

8. 登錄編目資料（詮釋資料）的出處 (source of information)

編目（詮釋）資料出自在編資源本身 (recording a source of metadata that is a manifestation that is being described)

如果條件 (condition)	然後選項 (condition option)	LC-PCC 的做法
編目資料出自在編資源本身 (the source of a metadata work is a manifestation that is being described)	用「資料來源」元素登錄資料出處 (record the <i>source of information</i> as a Work: recording source)	<p>LC/PCC：如有需要時，用此做法；見個別元素下的指示，決定何時需要登錄資料出處</p> <p>除非有特定指示，手邊的資源就是默認的資料來源 (the manifestation in hand is the default resource unless otherwise stated)</p> <p>對線上資源、善本珍藏圖像資源、及 CONSER 記錄，登錄正題名資料出處；見「題名附註」元素、「正題名」元素中，LC/PCC 對登錄正題名的資料來源的做法 (apply option re: note on title: re: source of title proper to always record a note on the source of the Manifestation: title proper for online resources, rare graphics, and in a CONSER Standard Record)</p> <p>參見「題名附註」元素中，著錄其他題名資料出處的指示 (for further instructions on when to record a note on the source of the Manifestation: note on title: option for the source of a variant title)</p>
編目資料出自在編資源本身 (the source of a metadata work is a	<p>以此順序選取：</p> <ol style="list-style-type: none"> 1. 選用具有與內容相同的語言、或文字的編 	LC/PCC：用此做法

<p>manifestation that is being described)</p> <p>出版品中有兩個、或數個語言、文字的資料來源 (a manifestation contains recording sources in two or more languages or scripts)</p>	<p>目資料出處 (a recording source in a language or script that corresponds to the language or script of the content of the manifestation)</p> <p>2. 選用具有與主要內容相同的語言、或文字的編目資料出處 (a recording source in a language or script that corresponds to the predominant language or script of the content of the manifestation)</p> <p>3. 如有原文及翻譯同在、並且翻譯是此出版品的主要目的，選用具有翻譯語言、或文字的編目資料出處 (a recording source in a language or script of translation, if the manifestation embodies the same work in two or more languages or scripts and translation is known to be the purpose of the manifestation)</p> <p>4. 資源中內容以原始語言文字，及其他多個語言或文字表現，且可辨識原始語言文字內容，選用具有原始語言文字的編目資料出處 (a recording source in an original language or script of the content, if the manifestation embodies the same content in two or more languages or scripts and an original language or script can be identified)</p> <p>5. 最先出現的編目資料出處 (a recording source that occurs first)</p> <p>6. 如一書的兩個語言文字內容是雙向倒轉印刷裝訂，用編目機構所選用編目語言、或文字的編目資料出處 (a recording source in a language or script preferred by an agent who creates the metadata, if the resource is formatted tête-bêche, as a head-to-head</p>	
---	--	--

	bound volume, or as a head-to-tail bound volume)	
<p>編目資料出自在編資源本身 (the source of a metadata work is a manifestation that is being described)</p> <p>資源並非體現一歷時性作品 (a manifestation does not embody a diachronic work)</p> <p>資源有兩個或多個不同日期的首選資料來源 (a manifestation provides two or more preferred recording sources with different dates)</p>	<p>優先選用具最新、最近日期的資料來源 (prefer the recording source with the latest date)</p>	<p>LC/PCC：用此做法</p>
<p>編目資料出自在編資源本身 (the source of a metadata work is a manifestation that is being described)</p> <p>資源是由一或多張紙頁、紙葉、大張紙、或卡片組成 (a manifestation consists of one or more pages, leaves, sheets, or cards)</p>	<p>以此順序選取：</p> <ol style="list-style-type: none"> 1. 書名頁、印有書名的紙、或題名卡片 (a title page, title sheet, or title card) 2. 封面、或書皮 (a cover or jacket issued with the manifestation) 3. 卷端題名 (a caption) 4. 報頭題名 (a masthead) 5. 書末出版消息處 (a colophon) 	<p>LC/PCC：用此做法；除非另有指示，不需登錄轉錄元素的資料出處</p> <p>LC/PCC：以下列順序選取集叢正題名：</p> <ol style="list-style-type: none"> 1. 集叢題名頁 (series title page) 2. 資源中其他處 (another source within the manifestation itself) 3. 用「詮釋（編目）資料來源非出自在編資源本身」所列的外在資料 (one of the external sources of information specified at Guidance: : Recording a source of metadata: option re: preferred external sources of information) <p>LC/PCC：在期刊迴溯編目、及無需刪除現有書目記錄時，以下列順序選取資料出處：</p> <ol style="list-style-type: none"> 1. 如一刊期上有兩個或多個題名，且最為人

