資源描述與檢索 (RDA) (RESOURCE DESCRIPTION AND ACCESS)

中國圖書館學會 資訊組織進階班講習會 九十九年八月十二日 台北市 國家圖書館





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- 什麼是 RDA ?
- RDA 目標與原則
- RDA 範圍與結構
- RDA 和 FRBR 和 FRAD
- RDA 和 AACR2
- RDA 和 MARC21
- RDA Toolkit (工具箱)
- RDA 實施時間表
- 著手準備 RDA



- 著錄書目資料的規範與原則
 為支援書目資源的發現而編訂
 滿足使用者執行四項工作
 - □ 查尋 (Find)
 - 辨認 (Identify)
 - □選擇 (Select)
 - ■獲取 (Obtain)

資源描述與檢索 (RDA)

- 為充分利用現今科技對資料截取,儲存,線上檢 索與顯示的功能,來編訂有彈性,有效率的編目 規範
- 清楚釐分書目資料的著錄與線上顯示 (與AACR2 不同) (description vs. display)
 是內容的著錄規範,不是機讀格式的規範
 - (content standards vs. data standards)

資源描述與檢索 (RDA)目標與原則

□ RDA 架構具一致性, 彈性與延展性

□ 設計用來描述各不同內容類形及形式的資源

□ 能與國際流通的標準, 規章與原則相容

符合資源描述機構 (如:圖書館,博物館,出版商) 的需求並易被接受使用

資源描述與檢索 (RDA)

 以兩個概念模式為基礎: FRBR 和 FRAD
 FRBR:書目記錄功能要件 (Functional Requirements for Bibliographic Records)
 FRAD:權威記錄功能要件 (Functional Requirements for Authority Data)

RDA 組織結構

共分十個部分:

- Sec. 1 著錄載體呈現和單件項目 (Recording attributes of manifestation and item)
- Sec. 2 著錄作品和表現形項目 (Recording attributes of work and expression)
- Sec. 3 著錄個人,家族和團體項目 (Recording attributes of person, family and corporate body)
- Sec. 4 著錄觀念, 事物, 事件和地方項目 (Recording attributes of concept, object, event and place)

RDA 組織結構

共分十個部分:

- Sec. 5 著錄作品, 表現形, 載體呈現和單件間的主要 關係 (Recording Primary Relationships between a Work, Expression, Manifestation, and Item)
- Sec. 6 著錄與資源相關的個人,家族和團體間的關係 (Recording Relationships to Persons, Families, and Corporate Bodies Associated with a Resource)
- Sec. 7 著錄主題關係 (Recording Subject Relationships)
- Sec. 8 著錄不同作品, 表現形, 載體呈現和單件間的
 - 關係 (Recording Relationships Between Works,
 - Expressions, Manifestations, and Items)

RDA 組織結構

共分十個部分:

Sec. 9 著錄個人,家族和團體間的關係 (Recording Relationships Between Persons, Families, and Corporate Bodies)

Sec. 10 著錄觀念, 事物, 事件和地方間的關係

(Recording Relationships between Concepts, Objects, Events, and Places)

RDA 和 AACR2 章節組織比較

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- AACR2 part 1 Description
 - Ch. 1 General rules for description
 - Ch. 2 Books, pamphlets and printed sheets
 - Ch. 3 Cartographic materials
 - Ch. 4 Manuscripts
 - Ch. 5 Music
 - Ch. 6 Sound Recordings

• • • •

Part 2 Choice and form of access

RDA

Section 1: Recording attributes of manifestation and item

- 1: General guidelines on recording attributes of manifestations and items
- 2: Identifying manifestations and items
- 3: Describing carriers
- 4: Providing acquisition and access information

Section 2: Recording attributes of work and expression

- 5: General guidelines on recording attributes of works and expressions
- 6: Identifying works and

資源描述與檢索 (RDA)

以兩個觀念模式為基礎: FRBR 和 FRAD
採用 FRBR 和 FRAD 詞彙
章節排列配合 FRBR 使用者工作 (User Tasks) 以發揮書目記錄的功能





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- 書目記錄功能要件 (Functional Requirements for Bibliographic Records)
- □ 由 IFLA 發展出的一概念模式
- □ 定義書目記錄為發揮其應有功能而需有的必備 要件
- □ 最終報告於 1998 年出版

FRBR模式

是一種"實體 – 關係"模式 包含三組實體 (Entities) 實體的元素 (又稱屬性) (Attributes / Elements) 實體關係 (Relationships)



□ 什麼是實體?

