title.

Title A:

245 00 \$a American milk review.

580 __ \$a Merged with: Milk plant monthly, to form: American milk review and milk plant monthly.

785 07 \$t Milk plant monthly \$w ...

785 07 \$t American milk review and milk plant monthly \$w ...

11

Chronological Relationships:
Merged with to form (785 _7)/
Merger of (780 _4)

Title B:

245 00 \$a Milk plant monthly.

580 __ \$a Merged with: American milk review, to form: American milk review and milk plant monthly.

785 07 \$t American milk review \$w ...

785 07 \$t American milk review and milk plant monthly \$w ...

Title C:

245 00 \$a American milk review and milk plant monthly.

580 __ \$a Merger of: American milk review, and: Milk plant monthly.

780 04 \$t American milk review \$w ...

780 04 \$t Milk plant monthly \$w ...

12

Linking to Monographs

- Links may be made when earlier or later issues are cataloged as monographs
 - Link only to monographic records directly preceding or succeeding the serial
 - Most commonly done for conference publications, annual supplements to a monograph, etc.

13

Linking to Integrating Resources

- **Links may be made when a serial changes mode of issuance**
 - **Example: printed serial becomes an online directory**
 - **If entry for integrating resource changes, link in serial record needs to be changed**

14

When to use 580 Notes

- For relationships involving multiple titles

245 04 \$a The American journal of theology.

580 __ \$a Merged with: Biblical world, to form: Journal of religion.

785 07 \$t Biblical world

785 07 \$t Journal of religion

- For relationships that cannot be fully expressed by a linking field

580 __ \$a Vols. for Jan. 1923-Dec. 1926 include section: Food and health education, later published separately, Jan. 1927-

785 01 \$t Food and health education

15

When to Use 580 Notes

- For serials having the same relationship with several serials

580 __ \$a Absorbed: Antarctic report; and: Bulletin of the U.S. Antarctic report Projects Officer.

780 05 \$t Antarctic report

780 05 \$t Bulletin of the U.S. Antarctic report Projects Officer

- For serials related to too many publications to be separately named

580 __ \$a Continues and consolidates the reports issued under the same title for each state.

16

When Not to Link

- When several serials are equally related to another serial, link them to other serial but not to each other

245 04 \$a Antarctic journal of the United States.

580 __ \$a Absorbed: Antarctic report; and: Bulletin of the U.S. Antarctic Projects Officer.

780 05 \$t Antarctic report

780 05 \$t Bulletin of the U.S. Antarctic Projects Officer

245 00 \$a Antarctic report.

785 04 \$t Antarctic journal of the United States

[no linking field for Bulletin of the U.S. Antarctic Projects Officer]

17

When Not to Link

- A publication mentions another serial and you are not certain if a relationship exists and/or you do not know the title of the other serial

18

Constructing Linking Fields

- A linking field may consist of a catalog entry, an ISSN, and control numbers

780 00 \$t BRS news \$x 0435-1231 \$w (DLC)sc
85003531 \$w (OCoLC)1570435

19

Constructing Linking Fields

- The title in \$t is the title proper (\$a, \$n, \$p) or the uniform title from field 130

780 00 \$t Bulletin (Colorado Geological Survey)

780 00 \$t Trade policy review. Republic of Peru

- Other title information (\$b) is included only when it is cataloger supplied.

780 00 \$a IEEE International Engineering Management Conference. \$t IEEE International Engineering Management Conference : [proceedings]

20

Constructing Linking Fields: Catalog Entry Examples

- Title proper (\$t):
780 00 \$t Journal of electronics
- Common title/section title (\$t)
785 00 \$t Consumer reports. Buying guide issue
- Uniform title from 130 (\$t):
785 00 \$t American machinist (New York, N.Y. : 1968)

21

Constructing Linking Fields: Catalog Entry Examples

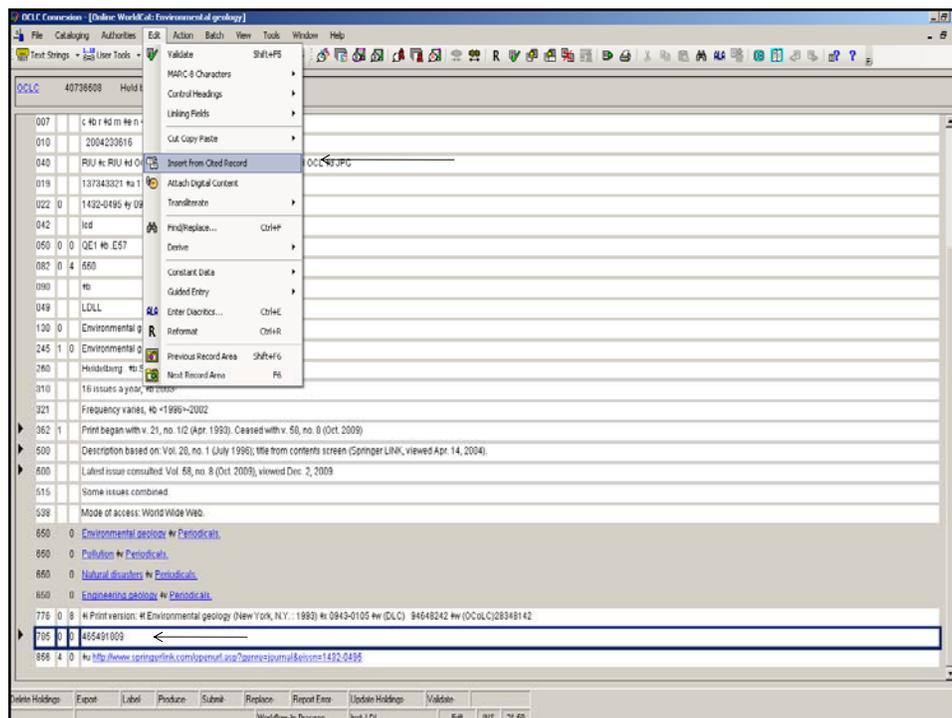
- Corporate body (\$a)/Title proper (\$t)
780 00 \$a British Columbia. Fish and Wildlife Branch. \$t Management report
- Corporate body (\$a) /Uniform title from 240 (\$s)/Title proper (\$t)
785 00 \$a Advertising Research Foundation. \$s Annual report (1986). \$t Annual report

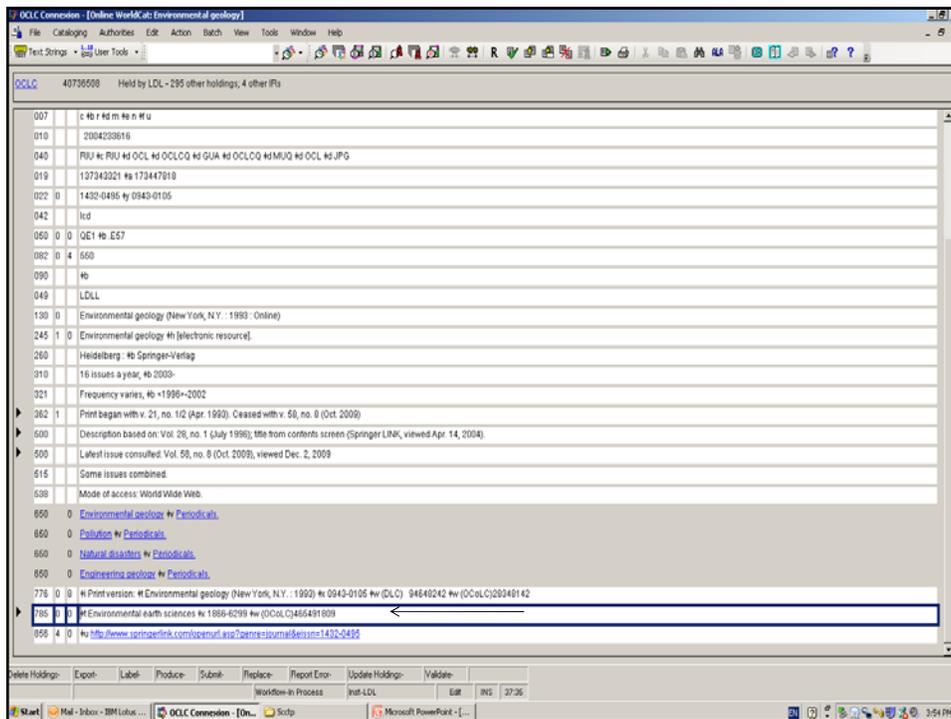
22

Constructing Linking Fields: OCLC

- Use Insert from Cited Record command to automatically insert data into a linking field
- Enter appropriate indicators
- Enter the OCLC number, with or without the pound sign

23





Summary

- The purpose of links is to produce notes and link records through the use of cited related titles and control numbers
- Serials often are related to other serials chronologically
 - Chronological relationships are manifested as successive entry records resulting from major changes
 - 780/785 linking fields are used to establish links between successive entry records

Summary

- 580 notes are used for relationships that cannot be fully expressed using a linking field or involve multiple titles
- Do not link to another serial if the relationship is unclear or uncertain or if the related title is not cataloged separately

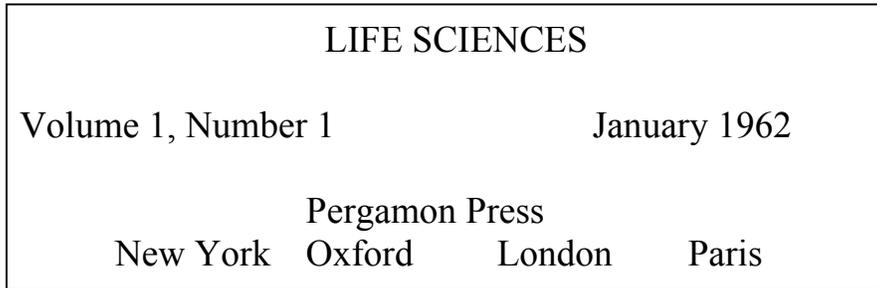
27

SESSION 7 - EXERCISES

Your library has just received as a gift the entire run of *Life Sciences* from 1962 to the present. On closer examination, you discover there are actually four titles. Supply the necessary linking fields and notes on the attached workforms.

Title 1:

Cover:

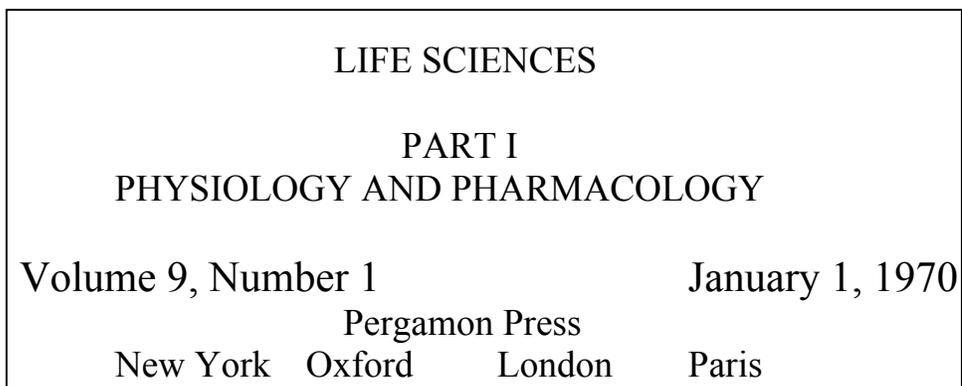


This title ran from v. 1, no. 1 (Jan. 1962) to v. 8, no. 12 (Dec. 1969).

Vols. 6-8 were issued in two internumbered parts: Part I, Physiology and pharmacology and Part II, Biochemistry, general & molecular biology. (Pt. 1 -- v.6, no. 1; Pt. 2 -- v. 6, no. 2, etc.)

Title 2:

Cover:



This title ran from v. 9, no. 1 (Jan. 1, 1970) to v.12, no. 12 (June 15, 1973).

Title 3:

Cover:

LIFE SCIENCES

PART II
BIOCHEMISTRY,
GENERAL AND MOLECULAR BIOLOGY

Volume 9, Number 1

January 8, 1970

Pergamon Press

New York Oxford London Paris

This title ran from v. 9, no. 1 (Jan. 8, 1970) to v.12, no. 12 (June 22, 1973).

Title 4:

Cover:

VOLUME 13

NUMBER 1
LIFE SCIENCES

JULY 1, 1973

Oxford

Pergamon Press
New York

Braunschweig

Life sciences is still being published today.

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Session 8: Translations, Editions and Versions

- What are the different types of related works?
- How are uniform titles, links, and notes used for translations, editions, and different versions?
- What cataloging information for reprints and microform reproduction comes from the original publication? What information comes from the reprint/reproduction?

Use of Linking Fields and Notes for Related Works

Related works = horizontal relationships

- Translations and original language work (765/767)
- Language and other editions (775)
- Reprints (775)
- Microform reproductions (776)
- Other formats (776)
- Issued with entries (777)
- Companion publications (787)
- Cumulations (787) (Covered in Session 9)
- Supplements and special issues (770/772) (Covered in Session 9)

8-2

Notes: Subfield \$i vs. 580 Field

- **\$i**
 - Used with all linking fields except 780/785
 - Used with second indicator 8
 - Use when desired note can't be generated from display constants
- **580 field**
 - If there are multiple linking fields, field 580 is better in order to produce a single note

8-3

Notes: Subfield \$i vs. 580 Field

- Use \$i in simple cases, where note is generated for and applies to a single linking field
 - 245 00 \$a Cuba noticias económicas.
 - 730 0_ \$a Cuba economic news. \$l Spanish.
 - 775 08 \$i Issued also in English: \$t Cuba economic news \$w ...

8-4

Notes: Subfield \$i vs. 580 Field

- Use field 580 when note references multiple linking fields

580 __ \$a Vols. for 1968- are cumulations of: *Engineering index monthly*; 1971- of: *Engineering index monthly and author index*; 1984- of: *Engineering index monthly* (New York, N.Y. : 1984).

787 0_ \$t **Engineering index monthly \$w ...**

787 0_ \$t **Engineering index monthly and author index \$w ...**

787 0_ \$t **Engineering index monthly (New York, N.Y. : 1984) \$w ...**

8-5

Translations (765/767)

- Often published at later time, by different publisher
- Content generally the same
- Catalog entry of translation title (AACR2 21.14)
 - 730 0_ \$a Original title. \$l Language
- Give 580 note if more information needed
- Add field 041 to record of the translation

8-6

Translations

Original:

245 00 \$a Èkologiia.

580 __ \$a Vols. for 1970 translated into English as: Ecology;
1971-1992 as: Soviet journal of ecology; and 1993- as:
Russian journal of ecology.

