

第十五, 十六講
RDA工具套件和習作
RDA Toolkit and Exercises

盧文英

國家圖書館 **RDA**工作坊

5/23/2012

Acknowledgement

The screen images used in this presentation are from the RDA Toolkit.

RDA Toolkit

網址: <http://www.rdatoolkit.org/>

—RDA Toolkit Essentials

兩個月一次, 有免費Webinar教如何使用RDA Toolkit. Webinar也錄製存檔

•直接上網: <http://access.rdatoolkit.org/>

<http://access.rdatoolkit.org/>

RDA TOOLKIT
RESOURCE DESCRIPTION & ACCESS

RDA TOOLS RESOURCES

RDA Quick Search

Account ID Password

機關登入

GET STARTED WITH THE RDA TOOLKIT!

It's as easy as . . .

Log in to Your Subscription

If your institution's name is visible in the upper right corner of the window, then you're already logged into your subscription. If not, enter your subscription Account ID and Password in the login boxes.

Create a User Profile

Next, create a User Profile by clicking the "Create" button. If you already have a User Profile, enter your Profile Name and Password in the login boxes. Solo-users are automatically logged into their User Profile when they log into their subscription.

Browse or Search

On the RDA tab to the left, click the plus sign to expand and browse the RDA table of contents. On the Tools tab you can browse the RDA Element Set as well as workflows and maps. Search RDA only from the "RDA Quick Search" box above, or use Advanced Search to search RDA and other documents.

Need Assistance?

- RDA
 - RDA Table of Contents
 - + 0: Introduction
 - Section 1: Recording Attributes of Manifestation & 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 & Expression
 - + 5: General Guidelines on Recording Attributes of Works and Expressions
 - + 6: Identifying Works and Expressions
 - + 7: Describing Content
 - + Section 3: Recording Attributes of Person, Family, & Corporate Body
 - + Section 4: Recording Attributes of Concept, Object, Event & Place

University of Colorado at Boulder, University Libraries



個人登入: 首先得建立個人專戶

Create Profile

Your User Profile is currently inactive.

If you have a profile:

Enter your profile name and password and click Login.

Login

Or you may create a new profile:

Enter your desired account details and click Create.

Full Name:

Profile Name:

Email Address:

Password:

Confirm Password:



agree to the RDA Toolkit [terms and conditions](#).

Create

Forgot your password? [Click Here to send yourself an email reminder](#).

個人登入之後...



My Profile

Manage Profile ...

Reset Current Profile

To remove all personalizations held in your account, [Click Here](#).

Update Profile Details

Please enter the new full name, profile name, email address, and/or password for your profile. To protect your profile security the current profile password is required to make any changes.

Current Password:	<input type="password"/>
New Full Name:	<input type="text"/>
New Profile Name:	<input type="text"/>
New Email Address:	<input type="text"/>
New Password:	<input type="password"/>
Confirm New Password:	<input type="password"/>

Update

Toolkit Settings

These settings customize the behavior of the RDA Toolkit when you login with your profile.

Split Documents By Page:	<input checked="" type="checkbox"/>
Automatically Synchronize TOC:	<input checked="" type="checkbox"/>
Display the selected link sets in...	
RDA:	<input checked="" type="checkbox"/> LC-PCC PS
AACR2:	<input type="checkbox"/> CM <input type="checkbox"/> DCRMB <input checked="" type="checkbox"/> LCRI <input checked="" type="checkbox"/> MARC <input type="checkbox"/> LAC RI

Update

Manage Personalizations ...

My Profile

Display the selected link sets in...

RDA: ☒ LC-PCC PS

AACR2: ☐ CM ☐ DCRMB ☒ LCRI ☒ MARC ☐ LAC RI

Manage Personalizations ...

**Saved Searches**

1. [state1](#) [Delete] [Rename] [Edit]
2. [Statement of responsibility](#) [Delete] [Rename] [Edit]
3. [Statement of responsibility-1](#) [Delete] [Rename] [Edit]
4. [test](#) [Delete] [Rename] [Edit]

**Bookmarks**

1. [Creator](#) [Delete]
2. [Major/Minor changes](#) [Delete]
3. [No pub. date](#) [Delete]
4. [RDA: statement of responsibility > 1](#) [Delete]
5. [state1](#) [Delete]

**Workflows**

You do not currently have any workflows saved in your profile.

Maps

You do not currently have any maps saved in your profile.

