



## Module 4:

# Persons, Families, and Corporate Bodies

-- Authorized access points  
and authority records

# FRBR Group 2 entities

- RDA chapters
  - 8 = General guidelines ...
  - 9 = Identifying **persons**
  - 10 = Identifying **families**
  - 11 = Identifying **corporate bodies**
- Group 2 entities have relationships
  - To works, expressions, manifestations, and items (FRBR Group 1 entities)
  - To other Group 2 entities (module 5)

# Authorized access points

- Forms created according to RDA ch. 8-11
- Forms recorded in authority records (NARs) in LC/NACO Authority File
- Used in:
  - **bibliographic records** to express relationships to resources being cataloged
  - other **authority records** as 5XX fields or as part of name/title 4XX fields

# Context of this module

- Data elements that identify persons, families, and corporate bodies
- Forms of authorized access points you will see in bibliographic records
- New fields for some of the data elements you might see in authority records
- Not how to create authority records
  - See training materials on LC site

# General guidelines in ch. 8

- Language and script for names (RDA 8.4):
  - U.S.: In authorized and variant access points, apply the alternative to give a **romanized form**.
  - For **some languages** (see LCPS 8.4, LCPS 9.2.2.5.3, etc.), can also give variant access points in original language/script
- Other elements: if instructions in ch. 9-11 don't specify language, give element in English.

# Chapter 9: Identifying persons

# Scope of “person”

- Definition (RDA 8.1.2) = “An **individual** or an **identity** established by an individual (either alone or in collaboration with **one or more other individuals**)”
- RDA 9.0: Includes **fictitious entities**
  - Miss Piggy, Snoopy, etc. now in scope if presented as **having responsibility** in some way for a work, expression, manifestation, or item
  - During US RDA Test: also real non-humans

# Examples of expanded scope in RDA and during Test

```
100 0# $a Miss Piggy.  
245 10 $a Miss Piggy's guide to life / $c  
      by Miss Piggy as told to Henry Beard.  
700 1# $a Beard, Henry.
```

```
100 0# $a Lassie.  
245 1# $a Stories of Hollywood / $c told  
      by Lassie.
```



# Preferred name (RDA 9.2.2)

- Form to be used when constructing the authorized access point
  - Variant name used in variant access points
- If individual has more than one identity, a **preferred name for each identity** (RDA 9.2.2.8)
  - No time period restrictions
- Choose the form most commonly known
- **Variant spellings**: choose the form found on the **first resource received** (RDA 9.2.2.5.4)

# Surnames: words, etc., indicating **relationships**

- Include words, etc., (e.g., Jr., Sr., IV) **in preferred name** – not just to break conflict
- MARC: still encode title/term in subfield \$c of authorized access point

```
100 1# $a Rogers, Roy, $c Jr., $d 1946-  
670 ## $a Growing up with Roy and Dale, 1986:  
      $b t.p.(Roy Rogers, Jr.) p. 16 (born  
      1946)
```

# Terms of address not as additions

- **But** may be **needed** as part of the preferred name:
  - When the name consists only of the surname (RDA 9.2.2.9.3: Seuss, **Dr.**)
  - For a married person identified only by a partner's name and a term of address (RDA 9.2.2.9.4: Davis, Maxwell, **Mrs.**)
  - If part of a phrase consisting of a forename(s) preceded by a term of address (RDA 9.2.2.23: Sam, **Cousin**)

# Date associated with the person

- **Three dates:**
  - Date of birth (RDA 9.3.2) -- core
  - Date of death (RDA 9.3.3) -- core
  - Period of activity of the person – no restrictions on time period (RDA 9.3.4) – core if ...
- Guidelines for probable dates (RDA 9.3.1)
- Recorded in MARC **X00 \$d**

# Changes when giving dates for persons

- Abbreviations “cent.,” “ca.,” “b.,” “d.,” and “fl.” not in appendix B
  - “cent.” becomes “**century**”
  - “**approximately**” replaces “ca.”
  - “b.” and “d.” dates: use **hyphens** instead of spelling out the abbreviations
  - Use “**active**” for “fl.”