767 0_ \$t Ecology

767 0_ \$t Soviet journal of ecology

767 0_ \$t Russian journal of ecology

One of the English translations:

041 1_ \$a eng \$h rus

245 00 \$a Russian journal of ecology.

730 0_ \$a Èkologiia. \$l English.

765 0_ \$t Èkologiia

8-7

Language Editions (775)

- Usually published at same time, by same publisher
- Content may differ
- Title may or may not be the same
- Provide title added entry for secondary edition based on title of primary edition (AACR2 25.3C)
- Give separate 775 field for each known edition
- Provide 580 notes for editions when their titles are unknown or to provide more information (AACR2 12.7B8.f)

8-8

Language Editions (775)

Primary edition:

245 00 \$a Worldnet at a glance.

775 08 \$i Also issued in Spanish: \$t Worldnet en un vistazo

Secondary edition:

245 00 \$a Worldnet en un vistazo.

730 0_ \$a Worldnet at a glance. \$l Spanish.

775 08 \$i Also issued in English: \$t Worldnet at a glance

8-9

Other Editions (775)

- May be issued at same time and often have same title
- Types: geographical (e.g., Ohio ed.), scope (e.g., teacher/student ed.), format (e.g. graphic ed.)
- Use a 580 note when there is more than one edition

8-10

Other Editions (775)

245 00 \$a Trends in genetics.
 310 __ \$a Monthly
 775 08 \$i Vols. for 1985-1999 issued also in an annual
 compilation called: \$t Trends in genetics (Reference
 ed.) \$w...

 130 0_ \$a Trends in genetics (Reference ed.)
 245 10 \$a Trends in genetics.
 250 __ \$a Reference ed.
 310 __ \$a Annual
 580 __ \$a Compilation of the articles published in the regular
 monthly ed.
 775 0_ \$t Trends in genetics \$w...

8-11

Reprints (775/580)

- New printing of serial made from original type image
- Text may be exact reproduction or have slight variations
- Use serial treatment for reprints, except for:
 - A reprint of a single or a limited number of issues
 - A collection of bibliographically unrelated serials
- Use 580 note as needed

8-12

Reprints (775/580)

- Main entry (as applicable)
- Use from the original:
 - Fixed Field: Publication Status, Dates
 - Title (245)
 - Edition (250)
 - Numbering (362)
- Use from the reprint:
 - Fixed Field: Country, Frequency/Regularity
 - Publisher, distributor, etc. (260)
 - Physical description (300)
 - Series (only if reprint issued in the series) (4xx/8xx)
 - 580 note and 775 linking field

8-13

Reprints (775/580): O=Original R=Reprint

R Freq: u Regl: u Ctry: nyu
 O PubSt: d Dates: 1880,1883
 O 130 0_ \$a *Book keeper (New York, N.Y.)*
 O 245 14 \$a **The book keeper.**
 R 246 1_ \$i **Reprint title: \$a Book-keeper and American counting-room**
 R 260 __ \$a **New York : \$b Garland, \$c 1989.**
 R 300 __ \$a 2 v. : \$b ill. ; \$c 29 cm.
 O 362 0_ \$a 1, 1 (July 20, 1880)-v. 6, no. 73 (June 19, 1883).
 O 580 -- \$a *Originally published fortnightly: New York : [s.n.], 1880-1883.*
 O 775 0_ \$t **Book keeper (New York, N.Y.) \$w ...**
 R 830 0_ \$a **Foundations of accounting**

8-14

Microform Reproductions

- U.S. practice does not follow AACR2 chapter 11 for microform reproductions
- Many libraries have chosen a “single” record approach, using print record as bibliographic record of choice with microforms given in holdings
- CONSER policy is to create separate records, particularly for master negatives

8-15

Microform Reproductions

- Transcribe from original (LCRI Ch. 11)
 - Title and statement of responsibility
 - Edition
 - Numbering area
 - Publication, distribution, etc.
 - Physical description
 - Series
- Provide general material designation (GMD) in 245 \$h, [microform]

8-16

Microform Reproductions (776/533)

- Add 533 note for reproduction data
 - Specific material designation, e.g., microfiche. (**\$a**)
 - Place, publisher and date of reproduction (**\$b**, **\$c**, **\$d**)
 - Physical description (**\$e**)
 - Series statement of reproduction (if applicable) (**\$f**)
 - Notes relating to reproduction (if applicable) (**\$n**)
- Add 776 linking field entry for original
- Add 007 for reproduction

8-17

Microform Reproductions (776/533)

245 00 \$a Air carrier financial statistics quarterly \$h [microform].

260 __ \$a Cambridge, MA : \$b U.S. Dept. of Transportation, Research and Special Programs Administration, Transportation Systems Center, Center for Transportation Information

300 __ \$a v. ; \$c 22 x 28 cm.

533 __ \$a Microfiche. \$b [Washington, D.C.] : \$c Supt. of Docs., U.S. G.P.O. \$e microfiches : negative.

776 08 \$i Print version: \$t ...

8-18

“Issued With” Entries (777)

- Use if a serial is issued with another and each are separately cataloged
- Use field 580 to explain relationship
- Do not use with serials bound together due to local binding practices

245 00 \$a Harris Ohio marketers industrial directory : \$b MID.

580 __ \$a Vols. for <1982-> include the Harris Ohio buyers industrial directory, also issued separately.

730 0_ \$a Harris Ohio buyers industrial directory.

777 0_ \$t Harris Ohio buyers industrial directory

8-19

Companion Publications (787)

- Sometimes related works are serials that are meant to be used together, or cover similar and related material

245 00 \$a American universities and colleges.

787 08 \$i Companion volume to: \$t American junior colleges

- Use field 787 for this and for other types of relationships not covered by the other linking fields

8-20

Summary

- Serials can be in horizontal or vertical relationships to other serials; it is important to note these relationships
- Notes may be generated from linking fields and/or from 580 fields
- Uniform titles can be used to collocate serials issued in translations or different language editions

8-21

Summary

- Cataloging information for reprints and microform reproduction comes from the original and the reprint/reproduction

8-22

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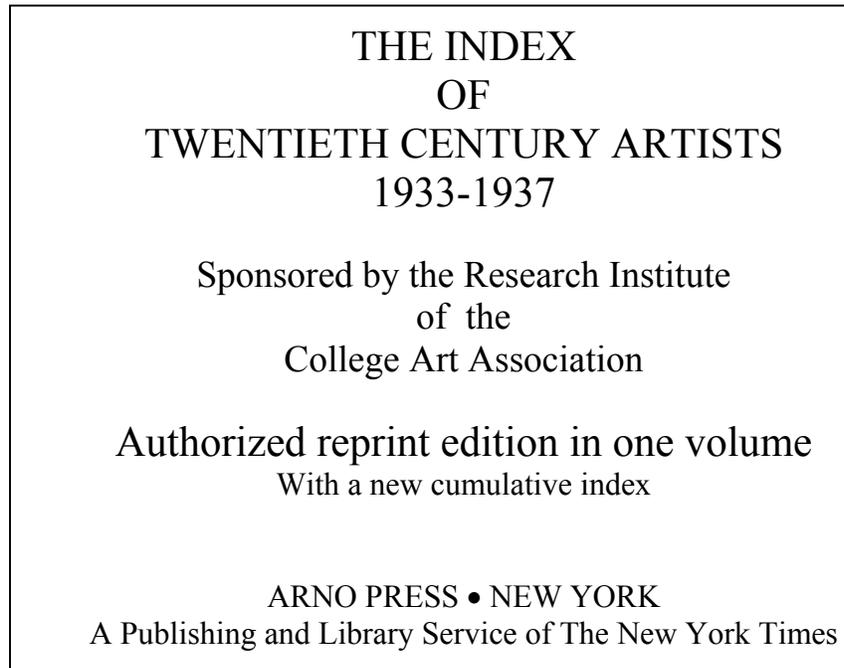
SESSION 8 - EXERCISES

The following examples cover related works relationships. Add the necessary fields to these records. The appropriate fields that might be added to these records are:

245	\$h
260	Publication statement
300	Physical description
362	Designations
530	Additional physical form available note
533	Reproduction note
555	Cumulative Index
580	Linking Entry Complexity Note
588	Source of title note
588	Latest issue consulted
775	Other edition entry
776	Additional physical form entry
780	Preceding Entry
787	Nonspecific Relationship Entry
830	Series Added Entry

Example 1.

Title Page:



Verso: Reprinted with the permission of The College Art Association. New material copyright © 1970 by the College Art Association. LC# 70-114606 ISBN 0-405-00692-6

From Oct. 1933-Feb. 1934, the serial was originally published monthly by the Research Institute of the College Art Association. From Mar. 1934 to Apr. 1937, it was published by the College Art Association of America. Both associations are located in New York.

Example 1

Type: a	ELvl:	Srce:	GPub:	Ctrl:	Lang:
BLvl: s	Form:	Conf: 0	Freq:	MRec:	Ctry:
S/L: 0	Orig:	EntW:	Regl:	ISSN:	Alph:
Desc:	SrTp:	Cont:	DtSt:	Dates:	,9999

010 040

022 041

043 050 0

090 099

049 086

1

245 04 The index of twentieth century artists.

300 1 v. ; \$c 29 cm.

5

555 Cumulative index with references to renumbered reprint pages:
p. [723]-[724]

7

"

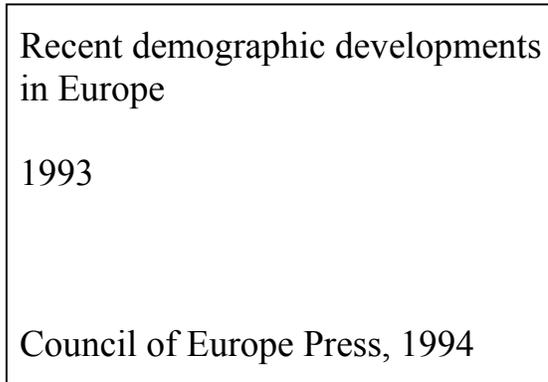
"7

710 2 College Art Association of America.

710 2 Research Institute of the College Art Association (New York, N.Y.)

Example 2.

Title Page:



1993 was the first issue of this serial. Another serial in the OCLC database has the same title. 1998 was the latest issue you consulted.

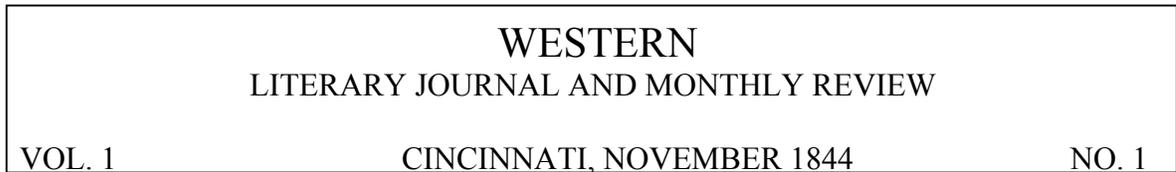
The title is also issued in French with the title: Evolution démographiques récente en Europe.

In 1998, the serial was also available on CD-ROM. It is unknown if the serial was available on CD-ROM prior to 1998.

The serial continues *Recent demographic developments in Europe and North America*

Example 3.

Caption:



You are cataloging the microfilm reproduction of the serial. It was filmed by University Microfilms in Ann Arbor, Mich. It occupies part of one film reel. The film measures 35 mm. The serial was filmed as part of the American periodical series, 1800-1850. It is 527 in the series.

You learn from the title page of the entire volume that Robinson & Jones originally published the serial.

The serial ran from v. 1, no. 1 (Nov. 1844) to v. 1, no. 6 (Apr. 1845).

The serial was issued simultaneously in Nashville, Tenn. under the title *Southwestern literary journal and monthly review*. The content of *Southwestern literary journal and monthly review* and *Western literary journal and monthly review* was identical.

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Session 9: Cumulations, Supplements, Other Related Works

- What are the characteristics of these various related works?
- What factors are considered when determining to note them on the same record or to catalog separately?
- What are the options for treatment?

1

MARC Fields for Related Works

- Cumulations (310 or 580/787)
- Supplements (525 or 770/772)
- Special issues (525 or 770/772)
- Indexes (555 or 580/787)
- \$i display text in links

2

Cumulations (LCRI 12.0)

3

Characteristics of Cumulations

- Often contain abstracting/indexing or statistical information
- Are issues of a serial that collect information from previous issues for a given period and are intended to replace them
 - May rearrange, correct, or expand contents of original issues
 - But, have essentially the same contents as original issues

4

Factors Determining Treatment for Cumulations

- Are titles of serial and its cumulation the same or different?
- Does serial and its cumulation share a numbering scheme or does each have its own numbering?
- Is serial and its cumulation in the same or a different format?
- What is impact on serials check-in?

5

Cumulations on Same Record

- Catalog on one record (LCRI 12.0)
 - If issues and cumulation have same title and numbering is continuous
 - If issues and cumulation have same title and only a chronological designation
- Give cumulation information in the frequency note, field 310

6

Cumulations on Same Record

- 245 00 \$a New serial titles / \$c prepared under the sponsorship of the Joint Committee on the Union List of Serials.**
- 310 __ \$a Eight monthly issues, four quarterly issues and annual cumulations which are self-cumulative through periods of five or ten years**
- 362 1_ \$a Began with Jan. 1953; ceased with 1999 annual cumulation.**

7

Cumulations on Separate Records

- Catalog on separate records (LCRI 12.0)
 - If issues and cumulation have same title, but different numbering systems
 - If issues and cumulation have different titles
 - If issues and cumulation published in different formats, e.g., print and microform
 - If in doubt, prefer separate records
- Provide reciprocal added entries if titles differ; uniform title for cumulation if it has same title as related serial
- Provide 787 link with \$i or 580 note

8

Cumulations: Separate Records

245 00 \$a Abstracts in new technologies and engineering.
310 ___ \$a Bimonthly
362 0_ \$a Vol. 1, no. 1 (Jan./Feb. 1997)-
787 08 \$i Issued also in an annual cumulation: \$t Abstracts in new technologies and engineering (Annual) \$w ...

130 0_ \$a Abstracts in new technologies and engineering (Annual)
245 10 \$a Abstracts in new technologies and engineering.
310 ___ \$a Annual
362 0_ \$a No. 1-
787 08 \$i Cumulation of the bimonthly publication: \$t Abstracts in new technologies and engineering \$w ...