RDA Toolkit 結構

根據FRBR的概念模型而定



RDA規則主體段落章節說明表: 10段(section), 37章(chapter), 12附錄(appendix)

RDA段次	RDA章次	內容說明
	第0章	導論
第1段	第1-4章	紀錄具體呈現和單件之屬性
第2段	第5-7章	紀錄作品和表現形式之屬性
第3段	第8-11章	紀錄個人、家族、團體之屬性
第4段	第12-16章	紀錄概念、物件、事件、地點之屬性
第5段	第17章	紀錄同一組作品、表現形式、具體呈現、及單件間之主要關係
第6段	第18-22章	紀錄特定名稱（個人、團體、家族）與相關的所有作品、表現形式、具體呈現、及單件間之關係
第7段	第23章	紀錄作品與概念、物件、事件、地點之關係
第8段	第24-28章	紀錄相關作品、表現形式、具體呈現、及單件間之關係
第9段	第29-32章	紀錄相關個人、團體、家族間之關係
第10段	第33-37章	紀錄相關主題間之關係

中文RDA規則主體段落章節說明表參考: 鄭玉玲、許令華、林淑芬、牛惠曼。〈資源描述與檢索：RDA與AACR2、MARC21相關議題初探〉，《國家圖書館館刊》，一〇一年第二期 (2012.12)，頁31-64。

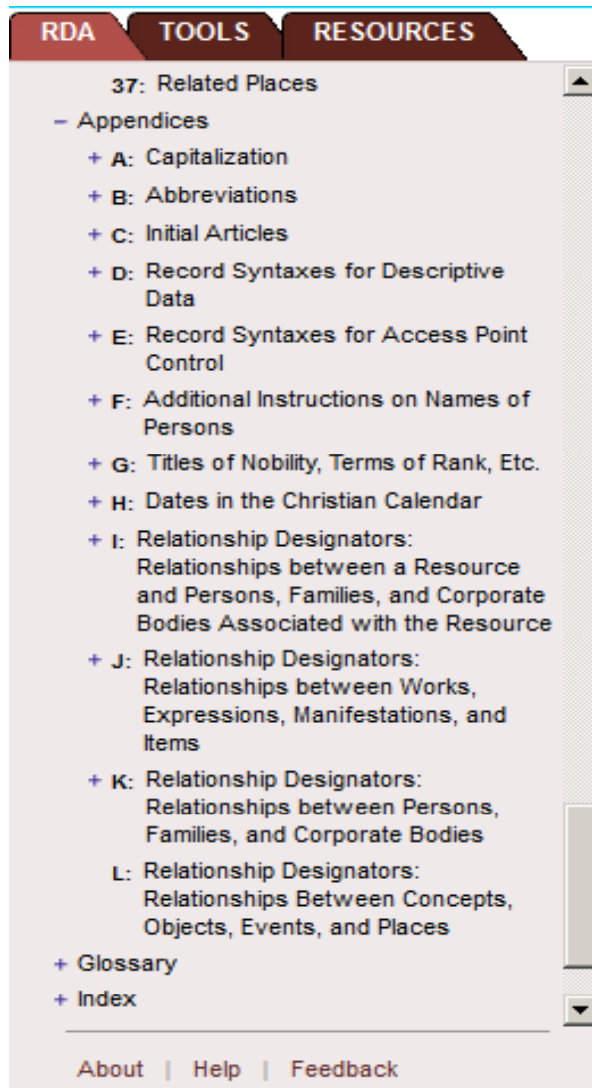
Attributes 屬性

Manifestation 具體呈現	Expression 表現形式	Work 作品
Source of information	Form of expression	Title of the work
Title of the manifestation	Date of the expression	Form of work
Statement of responsibility	Language of expression	Date of the work
Edition/issue designation	Other distinguishing characteristic	Other distinguishing characteristic
Place of publication/distribution	Medium of performance	Intended termination
Publisher/distributor	Content for the expression (content type)	Intended audience
Date of publication/distribution/copyright	Extent of the expression	Context for the work
Fabricator/manufacturer	Summarization of content	Others
Series statement	Others	
Form of carrier (media type, carrier type)		
Extent/dimensions of the carrier		
Others		

參考: Library of Congress (LC) RDA Training Materials—FRBR Fundamental Concepts

<http://www.loc.gov/catworkshop/RDA%20training%20materials/LC%20RDA%20Training/LC%20RDA%20course%20table.html> (viewed May 1, 2013)

