



Module 6: “Top Twelve”

“Top Twelve” things to remember

#1: User needs/user tasks:

-- find, identify, select, obtain

#2: “Take what you see” (representation principle)

“Top Twelve” things to remember

#3: Element-based description

- easier reuse of well-formed metadata
- elements sets
- RDA Registry (controlled vocabularies)
- more use of pre-existing data (e.g., ONIX)

“Top Twelve” things to remember

#4: “Work, Expression, Manifestation, Item”

#5: “Core” and “Core if” ... Elements – can add others (related to #1)

#6: Alternatives, optional omissions, optional additions (related to #1)

“Top Twelve” things to remember

#7: Fewer abbreviations (related to #1 and #2)

#8: Relationships, relationships, relationships
(most beyond core elements)

#9: Content, Media, and Carrier types

“Top Twelve” things to remember

#10: No more “rule of three” – instead, use cataloger’s judgment

#11: Sources for information expanded

“Top Twelve” things to remember

#12: Identifying characteristics (elements and relationships) as building blocks for future systems

-- talk to your vendor about need for new systems

Questions on today's presentation:
btil@loc.gov

Questions later on any aspect of
RDA: LChelp4rda@loc.gov