- 圖書目錄使用者查詢書目資料的基本咨詢項目 Key objects of interest to catalog users (user uses these objects to find, select, identify and obtain.)
- □ 三組實體
 - Group 1 智慧與藝術結晶
 - Group 2 負責智慧與藝術產品內容的人或團體
 - Group 3 用來做為主題的實體

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□ 作品 (Work) □ 一智慧與藝術的創作 □ 表現形 (Expression) □ 一智慧與藝術的創作後的實現 □ 載體呈現 (Manifestation) ■一作品表現形的實體呈現 □ 單件 (Item) □一單件的載體呈現

□ 作品 (Work)

- 一智慧與藝術的創作 (例: 莎士比亞的創作哈姆雷特)
- □ 表現形 (Expression)
 - 一智慧與藝術的創作後的實現 (例:哈姆雷特作品以英 文原文實現,以中文翻譯實現等)
- □ 載體呈現 (Manifestation)
 - 一作品表現形的實體呈現 (例:梁實秋翻譯的哈姆雷特: 三民書局 1965 年出版)
- □ 單件 (Item)
 - □一單件的載體呈現 (例:國圖館藏一本)



第一組實體及其關係



第一組實體及其關係





FRBR化目錄顯示

Works by Rowling, J. K.

8 works

Ω Fantastic Beasts and where to find them (book) 1 record
 Ω Harry Potter and the chamber of secrets (book) 2 records
 Ω Harry Potter and the goblet of fire (book) 2 records
 Ω Harry Potter and the Order of the Phoenix (book) 1 record
 Ω Harry Potter and the Prisoner of Azkaban (book) 2 records
 Ω Harry Potter and the sorcerer's stone (book) 5 records +
 Ω Harry Potter and the sorcerer's stone (videorecording) 1 record
 Ω Quidditch through the ages (book) 1 record



□ 個人 (Person)

□ 家族 (Family)

□ 團體機構 (Corporate body)

負責智慧與藝術產品內容



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*Tillett, ALCTS Preconference, July 2009

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- 屬於某實體的特質 Characteristics associated with entities
- 讀者用屬性來擬定查詢要求來檢索目錄 Used by users to formulate queries when seeking information in catalog
- □每一FRBR 實體都有其屬性
 - ■例如:題名,出版者,出版年



□ FRBR 實體間的書目關係

□ 應著錄在書目記錄內

□ 目的在連結一實體與另一實體

□ 協助讀者連結相關實體 (如: 續集, 補篇, 翻

譯)

書目關係類型 (Types of Relationships)

- □ 作品家族
 - 對等關係, 延伸關係, 主題描述關係 (Equivalents, Derivative, Descriptive (*))
 - 可源自一作品的新表現形, 或一新作品
- □ 整體/部分關係 (Whole-Part relationships)
 - 聚集性及其內在分部作品 (Components / Aggregates)
 - ■連續性或伴隨性 (Sequential, Companion)(*)

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作品家族 (Family of Works)



FRBR 使用者工作 (User Tasks)

□ 讀者使用圖書目錄通常執行的工作

□ 查尋 (Find)

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- □ 辩認 (Identify)
- □選擇 (Select)

□獲取 (Obtain)



□ FRBR 幫助讀者

■採用 FRBR 模式可改善讀者查尋取得資源的過程

- □ FRBR 幫助編目員
 - 應用 FRBR 模式可改善耗時的編目工作, 同時降低 編目成本

FRBR 如何幫助讀者?

- FRBR 化的目錄組織系統較嚴謹 (平面性與層次性的 差別)
- □ 目錄檢索結果的顯示簡化易懂
- 以作品和表現形層次導引讀者,發揮資源並置的功能
 圖書資源可分語言和內容類型來分組排列
- □ 較易查得源自於一表現形的載體呈現

FRBR 有益於編目

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- 減少較費時的作品與表現形層次的編目重複工作
 較費時的編目工作只須做一次(如主題標題的著錄及作品表現形題名的建立)
- 載體呈現的描述性編目可由較低層次的編目人員 承擔,降低編目成本


*Tillett, ALA 2009, ALCTS preconference, July 10 2009

連結性資料 (Linked Data)



資料可包裝做其他用途

(Package for Data Sharing)



權威資料功能要件 (FRAD)

 Functional Requirements for Authority Data
 2009年IFLA 出版
 將 FRBR 模式延伸至權 威資料



權威資料功能要件 (FRAD)