RDA: Appendices



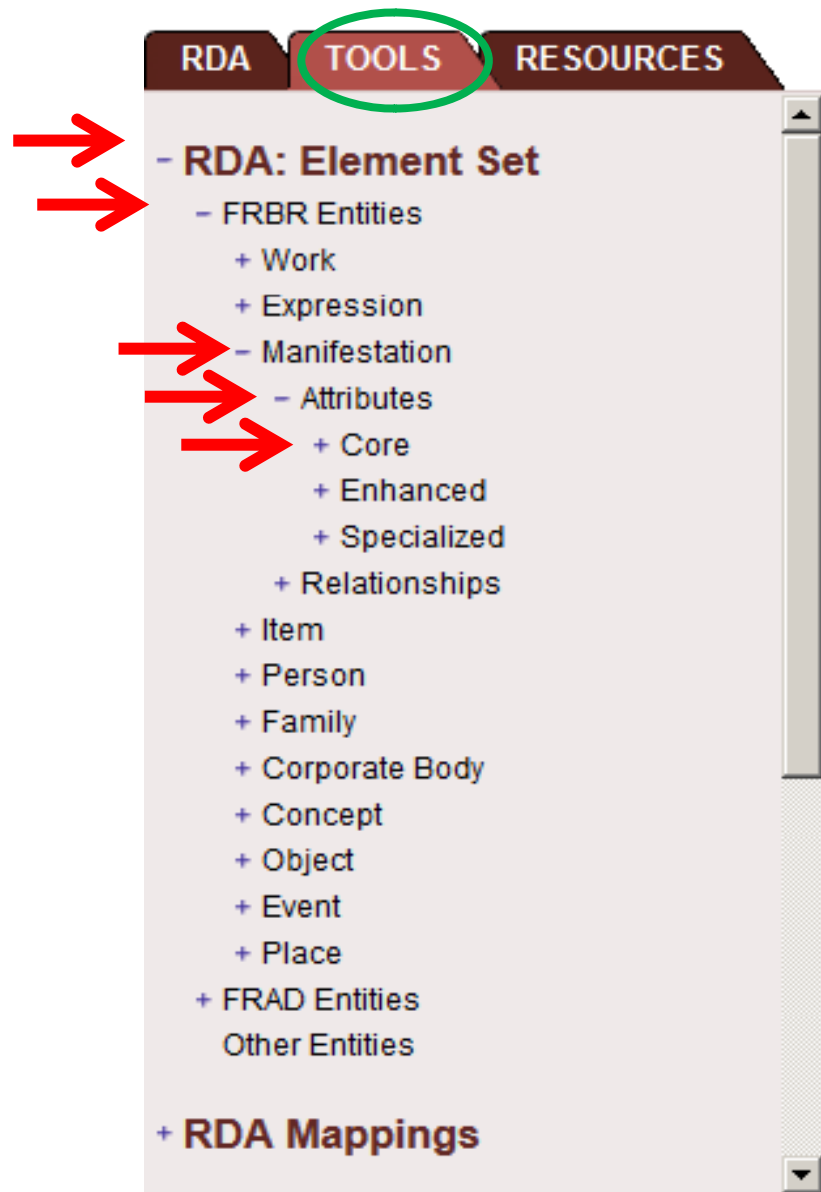
附錄:

A: 大小寫指示

B: 縮寫指示

I, J, K, L: 關係用語

TOOLS: RDA Element Set



相關的規則
集中在一起

TOOLS: RDA Element Set

RDA TOOLS RESOURCES

- RDA: Element Set

- FRBR Entities
 - + Work
 - + Expression
 - Manifestation
 - Attributes
 - Core
 - + RDA Core Element: Carrier Type
 - + RDA Core Element: Copyright Date
 - + RDA Core Element: Distribution Statement
 - + RDA Core Element: Edition Statement
 - + RDA Core Element: Extent
 - + RDA Core Element: Identifier for the Manifestation
 - + RDA Core Element: Manufacture Statement
 - + RDA Core Element: Numbering of Serials
 - + RDA Core Element: Production Statement
 - + RDA Core Element: Publication Statement
 - + RDA Core Element: Series

About | Help | Feedback

[1] 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17

RDA Quick Search

RDA CORE ELEMENT

PUBLICATION STATEMENT

Core Element Note

Place of publication, publisher's name, and date of publication are core elements for published resources. Other sub-elements of publication statements are optional.

Definition

A statement identifying the place or places of publication, publisher or publishers, and date or dates of publication of a resource.

Related Instructions

Sources of Information (2.8.1.2 RDA)

For guidance on choosing sources of information for publication statements, see the instructions for specific sub-elements of a publication statement as follows:

- For place of publication, see [2.8.2.2 RDA](#).
- For parallel place of publication, see [2.8.3.2 RDA](#).
- For publisher's name, see [2.8.4.2 RDA](#).
- For parallel publisher's name, see [2.8.5.2 RDA](#).

TOOLS: RDA Mapping

RDA

TOOLS

RESOURCES

+ RDA: Element Set

- RDA Mappings

+ Examples of RDA Records (JSC)

+ Workflows

+ Maps

+ Entity Relationship Diagram (ERD)