# Title of the person (RDA 9.4)

- Limited scope:
  - Royalty, nobility, or ecclesiastical rank or office
  - Person of religious vocation
- MARC X00 \$c – no change

```
100 0# $a Carl $b XVI Gustaf, $c King of  
Sweden, $d 1946-
```

```
100 0# $a Benedict $b XVI, $c Pope, $d 1927-
```

# Fuller form of name (RDA 9.5)

- Scope:
  - Full form of a part of a name represented only by an initial or abbreviation in the form chosen as the preferred name, or
  - A part of the name **not included in the form chosen** as the preferred name (change from AACR2)
- MARC **X00 \$q**: no change
- LC: included whenever available during the US RDA Test; will need a PCC policy

# Examples: Fuller form of name

100 1# \$a Smith, Nancy E. \$q (Nancy Elizabeth)

100 1# \$a Williams, John \$q (John Dudley)

100 1# \$a King, \$c Mrs. \$q (Annie Liddon)



# Other designation associated with the person (RDA 9.6)

- Limited scope: Christian saints; spirits
- MARC **X00 \$c** – no change
  - “Saint” preceded by comma
  - “Spirit” enclosed in parentheses at end of access point

```
100 0# $a Joan, $c of Arc, Saint, $d 1412-1431
```

```
100 0# $a Joan, $c of Arc, Saint, $d 1412-1431  
$c (Spirit)
```

# Field of activity of person (RDA 9.15)

- Scope = “field of endeavour, area of expertise, etc., in which a person is or was engaged”
- Not added to an authorized access point (changed Nov. 2011)
- MARC 372 (authority format)

# Profession or occupation (RDA 9.16)

- Core:
  - for a person whose name consists of a phrase or appellation **not conveying the idea of a person**, or
  - if needed to **distinguish** one person from another with the same name
- Similarity with “field of activity”
- MARC **374** (authority) or **X00 \$c** (bibliographic) – always enclosed in parentheses

```
100 1# $a Watt, James $c (Gardener)
```

# Chapter 10: Identifying families

# Scope of “family”

- Definition (RDA 8.1.2) = “two or more persons related by birth, marriage, adoption, civil union, or similar legal status, or who otherwise present themselves as a family”
- Not in AACR2

# Scope of “family”

- Now considered **creators, contributors**, etc.
  - Important for archives, museums, and special collections -- may supplement RDA with specialist manuals (e.g., *Describing archives : a content standard (DACs)*)
  - Also possible for general library materials: genealogy newsletters, family reunion publications, etc.

# Name authority records vs. subject headings

- Ch. 10 applies to **distinctive** family entities
- Continue the current subject cataloging policy for **general** family groupings
- **Separate** authority records will exist in the LC/NACO Authority File and LCSH

# Preferred name (RDA 10.2.2)

- Form to be used when constructing the authorized access point
  - Variant name used in variant access points (not LC core)
- Choose the form most commonly known
  - Surname or equivalent
  - Royal house, dynasty, clan, etc.
- MARC X00 3# \$a



# Type of family (RDA 10.3)

- Scope = categorization or generic descriptor for the type of family”
  - Not a controlled vocabulary – cataloger’s choice
  - “Family,” “Clan,” “Royal house,” “Dynasty,” etc.
- MARC X00: added **in parentheses** to the preferred name

```
100 3# $a Ingebretson (Family)
```

# Date associated with the family (RDA 10.4)

- Scope = “a significant date associated with a family,” e.g.,
  - 1802-1945
  - 202 B.C.-220 A.D.
  - 4th-9th centuries
- MARC **X00 \$d**

```
100 3# $a Pahlavi (Dynasty : $d 1925-1979)
```

# Place associated with family (RDA 10.5)

- Scope = “place where a family resides or has resided or has some connection”
- Include in access point if needed to **distinguish** one family from another with the same name or would **help identify**
- Give place in form as an authorized access point (ch. 16) in **subfield \$c**

```
100 3# $a Nayak (Dynasty : $d 1529–1739  
      : $c Madurai, India)
```

# Prominent member of family (RDA 10.6)

- Scope = “a well-known individual who is a member of a family”
- Include in access point if needed to **distinguish** one family from another with the same name or would **help identify**
- Give name in form as an authorized access point (ch. 9) in **subfield \$g**

```
100 3# $a Medici (Royal house : $g  
Medici, Lorenzo de', 1449-1492)
```

# Chapter 11: Identifying corporate bodies

# Scope of “corporate body”

- Definition (RDA 8.1.2) = “an organization or group of persons and/or organizations that is identified by a particular name and that acts, or may act, as a unit”
- **Includes ad hoc events** (such as athletic contests, exhibitions, expeditions, fairs, and festivals) and vessels (e.g., ships and spacecraft)

# Preferred name for the corporate body (RDA 11.2.2)

- Choose the form most commonly known
- **Variant spellings:** choose the form found in the first resource received (RDA 11.2.2.5.1)
  - **LC** will keep its **policy to change** to the later spelling in cases of orthographic reform
- **Not** abbreviating “Department” (should not have abbreviated in AACR2 headings)