目的

■ 讓各界對權威資料的功能有一定的認知

澄清建立權威資料的基礎概念, 做為未來改善權 威記錄的編目工作的起點

*Patton, ALCTS Preconference, July 2009

權威資料的功能

- 1. 記錄編目決策過程
- 2. 做為參考工具
- 3. 控制書目記錄內檢索點的權威標目形式
- 4. 輔助書目記錄的檢索
- 5. 連結書目記錄與權威記錄檔案



□ 辩證理由 (justify)

*Patton, ALCTS Preconference, July 2009

FRAD 模式



*Patton, ALCTS Preconference, July 2009



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包括所有 FRBR 的實體

- Person
- Family
- Corporate Body
- Work
- Expression
- Manifestation
- Item
- Concept, Object, Event, Place

加上新的 FRAD 實體

- □ 名稱 (Name)
- □ 識別指標 (Identifier)
- □ 控制檢索點 (Controlled Access Point)



⁴⁶**Patton, ALCTS Preconference, July 2009

RDA 章節組織與 FRBR / FRAD

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FRBR 和 FRAD 屬性 (元素) 的著錄

- 1. Recording attributes of Manifestation and Item (FRBR)
- 2. Recording attributes of Work and Expression (FRBR)
- 3. Recording attributes of Person, Family, and Corporate Body (FRAD)
- 4. Recording attributes of Concept, Object, Event, and Place

RDA 章節組織與 FRBR / FRAD

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FRBR 和 FRAD 實體關係的著錄

- 5. Recording Primary Relationships between a work, expression, manifestation and item (FRBR)
- 6. Recording Relationships to P/F/C Associated with a Resource (FRAD) (FRBR)
- 7. Recording Subject Relationships
- 8. Recording Relationships between Works, Expressions, Manifestations, and Items (FRBR)
- 9. Recording Relationships between Persons, Families, and Corporate Bodies (FRAD)
- 10. Recording Relationships between Concepts, Objects, Events, and Places

RDA 內的 FRBR 詞彙



If there is more than one identifier for the manifestation, prefer an internationally recognized identifier, if applicable. Additional identifiers for the manifestation are optional.

2.15.1 Basic Instructions on Recording Identifiers for the Manifestation

2.15.1.1 Scope

An **identifier for the manifestation** is a character string associated with a manifestation that serves to differentiate that manifestation from other manifestations.

Identifiers for manifestations include identifiers registered applying internationally recognized schemes (e.g., ISBN, ISSN, URN), as well as other identifiers assigned by publishers, distributors, government publications agencies, document clearinghouses, archives, etc., following internally devised schemes. Identifiers for manifestations include "fingerprints" (i.e., identifiers constructed by combining groups of characters from specified pages of a printed resource).

RDA 內 FRAD 的概念

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8.2 Functional Objectives and Principles

The data recorded to reflect the attributes of a person, family, or corporate body should enable the user to:

- a) find persons, families, and corporate bodies that correspond to the user's stated search criteria
- *identify* the person, family, or corporate body represented by the data (i.e., confirm that the person, family, or corporate body represented is the one sought, or distinguish between two or more persons, families, or corporate bodies with the same or similar names)
- c) *understand* the relationship between the name used to represent the person, family, or corporate body and another name by which that person, family, or corporate body is known (e.g., a different language form of the name)
- d) *understand* why a particular name has been recorded as a preferred or variant name.

To ensure that the data created using RDA meet those functional objectives, the following principles have been applied in formulating the guidelines and instructions in chapters 9–11 **RDA**:

Differentiation. The data should serve to differentiate the person, family, or corporate body represented from others.

Representation. The name or form of name designated as the preferred name for a person, family, or corporate body should be the name or form of name most commonly found in resources associated with that person, family, or corporate body, or a well-accepted name or form of name in the language and script preferred by the agency creating the data. Other names and other

Contextualize



RDA 與 AACR2

□相同處 ■多數編目規則未改變

□ 相異處

章節組織完全不同 (配合 FRBR 使用者工作)
RDA 使用全新詞彙
小部分著錄規則與 AACR2 不同 (著眼於讀者使 用公用目錄 (OPAC) 容易程度)

RDA 和 AACR2 章節組織完全不同

AACR2

Part 1 Description

- Ch. 1 General rules for description
- Ch. 2 Books, pamphlets and printed sheets
- Ch. 3 Cartographic materials
- Ch. 4 Manuscripts
- Ch. 5 Music

• ...