+ Schemas

RDA to MARC Bibliographic Mapping

MARC Bibliographic to RDA Mapping

RDA to MARC Authority Mapping

MARC Authority to RDA Mapping

RDA to MODS Mapping

088

a

Report number

2.15 RDA

Identifier for the Manifestation

088

z

Canceled/invalid report number

2.15 RDA

Identifier for the Manifestation

09X

Local call numbers

N/A

1XX

Main entries

100

Main entry—Personal name

19.2 RDA

Creator

100

Main entry—Personal name

19.3 RDA

Other Person, Family, or Corporate Body Associated with a Work

100 1st indicator 0 or 1

a

Personal name

9.2.2 RDA

Preferred Name for the Person

100 1st indicator 0 or 1

b

Numeration

9.2.2 RDA

Preferred Name for the Person

100 1st indicator 0 or 1

c

Titles and other words associated with a name

9.4 RDA

Title of the Person

100 1st indicator 0 or 1

c

Titles and other words associated with a name

9.6 RDA

Other Designation Associated with the Person

100 1st indicator 0 or 1

c

Titles and other words associated with a name

9.15 RDA

Field of Activity of the Person

100 1st indicator 0 or 1

c

Titles and other words associated with a name

9.16 RDA

Profession or Occupation

100 1st indicator 0 or 1

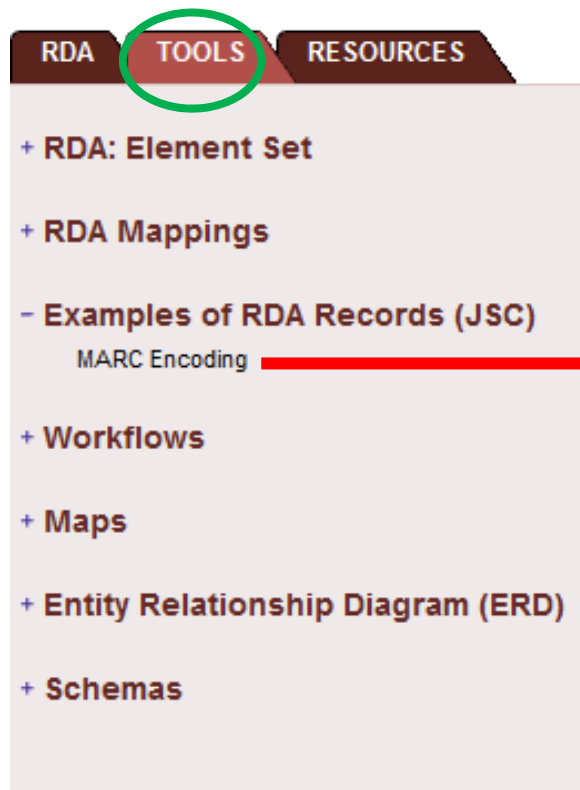
d

Dates associated with a name

9.3 RDA

Date Associated with the Person

TOOLS: Examples of RDA Records (JSC)



MARC Record Examples of RDA Cataloging

In order to facilitate RDA education and training, the Joint Steering Committee for Development of RDA (JSC) has issued full MARC record examples of RDA cataloging. The links below will download PDF files of RDA cataloging examples of authority records and bibliographic records. Each document is bookmarked to allow for easy navigation between examples. Each example includes both a RDA element view and a MARC encoding view of the record.

- [Examples of MARC RDA record \(JSC\) – authority records](#)
- [Examples of MARC RDA record \(JSC\) – bibliographic records](#)

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<http://www.rdatoolkit.org/examples/MARC>

範例/習作

1. How to record media type and carrier type?
如何紀錄媒體類型和載體類型?
2. How to record content type?
如何紀錄內容類型?
3. A copy shows a relator term (\$e in 100/110, 700/710, \$j in 111/711, \$i in 76X-78X). Verify the term used is appropriate.
如何確定關係用語用得妥當?

TOOLS: Workflows

The screenshot shows the RDA Tools interface. The left sidebar contains a menu with the following items: RDA, TOOLS, and RESOURCES. Under TOOLS, there are links for RDA: Element Set, RDA Mappings, Examples of RDA Records (JSC), MARC Encoding, Workflows, Create Workflow, Global Workflows, Local Workflows, CU Boulder Serials Copy Cataloging (draft), My Workflows, Maps, Entity Relationship Diagram (ERD), and Schemas. The 'Workflows' link is circled in red, and a red arrow points to it. The main content area displays 'CU Boulder Serials Copy Cataloging Guidelines'. At the top right of the main area, there is a search bar and a user profile icon, which is also circled in red, with a red arrow pointing to it. A yellow box with Chinese text is overlaid on the right side of the page, and another yellow box with Chinese text is overlaid on the bottom right of the page.

RDA TOOLS RESOURCES

+ RDA: Element Set

+ RDA Mappings

- Examples of RDA Records (JSC)

MARC Encoding

Workflows

Create Workflow

+ Global Workflows

- Local Workflows

CU Boulder Serials Copy Cataloging (draft)

+ My Workflows

+ Maps

+ Entity Relationship Diagram (ERD)

+ Schemas

About | Help | Feedback

CU Boulder Serials Copy Cataloging Guidelines

Search OCLC or verify that OCLC record or local catalog record

- compare title [245], preferred title [130 or 240] if present, creators/contributors [1xx/7xx], publisher, numbering, ISSN [022]
- look for GMD (\$h in 245)/ 533 in AACR2 records or media type and carrier type (337 and 338) to verify that the record is for the same format as your piece(s)
- If duplicate English language records are identified, give the OCLC record #s to Laura to report

Once based (e.g. u coding)