# Change in form for conferences, etc.

- A merged instruction for preferred name of a conference, congress, meeting, exhibition, fair, festival, etc. - changes from AACR2:
  - **Retain** frequency in the name of a conference, congress, or meeting
  - **Omit** year of convocation from the name of an exhibition, fair, or festival



# Location of conference, etc. (RDA 11.3.2)

- In form as **authorized access point** (ch. 16)
- **No “rule of three”** when sessions held in three or more locations (separated by semicolons in access point -- RDA appendix E.2.2.4)
- If conference held **online**, location is “Online”
- MARC **X11 \$c** – no change

# Date of conference, etc. (RDA 11.4.2)

- Scope = date or range of dates, given as year or years, in which a conference, etc., was held
- Not given in access point if publications of a conference, etc., cataloged as a serial
- MARC X11 \$d – no change

# Date of establishment (RDA 11.4.3) or termination (RDA 11.4.4)

- Scope = year in which a corporate body was established or terminated
- Give if needed to **differentiate** the name of one corporate body from another
- MARC X10: add, **with hyphen in parentheses**, to the preferred name – no change

# Associated institution (RDA 11.5)

- Core:
  - for conferences, etc., if the institution's name provides **better identification** than the local place name or if the local place name is **unknown** or cannot be readily determined
  - **if needed** to distinguish one corporate body from another with the same name
- In the form and language recorded as the **preferred name** for the institution (not the authorized access point for the institution)

# MARC for Associated institution

- For access point:
  - Conference: **subfield \$c**
  - Other corporate bodies: **add to the preferred name** of the corporate body (subfielding and punctuation will vary)

```
111 2# $a International Conference on  
      Georgian Psalmody $n (2nd : $d 1997  
      : $c Colchester Institute)
```

```
110 2# $a B'nai B'rith Hillel Federation  
      Jewish Student Center (University  
      of Cincinnati)
```

# Elements for Corporate body

- Associated institution (subfielding varies)

111 2# \$a International Conference on  
Georgian Psalmody \$n (2nd : \$d 1997  
: \$c Colchester Institute)

110 2# \$a B'nai B'rith Hillel Federation  
Jewish Student Center  
(University of Cincinnati)

# Number of a conference, etc. (RDA 11.6)

- Scope = “designation of the sequencing of a conference, etc., within a series of conferences, etc.”
- Use English ordinal numerals 1st, 2nd, 3rd, etc.
- Not given in access point if publications of a conference, etc., cataloged as a serial
- MARC: X11 \$n

# Other designation associated with the corporate body (RDA 11.7)

- Scope:
  - a word, phrase, or abbreviation indicating incorporation or legal status
  - any term serving to differentiate the body from other corporate bodies, persons, etc.
- Core:
  - For a body whose **name does not convey the idea of a corporate body**
  - if needed to **distinguish** one corporate body from another with the same name



# MARC for Other designation ...

- In access point: add, **in parentheses**, to the preferred name of the corporate body (subfielding may vary)

```
111 2# $a Beanpot (Hockey tournament)
```

```
151 ## $a Korea (South)
```

# Assembling elements to create authorized access points

# Access points

- 9.19: Constructing access points to represent **persons**
- 10.10: Constructing access points to represent **families**
- 11.13: Constructing access points to represent **corporate bodies**
- See RDA appendix E and LCPS 1.7.1 for punctuation, etc. (AACR2 style carried forward)

# MARC changes for RDA authority records

- Two clues that the authority record is an RDA record:
  - 008/10: value “z” (Other)
  - 040 \$a \_\_\_\_ \$b \_\_\_\_ \$c \_\_\_\_ \$e rda
- Examples of RDA authority records for persons, families, and corporate bodies in separate handout

# New fields in MARC 21 authority format for persons

- 046: Special coded dates
- 370: Associated place
- 371: Address
- 372: Field of activity
- 373: Affiliation
- 374: Occupation
- 375: Gender
- 377: Associated language

# New fields in MARC 21 authority format for families

- 046: Special coded dates
- 370: Associated place
- 376: Family information

# New fields in MARC 21 authority format for corporate bodies

- 046: Special coded dates
- 370: Associated place
- 371: Address
- 377: Associated language

# More information on new fields in the *MARC 21* authority format

- Training Document R-5 for LC's practice for MARC 21 encoding for RDA elements
- [http://loc.gov/aba/rda/Refresher\\_training\\_oct\\_2011.html](http://loc.gov/aba/rda/Refresher_training_oct_2011.html)
- Examples for authority records:  
[http://loc.gov/aba/rda/training\\_examples.html](http://loc.gov/aba/rda/training_examples.html)
- LC Network Development and MARC Standards Office site:  
<http://www.loc.gov/marc/authority/ecadhome.html>