 Part 2 Choice and form of access

RDA

Section 1: Recording attributes of manifestation and item

- 1: General guidelines on recording attributes of manifestations and items
- 2: Identifying manifestations and items
- 3: Describing carriers
- 4: Providing acquisition and access information

Section 2: Recording attributes of work and expression

5: General guidelines on recording attributes of works and

RDA 章節 與 FRBR 使用者工作 (User Tasks)

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- 第二章 Identifying Manifestations and Items 辨 認(Identify)
- 對如何著錄出版者與讀者用來辨認書目資源的項目做 詳細指示
- 辨認項目例如: 題名, 作者項, 版本項等.
- 第三章 Describing Carriers 選擇 (Select)
- 著錄資源與載體類型項目有助讀者選擇所需資源
- 第四章 Providing Acquisition and Access Information – 獲取 (Obtain)
- 著錄採購資料有助讀者獲取資源

AACR2 和 RDA 詞彙

□ Main entry (主要標目)	>	 Preferred title + authorized access point for creator if appropriate (首選題名+原 創者權威檢索項)
□ Added entry (附加標目)	\longrightarrow	□ Access point (檢索點)
□ Uniform title (劃一題名)	\longrightarrow	(1) Preferred title (+ other information to differentiate); (首選題名)

(2) Conventional collective title

AACR2 和 RDA 詞彙



AACR2 和 RDA 詞彙



□ GMD → media type + carrier type + content type (資源識別指標) (媒體形式 + 載體類型 + 內容類型)

RDA 詞彙

5.5 Authorized Access Points Representing Works and Expressions

When constructing an authorized access point to represent a work or expression, use the preferred title for the work (see 6.2.2 RDA) as the basis for the access point

If applicable, construct the authorized access point representing the work by combining (in this order):

- a) the authorized access point for the person, family, or corporate body responsible for the work (see 6.27.1.2–6.27.1.8 RDA)
- b) the preferred title for the work (see 6.2.2 RDA).

If two or more works are represented by the same or similar access points, add to the access point representing the work an element or elements such as form of work, date, place of origin, or other distinguishing term. For specific instructions on additions to access points representing works, see **6.27.1.9 RDA**.

When constructing an authorized access point to represent a part or parts of a work, apply the instructions given under 6.27.2 RDA.





6.2.2.1 Scope

The **preferred title for the work** is the title or form of title chosen as the basis for the authorized access point representing that work.

6.2.2.2 Sources of Information

Determine the title to be used as the preferred title for a work created after 1500 from resources embodying the work or reference sources.

Determine the title to be used as the preferred title for a work created before 1501 from modern reference sources. If the evidence of modern reference sources is inconclusive, use (in this order of preference):



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6.27.1.2 Works Created by One Person, Family, or Corporate Body

If one person, family, or corporate body is responsible for creating the work, construct the authorized access point representing the work by combining (in this order):

 a) the authorized access point representing that person, family, or corporate body, formulated according to the guidelines and instructions given under 9.19.1 RDA for persons, 10.10.1 RDA for families, or 11.13.1 RDA for corporate bodies, as applicable

the preferred title for the work, formulated according to the instructions given under 6.2.2 RDA.

EXAMPLE

Hemingway, Ernest, 1899–1961. Sun also rises

Cassatt, Mary, 1844–1926. Children playing on the beach

John Paul II, Pope, 1920–2005. Speeches

Saigyō, 1118-1190. Works



根據 FRBR 和 FRAD 的指導原則 兩種核心元素 Core:核心元素,只要出現在資源上,必需登錄 Core if:某種情況下是核心元素,必需登錄

核心元素 (Core Elements)

2.3.2 Title Proper

2.3.2.1 Scope

The **title proper** is the chief name of a resource (i.e., the title normally used when citing the resource). An alternative title is treated as part of the title proper.

The title proper excludes any parallel titles proper (see 2.3.3 RDA), other title information (see 2.3.4 RDA), and parallel other title information (see 2.3.5 RDA).

A file name or data set name is not considered a title proper unless it is the only title appearing in the resource.

核心元素 (Core if)

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2.12.3 Parallel Title Proper of Series

2.12.3.1 Scope

A parallel title proper of series vis the title proper of a series in another language and/or script.

2.12.3.2 Sources of Information

Take parallel titles proper of series from any source within the resource.

2.12.3.3 Recording Parallel Titles Proper of Series

Record parallel titles proper of series applying the instructions on recording parallel titles proper given under **2.3.3.3 RDA**.