9

Supplements (AACR2 12.7B8g, 21.28A-B, LCRI 1.0)

10

Characteristics of Supplements

- May complement or update parent resource's content, contain special feature, or contain extra or different information
- May have formal relationship with parent resource (e.g., may have same author; may state it supplements parent resource)
- May be monograph, serial or integrating resource

11

Characteristics of Supplements (continue)

- May have its own title or a title dependent on the parent resource's title
- May have the same as or separate numbering from parent resource
- May be in the same or a different format than the parent resource

12

Supplements: Factors Affecting Treatment

- Nature of the supplement
 - Adds or updates information in parent resource?
 - Complements parent resource?
- Does it have a distinctive title? Is it called “supplement” or its equivalent in another language?
- Does it carry numbering of parent resource or have its own? Or have no numbering?
- What are your local needs?

13

Supplements: Cataloging Options

- 525 - explanatory note (AACR2 12.7B8.g)
 - For supplements that merely update parent resources and usually do not have their own titles
- 770/772 – separate linked records (AACR2 12.1B4-12.1B6, 12.7B8.g, 21.28)
 - For supplements that complements parent titles and usually have their own title
 - For supplements with their own contents, numbering
 - Use 772 field in supplement record, 770 in parent record

14

Supplement with Dependent Title, Included on Record with Parent Title

- Catalog on same record as parent title

On piece:

1999 Annual supplement to Uniform mechanical code

On record:

**110 2_ \$a International Association of Plumbing
and Mechanical Officials.**

245 10 \$a Uniform mechanical code.

525 __ \$a Annual supplements are issued between
editions.

15

Supplement with Different Title than Parent, Included on Record with Parent

- Give added entry for access to supplement
title

245 00 \$a Investing, licensing & trading in Canada.

525 __ \$a Has semiannual supplement: *ILT. Canada.*

740 02 \$a ILT. \$p Canada.

16

Supplement with Different Title than Parent, Cataloged on Own Record

Supplement

245 00 \$a Jersey directory.

730 0_ \$a Jersey journal.

772 0_ \$t Jersey journal \$w ...

Parent title

245 00 \$a Jersey journal

770 0_ \$t Jersey directory \$w ...

- Supplement has link to parent
- Parent has link to supplement
- Provide added entry for parent on supplement record

17

Monographic Series Supplements

- May have distinctive title or dependent title
- Individual issues of supplement may have distinctive titles
 - Local decision to analyze
- May have ISSN
- May have own numbering

18

Monographic Series Supplement Cataloged Separately

**245 00 \$a Scandinavian cardiovascular journal.
\$p Supplement.**

362 0_ \$a No. 1-

**515 __ \$a Issues also carry volume numbering
of the parent serial.**

772 1_ \$t Scandinavian cardiovascular journal

19

Separately Cataloged Supplement to Many Titles

245 04 \$a The Asia magazine.

**580 __ \$a Distributed as a weekly supplement to
numerous Asian newspapers.**

- Use single 580 note
- May link to all parent titles in separate 772 fields

20

Supplement Cataloged Separately as a Monograph

- May have numbering related to volume or issue

245 00 \$a Deep time : \$b *Paleobiology's perspective : a special volume commemorating the 25th anniversary of the journal Paleobiology* / \$c edited by Douglas H. Erwin and Scott L. Wing.

300 __ \$a 371 p. : \$b ill. (some col.) ; \$c 26 cm.

500 __ \$a Supplement to v. 26, no. 4 of *Paleobiology*.

730 0_ \$a Paleobiology. \$n V. 26, no. 4 (Supplement)

21

Special Issues (AACR2 21.28A1, LCRI 21.30G)

22

Characteristics of Special Issues

- Some call themselves “special issues,” but are issues of the serial
- May have: numbering of parent; own numbering; or no numbering
- Usually cover specific topic, may have distinctive title
- May be serial, monograph or integrating resource

23

Special Issues: Factors Affecting Treatment

- Presence of distinctive title
- Importance of contents
- Numbering
- Local policy

24

Special Issue Included on Record for Parent Title

- Provide note on parent record (AACR2 12.7B8g)
 - If a regular numbered issue indicates it covers a specific topic
525 __ Some numbers issued as special issues with distinctive titles.
 - If it has same numbering (e.g., v. 3, no. 4) or a subdivision of numbering of a regular issue (e.g., v. 3, no. 4A)
525 __ Special issues accompany some numbers.
 - If it lacks numbering:
525 __ Includes special issues.

25

Special Issue Cataloged Separately: Monograph

- Catalog separately when:
 - Special issue has own title
 - Contents warrant individual treatment
- 245 00 \$a Serials cataloging at the turn of the century**
/ \$c Jeanne M.K. Boydston, James W. Williams, Jim Cole, editors.
- 260 __ \$a New York : \$b Haworth Press, \$c c1997.**
500 __ \$a "Has also been published as *The serials librarian*, volume 32, numbers 1/2, 1997" –T.p. verso.
- 730 0_ \$a Serials librarian.**

26

Special Issue Cataloged Separately: Serial

- May catalog special issue separately as serial when:
 - It is published on regular basis and is a serial in itself
 - It is designed to be used separately
 - It has its own numbering (usually)

245 00 \$a Brewer's digest. \$p Buyers' guide & directory.

362 0_ \$a 1962-

772 0_ \$t Brewer's digest \$w ...

27

Indexes

(AACR2 12.7B17, 21.28A-B)

28

Characteristics of Indexes

- May index single or multiple volumes
- May have dependent or own title
- May be an issue or volume of parent resource
- May index one or more works
- May be compiled by a personal author(s)
- May be published by same or different publisher than parent resource

29

Indexes: Factors Affecting Treatment

- Independent title or not
- Issued as volume and/or number of parent title
- Personal author(s)/compiler(s) or not
- Same or different publisher from that of title(s) indexed
- Contents/coverage to one or more serial title(s)

30

Indexes: Treatment Options

- If index covers only one year or volume
 - Note only in check-in record
- If a cumulative index
 - Note in 555 field on record for parent serial
 - or
 - Cataloged separately as serial, monograph or integrating resource

31

Cumulative Index Noted on Record for Parent Serial

On piece:

Canadian Journal of History
Annales canadiennes d'histoire

INDEX/INDICE

Volumes XXXI-XXXV

Volume XXXI - 1996

Volume XXXII - 1997

Volume XXXIII - 1998

Volume XXXIV - 1999

Volume XXXV - 2000

In record:

555 __ \$a Vols. 1 (1966)-5 (1970) with v. 5; v. 6 (1971)-10 (1975). 1 v.; v. 11 (1976)-15 (1980). 1 v.; v. 16 (1981)-25 (1990). 1 v.; v. 26 (1991)-30 (1995). 1 v.; v. 31 (1996)-35 (2000). 1 v.

32

Cumulative Index Noted on Record for Parent Serial

- Index to a title and its earlier titles; index published as a number in a series:

245 00 \$a *Military affairs* : \$b *journal of the American Military Institute.*

362 0_ \$a *Vol. 5, no. 1 (spring 1941)-v. 52, no. 4 (Oct. 1988).*

555 __ Vols. 1 (1937)-32 (1969) (Includes index to earlier titles and issued as *Kansas State University Library bibliography series no. 6*). 1 v.

780 00 \$t *Journal of the American Military Institute* \$w ...

830 _0 \$a *Kansas State University Library bibliography series ; \$v no. 6.*

33

Annual Index Cataloged Separately as a Serial

Journal:

245 00 \$a *Grand Rapids business journal.*

260 __ *Grand Rapids, Mich. : \$b Gemini Communications*

Index:

245 00 \$a *Grand Rapids business journal index.*

260 __ \$a *Grand Rapids, Mich. : \$b Woodhouse LRC, Aquinas College, \$c 1988-*

550 __ *Issued <1995-> by: Kent District Library.*

710 2_ \$a *Woodhouse Learning Resource Center.*

710 2_ \$a *Kent District Library (Kent County, Mich.)*

34

Cumulative Index Cataloged Separately as a Serial

- Cumulative index to more than one title:

245 00 \$a Cumulative index to the American journal of international law ... and the Proceedings of the American Society of International Law.
 630 00 \$a American journal of international law \$v Indexes.
 610 20 \$a American Society of International Law. \$t Proceedings of the ... annual meeting \$v Indexes.
 650 _0 \$a International law \$v Indexes.
 787 1_ \$t American journal of international law \$w ...
 787 1_ \$a American Society of International Law. \$t Proceedings of the ... annual meeting \$w

35

Cumulative Index Cataloged as a Monograph

- Cumulative index with dependent title, published later by different publisher:

245 03 \$a La lumière : \$b journal de la photographie. \$p Index.
 260 __ \$a Paris : \$b Editions du Palmier en zinc, \$c c1989.
 500 __ *"Le journal 'La lumière' ... parut du 9 février 1851 au 30 mars 1867."*
 630 00 \$a Lumière \$v Indexes.
 650 _0 \$a Photography \$x History \$y 19th century \$v Indexes.

36

Cumulative Index Cataloged as a Monograph

- Cumulative index with personal author, distinctive title, and issued in a series:

100 1_ \$a Jackson, Bruce.

245 14 \$a *The centennial index* : \$b one hundred years of the *Journal of American folklore* / \$c edited and compiled by Bruce Jackson.

260 __ \$a Washington, D.C. : \$b American Folklore Society, \$c 1988.

490 1_ \$a *Publications of the American Folklore Society. New series*, \$x 0021-8715

630 00 \$a *Journal of American Folklore* \$v Indexes.

650 _0 \$a *Folklore* \$x Periodicals \$v Indexes.

830 _0 \$a *Publications of the American Folklore Society. \$p New series (Unnumbered)*

37

Added Entries for Related Works

- If separately cataloged (authoritative) (fields 700-730)
- Not separately cataloged (field 740)
 - For titles not represented by bibliographic or authority record, i.e., supplements not separately cataloged
- Do not confuse with linking entries

38

Summary

- Cumulations, supplements, special issues, and indexes may be cataloged on record for parent resource or separately depending on:
 - Characteristics of the related works
 - Local needs
 - National guidelines
- If cataloged separately, link the records
- Provide appropriate added entries

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SESSION 9 - EXERCISES

Session 9: Cumulations, Supplements, Special Issues and Indexes

Determine how you would handle each supplement or index:

- note on serial record;
- separate record, with note and linking field; or
- cataloged as a monograph.

Provide title entry, note and/or link, if cataloging on a serial record. Fields other than those listed here may be necessary and should be added if useful for describing the supplement or index.

Exercise 1.

On t.p:



On t.p. verso:

This edition of the Standard Directory of Advertisers / Standard Directory of Advertising Agencies Supplement was prepared by Advertising Red Books, A Member of the LexisNexis Group.

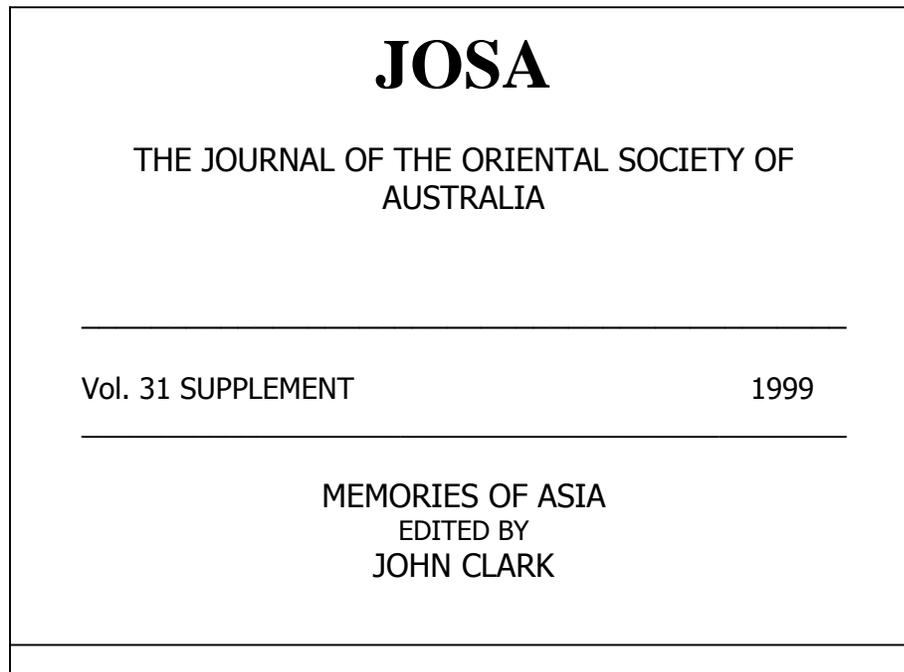
In preface:

This supplement contains updates and new lists for two Advertising Red Books products. They are the *Standard Directory of Advertisers* and the *Standard Directory of Advertising Agencies*.

These two directories are published together in January, while the Agency directory also comes out in July. Three supplements are issued each year in April, July, and October. Updates for the *Standard Directory of Advertisers* are cumulative and appear in each supplement. Updates for the *Standard Directory of Advertising Agencies* are non-cumulative and do not appear in the July issue as another full edition of the title is published that month.

Exercise 2.

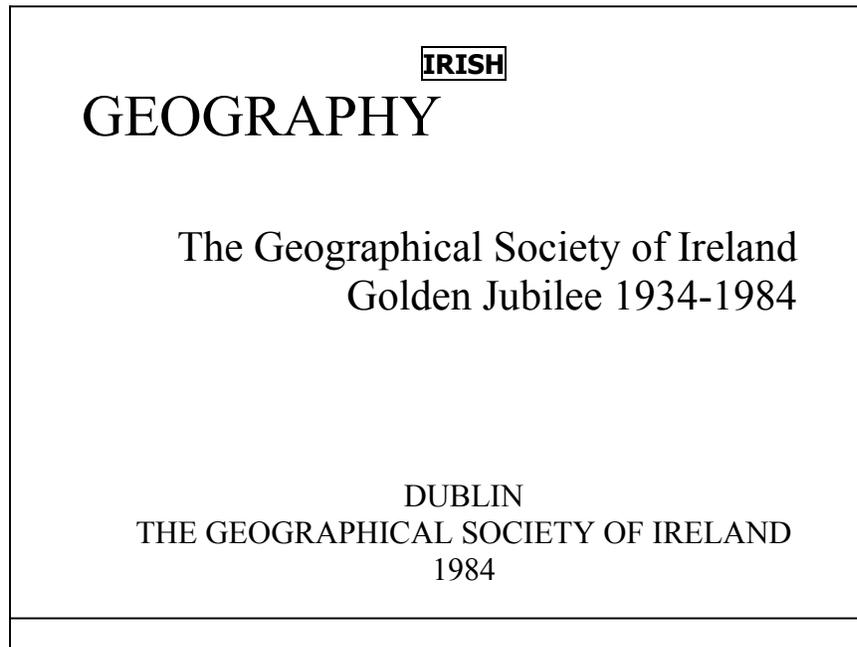
On t.p.:



[Contents page also includes a list of articles]

Exercise 3.