Pre-A

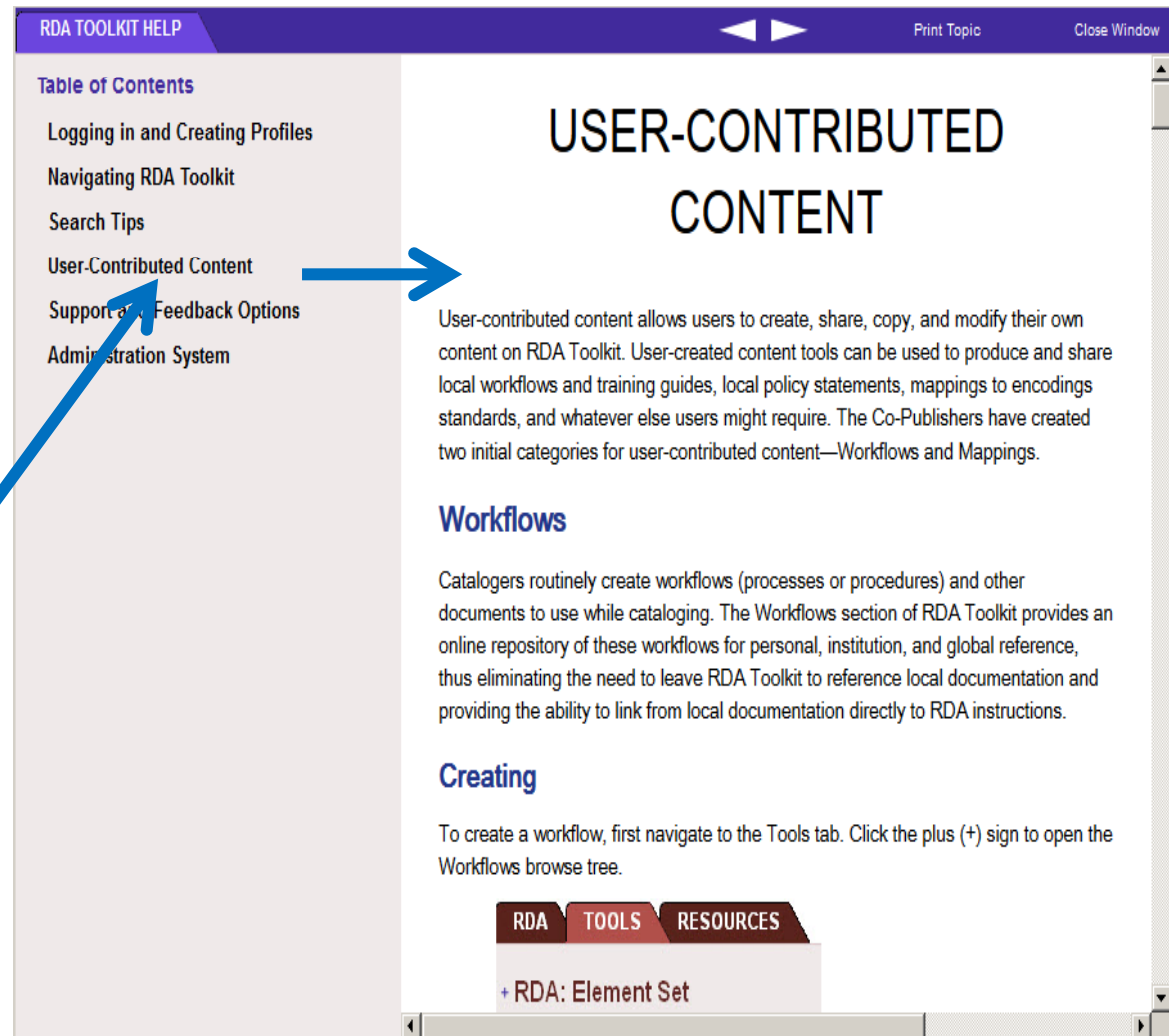
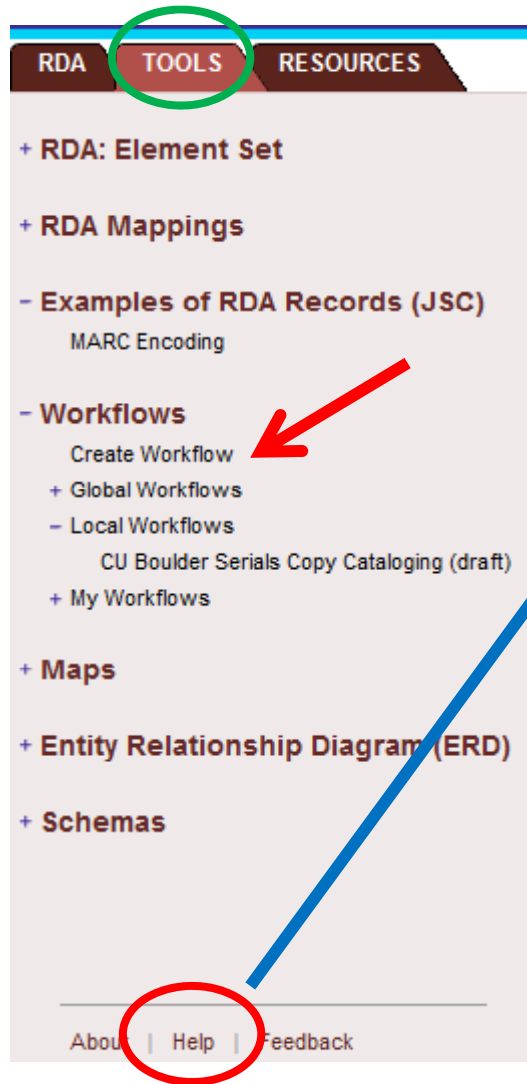
►Pre-AACR2 serials descriptions are based on the latest available issue