		<p>知的題名出現在排名較後資料出處，且穩定地出現在數個刊期上，用這資料出處 (if an issue has two or more different titles and the title that appears in a less preferred source is known (because of a trademark or other symbol that appears with it) to be the stable title that does not vary from issue to issue, use the source with the stable title as the preferred source of information)</p> <p>2. 如手邊有兩個或多個刊期，且最為人知的題名出現在排名較後資料出處，且穩定地出現在數個刊期上，用這資料出處 (if two or more issues are available and the title appearing in a less preferred source remains stable from issue to issue (e.g., if the masthead title remains stable but the cover title changes from issue to issue), use the source with the stable title as the preferred source of information)</p> <p>3. 如題名頁從刊期上增加、或刪減，將期刊視為缺少題名頁，根據順序選取資料出處 (if a title page is added to or dropped from issues, consider that the serial lacks a title page and identify the preferred source of information according to the priority order of sources)</p> <p>LC/PCC：出現在資源上的預先編目資料不當作轉錄元素的資料出處 (do not consider pre-publication cataloging data (foreign or domestic) appearing in the item as a source of information for manifestation transcription elements)</p> <p>LC/PCC：在期刊編目時，當一刊期沒有提供</p>
--	--	--

		<p>足夠的編目資料，用整卷的題名頁為資料出處 (for the description of a serial, use a volume title page as the preferred source of information only when there is no source on an individual issue that is sufficient for the description of the serial)</p> <p>在決定實體手稿的名稱或典藏編號，見「具體呈現題名」元素中〈登錄非結構性描述〉段，〈用任何資料來源〉選項，LC/PCC 的做法選擇資料出處 (for instructions on choosing a source of information for the name or repository designation of a physical manuscript, see Manifestation : option to record a source of information)</p>
<p>編目資料出自在編資源本身 (the source of a metadata work is a manifestation that is being described)</p> <p>資源是由一或多張紙頁、紙葉、大張紙、或卡片組成 (a manifestation consists of one or more pages, leaves, sheets, or cards)</p> <p>資源是一早期印刷品 (a manifestation is an <i>early printed resource</i>)</p>	<p>以此順序選取：</p> <ol style="list-style-type: none"> 1. 書名頁、印有書名的紙、或題名卡片 (a <i>title page, title sheet, or title card</i>) 2. 書末出版消息處 (a <i>colophon</i>) 3. 封面、或書皮 (a <i>cover or jacket</i> issued with the manifestation) 4. 卷端題名 (a <i>caption</i>) 	<p>LC/PCC：用此做法</p>
<p>編目資料出自在編資源本身 (the source of a metadata work is a manifestation that is being described)</p> <p>資源是一或多張紙頁、紙葉、大張紙、或卡片的複製品 (a manifestation is a reproduction of one</p>	<p>優先選用複製品的書名頁、印有書名的紙、或題名卡片 (prefer a <i>title page, title sheet, or title card</i> of the reproduction)</p>	<p>LC/PCC：用此做法</p> <p>如資源上有複製出版品的首選資料出處，及原版的首選資料出處，選用複製出版品的首選資料出處為資料出處 (if the manifestation contains a preferred source of information for the reproduction as well as a preferred source</p>