On t.p.

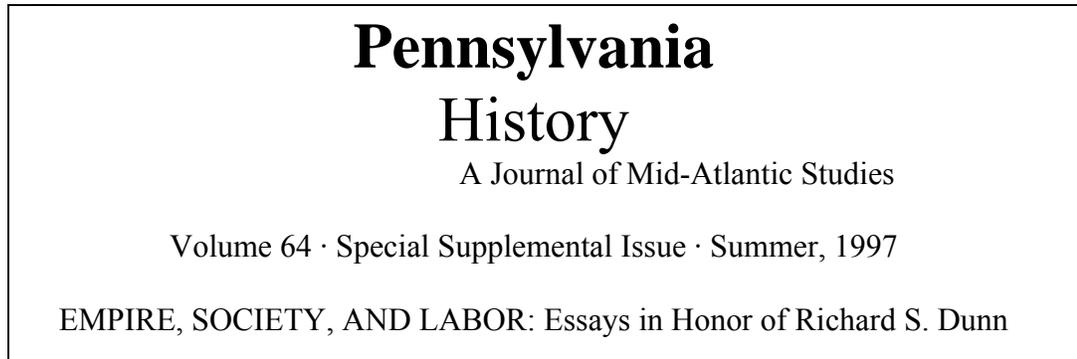


on verso:

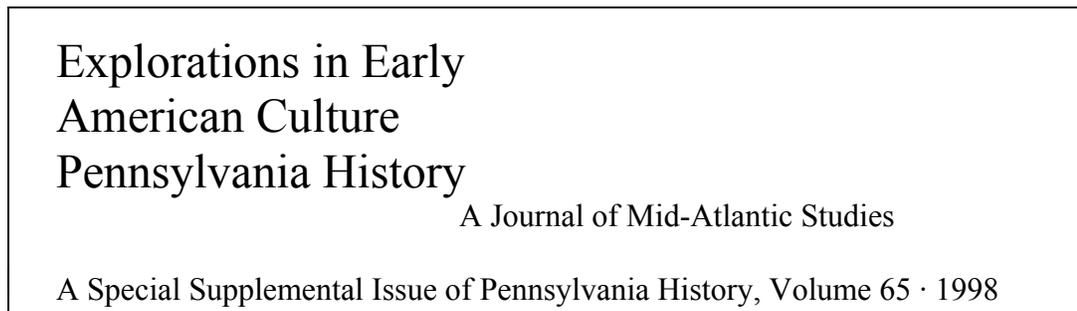
Issued as a supplement to *Irish Geography* volume 17, 1984

Exercise 4.

On cover, 1997:



On cover, 1998:



On cover, 1999:



On cover, 2000:



On page 2, 2000:

About Explorations in Early American Culture

Beginning with this issue, *Explorations in Early American History* [sic] will longer be published as a supplement to *Pennsylvania History*, but as an annual journal in its own right by the Pennsylvania Historical Association for the McNeil Center for Early American Studies. This change permits both *Explorations* and the McNeil Center to be easily located in library catalogues and on the World Wide Web. In this light, we are considering the 1997 supplement, *Empire, Society, Labor: Essays in Honor of Richard S. Dunn*, as the first issue of *Explorations*, and the 1998 and 1999 supplements to *Pennsylvania History* as the second and third, respectively. So this 2000 issue becomes number four.

Exercise 5.

On t.p.:

The Index
Economist to volume 362
January-March 2002 inclusive

Exercise 6.

On t.p.:

DARTMOUTH COLLEGE
LIBRARY BULLETIN

Index

Volumes XL-XLII (NS), November 1999
To April 2002

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APPENDIX A: TOOLS FOR SERIALS CATALOGERS

A. Print resources for cataloging serials:

1. **Anglo-American Cataloguing Rules (AACR2)**. 2nd ed. rev. Chicago: American Library Association., 2002 Updated 2004.
2. **CONSER Cataloging Manual (CCM)**. 2002 ed. Washington, D.C.: Serial Record Division, Library of Congress; distributed by the Cataloging Distribution Service. Updated in 2003 and 2004. An in-depth presentation of serials cataloging as practiced at LC and CONSER institutions that features the step-by-step process of cataloging a serial with reference to pertinent AACR2 rules and LC rule interpretations and explanations of LC oral tradition relating to serials.
3. **CONSER Editing Guide (CEG)**. 1994 ed. Washington, D.C.: Serial Record Division, Library of Congress; distributed by the Cataloging Distribution Service. Usually updated at least annually. This guide supplies instructions for online input for serials catalogers following AACR2 in a MARC-based system.
4. **Descriptive Cataloging Manual (DCM)**. The DCM is an in-house manual containing the procedures followed by catalogers at the Library of Congress. The chapters that relate to establishing name and series authority records, however, are used by CONSER members, NACO participants, and others participating in cooperative programs. Portions of this tool are available through Cataloger's Desktop, including Z1: Name and Series Authority Records.
5. **Library of Congress Rule Interpretations (LCRIs)**. Washington, D.C.: Cataloging Distribution Service, Library of Congress.
6. Geer, Beverley and Caraway, Beatrice L. **Notes for Serials Cataloging**. 2nd ed. Englewood, Colo.: Libraries Unlimited, 1998.
7. **MARC 21 Format for Authority Data**. Washington, D.C.: Cataloging Distribution Service, Library of Congress.
8. **MARC 21 Format for Bibliographic Data**. Washington, D.C.: Cataloging Distribution Service, Library of Congress.

B. Print resources for subject cataloging and classification:

1. **Free-Floating Subdivisions: an Alphabetical Index**. Washington, D.C.: Cataloging Distribution Service, Library of Congress.
2. **Library of Congress Classification Schedules**. Washington, D.C.: Cataloging Distribution Service, Library of Congress.
3. **Library of Congress Subject Headings (LCSH)**. Washington, D.C.: Cataloging Distribution Service, Library of Congress.
4. **Medical Subject Headings**. Bethesda, MD: National Library of Medicine; for sale by the Supt. of Docs., U.S. G.P.O.

5. **Subject Cataloging Manual.** Washington, D.C.: Cataloging Distribution Service, Library of Congress.

C. Online resources for serials:

1. **Cataloger's Desktop.** Washington, D.C.: Library of Congress, Cataloging Distribution Service. This is a product that contains the current version of the Anglo-American Cataloguing Rules (AACR2) and Describing Archives, a Content Standard (DACS). Features more than 300 resources, including the OCLC Bibliographic Formats and Standards.
2. **CONSER Home Page:** <http://www.loc.gov/acq/conser/>
3. **Internet Library for Librarians** by V. Sha:
<http://www.itcompany.com/info retriever>
4. **LC's Home Page:** <http://www.loc.gov>
5. **NASIGWeb:** <http://www.nasig.org>
6. **OCLC's Home Page:** <http://www.oclc.org>
7. **Serials in Cyberspace: Collections, Resources, and Services** by B. MacLennan. See: <http://www.uvm.edu/~bmaclenn/>
8. **SERIALST** (a very useful listserv). For more information see:
<http://www.uvm.edu/~bmaclenn/serialst.html>.
9. **Tools for Serials Catalogers** by A. Ercelawn:
<http://www.uvm.edu/ercelawn/serials.html>
10. **USMARC Home Page:** <http://www.loc.gov/marc/>

D. E-journals:

1. **CONSERline:** <http://www.loc.gov/acq/conser/conserline/conserline-home.html>
2. **LCCN** (LC Cataloging Newslines): <http://www.loc.gov/catdir/lccn/>

APPENDIX B: GLOSSARY

[Definitions from AACR2 unless otherwise specified]

Access point. A name, term, code, etc., under which a bibliographic record may be searched and identified.

Accompanying material. Material issued with, and intended to be used with, the item being cataloged.

Added entry. An entry, additional to the main entry, by which an item is represented in a catalogue; a secondary entry.

Added title page. A title page title preceding or following the title page chosen as the basis for the description of the item. It may be more general (e.g., a series title page), or equally general (e.g., a title page in another language).

Added title page title. A title appearing on a title page that has not been chosen as the chief source. (*CCM*)

Alternative title. The second part of a title proper that consists of two parts, each of which is a title; the parts are joined by *or* or its equivalent in another language (e.g., *The tempest, or The enchanted island*).

Alternative numbers. A secondary system of numeric designation (e.g. vol. 1, no. 1 = No. 1) (*CCM*)

Analytic. The individual title in a series. The analytic may be a monograph or serial. (*CCM*)

Analytic title page. The title page of an individual work in a series; it usually carries the title of the work, as well as the title of the series. (*CCM*)

Analyzable. A series is described as “analyzable” because it contains titles that could be separately cataloged. A word or phrase cannot be a series if it is not “analyzable” (i.e., it does not have additional titles that could be separately cataloged). (*CCM*)

Anonymous. Of unknown authorship.

Area. A major section of the bibliographic description, comprising data of a particular category or set of categories.

Bibliographic resource. An expression or manifestation of a work or an item that forms the basis for bibliographic description. A bibliographic resource may be tangible or intangible.

Caption title. A title given at the beginning of the first page of the text.

Chief source of information. The source of bibliographic data to be given preference as the source from which a bibliographic description (or portion thereof) is prepared.

Chronological designation. A date, or combination of dates, numbers, or words that identifies an issue of a serial within a chronological sequence. *(CCM)*

Colophon. A statement at the end of an item giving information about one or more of the following: the title, author(s), publisher, printer, date of publication or printing. It may include other information.

Commercial publisher. A corporate body whose function is that of issuing a work for profit. *(CCM)*

Common title. A title common to two or more works, one or more of which carries, the title and/or designation of a section. *(CCM)*

Compiler. 1. One who produces a collection by selecting and putting together matter from the works of various persons or bodies. 2. One who selects and puts together in one publication matter from the works of one person or body.

Conference. 1. A meeting of individuals or representatives of various bodies for the purpose of discussing and/or acting on topics of common interest. 2. A meeting of representatives of a corporate body that constitutes its legislative or governing body.

Consecutive numbers. Continuous numbers that do not repeat (i.e., go back to “1”). Examples are serials that have numbered issues (e.g., no. 1, no. 2, etc.) and most volume numbers. Consecutive numbering can occur at any level within the numeric designation (e.g., v. 3, no. 800). *(CCM)*

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

Conventional name. A name, other than the real or official name, by which a corporate body, place, or thing has come to be known.

Copyright date. A legal date that reflects the year in which an issue is registered for copyright protection. *(CCM)*

Corporate body. An organization or group of persons that is identified by a particular name and that acts, as an entity. Typical examples of corporate bodies are associations, institutions, business firms, nonprofit enterprises, governments, government agencies, religious bodies, local churches, and conferences.

Cover date. A date that reflects the month of issuance, rather than the coverage, such as the date found on the cover of a periodical. (*CCM*)

Cover title. A title printed on the cover of an item as issued.

Coverage date. A date that reflects the coverage of the contents of the item (e.g., FY 1989) (*CCM*)

Cumulation. An issue of a serial that collects all of the information given in the previous issues for a given period and is intended to replace those issues. The cumulation may rearrange, correct, or expand the contents of the original issues but the combined contents of the original issues and the contents of the cumulation are essentially the same. (*CCM*)

Distinctive title. A title that appears in addition to the title proper, is unique to an issue, and is often related to the topic or theme of that issue. (*CCM*)

Edition: serials or “serial editions.” Separate complete serials that are issued simultaneously, usually with the same title, and that are intended for a specific audience. (*CCM*)

Editor. One who prepares for publication an item not his or her own. The editorial work may be limited to the preparing of the item for the manufacturer, or it may include supervision of the manufacturing, revision (restitution), or elucidation of the content of the item, and the addition of an introduction, notes, and other critical matter. In some cases, it may involve the technical direction of a staff of persons engaged in creating or compiling the content of the item.

Element. A word, phrase, or group of characters representing a distinct unit of bibliographic information and forming part of an area (q.v.) of the description.

Emanation. A publication “emanates” from a corporate body if 1) it is issued by the corporate body, 2) it is caused to be issued by the corporate body, or 3) the contents originate with the corporate body. (*AACR2 21.1B2*)

Entry. A record of an item in a catalogue.

Entry word. The word by which an entry is arranged in the catalogue, usually the first word (other than an article) of the heading.

Extent of item. The first element of the physical description area. It gives the number and the specific material designation of the units of the item being described and, in some cases, other indications of the extent (e.g., duration).

Fluctuating title. A title that changes back and forth on a regular or irregular basis. (CCM)

Formal statement. A statement that appears on its own, or “in isolation,” rather than within a block of text. (CCM)

General material designation. A term indicating the broad class of material to which an item belongs (e.g., *sound recording*).

Half title. A title of a publication appearing on a leaf preceding the title page.

Heading. A name, word, or phrase placed at the head of a catalogue entry to provide an access point.

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. Examples of integrating resources including updating loose-leaves and updating Web sites.

Internal numbers. Numbers within a volume that repeat with each volume (e.g., vol. 3, no. 2). (CCM)

Issuing body. A corporate body that is responsible for the issuance, and often the contents, of an item but whose primary function is not that of publishing. (CCM)

Iteration. An instance of an integrating resource.

Key-title. The unique name assigned to a bibliographic resource by centres of the ISSN Network.

Language edition. A serial published simultaneously in different languages. The publisher of all of the editions is usually the same. The titles may be in different languages or in the same language. (CCM)

Loose-leaf publication. *See* Updating loose-leaf.

Main entry. The complete catalogue record of an item, presented in the form by which the entity is to be uniformly identified and cited. The main entry may include the tracing(s) (q.v.).

Main heading. The first part of a heading that includes a subheading (q.v.).

Main series. A larger, more comprehensive series that includes subseries. (CCM)

Major change. A change that requires the creation of a new record. (CCM)

Masthead. A statement of title, ownership, editors, etc., of a newspaper or periodical. In the case of newspapers it is commonly found on the editorial page or at the top of page one, and, in the case of periodicals, on the contents page.

Minor change. A change that does not require the creation of a new record. For serials, the change may be noted in the record, when considered important. (*CCM*)

Mixed responsibility. A work of mixed responsibility is one in which different persons or bodies contribute to its intellectual or artistic content by performing different kinds of activities (e.g., adapting or illustrating a work written by another person).

Monographic series. A type of serial; each part has its own title proper as well as the title applying to all the parts. A monographic series may contain single-part monographs, multipart monographs, serials, and/or integrating resources.

Multipart item. A monograph complete, or intended to be completed, in a finite number of separate parts. The separate parts may or may not be numbered.