- Generally note fields are acceptable for describing changes (such as place of publication or publisher)
- Fixed fields should correspond to most recent information
- For CONSER cataloging, consult the [CONSER Standard Record Documentation](#) and [CSR cheat sheet](#)
- Consult the Conser Editing Guide section E (in Cataloger's Desktop) for information on use of the 936 in pre-AACR2 records

到“My Profile”改workflows

編目政策,方針和流程可存放在 Workflows裡,以供外界(Global),本圖(Local)或本人(My)參考使用

TOOLS: Workflows 指示



RESOURCES: AACR2 / LC-PCC PS

AACR2 和 LC-PCC PS有鏈接到RDA相關指示

The screenshot displays the RDA website interface. On the left, a navigation menu is visible with the 'RESOURCES' tab highlighted by a green circle. Below it, the 'AACR2' section is expanded, showing a list of items including 'Front Matter', 'Part I: Description', 'Part II', and 'Appendices'. A red arrow points to the 'AACR2' section, and another red arrow points to the 'Library of Congress-Program for Cooperative Cataloging Policy Statements (LC-PCC PS)' section. The main content area shows the 'LC-PCC' section, with the title 'Policy Statements for Chapter 2: Identifying Manifestations and Items'. Below this, the text 'LC-PCC PS for 2.1 RDA' is displayed, with 'RDA' circled in red. A blue arrow points from the top of the page down to the 'RDA' link. The main heading 'BASIS FOR IDENTIFICATION OF THE RESOURCE' is prominently displayed in green. Below this, a paragraph states: 'This Policy Statement represents *LC practice/PCC practice* except where a statement is noted only as *LC practice*.' The section 'Mode of Issuance: Integrating Resource?' is also visible, followed by a list of guidelines for determining the mode of issuance.

RDA TOOLS **RESOURCES**

- AACR2
 - + Front Matter
 - + Part I: Description
 - + Part II
 - + Appendices
- Library of Congress-Program for Cooperative Cataloging Policy Statements (LC-PCC PS)
 - + RDA 0: Introduction
 - + RDA 1: General Guidelines on Recording Attributes of Manifestations and Items
 - + RDA 2: Identifying Manifestations and Items
 - + RDA 3: Describing Carriers
 - + RDA 4: Providing Acquisition and Access Information
 - + RDA 5: General Guidelines on Recording Attributes of Works and Expressions

[1] 2 3 4 5 6 7

LC-PCC

Policy Statements for Chapter 2: Identifying Manifestations and Items

LC-PCC PS for 2.1 **RDA**

BASIS FOR IDENTIFICATION OF THE RESOURCE

This Policy Statement represents *LC practice/PCC practice* except where a statement is noted only as *LC practice*.

Mode of Issuance: Integrating Resource?

LC practice/PCC practice: In case of doubt about mode of issuance, apply the following guidelines:

1. If the decision has been narrowed down to "serial vs. integrating resource" and the resource has wording that refers to "edition," determine if that wording represents a numeric designation or an edition statement. If it is a numeric designation, catalog the resource as a serial; if it is an edition statement, catalog it as an integrating resource.

RDA Browse & Quick Search

The screenshot shows the RDA Browse & Quick Search interface. On the left is a sidebar with a tree view of RDA sections. The main area displays the selected section, 2.4 Statement of Responsibility, with its sub-sections and a detailed description of the statement of responsibility.

Annotations:

- A red arrow points from the sidebar to the **2.4 Statement of Responsibility** section in the main area.
- A red box highlights the **2.4** in the breadcrumb navigation at the top.
- A red box highlights the **2.4** in the search bar at the top right.
- A red box highlights the **2.4** in the table of contents at the top.
- A red box highlights the **2.4** in the table of contents at the top.

Interface Elements:

- Top Navigation:** RDA TOOLS RESOURCES
- Left Sidebar:** Manifestation & Item, + 1: General Guidelines on Recording Attributes of Manifestations and Items, - 2: Identifying Manifestations and Items, 2.0 Purpose and Scope, + 2.1 Basis for Identification of the Resource, + 2.2 Sources of Information, + 2.3 Title, **+ 2.4 Statement of Responsibility**, + 2.5 Edition Statement, + 2.6 Numbering of Serials, + 2.7 Production Statement, + 2.8 Publication Statement, + 2.9 Distribution Statement, + 2.10 Manufacture Statement, + 2.11 Copyright Date, + 2.12 Series Statement, + 2.13 Mode of Issuance, + 2.14 Frequency.
- Main Content:**
 - 2.4 Statement of Responsibility** (CORE ELEMENT)
 - Statement of responsibility relating to title proper is a core element. Other statements of responsibility are optional.*
 - 2.4.1 Basic Instructions on Recording Statements of Responsibility**
 - 2.4.1.1 Scope**

A **statement of responsibility** is a statement relating to the identification and/or function of any persons, families, or corporate bodies responsible for the creation of, or contributing to the realization of, the intellectual or artistic content of a resource.