RDA 著錄規則與 AACR2 的不同

- □ 資源識別指標被資源內容, 載體, 媒體類形取代
- □ 對誤植正題名的著錄原則
- □ 著者敘述項的著錄



- □"不過三"原則的取消
- □ 書目資料的公共顯示

RDA 和 MARC21

定義數個新欄位來配合 RDA 的使用 包括書目記錄,權威記錄,及館藏記錄 包括定長欄位及變長欄位

□ 以下僅簡介數個較重要的新欄位

MARC21 書目記錄新欄位

- □ 336 Content Type
- □ 337 Media Type
- □ 338 Carrier Type
- □ 取代 "資源識別指標" (GMD) (原欄位 245 分欄 h)

RDA MARC 書目記錄 – 紙本書

100 1 \$a Noth, Martin, \$d 1902-1968, **\$e author**.

240 10 \$a Überlieferungsgeschichtliche Studien. \$n Teil 2. \$1 English

245 14 \$a The chronicler's history / \$c Martin Noth ; translated by H.G.M. Williamson, with an introduction.

- 260 0 \$a Sheffield : \$b JSOT, \$c c1987.
- 300 \$a 200 pages ; \$c 22 cm.
- 336 \$a text \$2 rdacontent
- 338 \$a volume \$2 rdacarrier
- 490 1 \$a Journal for the study of the Old Testament. Supplement series \$v 50
- 500 \$a Includes index.
- 500 \$a Translation of: Ueberlieferungsgeschichtliche Studien. Teil 2.
- 504 \$a Bibliography: pages 189-191.
- 630 00 \$a Bible. \$p Old Testament \$x Criticism, interpretation, etc.

630 00 \$a Bible. \$p Chronicles.

630 00 \$a Bible. \$p Ezra

630 00 \$a Bible. \$p Nehemiah.

67 630 00 \$a Bible. \$p Pentateuch

RDA MARC 書目記錄 – 錄影資料

- 100 1 \$a Blight, David W., \$e author.
- 245 10 \$a Civil War symposium.
- 246 1 \$i Title on container: \$a Dilemma of interpretation
- 260 \$a West Lafayette, IN : \$b C-Span Archives, \$c 2001.
- 300 \$a 1 videocassette (133 minutes) : \$b sound, color ; \$c 1/2 inch.
- 336 \$a two-dimensional moving image \$2 rdacontent
- 337 \$a video \$2 rdamedia
- 338 \$a videocassette \$2 rdacarrier
- 500 \$a VHS format.
- 508 \$a David Blight, professor, Amherst College ; Edward Linenthal, professor, University of Wisconsin ; Richard Rabinowitz, president, American History Workshop.
- 518 \$a Recorded live at Ford's Theatre, Washington, D.C. May 8, 2000.
- 520 \$a Symposium about the National Park Service's role in interpreting and preserving facts about the Civil War, held in Ford's Theatre, Washington, D.C., May 8, 2000.
- 610 10 \$a United States. \$b National Park Service.
- 651 0 \$a United States \$x History \$y Civil War, 1861-1865 \$x Historiography.
- 700 1 \$a Rabinowitz, Robert, \$e author.
- **6**8700 1 \$a Lilenthal, Edward, **\$e author**.

RDA Toolkit



RDA Toolkit

RDA TOOLS RESOURCES

- RDA

- + 0: Introduction
- + Recording Attributes of ...
- + Recording Primary Relationships . . .
- + Recording Relationships to
- + Recording Relationships between ...
- + Appendices
- + Glossary

RDA TOOLS RESOURCES

- + RDA: Element Set View
- * RDA Mappings
- + Workflows
- Mappings
- Entity Relationship Diagram (ERD)
- + Schemas

TOOLS RESOURCES RDA + AACR2 - Other Resources - Element Sets & Encoding Standards FRBR FRAD FRSAR MARC Standards Dublin Core Meta Data Initiative **Open Archives Initiative** NSDL Registry XC Extensible Catalog

About | Help | Feedback

在美國測試 RDA

□ 由三國家圖書館 (LC, NLM, NAL) 帶領其他二十

個圖書館一同測試

□ 預計六個月的測試期

□ 頭三個月 – 讀 RDA, 習慣使用 RDA Toolkit ; 後 三個月 – 登錄 RDA 書目記錄

□ 預計同步登錄 25 筆 RDA 與 AACR2 書目記錄

在美國測試 RDA

- □ OCLC 已加入MARC21 新欄位成有效欄位 (e.g. 336, 337, 338 ... 等)
- □ 測試期間,測試圖書館可建立 RDA 書目記錄
- □ 辨識 RDA 書目記錄:
 - **040** \$e rda
 - 定長欄 Desc 鍵入 "i" (ISBD) 或留空白 (non-ISBD) 標點符號