Name-title added entry. An added entry consisting of the name of a person or corporate body and the title of an item.

Newspaper. A serial publication which contains news on current events of special or general interest. The individual parts are listed chronologically or numerically and appear usually at least once a week. Newspapers usually have a masthead rather than a cover and are normally larger than A3 (297 mm x 420 mm) in size. (*International Organization for Standardization*)

Numbering. The identification of each of the successive items of a publication. It can include a numeral, a letter, any other character, or the combination of these with or without an accompanying word (volume, number, etc.) and/or a chronological designation.

Numeric designation. A number or combination of numbers, dates, letters, or words that identifies an issue of a serial within a numeric sequence. (*CCM*)

Other title. A title appearing on a source other than the chief source that is not the cover, spine, caption, added title page, or head/foot of each page. (*CCM*)

Other title information. A title borne by an item other than the title proper or parallel or series title(s); also any phrase appearing in conjunction with the title proper, etc., indicative of the character, contents, etc., of the item or the motives for, or occasion of, its production or publication. The term includes subtitles, avant-titres, etc., but does not include variations in the title proper (e.g., spine titles, sleeve titles).

Parallel title. The title proper in another language and/or script.

Part. 1. One of the subordinate units into which an item has been divided by the author, publisher, or manufacturer. In the case of printed monographs, generally synonymous with volume (q.v.); it is distinguished from a fascicle (q.v.) by being a component unit rather than a temporary division of a work. 2. As used in the physical description area, “part” designates bibliographic units intended to be bound several to a volume.

Periodical. A serial appearing or intended to appear indefinitely at regular or stated intervals, generally more frequently than annually, each issue of which normally contains separate articles, stories, or other writings. (*AACR* and *ALA* rules; not in *AACR2*)

Personal author. The person chiefly responsible for the creation of the intellectual or artistic content of a work

Predominant name. The name or form of name of a person or corporate body that appears most frequently (1) in the person’s works or works issued by the corporate body, or (2) in reference sources, in that order of preference.

Preliminaries. The title page(s) of an item, the verso of the title page(s), any pages preceding the title page(s), and the cover. LCRI Appendix D defines the cover as: pages 1,2,3, and 4 of the cover, both flaps of the cover, and the spine.

Prescribed sources of information. Sources from which data may be recorded in the bibliographic description without the use of brackets. These are not necessarily the only sources from which information may be recorded. (*CCM*)

Prominently stated. Appearing in a formal statement in one of the prescribed sources of information for areas 1 and 2 (*AACR2* 0.8) For printed serials, this includes the title page or title page substitute, other preliminaries, or the colophon (*AACR2* 12.0B1). (*CCM*)

Publication date. The year in which a publication was issued. The publication date usually appears with the place and name of the publisher. (*CCM*)

Qualifier. A parenthetical word or phrase added to a corporate body heading or uniform title to distinguish the body or title from others with the same name or title. (*CCM*)

Reference. A direction from one heading or entry to another.

Release date. A date, consisting of the month and year that reflects the date of release for publication. (*CCM*)

Reprint. 1. A new printing of an item made from the original type image, commonly by photographic methods. The reprint may reproduce the original exactly (an impression) or it may contain minor but well-defined variations (an issue). 2. A new edition with substantially unchanged text.

Running title. A title, or abbreviated title, that is repeated at the head or foot of each page or leaf.

Section. A separately published part of a bibliographic resource, usually representing a particular subject category within the larger resource and identified by a designation that may be a topic, or an alphabetic or numeric designation, or a combination of these.

Serial. A continuing resource issued in a succession of discrete parts, usually bearing numbering, that has no predetermined conclusion. Examples of serials include journals, magazines, electronic journals, continuing directories, annual reports, newspapers, and monographic series.

Series. A group of separate items related to one another by the fact that each item bears, in addition to its own title proper, a collective title applying to the group as a whole. The individual items may or may not be numbered.

Series authority record (SAR). Series authority records are created by LC and some CONSER/NCCP participants and are included in the LC Name Authority File. The SAR provides the form of entry and numbering to be used in tracings, as well as cross references and institution-specific treatment decisions. (*CCM*)

Series title page. An added title page bearing the series title proper and usually, though not necessarily, other information about the series (e.g., statement of responsibility, numeric designation, data related to publication, title of the item within the series).

Shared responsibility. Collaboration between two or more persons or bodies performing the same kind of activity in the creation of the content of an item. The contribution of each may form a separate and distinct part of an item. The contribution of each may form a separate and distinct part of the item, or the contribution of each may not be separable from that of the other(s).

Specific material designation. A term indicating the special class of material (usually the class of physical object) to which an item belongs (e.g. *sound disc*).

Spine title. A title appearing on the spine of an item.

Statement of responsibility. A statement, transcribed from the item being described, relating to persons responsible for the intellectual or artistic content of the item, to corporate bodies from which the content emanates, or to persons or corporate bodies responsible for the performance of the content of the item.

Subheading. Part of a corporate heading other than the main heading (q.v.)

Subordinate body. A corporate body that forms an integral part of a larger body in relation to which it holds an inferior hierarchical rank.

Subseries. A series within a series (i.e., a series that always appears in conjunction with another, usually more comprehensive, series of which it forms a section). Its title may or may not be dependent on the title of the main series.

Subtitle. The explanatory part of the title following the main title. (*ALA Glossary*)

Successive numbering. A numeric designation that begins again with number “1” (or its equivalent). (*CCM*)

Supplement. An item, usually issued separately, that complements one already published by bringing up-to-date or otherwise continuing the original or by containing a special feature 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.

Supplied title. A title provided by the cataloger for an item that has no title proper on the chief source of information or its substitute. It may be taken from elsewhere in the item itself or from a reference source, or it may be composed by the cataloguer.

Title. A word, phrase, character, or group of characters, normally appearing in an item, that names the item or the work contained in it.

Title page. A page at the beginning of an item bearing the title proper and usually, though not necessarily, the statement of responsibility and the data relating to publication.

Title page substitute. A source other than a title page that contains the title and is used as the chief source of information in the absence of a title page (e.g., cover, caption, masthead, etc.). (*CCM*)

Title proper. The chief name of an item, including any alternative title but excluding parallel titles and other title information.

Tracing. 1. A record of the headings under which an item is represented in the catalogue. 2. A record of the references that have been made to a name or to the title of an item that is represented in the catalogue.

Translation. A serial that is translated into another language. It is usually published by a different publisher than the original and at a later time. (*CCM*)

Uniform title. 1. The particular title by which is to be identified for cataloging purposes. 2. The particular title used to distinguish the heading for a work from the heading for a different work. 3. A conventional collective title used to collocate publications of an author, composer, or corporate body containing several works or extracts, etc., from several works (e.g., complete works, several works in a particular literary or musical form).

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.

Updating supplement. A supplement that adds to or updates information contained in the main work. (*CCM*)

Verso. 1. The left-hand page of a book, usually bearing an even page number. 2. The side of a printed sheet intended to be read second.

Volume. In the bibliographic sense, a major division of a work, regardless of its designation by the publisher, distinguished from other major divisions of the same work by having its own inclusive title page, half title, cover title, or portfolio title, and usually independent pagination, foliation, or signatures. This major bibliographic unit may include various title pages and/or paginations.

Volume title page. A page that contains the title and designation for an entire volume, rather than the designation for a specific issue. Volume title pages are often issued separately once the volume is complete. (*CCM*)

Whole numbers. Continuous numbers that do not repeat. In addition to numbered serials, the term “whole numbers” is also used for alternative numbering schemes. (*CCM*)

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APPENDIX C: MARC TAGGING AND SERIALS

This appendix consists of two parts:

- Part A. Commonly-used serial tags
- Part B. Coding needed to complete exercises

PART A. COMMONLY-USED SERIAL TAGS

Following is a selected list of MARC tags that are frequently used in serial records or that will be found in CONSER records. Consult the *CONSER Editing Guide* or other documentation for a complete list and instructions on their use.

007	Physical description fixed field (used primarily for microforms and e-serials)
008/leader	Fixed field display found in workforms on OCLC or local systems; serials fixed field is used for all printed serials, microforms, and computer files that are textual; for serial maps, sound recordings, etc. the map, etc. 008 is used with a serial 006
010	LC control number (used in CONSER records)
022	ISSN
042	CONSER authentication field
050	LC classification number
110	Main entry—corporate body (personal main entry rarely used)
111	Main entry—conference heading
130	Main entry—uniform title (frequently used for conflicting titles)
210	Abbreviated title (contains the abbreviation of the title used in abstracting and indexing services)
222	Key title (assigned by ISSN centers)
240	Uniform title (used when there is a corporate body main entry and a uniform title is needed)
245	Title statement
246	Varying form of title (used for other forms of the title and for minor changes on subsequent issues)
247	Former title (used in pre-AACR2 latest entry records for serials; used in AACR2 records for integrating resources)
250	Edition statement (used only when the entire serial is part of an edition)
260	Publishing statement (note that beginning date is omitted if first and/or last piece is not in hand)
300	Physical description
310/321	Current and former frequency
362	Designation of first and last issue (1 st ind. ‘0’) or information on when the serial began and/or ceased (1 st ind. ‘1’)
490	Series statement
588	General note (used for description based on notes, source of title, latest issue consulted, notes relating to place or name of publisher, etc.)
515	Numbering peculiarities (used when considered important)

516	Type of computer file (used for serials for file formats, etc.)
525	Supplement note (used when the supplements are not named or are not cataloged separately)
533	Reproduction note (when used, this is the last 5XX note)
538	System details note (for electronic resources)
546	Language note
550	Issuing bodies note (used for changes of issuing body on subsequent issues and other notes relating to corporate bodies)
580	Linking entry complexity note (used for complex links, such as mergers and splits and relationships to other works when title is not known)
6xx	Subject headings (generally kept broad for serials)
710	Added entry--Corporate body (frequently used for issuing bodies)
730	Added entry—Uniform title (used for related resources separately cataloged)
740	Added entry—Uncontrolled related/analytical title (used for named resources not separately cataloged or named portions of the serial)
752	Hierarchical place name (used in records for newspapers)
765/767	Links to original language/ translation
770/772	Links to supplements or special issues/ parent record
775	Links to other editions
776	Links to other physical formats
780/785	Links to earlier title/later title
787	Nonspecific relationship link (used with 580 to provide note)
8XX	Series added entries
850	Holdings institution (found in CONSER records; no longer maintained)
856	Electronic location and access
936	CONSER variable length field (formerly used by CONSER to indicate latest issue consulted (LIC), and currently to provide notes relating to the record)

PART B. CODING NEEDED TO COMPLETE EXERCISES

**PUBLICATION STATUS (008/06)
(All Materials)**

Codes

- c** Currently published status
- d** Dead status
- u** Unknown status

**FREQUENCY (008/18 006/01)
REGULARITY (008/19 006/02)
(Serial)**

Frequency codes

blank No determinable frequency (irregular)

- a** Annual
- b** Bimonthly (every two months)
- c** Semiweekly (twice a week)
- d** Daily
- e** Biweekly (every two weeks)
- f** Semiannual (twice a year)
- g** Biennial (every two years)
- h** Triennial (every three years)
- i** Three times a week
- j** Three times a month
- m** Monthly
- q** Quarterly
- s** Semimonthly (twice a month)
- t** Three times a year
- u** Unknown
- w** Weekly
- z** Other frequencies

Regularity codes

- r** Regular
- n** Normalized irregular
- x** Completely irregular
- u** Unknown

V[RG'QHEQP V# WP I 'TGUQWTEG''*22: 43''228126+'
 (Serial)'Codes

- blank None of the following
- m Monographic series
- n Newspaper
- p Periodical

246 INDICATOR CHART FOR SERIALS

First indicator = Title added entry			
Second indicator = Type of title			
Type of variant title	1st ind.	2nd ind.	#i usage
At head of title note	1		i
Expanded titles (formerly 212)	2		
Fluctuating titles	1		i
Incorrect titles	1		i
Other title information	3	0	
Parallel title (from 245)	3	1	
Parallel title (not from 245)	1		i
Portion of title	3	0	
Title a.e./LCRI 21.30J (for spelled out forms, etc.)	3		
Variant titles on piece	1	2-8	
2 = distinctive title			
3 = other title			
4 = cover title			
5 = added title page title			
6 = caption title			
7 = running title			
8 = spine title			
Variations of title not considered to be title changes	1		i

780 PRECEDING ENTRY (Repeatable)

First indicator--Note controller

- 0 Display note
- 1 Do not display note

Second indicator--Type of relationship

- 0 Continues
- 1 Continues in part
- 2 Supersedes [Pre-AACR2]
- 3 Supersedes in part [Pre-AACR2]
- 4 Formed by the union of ... and ...
- 5 Absorbed
- 6 Absorbed in part
- 7 Separated from

785 SUCCEEDING ENTRY (Repeatable)

First indicator--Note controller

- 0 Display note
- 1 Do not display note

Second indicator--Type of relationship

- 0 Continued by
- 1 Continued in part by
- 2 Superseded by [Pre-AACR2]
- 3 Superseded in part by [Pre-AACR2]
- 4 Absorbed by
- 5 Absorbed in part by
- 6 Split into ... and ...
- 7 Merged with ... to form: ...
- 8 Changed back to [Pre-AACR2]

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APPENDIX D: THE MONSTER SERIAL

**The Monster Serial
Full Cataloging Exercises¹**

Pt. 1.

NO. 1	1953
THAT'S LIFE	
Intensity Publishing	Philadelphia, Pennsylvania

That's Life was published from 1953 to 1983. The first issue was called 1953, no. 1. The last issue was called 1983, no. 4. Numbering began each year with no. 1.

A pilot issue called v. 1, no. 0 preceded the publication of 1953, no. 1.

That's Life was published monthly from 1953 to 1982 and quarterly in 1983.

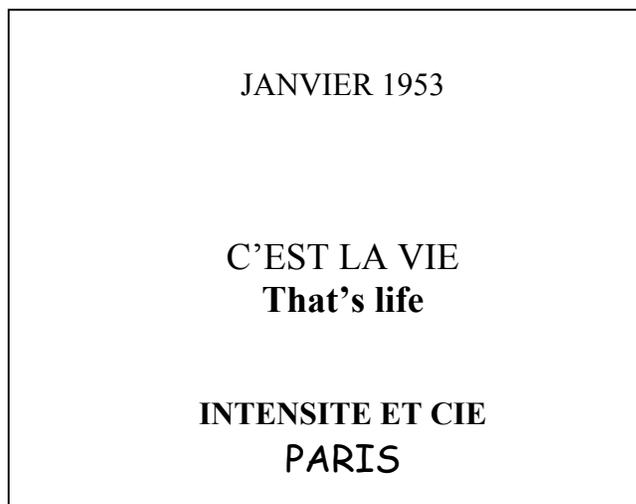
That's Life was also published in French and had the title *C'est la vie*.