or more pages, leaves, sheets, or cards)		<p>of information for the original, use the source for the reproduction as the preferred source of information)</p> <p>LC/PCC：如複製出版品缺少題名頁、印有書名的紙、或題名卡片，用以下順序選則：</p> <ol style="list-style-type: none"> 1. 封面、或書皮的影像 (an image of a cover or jacket issued with the manifestation) 2. 卷端的影像 (an image of a caption) 3. 報紙的刊頭欄的影像 (an image of a masthead) 4. 書末出版消息地的影像 (an image of a colophon) <p>LC/PCC：對直接攝取電子資源，不用此做法；首選一肉眼可見、永久粘貼在資源上的標籤 (prefer instead an eye-readable label that is permanently affixed to the manifestation as a source of information)</p>
<p>編目資料出自在編資源本身 (the source of a metadata work is a manifestation that is being described)</p> <p>資源是一或多張紙頁、紙葉、大張紙、或卡片的微縮複製品 (a manifestation is a micro reproduction of one or more pages, leaves, sheets, or cards)</p>	<p>優先選用一肉眼可見、永久粘貼在資源上的標籤 (prefer an eye-readable <i>label</i> that is permanently affixed to the manifestation as a source of information.</p>	<p>LC/PCC：對縮影資源不用此做法；使用前面的做法 (apply instead the option at Guidance: option re: preferred sources of information)</p>
<p>編目資料出自在編資源本身 (the source of a metadata work is a manifestation that is being described)</p>	<p>優先選用題名螢幕 (prefer a title frame or title screen as a source of information)</p>	<p>LC/PCC：用此做法</p> <p>如題名螢幕只列出個別題名，但在資源內其他處，有正式表示出的集合題名，用有集合</p>

<p>資源是動態影像 (a manifestation embodies moving images)</p>		<p>題名之處為資料出處 (if the title frames or title screens only list the titles of the individual contents and another source forming part of the manifestation has a formally-presented collective title, use as the preferred source of information the first applicable source with a formally-presented collective title)</p> <p>如選用非題名螢幕之外處為資料出處，用附註登錄正題名出處 (if a source other than a title frame or title screen is used as the preferred source of information, record a note on the source of the Manifestation: title proper)</p> <p>對動態影像檔案，見「具體呈現題名」元素中〈登錄非結構性描述〉段，〈用任何資料來源〉選項 LC/PCC 的做法，選擇資料出處 (for instructions on choosing the preferred source of information for archival moving images, see Manifestation: title proper: option re: source of information)</p>
	<p>優先選用在資源上永久粘貼的標籤 (prefer a <i>label</i> that is permanently affixed to the manifestation as a <i>source of information</i>)</p>	<p>LC/PCC：當一整個資源沒有題名螢幕、或無法得到題名螢幕，用此做法 (apply the option when there is no title frame or title screen which applies to the entire resource, or the title frame or title screen are inaccessible)</p>
<p>編目資料出自在編資源本身 (the source of a metadata work is a manifestation that is being described)</p> <p>資源是動態影像 (a manifestation embodies moving images)</p>	<p>以此順序選取：</p> <ol style="list-style-type: none"> 1. 資源上永久粘貼的標籤 (a <i>label</i> that is permanently affixed to the manifestation) 2. 資源的容器 (a <i>container</i> of the 	<p>LC/PCC：對實體資源 (tangible resources)，不採用此做法；在含有題名的資料出處中，以此順序選取：</p> <ol style="list-style-type: none"> 1. 資源上永久粘貼的標籤 (a <i>label</i> that is permanently affixed to the manifestation)