OCLC RDA 書目記錄

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OCLC RDA 書目記錄

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\longrightarrow	245	1	0	Mexican Spanish of the Colonial Period : +b Evidence for the Audiencia of New Galicia.
	260			New York : +b Hispanic Seminary of Medieval Studies, +c c2010.
	300		<	x, 243 pages : +b illustrations, maps ; +c 27 cm
[336			≠b txt ≠2 rdacontent
	337			≠b n ≠2 rdamedia
l	338	Γ		≠b nc ≠2 rdacarrier
	490	1		Colonial Spanish American Series ‡v 6
	504	Γ		Bibliography: p. 231-242.
	650		0	<u>Spanish language</u> ŧz <u>America</u> ŧx <u>Historγ.</u>
	650		0	<u>Spanish language</u> ‡z <u>Mexico</u> ‡x <u>History.</u>
	830		1	Colonial Spanish American Series.

RDA 實施時間表

- □ January 15, 2010 : 舉行測試圖書館"訓練 訓練 者講習"
- □ June 22, 2010: RDA Toolkit (線上版本) 出版
- July 1-September 30, 2010: 測試圖書館熟悉
 RDA 編目規則並 練習使用 RDA 線上工具
- □ October 1-December 31, 2010: 測試圖書館登錄 RDA 書目記錄
- January 1-March 31, 2011: 分析測試結果並準 備結論報告.

開始準備 RDA

編目員/編目主管

- □ 認識並熟悉FRBR/FRAD 概念與模式
- □ 認識並熟悉FRBR/FRAD 詞彙
- □ 認識並熟悉 RDA 詞彙及其 AACR2 對等詞彙
- □ 認識並習慣使用 RDA 線上工具
- □ 清楚瞭解 RDA 規則與 AACR2 不同



開始準備 RDA

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區域性編目訓練計劃 (若有意實施 RDA)

- 聯合臺灣其他圖書館編目部門,設定訓練與測試 計劃與施行時間表
- □ 中文編目應訂定政策性計畫設定目標期與西文編 目同步發展
- □ 開 RDA 訓練課程, 逐步使各館編目員接受訓練建 立 RDA 書目記錄



開始準備 RDA

圖書館系統

- □ 各圖書館系統應加入新定義的機讀欄位
- □ 決定新欄位的 OPAC 顯示
- □ 積極發展以 FRBR/FRAD 模式為基礎的編目流 程及 OPAC 顯示
- □ 同時應包括權威記錄與書目記錄的連結



接受 RDA 並因應未來

逐步建立適合區域性編目環境的編目原則 應著重一致性,全臺都遵循的編目原則 組織常設機構,定期修訂區域性編目規範,並與 國際編目規則的修訂同步



接受 RDA 並因應未來

最佳時機聯合華人編目界訂定以 RDA 為基礎的中 文編目原則 華人編目界開始對話合作編目的最佳時機 一起合作來準備 RDA 中文版

□ 一起朝國際化邁進





謝謝!

迎向未來

Tai@lemoyne.edu weng@tcnj.edu

認識 RDA 線上工具



Preferred title for the work is a core element. Variant titles for the work are optional.

6.2.1 Basic Instructions on Recording Titles of Works

6.2.1.1 Scope

A **title of the work** is a word, character, or group of words and/or characters by which a work is known.

For purposes of identifying works, titles of the work are categorized as follows:

- a) preferred title for the work (see 6.2.2 RDA)
- b) variant title for the work (see 6.2.3 RDA).

6.2.1.2 Sources of Information

Take the title or titles of the work from any source.

導覽相關規則

For additional guidance on sources of information for the preferred tit

認識 RDA 線上工具

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例外

6.2.2.9 Recording the Preferred Title for a Part or Parts of a Work

Record the preferred title for a part or parts of a work applying the instructions given under **6.2.2.9.1–6.2.2.9.2** RDA, as applicable.

Exceptions

For parts of musical works, see 6.14.2.7 RDA.

For parts of religious works, see 6.23.2.9-6.23.2.20 RDA.

For instructions on constructing the authorized access point representing a part or parts of a work, see **6.27.2 RDA**.

6.2.2.9.1 One Part

Record the preferred title for the part applying the basic instructions on recording titles of works given under **6.2.1 RDA**.