In 1983, alternate issues of *That's Life* were called *Life's Meaning*.

In 1984, *That's Life's* title changed to *Life's Meaning*.

¹ This series of exercises was developed by Louise Rees and Bridget Clancy. The authors wish to thank them for their creativity!

Pt. 2.



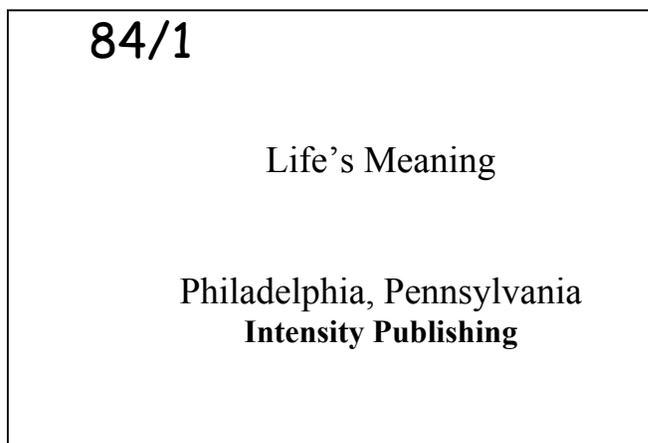
C'est la vie was published from 1953 to 1964. The first issue was janvier 1953. Issues from janvier 1953 to décembre 1954 lacked enumeration. Consecutive numbering began with issue no 25 in janvier 1955. The last issue to be published was no 144 in novembre 1964.

C'est la vie was published monthly its entire run.

C'est la vie was also published in English with the title *That's Life*.

C'est la vie was published for the Société d'existentialisme Sartre from 1953 to 1954 and the Jean-Pierre Sartre Society from 1955 to 1964.

Pt. 3.



Life's Meaning was published from 1984 to July 1992. Issues for 1984 to 1985 were called 84/1 to 85/2.

Life's Meaning suspended publication May 1985 to April 1988.

Issues for May 1988 to July 1992 were called v. 3, no. 3-v. 6, no. 2.

Life's Meaning was published quarterly its entire run.

Life's Meaning continued *That's Life*. *The Quarterly of Life's Meaning* continued *Life's Meaning*.

Pt. 4.

Vol. 6, no. 3

September 1992

The Quarterly of Life's Meaning

Bird In Hand, Pennsylvania

Intensity Publishing

You discover by searching OCLC that there is another title called the Quarterly of Life's Meaning.

The first issue of the Quarterly of Life's Meaning was v. 6, no. 3, September 1992. The final issue was called v. 14, no. 6, December 2000.

From 1992 to September 1999, *Intensity Publishing* which is located in Bird in Hand, Pa., published the *Quarterly of Life's Meaning*. Day-at-the-Beach Press, which is located in Brick, New Jersey, published issues for December 1999 to 2000.

1992 to 1999, the *Quarterly of Life's Meaning* was published quarterly. In 2000, the frequency changed to bimonthly.

The Quarterly of Life's Meaning was also available in an online edition. The online edition's URL is <http://www.quarterlyoflifemeaning.com>.

The Quarterly of Life's Meaning had a supplement called *Self-esteem Today*. An eastern and a Midwest edition of *Self-esteem Today* were published.

The Quarterly of Life's Meaning continued *Life's Meaning*.

The Quarterly of Life's Meaning split into *Frustrating Existence* and *Group Therapy for All*.

Pt. 5.

Spring 1994

Eastern Edition

Self-Esteem Today

Day-at-the-Beach Press
Brick, N.J.

Self-esteem Today began in 1993.

The title for the spring 1994 issue was taken from the cover.

It is unknown if *Self-esteem Today* is still being published.

It was published two times a year.

It supplemented the *Quarterly of Life's Meaning*.

A Midwest edition of *Self-esteem Today* was also published.

Pt. 6.

Vol. 15, no. 1

January 2001

Frustrating Existence

Despair Press
Paradise, Pennsylvania

Vol. 15, no. 1 is the first issue of *Frustrating Existence*.

It is published monthly.

In March 2001, it absorbed *Lost Soul*.

It continues in part the *Quarterly of Life's Meaning*.

Workform

Pt. 1.

Type:	Elvl:	Srce:	Gpub:	Ctrl:	Lang:
BLvl: s	Form:	Conf: 0	Freq.:	Mrec:	Ctry:
S/L:	Orig:	EntW:	Regl:	ISSN:	Alph:
Desc:	SrTp:	Cont:	DtSt:	Dates:	

1

245

246

260

300

310

321

362

5

7

8

Workform

Pt. 2.

Type:	Elvl:	Srce:	Gpub:	Ctrl:	Lang:
BLvl: s	Form:	Conf: 0	Freq.:	Mrec:	Ctry:
S/L:	Orig:	EntW:	Regl:	ISSN:	Alph:
Desc:	SrTp:	Cont:	DtSt:	Dates:	

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Workform

Pt. 3.

Type:	Elvl:	Srce:	Gpub:	Ctrl:	Lang:
BLvl: s	Form:	Conf: 0	Freq.:	Mrec:	Ctry:
S/L:	Orig:	EntW:	Regl:	ISSN:	Alph:
Desc:	SrTp:	Cont:	DtSt:	Dates:	

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Workform

Pt. 4.

Type:	Elvl:	Srce:	Gpub:	Ctrl:	Lang:
BLvl: s	Form:	Conf: 0	Freq.:	Mrec:	Ctry:
S/L:	Orig:	EntW:	Regl:	ISSN:	Alph:
Desc:	SrTp:	Cont:	DtSt:	Dates:	

1

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362

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Workform

Pt. 5.

Type:	Elvl:	Srce:	Gpub:	Ctrl:	Lang:
BLvl: s	Form:	Conf: 0	Freq.:	Mrec:	Ctry:
S/L:	Orig:	EntW:	Regl:	ISSN:	Alph:
Desc:	SrTp:	Cont:	DtSt:	Dates:	

1

245

246

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300

310

321

362

5

7

8

Workform

Pt. 6.

Type:	Elvl:	Srce:	Gpub:	Ctrl:	Lang:
BLvl: s	Form:	Conf: 0	Freq.:	Mrec:	Ctry:
S/L:	Orig:	EntW:	Regl:	ISSN:	Alph:
Desc:	SrTp:	Cont:	DtSt:	Dates:	

1

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321

362

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7

8

The “Monster” Serial

Part 1.

Type: a Elvl: Srce: Gpub: Ctrl: Lang: eng
 BLvl: s Form: Conf: 0 Freq.: q Mrec: Ctry: pau
 S/L: 0 Orig: EntW: Regl: r ISSN: Alph:
 Desc: a SrTp: p Cont: DtSt: d Dates: 1953,1983

245 00 That's life.
 246 1 \$i Alternate issues called: \$a Life's meaning \$f 1983
 260 Philadelphia, Pa. : \$b Intensity Pub., \$c 1953-1983.
 310 Quarterly, \$b 1983
 321 Monthly, \$b 1953-1982
 362 0 1953, no. 1-1983, no. 4.
 515 Issue 1953, no. 1 preceded by a "Pilot issue" called v. 1, no. 0.
 515 Numbering begins each year with no. 1.
 775 08 \$i Also published in French as: \$t C'est la vie \$g 1953-64
 785 00 \$t Life's meaning

Part 2.

Type: a Elvl: Srce: Gpub: Ctrl: Lang: fre
 BLvl: s Form: Conf: 0 Freq.: m Mrec: Ctry: fr
 S/L: 0 Orig: EntW: Regl: r ISSN: Alph:
 Desc: a SrTp: p Cont: DtSt: d Dates: 1953,1964

130 0 That's life. \$l French.
 245 10 C'est la vie = \$b That's life.
 246 31 That's life
 260 Paris : \$b Intensite et cie, \$c 1953-1964.
 310 Monthly
 362 0 Janv. 1953- no 144 (nov. 1964).
 515 Numbering began with no 25, janv. 1955.
 550 Published for the Societe d'existentialisme Sartre, 1953-1954; for the Jean-Pierre Sartre Society, 1955-1964.
 710 2 Societg d'existentialisme Sartre.
 710 2 Jean-Pierre Sartre Society.
 775 08 \$i Also published in English as: \$t That's life

Part 3.

Type: a Elvl: Srce: Gpub: Ctrl: Lang: eng
 BLvl: s Form: Conf: 0 Freq.: q Mrec: Ctry: pau
 S/L: 0 Orig: EntW: Regl: r ISSN: Alph:
 Desc: a SrTp: p Cont: DtSt: d Dates: 1984,1992

245 00 Life's meaning.
 260 Philadelphia, Pa. : \$b Intensity Pub., \$c 1984-1992.
 310 Quarterly
 362 0 84/1-85/2; vol. 3, no. 3 (May 1988)-v. 6, no. 2 (July 1992).
 515 Publication suspended May 1985-Apr. 1988.
 780 00 \$t That's life
 785 00 \$t Quarterly of life's meaning (Bird in Hand, Pa.)

Part 4.

Type: a Elvl: Srce: Gpub: Ctrl: Lang: eng
 BLvl: s Form: Conf: 0 Freq.: b Mrec: Ctry: nju
 S/L: 0 Orig: EntW: Regl: r ISSN: Alph:
 Desc: a SrTp: p Cont: DtSt: d Dates: 1992,2000

130 0 Quarterly of life's meaning (Bird in Hand, Pa.)
 245 14 The quarterly of life's meaning.
 260 Bird in Hand, Pa. : \$b Intensity Pub., \$c 1992-2000.
 310 Bimonthly, \$b 2000
 321 Quarterly, \$b 1992-1999
 362 0 Vol. 6, no. 3 (Sept. 1992)-v. 14, no. 6 (Dec. 2000).
 500 Published: Brick, N.J. : Day-at-the-Beach Press, Dec. 1999-2000.
 530 Also available in an online edition.
 580 Split into: Frustrating existence; and: Group therapy for all.
 770 0 \$t Self-esteem today (Eastern ed.)
 770 0 \$t Self-esteem today (Midwest ed.)
 776 1 \$t Quarterly of life's meaning (Bird in Hand, Pa. : Online)
 780 00 \$t Life's meaning
 785 16 \$t Frustrating existence
 785 16 \$t Group therapy for all
 856 41 \$u <http://www.quarterlyoflifemesaning.com>

Part 5.

Type: a Elvl: Srce: Gpub: Ctrl: Lang: eng
 BLvl: s Form: Conf: 0 Freq.: f Mrec: Ctry: nju
 S/L: 0 Orig: EntW: Regl: x ISSN: z Alph: aDesc: a SrTp: p
 Cont: DtSt: u Dates: 1993,uuu

130 00 Self-esteem today (Eastern ed.)
 245 10 Self-esteem today.
 250 Eastern ed.
 260 Brick, N.J. : \$b Day-at-the-Beach Press
 310 Two times a year
 362 1 Began in 1993.
 588 Description based on: Spring 1994; title from cover.
 730 0 Quarterly of life's meaning (Bird in Hand, Pa.)
 772 0 \$t Quarterly of life's meaning (Bird in Hand, Pa.)
 775 0 \$t Self-esteem today (Midwest ed.)

Part 6.

Type: a Elvl: Srce: Gpub: Ctrl: Lang: eng
 BLvl: s Form: Conf: 0 Freq.: m Mrec: Ctry: pau
 S/L: 0 Orig: EntW: Regl: r ISSN: Alph:
 Desc: a SrTp: p Cont: DtSt: c Dates: 2001,9999

245 00 Frustrating existence.
 260 Paradise, Pa. : \$b Despair Press, \$c 2001-
 310 Monthly
 362 0 Vol. 15, no. 1 (Jan. 2001)-
 650 0 Life change events \$v Periodicals.
 780 01 \$t Quarterly of life's meaning (Bird in Hand, Pa.)
 780 05 \$t Lost soul \$g Mar. 2001

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Answers to Session 1 Exercises

1-33

Exercise 1

- Catalog as a serial
 - Has numbering in the title
 - An ISBN does not prohibit serial treatment
- Catalog as a monograph
 - If a library has purchased only this year

1-34

Exercise 2

- Catalog entire publication as a serial.
- Catalog each volume as a serial with a part title (e.g., International directory of design. 6, Advertising, graphics & typographic design)
- Catalog each edition as a multipart item due to the irregularity of the editions.
- Catalog both the main serial and the subserial.

1-35

Exercise 3

- Catalog as a serial
 - is an ongoing meeting of an association
 - the title contains the numbering of the meeting
 - the issue lacks a distinctive title
- Catalog as a monograph
 - If a library has purchased only this year

1-36

Exercise 4

- Catalog as serial, because of the vagueness of the theme title

1-37

Exercise 5

- Catalog as monograph
 - has a distinctive title
 - is issued in a series, WDK 28

1-38

Exercise 6

- Catalog each edition as an integrating resource, since the editions appear to be irregular.

1-39

Answers to Session 2 Exercises

2-44

Exercise 1

245 00 \$a Exploring Mercator's world.

246 1_ \$a Mercator's world

**500 __ \$a "The magazine of maps, geography,
and discovery."**

**588 __ \$a Description based on ...; title from
cover.**

2-45

Exercise 2

245 10 \$a Newsletter / \$c Southeastern Archaeological Conference.

246 1_ \$a SEAC newsletter

246 1_ \$a Southeastern Archaeological Conference newsletter

588 __ \$a Description based on ...; title from caption.

[This record would also have a uniform title.]

2-46

Exercise 3

245 00 \$a SALALM newsletter.

246 1_ \$a Seminar on the Acquisition of Latin American Library Materials newsletter

588 __ \$a Description based on ...; title from caption.

2-47

Exercise 4

245 10 \$a Address of state by H.E. the president of the Republic of Indonesia ... before the House of People's Representatives on the occasion of the ... independence day.

588 __ \$a Description based on ...; title from title page.

[The name may change and the number of the independence day may change, so they're represented by "...” in the 245.]

2-48

Exercise 5

245 00 \$a Solutions!

246 1_ \$a Solutions for people, processes and paper

588 __ \$a Description based on ...; title from cover.

[The exclamation point signals the end of the title, even though the wording that follows is grammatically linked. The added entry is given to provide access to the title with the additional words.]