<p>資源缺少題名螢幕 (a manifestation lacks a <i>title frame</i> or <i>title screen</i>)</p>	<p>manifestation)</p> <p>3. 一數位選單 (a digital menu)</p> <p>4. 數位型態資源中的內嵌詮釋資料 (<i>embedded metadata</i> of a digital manifestation)</p>	<p>2. 資源的容器 (a container of the manifestation)</p> <p>3. 一數位選項單 (a digital menu)</p> <p>4. 資源內任何處，優先選取正式表現題名之處 (another source on any part of the manifestation itself, giving preference to sources in which the information is formally presented.</p> <p>用「題名附註」元素登錄正題名的資料出處 (record a note on the source of the Manifestation: title proper as a Manifestation: note on title)</p> <p>LC/PCC：對線上資源 (online resources)，不用此作法；以此順序，優先選取有正式表現題名之處：</p> <p>1. 文字內容 (textual content)</p> <p>2. 帶有題名的文字內嵌詮釋資料 (embedded metadata in textual form that contains a title)</p> <p>3. 資源內任何處，優先選取正式表現題名之處 (another source on any part of the manifestation itself, giving preference to sources in which the information is formally presented)</p> <p>用附註登錄正題名出處 (record a note on the source of the Manifestation: title proper)</p>
<p>編目資料出自在編資源本身 (the source of a metadata work is a manifestation that is being described)</p>	<p>從具有題名的資料出處，以此順序選取：</p> <p>1. 資源內任何文字記載處，或永久粘貼在資源上的標籤 (a textual source on the</p>	<p>LC/PCC：對實體資源 (tangible resources)，不採用此做法。在包含有題名的資料出處中，以此順序選取：</p>

<p>資源不是由一或多張紙頁、紙葉、大張紙、或卡片組成 (a manifestation does not consist of one or more pages, leaves, sheets, or cards)</p> <p>資源不是動態影像 (a manifestation does not embody moving images)</p>	<p>manifestation or a <i>label</i> that is permanently affixed to the manifestation)</p> <ol style="list-style-type: none"> 2. 資源內有文字且正式表現題名之處，如題名螢幕 (an internal source, such as a <i>title screen</i>, whose textual content formally presents the title) 3. 帶有題名的文字內嵌詮釋資料 (<i>embedded metadata</i> in textual form that contains a title) 4. 資源的容器 (a <i>container</i> of the manifestation) 5. 資源內任何處，優先選取正式表現題名資料的部分 (another source on any part of the manifestation itself, giving preference to sources in which the information is <i>formally presented</i>) 	<ol style="list-style-type: none"> 1. 資源上任何文字記載處，或永久粘貼在資源上的標籤 (a textual source on the manifestation or a label that is permanently affixed to the manifestation) 2. 資源的內部資源中，任何文字部分正式展現題名處，如題名螢幕 (an internal source, such as a title screen, whose textual content formally presents the title) 3. 資源的容器 (a container of the manifestation) 4. 如資料出處僅只列出個別內容的題名，但在資源內其他處，有正式表現出的集合題名，用有此集合題名處為資料出處 (another source on any part of the manifestation itself, giving preference to sources in which the information is formally presented if a source of information only lists the titles of the individual contents and another source forming part of the manifestation has a formally-presented collective title, use as the preferred source of information the first applicable source with a formally-presented collective title) <p>用附註元素登錄正題名資料出處 (record a note on the source of the Manifestation: title proper)</p> <p>LC/PCC：對線上資源 (online resources)，不用此作法；以此順序，優先選取有正式表現題名之處：</p> <ol style="list-style-type: none"> 1. 文字內容 (textual content)
---	---	---

		<p>2. 帶有題名的文字內嵌詮釋資料 (embedded metadata in textual form that contains a title)</p> <p>3. 如資料出處僅只列出個別內容的題名，但在資源內其他處，有正式表現出的集合題名，用有此集合題名處為資料出處 (another source on any part of the manifestation itself, giving preference to sources in which the information is formally presented if a source of information only lists the titles of the individual contents and another source forming part of the manifestation has a formally-presented collective title, use as the preferred source of information the first applicable source with a formally-presented collective title)</p> <p>用附註元素登錄正題名資料出處 (record a note on the source of the Manifestation: title proper)</p>
--	--	---

