

Series Training for PCC Participants

Series Statements and Series Authority Records

Preliminary edition

Session 11

Special Numbers and Supplements to Analyzed Serials



Program for Cooperative Cataloging

NACO: Name Authority Cooperative Program

Developed by the

Program for Cooperative Cataloging

Standing Committee on Training

***RDA* in Series Training Task Group**

May 2014

Summary

This session addresses access for serials supplements or serial special issues/numbers. This is accomplished either by constructing series authority records (SAR), by providing authorized access points (AAP) and/or notes in the bibliographic record.

Objectives

- To know how to record information for serials supplements and special issues/numbers in the bibliographic record
- To learn how to construct Authorized Access Points (AAP) and Variant Access Points for numbered supplements to serials.

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Special Numbers and Supplements to Serials: When is a SAR Created for the Authorized Access Point (AAP) for a Series?

The LC-PCC PS for *RDA* 2.12 *Series Statement* deals with LC/PCC practice for supplements and special numbers to serials and which of these types of publications are treated as series and require an SAR to represent the authorized access point (AAP) for a series.

SAR created for Numbered Supplements to Serials

A supplement must have its own numbering; if it is numbered only in relation to particular numbers of serials, it is considered to be unnumbered. For example, supplement 3 to v. 7, no.4 of the serial title is considered unnumbered (supplement 1-2 to this number was also published).

Example, SAR has own numbering:

490 1# Acta neurochirurgica. Supplement, \$x 0065-1419 ; \$v 72
830 #0 Acta neurochirurgica. \$p Supplement ; \$v 72. \$x 0065-1419

No SAR created for Unnumbered Supplements and Special Numbers to Serials: if not already recorded in the 245 field of the bibliographic record, give the information in a note.

Examples (unnumbered or relates only to a number for the serial):

"A supplement to The mineralogical record, January-February 2012, vol. 43, no. 1"--T.p. verso.

"MEDC monthly economic digest for business executives, special number, February 2002."

"A supplement to the Journal of social philosophy"--Cover.

"A theme supplement of Journal of the Royal Society interface, volume 6, supplement 2."
Supplement 2 to: Casa & città, n. 5, 1993.

A reference to the related serial work from the bibliographic record for the resource can be made. (see below *Referencing Related Works*, RDA 25.1.1.3 (for Unnumbered Supplements) and *Manifestations*, RDA 26.1.1.3 (for Special Numbers to Serials))

Recording the Title of the Numbered Series Supplement in the Bibliographic Record

Location of title elements on the manifestation (RDA 2.3.1 *Basic Instructions on Recording Titles*, 2.3.1.7 *Titles of Parts, Sections, and Supplements*)

Title elements NOT grammatically linked: If the title common to all parts (in this case the serial title), and the title for the supplement are grammatically independent of each other

in the source of information, record the serial title followed by the title of the supplement regardless of the order presented on the resource. A full stop is used to separate each part:

Examples (series supplement titles are not grammatically linked in the preferred source of information):

Advances in international comparative management. Supplement
African languages and cultures. Supplement

Title elements grammatically linked: Otherwise, record the series supplement title as it appears on the preferred source of information (*RDA 2.12.2.3 Recording Title Proper of Series* directs the cataloger to apply *RDA 2.3.1 Basic Instructions on Recording Titles, 2.3.1.4 Recording Titles*):

Examples (series supplement titles are grammatically linked in the preferred source of information):
Beihefte der Konjunkturpolitik
Supplement to Journal of ancient civilizations

Recording the Preferred Title for a Part of a Work

A supplement to a serial is considered a part of the larger serial work. Therefore, the preferred title for the supplement is recorded according to *RDA 6.2.2.9 Recording the Preferred Title for a Part or Parts of a Work, 6.2.2.9.1 One Part*: If a designation such as “book” or “supplement” identifies the part, with or without numeric designation, the designation is recorded as the preferred title for the part. This preferred title for the supplement is combined with the AAP for the work as a whole (the serial) to form the AAP for the numbered serial supplement (see below, Authorized Access Point for the Numbered Series Supplement).