2-49

Exercise 6

- 245 00 \$a Schweizerische Zeitschrift für Forstwesen**
= *\$b Rivista forestale svizzera = Journal forestier suisse = Swiss forestry journal.*
- 246 11 \$a Rivista forestale svizzera**
- 246 11 \$a Journal forestier suisse**
- 246 11 \$a Swiss forestry journal**
- 588 __ \$a Description based on ...; title from cover.**

[This example shows usage of parallel titles in the U.S. using second level of description. It might be different in other countries.]

2-50

Exercise 7

- 245 10 \$a Center : \$b record of activities and research reports / \$c National Gallery of Art, Center for Advanced Study in the Visual Arts.**
- 246 1_ \$a Record of activities and research reports**
- 588 __ \$a Description based on ...; title from title page.**

2-51

Exercise 8

- 245 00 \$a Proceedings of the Institution of
Mechanical Engineers. \$n Proceedings part D,
\$p Journal of automobile engineering.
- 246 1_ \$a Journal of automobile engineering
- 246 1_ \$a Proceedings of the Institution of
Mechanical Engineers. \$n Part D, \$p
Automobile engineering
- 246 1_ \$a Proc Instn Mech Engrs. \$n Part D
- 588 __ \$a Description based on ...; title from cover.

2-52

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Answers to Session 3 Exercises

3-41

Exercise Answers

- Exercise 1:
 - 362 1_ \$a Began with v. 1, no. 1 (Feb. 1985).**
 - 515 __ \$a Vol. 1, no. 1- also called 1-**
 - 588 __ \$a Description based on: Vol. 1, no. 1 (Feb 1985); title from cover.**
 - 588 __ \$a Latest issue consulted: Vol. XV, Part 4 (Nov. 1999).**

3-42

Exercise Answers

Exercise 2:

- 362 1_ \$a Began with v. 1, no. 1 (Apr. 1974); original numbering ceased with v. 3, no. 3 (Jan. 1977). Numbering started over with new ser., v. 1, no. 1 (June 1982); ceased with new ser., v. 7 (1989). Began again with new ser. 3, no. 1 (1994).
- 515 ___ \$a Vol. 3, no. 3 dated Jan. 1977 was published in Jan. 1982.
- 588 ___ \$a Description based on: Vol. 1, no. 1 (Apr. 1974); title from cover.
- 588 ___ \$a Latest issue consulted: New ser. 3, no. 1 (1994).

3-43

Exercise Answers

Exercise 3:

- 362 1_ \$a Began with v. 1, no. 1 (June 1995); original numbering ceased with v. 4, no. 3 (Dec. 1999); began again with [new ser.], v. 1, no. 1 (June 2001)-
- 588 ___ \$a Description based on: Vol. 1, no. 1 (June 1995); title from caption.
- 588 ___ \$a Latest issue consulted: [New ser.], v. 1, no. 1 (June 2001).

3-44

Exercise Answers

Exercise 4:

362 1_ \$a Began with [no. 1].

**515 ___ \$a First issue lacks numbering; no. 2-
also called Sept. 1998-**

**588 ___ \$a Description based on: [No. 1]; title
from cover.**

**588 ___ \$a Latest issue consulted: No. 2,
published in 1998.**

3-45

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Answers to Session 4 Exercises

4-40

Exercise A1:

Main entry:

**110 1_ Nebraska. \$b Dept. of Roads.
245 10 Report to the State Board of Equalization and
Assessment.**

Falls under Category C of 21.1B2

[Note: the publication is entered under the body responsible for the report, not the body reported to]

4-41

Exercise A2:

Main entry:

**110 2_ Nite Owl Quilters Guild.
245 14 The hoot owl.**

Or

Main entry:

**245 04 The hoot owl.
710 2_ Nite Owl Quilters Guild.**

Falls under Category A of 21.1B2

4-42

Exercise B1:

130 0_ Networks (Fort Worth, Tex.)

or

*130 0_ Networks (Sunny von Bulow National
Victim Advocacy Center)*

4-43

Exercise B2:

Record A:

**110 1_ New Mexico. \$b Bureau of Mines and Mineral
Resources.**

245 10 Annual report.

Record B:

**110 1_ New Mexico. \$b Bureau of Mines and Mineral
Resources.**

245 10 Biennial report.

Record C:

**110 1_ New Mexico. \$b Bureau of Mines and Mineral
Resources.**

240 10 Annual report (1965)

245 10 Annual report.

4-44

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Answers to Session 5 Exercises

5-28

Exercise B. 1.

550 __ \$a *Issued by: Institute of Accountants in the United States of America, Oct. 1916-Jan.1917; American Institute of Accountants, Feb. 1917-May 1957; American Institute of Certified Public Accountants, June 1957-*

5-31

Exercise B2

246 1_ \$i **Commonly known as: \$a LCIB**
 310 __ \$a **Monthly, \$b July 1997-**
 321 __ \$a *Weekly, \$b Jan. 1972-Dec. 1989*
 321 __ \$a *Biweekly, \$b Jan. 1990-June 1997*
 500 __ \$a *Not distributed to depository libraries in a physical form, Oct. 2000-*
 530 __ \$a *Also issued online.*
 550 __ \$a *Issued by: Information Office, May 27, 1985-Dec. 4, 1989; Public Affairs Office, Dec. 11, 1989-*
 856 41 \$u <http://www.loc.gov/loc/lcib>

5-32

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Cpuy gt u'tq'Session 6'Gzgt ekugu

1. 245 00 Publications de la Société française de musicologie. \$n Seconde série.

To:

_____ Publications de la Société française de musicologie. \$n Deuxième série

[**MINOR.** AACR2 21.2C2a – the change is after the first 5 words and does not change the meaning of the title or scope. AACR2 21.2C2b.i) – difference in representation of a word -- does not fit here because it's a different word]

2. 245 04 The journal of the American Chamber of Commerce in Japan

To:

_____ Journal

[**MINOR.** AACR2 21.2C2b.iii) – deletion of name of corporate body]

3. 245 00 Employee benefits : \$b research study

To:

_____ Employee benefits study

[**MINOR.** AACR2 21.2C2b.ix The addition of the word 'study' is a word denoting type of resource.

4. 245 00 Materials transactions, JIM

To:

_____ Materials transactions

[note: "JIM" is Japan Institute of Metals]

[**MINOR.** AACR2 21.2C2b.iii) – deletion of initialism for corporate body at end of title]
["JIM" is treated as part of the title on the piece and separated by comma]

5. 245 00 Philosophical magazine. \$n B, \$p Physics of condensed matter, electronic, optical, and magnetic properties

To:

_____ 5a. Philosophical magazine. \$n B, \$p Physics of condensed matter, structural, electronic, optical, and magnetic properties

[**MINOR.** AACR2 21.2C2b.viii) – words in a list]

To:

_____ 5b. Philosophical magazine. \$n B, \$p Physics of condensed matter, statistical mechanics, electronic, optical, and magnetic properties

[**MINOR.** AACR2 21.2C2b.viii) – words in a list and assuming this is not a significant change in subject matter; note that comparison is with title 5.]

6. 245 04 The new annual register, or, General repository of history, politics, and literature for the year ...

To:

_____ New annual register, or, General repository of history, politics, arts, sciences, and literature for the year ...

[**MAJOR.** AACR2 21.2C2a) – change after the first 5 words that indicates a change in scope. The interpretation of words in a list and “significant changes to scope” are going to be difficult to apply.]

7. 245 00 Journal of African American male studies

To:

_____ Journal of African American men

[**MAJOR.** AACR2 21.2C2a – change within the first 5 words]

8. 245 00 League of Historic American Theatres inc. : \$b [newsletter]

To:

_____ Newsletter / \$c League of Historic American Theatres

[**MAJOR.** AACR2 21.2C2a – change within the first 5 words]

9. 245 00 Depository institutions and lending industry developments

To:

_____ Lending and depository institutions industry developments

[**MAJOR.** AACR2 21.2C2a – reordering of the first 5 words. LCRI 21.2C says there must be three items to constitute a list, so this is not a list]

10. 245 00 Means square foot costs

To:

_____ Square foot costs

[Note: “Means” stands for the R.S. Means Company]

[**MINOR.** AACR2 21.2C2b.iii) – deletion of corporate name at beginning of title.]

11. 245 00 Working papers of the Center for Studies on Biology

To:

_____ 11a. Working papers of the Center for Studies in Biology

[**MINOR.** 21.2C2b.iii – a variant form of the name was substituted: per LCRI 24.2, the change in preposition in corporate name does not constitute a name change. This is a made-up example)]

To:

_____ 11b. Working papers of the Center for Studies in Life Sciences

[**MAJOR** in comparison with title 11. AACR2 21.2C2a – change in corporate body name in the title]

12. 245 00 Washington state lodging & travel guide

To:

_____ Washington state lodging and travel planner

[**MINOR.** AACR2 21.2C2a – change after the first 5 words and it doesn’t change the meaning]

13. 110 2 Banc One Corporation.

245 10 Annual report / \$c Banc One Corporation

To:

_____ Bank One Corporation ... annual report

[Spelling in name does change from “c” to “k”]

[**MAJOR.** AACR2 21.2C2a – change in corporate body name in the title. This was a name change by the bank; LCRI 24.2 about change in representation of a word in the name does not make this minor.]

14. 245 00 General report of the Council of Agriculture

To:

_____ COA general report

[**MINOR.** AACR2 21.2C2b.iii) – variant form of name in different place in the title]

15. 245 00 Journal of the Chemical and Metallurgical Society of South Africa

To:

_____ Journal of the Chemical, Metallurgical and Mining Society of South Africa

[**MAJOR.** AACR2 21.2C2a – change in corporate body name in the title]

16. 245 00 Journal of earth sciences, Nagoya University

To:

_____ Journal of earth and planetary sciences, Nagoya University

[**MAJOR.** AACR2 21.2C2a – change within the first 5 words]

17. 245 00 Checklists and illustrative financial statements for stock life insurance companies

To:

_____ 17a. Checklists and illustrative financial statements for life insurance companies

[**MINOR.** AACR2 21.2C2a – change after the first 5 words that doesn't change the meaning]

To:

_____ 17b. Checklists and illustrative financial statements for life and health insurance entities

[**MAJOR.** In comparison with title 17. AACR2 21.2C2a – change after the first 5 words that changes the scope of the title]

18. 245 00 CDA journal /\$c California Dental Association.

To:

_____ 18a. CDA journal of the California Dental Association

[**MINOR.** AACR2 21.2C2b.iii) – addition of the corporate body at the end of the title]

To:

_____ 18b. Journal of the California Dental Association

[**MINOR.** AACR2 21.2C2b.iii) – deletion of the corporate body initialism at the beginning of the title and addition of the full form at the end of the title (in comparison with title 18)]

19. 130 0 Annual progress report (U.S. Army Medical Research Institute of Infectious Diseases.

245 10 Annual progress report / \$c U.S. Army Medical Research Institute of Infectious Diseases.

To:

_____ U.S. Army Medical Research Institute of Infectious Diseases annual progress report.
[**MINOR.** AACR2 21.2C2b.iii) – addition of corporate body at beginning of the title]

20. 245 00 Affirmative action/equal employment opportunity annual work plan

To:

_____ Affirmative action/equal opportunity annual work plan

[**MAJOR.** AACR2 21.2C2a – change within the first 5 words]

21. 245 00 Journal of the Canadian Association of Radiologists

To:

_____ Canadian Association of Radiologists journal

[**MINOR.** AACR2 21.2C2b.iii) – rearrangement of corporate name in the title]

22. 110 1 Texas. \$b State Dept. of Education.

245 10 Biennial report of the State Superintendent of Public Instruction for ...

To:

_____ 22a. Texas. \$b State Dept. of Education.

Biennial report of the State Department of Education for ...

[**MINOR.** AACR2 21.2C2a – change after the first 5 words; variation of name]

To:

_____ 22b. Texas. \$b State Dept. of Education.

Biennial report

[**MINOR** in comparison to title 22. AACR2 21.2C2b.iii) – deletion of corporate body name at end of title]

To:

_____ 22c. Texas. \$b State Dept. of Education.

Biennial report of the State Superintendent of Public Instruction, State of Texas

[**MINOR** in comparison with title 22. AACR2 21.2C2b.iii) – change in presentation of corporate name at end of title; also change after 1st 5 words that doesn't affect meaning]

To:

_____ 22d. Texas. \$b State Dept. of Education.

Biennial report

[**MINOR.** In comparison with title 22. AACR2 21.2C2b.iii) – deletion of corporate body name at end of title]

23. 245 00 General report on the activities of the Communities / \$c Commission of the European Communities.

To:

_____ General report on the activities of the European Union / \$c European Commission.
[**MAJOR.** AACR2 21.2C2a – change of corporate body name in the title]

24. 110 2 Texas Education Agency.

245 10 Biennial report

To:

_____ 24a. Texas Education Agency.
Biennial report to the Governor and Legislature [one issue: 1956/58]

[**MINOR:** LCRI 21.2C includes the addition/deletion of recipients of a report as minor changes under category iii]

To:

_____ 24b. Texas Education Agency.
Biennial report

[**MINOR.** AACR2 21.2C2b.iii and LCRI 21.2C: Since the first change was considered to be minor, this later change, when compared to the title proper (title 24) is not a change at all!.]

25. 110 2 Thomas Burke Memorial Washington State Museum.

245 10 Biennial report.