A statement of responsibility may include words or phrases that are neither names nor linking words.

Statements of responsibility may occur in association with a title (see [2.4.2 RDA](#)—[2.4.3 RDA](#)), a designation of edition (see [2.5.4 RDA](#)—[2.5.5 RDA](#)), a designation of a named revision of an edition (see [2.5.8 RDA](#)—[2.5.9 RDA](#)), the title of a series (see [2.12.6 RDA](#)—[2.12.7 RDA](#)), or the title of a subseries (see [2.12.14 RDA](#)—[2.12.15 RDA](#)).

For statements identifying performers of music whose participation is confined to performance, execution, or interpretation, see [7.23 RDA](#).

RDA Quick Search

搜尋：2.4.1

The screenshot displays the RDA Quick Search interface. At the top, there are tabs for 'RDA', 'TOOLS', and 'RESOURCES'. A search bar in the top right corner contains the text '2.4.1'. Below the search bar, a navigation bar shows a sequence of numbers from 1 to 12, with '2.4.1' highlighted. The main content area is titled '2.4.1 Basic Instructions on Recording Statements of Responsibility'. Under this title, the sub-section '2.4.1.1 Scope' is highlighted. The text under '2.4.1.1 Scope' defines a statement of responsibility and provides examples of how it might be used in various contexts, such as identifying performers, narrators, or contributors. The left sidebar contains a tree view of the RDA sections, with '2.4.1 Basic Instructions on Recording Statements of Responsibility' selected. The bottom of the interface includes links for 'About', 'Help', and 'Feedback'.

RDA TOOLS RESOURCES

Manifestations and Items

- 2: Identifying Manifestations and Items

2.0 Purpose and Scope

+ 2.1 Basis for Identification of the Resource

+ 2.2 Sources of Information

+ 2.3 Title

- 2.4 Statement of Responsibility

+ 2.4.1 Basic Instructions on Recording Statements of Responsibility

+ 2.4.2 Statement of Responsibility Relating to Title Proper

+ 2.4.3 Parallel Statement of Responsibility Relating to Title Proper

+ 2.5 Edition Statement

+ 2.6 Numbering of Serials

+ 2.7 Production Statement

About | Help | Feedback

1 2 [3] 4 5 6 7 8 9 10 11 12

2.4.1 Basic Instructions on Recording Statements of Responsibility

2.4.1.1 Scope

A **statement of responsibility** is a statement relating to the identification and/or function of any persons, families, or corporate bodies responsible for the creation of, or contributing to the realization of, the intellectual or artistic content of a resource.

A statement of responsibility may include words or phrases that are neither names nor linking words.

Statements of responsibility may occur in association with a title (see [2.4.2 RDA](#)—[2.4.3 RDA](#)), a designation of edition (see [2.5.4 RDA](#)—[2.5.5 RDA](#)), a designation of a named revision of an edition (see [2.5.8 RDA](#)—[2.5.9 RDA](#)), the title of a series (see [2.12.6 RDA](#)—[2.12.7 RDA](#)), or the title of a subseries (see [2.12.14 RDA](#)—[2.12.15 RDA](#)).

For statements identifying performers of music whose participation is confined to performance, execution, or interpretation, see [7.23 RDA](#).

For statements identifying performers, narrators, and/or presenters, see [7.23 RDA](#). 2012/04

For statements identifying persons who have contributed to the artistic and/or technical production of a resource, see [7.24 RDA](#). 2012/04

RDA Quick Search

搜尋：“2.4.1” (加引號)

The screenshot displays the RDA Quick Search interface. On the left is a navigation menu with sections like '0: Introduction', '1: General Guidelines on Recording Attributes of Manifestations and Items', and '2: Identifying Manifestations and Items'. The main area is titled 'Advanced Search' and shows results for the query '2.4.1' in RDA, sorted by Relevance. The results list includes sections such as 'RDA: 2.4.1.10 Recording Changes in Statements of Responsibility', 'RDA: 2.4.1 Basic Instructions on Recording Statements of Responsibility', 'RDA: 2.4.1.10.1 Multipart Monographs', 'RDA: D.1.2.4.1 Mathematical Data (Cartographic Resources)', 'RDA: 2.4.1.3 Facsimiles and Reproductions', 'RDA: 2.4.1.10.2 Serials', and 'RDA: 2.4.1.8 Noun Phrases Occurring with a Statement of Responsibility'. Each result entry includes a brief description and a tag indicating its level (Basic or Core).

RDA Quick Search Results 1 - 25 of 26 for "2.4.1" in RDA by Relevance
Click here for results in RDA Index

RDA: 2.4.1.10 Recording Changes in Statements of Responsibility Basic Core
Record a change in a statement of responsibility as instructed under 2.4.1.10.1 (multipart monographs), 2.4.1.10.2 (serials), or 2.4.1.10.3 (integrating resources)...

RDA: 2.4.1 Basic Instructions on Recording Statements of Responsibility Basic

RDA: 2.4.1.10.1 Multipart Monographs Basic
If a statement of responsibility is added, deleted, or changed on a subsequent part of a multipart monograph, and the addition, deletion, or change is considered...