Example:

Supplement
(Preferred title for part of Advances in geophysics)

Recording a Variant Title of the Work (Series Title)

In recording a variant title for a series work: record a title from the manifestation if it differs significantly from the preferred title and the work would reasonably be searched by that title (*RDA 6.2.3.3 General Guidelines on Recording Variant Titles for Works*). *RDA 6.2.3.5 Other Variant Title for the Work* provides for varying types of variants that would be appropriate in different situations.

Examples:

<p>Preferred title: Beihefte der Konjunkturpolitik Variant title: Konjunkturpolitik. Beihefte</p> <p>Preferred title: Supplement to Journal of ancient civilizations Variant title: Journal of ancient civilizations. Supplement</p>
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Authorized Access Point for the Numbered Series Supplement

RDA 6.27.2 Authorized Access Point Representing a Part or Parts of a Work, 6.27.2.2 One Part, Exceptions: Serials and integrating resources: construct the AAP for the work by combining the AAP for the work as a whole (i.e. in this case the parent serial) and the preferred title for the supplement (see Recording the Preferred Title for a Part of a Work above; *RDA 6.2.2.9.1*), whether or not the title for the supplement is distinctive.

Also following instructions as explained above, recording the title as it appears on the piece according to 2.3.1.4, as directed from 2.12.2.3., there are also those instances where the part title (supplement) is not subordinate to the larger work (the serial), but is grammatically linked to it.

Examples (elements not grammatically linked):

<p>130 #0 \$a Advances in international comparative management. \$p Supplement</p> <p>130 #0 \$a African languages and cultures. \$p Supplement</p>

Examples (elements grammatically linked):

<p>130 #0 \$a Beihefte der Konjunkturpolitik</p> <p>130 #0 \$a Supplement to Journal of ancient civilizations</p>

Variant Access Point for the Supplement

RDA 6.27.4.3 Variant Access Point Representing a Part of a Work: In the case where the AAP for a supplement has been constructed on its own, provide a variant by combining the preferred title for the work as a whole plus the preferred title for the part, in that order. LC-PCC PS for 6.27.4 under *Other Situations*, 3. *Title of series/serials* also states to give a variant access point from the name of the serial and series when the name of a serial is contained in the title proper of the series.

Examples:

130 #0 \$a Beihefte der Konjunkturpolitik 430 #0 \$a Konjunkturpolitik. \$p Beihefte
130 #0 \$a Supplement to Journal of ancient civilizations 430 #0 \$a Journal of ancient civilizations. \$p Supplement
130 #0 \$a Quaderni della Rivista italiana di musicologia 430 #0 \$a Rivista italiana di musicologia. \$p Quaderni della Rivista italiana di musicologia

Referencing Related Works, RDA 25.1.1.3 (for Unnumbered Supplements) ***and Manifestations, RDA 26.1.1.3*** (for Special Numbers to Serials) in bibliographic records.

For an unnumbered supplement or special number to a serial, in addition to providing a note as mentioned above (see section: *Special Numbers and Supplements to Serials: When is a SAR Created for the Authorized Access Point (AAP) for a Series?*), a reference for the serial can be added to the bibliographic record for the analyzed title. The general guidelines under *RDA 24.4 Recording Relationships Between Works, Expressions, Manifestations, and Items*, are applied when referencing related works and manifestations, which includes providing an AAP that represents the related serial work. Also a relationship designator (*RDA 24.5*.) can be applied from the terms in *RDA Appendix J* instead of a note that indicates the nature of the relationship. When using a relationship designator, use the subfield \$i as the first subfield, capitalize the first word, and end with a colon (LC-PCC PS for *RDA J.1*). In *RDA*, the supplement relationship to a serial work is considered to be a “work” relationship, and terms for those relationship designators are found in *RDA Appendix J2*; the relationship of a special number or issue to a serial is considered to be a “manifestation” relationship, and those relationship designator terms are found in *RDA J4*.

Example unnumbered supplement (providing AAP representing the serial):

730 0# \$i Supplement to (work): \$a Journal of clinical psychology

Or

500 ## \$a Supplement to Journal of clinical psychology.

730 0# \$a Journal of clinical psychology

Example special number/issue:

730 0# \$i Special issue of: \$a Journal of psychology and Judaism

Note: For guidelines on bibliographic records, see [Relationship Designators in Bibliographic Records](#): guidelines for application (Word: 24 KB) on the [PCC web site](#).