To:

_____ Annual report.

[**MAJOR.** AACR 21.2C2a – change in first 5 words of title]

26. 245 00 Proceedings of the Ocean Drilling Program. \$n Part A, \$p Initial report

To:

_____ 26a. Proceedings of the Ocean Drilling Program. \$p Initial report

[**MINOR.** AACR2 21.2C2a – change after the first 5 words that doesn't change the meaning of the title]

To:

_____ 26b. Proceedings of the Ocean Drilling Program. \$p Initial reports

[**MINOR.** AACR2 21.2C2a – change after the first 5 words; 21.2C2b.i) – singular vs. plural representation of word]

27. 245 00 Parents' magazine

To:

 27a. Parents' magazine & family home guide

[**MAJOR** compared to title 27. AACR2 21.2C2a – addition of words within the first 5 words of the title]

To:

 27b. Parents' magazine & better homemaking

[**MAJOR** compared to title 27a. AACR2 21.2C2a – change of words within the first 5]

To:

 27c. Parents' magazine & better family living

[**MAJOR**. Compared to title 27b. AACR2 21.2C2a – change of words within the first 5]

To:

 27d. Parents' & better family living

[**MINOR**. Compared to title 27c. AACR2 21.2C2b.ix) – deletion of word “magazine” in the title]

To:

 27e. Parents' magazine & better homemaking

[**MAJOR**. Compared to title 27c. AACR2 21.2C2a – change within the first 5 words]

To:

 27f. Parents' magazine

[**MAJOR**. Compared to title 27e AACR2 21.2C2a – deletion of words within the first 5 words]

To:

 27g. Parents

[**MINOR**. Compared to title 27f. AACR2 21.2C2b.ix) – dropping of word “magazine” at end of title]

To:

 27h. Parents magazine

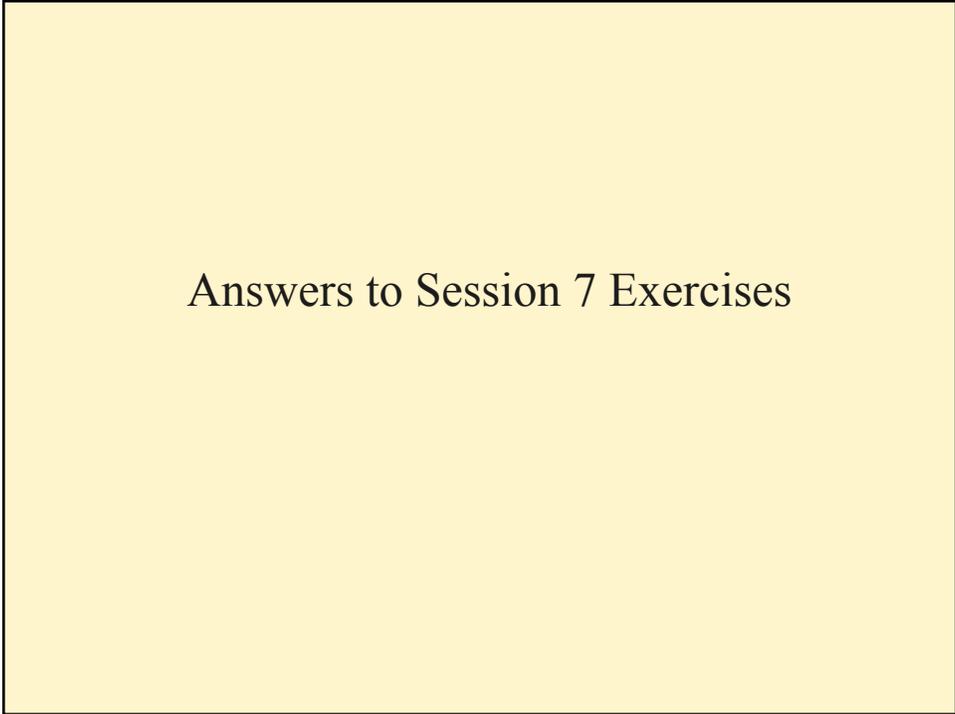
[**MINOR**. Compared to title 27f. AACR2 21.2C2b.ix) – addition of the word “magazine” and previous change was minor, so it actually still matches the title proper]

To:

 27i. Parents

[**MINOR**. Compared to title 27f. AACR2 21.2C2b.ix) – deletion of word “magazine” at end of title; AACR2 21.2A2.g) – also becomes a fluctuating title]

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Answers to Session 7 Exercises

Title 1:

245 00 \$a Life sciences.

362 0_ \$a Vol. 1, no. 1 (Jan. 1962)-v. 8, no. 12 (Dec. 1969).

515 __ \$a Vols. 6-8 issued in two internumbered parts: Part I, Physiology and pharmacology; and: Part II, Biochemistry, general and molecular biology.

580 __ \$a Split into: Life sciences. Part I, Physiology and pharmacology; and: Life sciences. Part II, Biochemistry, general and molecular biology.

785 06 \$t Life sciences. Part I, Physiology and pharmacology \$w ...

785 06 \$t Life sciences. Part II, Biochemistry, general and molecular biology \$w ...

Title 2:

245 00 \$a Life sciences. \$n Part I, \$p Physiology and pharmacology.

362 0_ \$a Vol. 9, no. 1 (Jan.1, 1970)-v. 12, no.12 (June 15, 1973).

580 __ \$a Merged with: Life sciences. Part II, Biochemistry, general and molecular biology, to form: Life sciences (1973).

780 01 \$t Life sciences \$w ...

785 07 \$t Life sciences. Part II, Biochemistry, general and molecular biology \$w ...

785 07 \$t Life sciences (1973) \$w ...

Title 3:

- 245 00 \$a Life sciences. \$n Part II, \$p Biochemistry, general and molecular biology.**
- 362 0_ \$a Vol. 9, no. 1 (Jan.8, 1970)-v. 12, no. 12 (June 22, 1973).**
- 580 ___ \$a Merged with: Life sciences. Part I, Physiology and pharmacology, to form: Life sciences (1973).**
- 780 01 \$t Life sciences \$w ...**
- 785 07 \$t Life sciences. Part I, Physiology and pharmacology \$w ...**
- 785 07 \$t Life sciences (1973) \$w ...**

Title 4:

- 130 0_ \$a Life sciences (1973)**
- 245 10 \$a Life sciences.**
- 362 0_ \$a Vol. 13, no. 1 (July 1, 1973)-**
- 580 ___ \$a Merger of: Life sciences. Part I, Physiology and pharmacology; and: Life sciences. Part II, Biochemistry, general and molecular biology.**
- 780 04 \$t Life sciences. Part I, Physiology and pharmacology \$w ...**
- 780 04 \$t Life sciences. Part II, Biochemistry, general and molecular biology \$w ...**

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Answers to Session 8 Exercises

Exercise 1:

Freq: u Regl: u Ctry: nyu

Pubst: d Dates: 1933, 1937

010 __ \$a 70-114606

245 04 \$a The index of twentieth century artists.

260 __ \$a New York : \$b Arno Press, \$c c1970.

300 __ \$a 1 v. ; \$c 29 cm.

362 0_ \$a Oct. 1933-Apr. 1937.

555 __ \$a Cumulative index with references to renumbered reprint
pages: p. [723]-[724]

580 __ \$a Originally published monthly: New York : Research
Institute of the College Art Association, Oct. 1933-Feb. 1934; New York :
College Art Association of America, Mar. 1934- Apr. 1937.

650 _0 \$a Artists \$v Biography \$v Periodicals.

650 _0 \$a Artists \$v Bibliography \$v Periodicals.

710 2_ \$a College Art Association of America.

710 2_ \$a Research Institute of the College Art Association (New
York, N.Y.)

775 08 \$i Original version: \$t Index of twentieth century artists \$w ...8-24

Exercise 2:

- 130 0_ \$a *Recent demographic developments in Europe (1994)*
245 10 \$a **Recent demographic developments in Europe.**
260 __ \$a **Strasbourg : \$b Council of Europe Press, \$c 1994-**
300 __ \$a v. : \$b ill. ; \$c 30 cm.
310 __ \$a **Annual**
362 0_ \$a 1993-
530 __ \$a Vols. for <1998-> also available on CD-ROM.
550 __ \$a Prepared by European Population Committee, Council of Europe, 1993- ; and: the National Statistical Offices of Non-member states of the Council of Europe, <1998->
588 __ \$a **Description based on 1993; title from title page.**
588 __ \$a **Latest issue consulted: 1998.**
651 _0 \$a Europe \$x Population \$v Statistics \$v Periodicals.
710 2_ \$a Council of Europe. \$b European Population Committee.

8-25

Exercise 2 (continued):

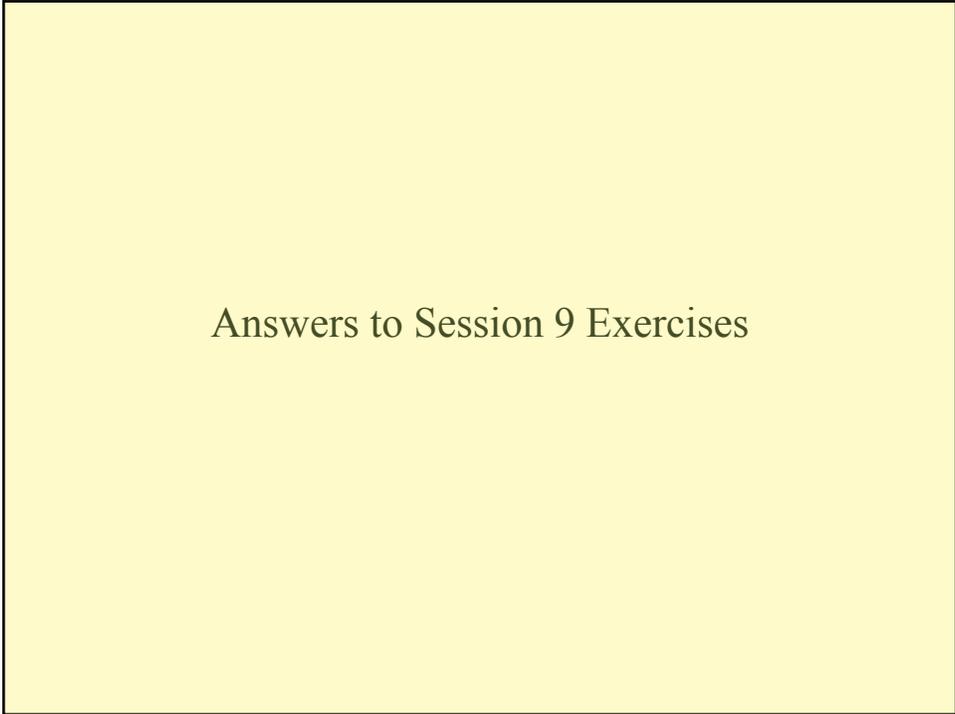
- 775 08 \$i **Issued also in French: \$t Evolution démographiques récentes en Europe \$w ...**
776 08 \$i **CD-ROM version: \$t Recent demographic developments in Europe (1994) \$w ...**
780 00 \$t **Recent demographic developments in Europe and North America \$w ...**

8-26

Exercise 3:

- 130 0_ \$a Western literary journal and monthly review (Cincinnati, Ohio : 1844)
- 245 10 \$a Western literary journal and monthly review \$h [microform].
- 260 __ \$a Cincinnati : \$b [Robinson & Jones], \$c 1844-1845.
- 300 __ \$a 1 v.
- 310 __ \$a Monthly
- 362 0_ \$a Vol. 1, no. 1 (Nov. 1844)-v. 1, no. 6 (Apr. 1845).
- 533 __ \$a Microfilm. \$b Ann Arbor, Mich. : \$c University Microfilms. \$e 1 microfilm reel ; 35 mm. \$f (American periodical series, 1800-1850; 527)
- 588 __ \$a Description based on: Nov. 1844; title from cover.
- 776 08 \$i Print version: \$t Western literary journal and monthly review (Cincinnati, Ohio : 1844) \$w ...
- 787 08 \$i Issued simultaneously in Nashville, Tenn. as: \$t Southwestern literary journal and monthly review \$w ...
- 830 _0 \$a American periodical series, 1800-1850 ; \$v 527.

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Answers to Session 9 Exercises

Exercise 1

245 00 \$a Standard directory of advertisers, Standard directory of advertising agencies supplement.

246 30 \$a Standard directory of advertisers supplement

246 30 \$a Standard directory of advertising agencies supplement

730 _0 *\$a Standard directory of advertisers.*

730 _0 *\$a Standard directory of advertising agencies.*

772 0_ \$t Standard directory of advertisers \$w ...

772 0_ \$t Standard directory of advertising agencies \$w ...

41

Exercise 2

There are 3 possibilities for treatment:

a) Give 525 note on record for parent journal. The issue is called "Vol. 31 supplement" and note should be worded to reflect supplement is issued to accompany volumes.

245 00 \$a Journal of the Oriental Society of Australia : \$b JOSA.

525 __ \$a Supplements accompany some volumes

b) Give 525 note as in a) and an added entry for supplement.

c) Catalog and classify separately. In this case, no note about supplement would be added to serial record.

If title is indexed in A & I services as part of the journal, that is a stronger case for a) or b) but NOT c).

42

Exercise 3

245 00 \$a Geographical Society of Ireland golden jubilee, 1934-1984.

246 30 \$i At head of title: \$a Irish geography.

500 __ \$a "Issued as a supplement to Irish geography volume 17, 1984" – t.p. verso.

730 0_ \$a Irish geography. \$n V. 17 (Supplement)

43

Exercise 4

On record for parent title:

245 00 \$a Pennsylvania history.

525 __ \$a Has annual, unnumbered special supplemental issues with title: *Empire, society and labor, 1997; Explorations in early American culture, Pennsylvania history, 1998; Explorations in early American culture, 1999. Beginning in 2000, published separately with its own vol. numbering.*

740 02 \$a Empire, society and labor.

740 02 \$a Explorations in early American culture, Pennsylvania history.

740 02 \$a Explorations in early American culture.

44

Exercise 4 (Cont.)

On serial record for successor to supplements.

- 245 00 \$a Explorations in early American culture.
- 260 __ \$a University Park, PA : \$b Published by the
Pennsylvania Historical Association for the McNeil
Center for Early American Studies, \$c [2000-
- 310 __ \$a Annual
- 362 0_ \$a Vol. 4 (2000)-
- 515 __ \$a Earlier vols. published as unnumbered annual
supplements to: Pennsylvania history.

45

Exercise 5

This is an index to a single volume. Note it only in the check-in record.

Exercise 6

Add to existing 555 note:

new ser., v. 40 (Nov. 1999)-42 (Apr. 2002). 1 v.

APPENDIX F: EVALUATION FORM

Your reactions to this workshop will help us in planning future programs. Thank you for your assistance.

Name/institution: (Optional) _____

Trainers: _____

Sponsor: _____

Place and date: _____

Please circle the words that most nearly reflect your response to the statement.

- | | | | | | | |
|----|---|--------------------------|-----------------|----------------|--------------|-----------------------|
| 1. | The presenters were well organized and informative. | strongly disagree | disagree | neutral | agree | strongly agree |
| 2. | The workshop content was relevant to my work. | strongly disagree | disagree | neutral | agree | strongly agree |
| 3. | I gained useful information in the sessions. | strongly disagree | disagree | neutral | agree | strongly agree |
| 4. | The exercises fit the material presented. | strongly disagree | disagree | neutral | agree | strongly agree |
| 5. | I had ample opportunity to raise questions during the sessions. | strongly disagree | disagree | neutral | agree | strongly agree |
| 6. | I had ample opportunity to raise questions during the exercises review. | strongly disagree | disagree | neutral | agree | strongly agree |
| 7. | The overall workshop met my personal expectations. | strongly disagree | disagree | neutral | agree | strongly agree |

8. Please tell us what you found to be most helpful in the workshop.

9. Were any topics not covered that you expected to be presented?

(Over)

10. How could we improve the content or other aspects of this workshop?

11. What topics would you like to see covered in future workshops?