在編資料沒有某一元素的資訊 (a manifestation that is being described does not provide a source of information for an element)

如果條件 (condition)	然後選項 (condition option)	LC-PCC 的做法
在編資料沒有提供某一元素的資料出處 (a manifestation that is being described does not provide a <i>source of information</i> for an element)	<p>以下列順序選擇來源：</p> <p>1. 有關此資源的出版消息 (a published description of the manifestation)</p>	<p>LC/PCC：不採用此做法；而以下列順序選擇外在來源：</p> <p>1. 出版品外的從屬資料，例傳單 (leaflet)、有關檔 ("about" file) 等 (subordinate)</p>

	<p>2. 與資源無關、另外發行的容器 (a container that is not issued with the manifestation itself)</p> <p>3. 其他任何資料來源 (any other available source)</p>	<p>materials (e.g., a leaflet, an “about” file) that are not treated as part of the manifestation itself)</p> <p>2. 有關此資源的出版消息 (a published description of the manifestation)</p> <p>3. 與資源無關、另外發行的容器 (a container that is not issued with the manifestation itself)</p> <p>4. 其他任何資料來源 (any other available source)</p>
--	--	--

編目（詮釋）資料來源非出自在編資源本身 (recording a source of metadata that is not a manifestation that is being described)

如果條件 (condition)	然後選項 (condition option)	LC-PCC 的做法
詮釋資料來源非出自在編資源本身 (a source of metadata is not a manifestation that is being described)	用「參考資料」元素著錄諮詢資料出處 (record the <i>source of information</i> as a Work: source consulted of the <i>metadata work</i>)	<p>LC/PCC：如適用，採用此做法</p> <p>見「參考資料」元素中更多的規則來登錄：用來識別執行者的資料出處，或用來表示執行者、作品、表現形式、具體呈現、或單件間關係的資料出處 (for further instructions on recording a source consulted in association with data identifying agents or in association with relationships between agents, works, expressions, manifestations, or items, see Work: source consulted)</p>

	<p>表明詮釋資料並非出自在編資源 (indicate that the value of the <i>metadata work</i> is not taken from the manifestation that is being described)</p>	<p>LC/PCC：如適用，採用此做法</p> <p>如轉錄元素資料非來自在編資源，加上方括弧（[]），包含：題名、著者、版本、卷期編號、出版、製造、經銷、集叢資訊(use square brackets in bibliographic records if information taken from a source outside a resource itself is supplied in any of the following transcribed elements: title, statement of responsibility, edition statement, numbering of sequence, production statement, publication statement, distribution statement, manufacture statement, and series statement)。</p> <p>如資源類型通常不帶有編目資訊，不需用法括弧來指出編目資料出自資源外 (if the resource is of a type that does not normally carry identifying information, do not use square brackets to indicate that the information was taken from a source outside the resource)</p> <p>對動態影像檔案資源，只在資訊出自在編資源之外、且可能有疑題的資訊，才需加上方括弧 (for archival moving image resources, square brackets are used only if the information taken from sources outside the manifestation are considered to be probable or questionable)</p>
<p>一可能的詮釋資料來源不是出自在編資源 (a potential source of metadata is not a manifestation that is being described)</p> <p>一可能的詮釋資料來源不能提供額外的資訊 (a potential source of</p>	<p>用「詮識資料附註」登錄資料出處，並且指出額外的資訊不在此參考資料上 (record the source of metadata as a Work: note on metadata work of the <i>metadata work</i> and indicate that additional information is not found in the source.</p>	<p>LC/PCC：採用此做法</p>

metadata does not provide additional content for a <i>metadata work</i>)		
---	--	--