RDA: D.1.2.4.1 Mathematical Data (Cartographic Resources)
Precede this area, or each occurrence of this area, by a full stop, space, dash, space.

RDA: 2.4.1.3 Facsimiles and Reproductions Basic Core
When describing a facsimile or reproduction that has a statement or statements of responsibility relating to the original manifestation as well as to the facsimile...

RDA: 2.4.1.10.2 Serials Basic
If a statement of responsibility is added, deleted, or changed on a subsequent issue or part of a serial, and the addition, deletion, or change does not require...

RDA: 2.4.1.8 Noun Phrases Occurring with a Statement of Responsibility Basic Core
If a noun or noun phrase occurs with a statement of responsibility, treat the noun or noun phrase as part of the statement of responsibility.

Sort Results & Save Search

(1) 排序用Document Order

(2) 用Advanced Search 儲存搜尋策略

2

1

The screenshot displays the RDA (Resource Description and Access) website's Advanced Search interface. The left sidebar contains a navigation menu with categories like 'Recording Attributes of Manifestations and Items' and '2: Identifying Manifestations and Items'. The main content area shows search results for the query '2.4.1' in RDA, sorted by 'Document Order'. The results list includes sections such as 'RDA: 2.4.1 Basic Instructions on Recording Statements of Responsibility', 'RDA: 2.4.1.1 Scope', 'RDA: 2.4.1.2 Sources of Information', 'RDA: 2.4.1.3 Facsimiles and Reproductions', 'RDA: 2.4.1.4 Recording Statements of Responsibility', 'RDA: 2.4.1.5 Statement Naming More Than One Person, Etc.', and 'RDA: 2.4.1.6 More Than One Statement of Responsibility'. Each result entry is marked with 'Basic' or 'Core' tags. A search bar at the top right shows the query 'RDA Quick Search' and a magnifying glass icon. A red circle highlights the search bar area, and a yellow box with the number '2' is next to it. A yellow box with the number '1' is next to the first result entry. Two purple arrows point from the bottom right towards the 'RDA: 2.4.1.5 Statement Naming More Than One Person, Etc.' and 'RDA: 2.4.1.6 More Than One Statement of Responsibility' entries.

RDA TOOLS RESOURCES

Advanced Search

RDA Quick Search

Results 1 - 25 of 33 for "2.4.1" in RDA by Document Order

RDA: 2.4.1 Basic Instructions on Recording Statements of Responsibility Basic

RDA: 2.4.1.1 Scope Basic

A statement of responsibility is a statement relating to the identification and/or function of any persons, families, or corporate bodies responsible for the creation...

RDA: 2.4.1.2 Sources of Information Basic Core

For guidance on choosing sources of information for statements of responsibility, see the instructions for specific types of statements of responsibility as follows....

RDA: 2.4.1.3 Facsimiles and Reproductions Basic Core

When describing a facsimile or reproduction that has a statement or statements of responsibility relating to the original manifestation as well as to the facsimile...

RDA: 2.4.1.4 Recording Statements of Responsibility Basic Core

Transcribe a statement of responsibility in the form in which it appears on the source of information. Apply the general guidelines on transcription given under...

RDA: 2.4.1.5 Statement Naming More Than One Person, Etc. Basic Core

Record a statement of responsibility naming more than one person, etc., as a single statement regardless of whether the persons, families, or corporate bodies named...

RDA: 2.4.1.6 More Than One Statement of Responsibility Basic Core

If there is more than one statement of responsibility, record the statements in the order indicated by the sequence, layout, or typography of the source of information...

Advanced Search

Advanced Search RDA Quick Search

Enter Phrase or String to Search ...

"2.4.1"

Select Document(s) to Search ...

- ☒ **RDA**
- ☐ RDA: Element Set
- ☐ RDA Mappings
- ☐ Workflows
- ☐ Maps
- ☐ Entity Relationship Diagram (ERD)
- ☐ AACR2
- ☒ **Library of Congress-Program for Cooperative Cataloging Policy Statements (LC-PCC PS)**

☒ ☐

Select Metadata to Limit Search By ...

☐ Exclude Examples

AACR2 Rule Number (RDA Only)

Tip: Enter Operators between Numbers as needed

RDA Instruction Types (RDA Only)

- All Instruction Numbers
- All Description Types
- All Content Types
- All Media Types
- All Issuance Types
- All Work Types

Save Search as ...

著者敘述

儲存搜尋策略

Search

My Profile—Manage Personalizations...

Display the selected link sets
in...

RDA: ☒ LC-PCC PS

AACR2: ☐ CM ☐ DCRMB ☒ LCRI ☒ MARC ☐ LAC RI

Manage Personalizations ...

Saved Searches

1. [test](#) [Delete] [Rename] [Edit]
2. [著者敘述](#) [Delete] [Rename] [Edit]

Bookmarks

1. [Creator](#) [Delete]
2. [Major/Minor changes](#) [Delete]
3. [No pub. date](#) [Delete]

Workflows

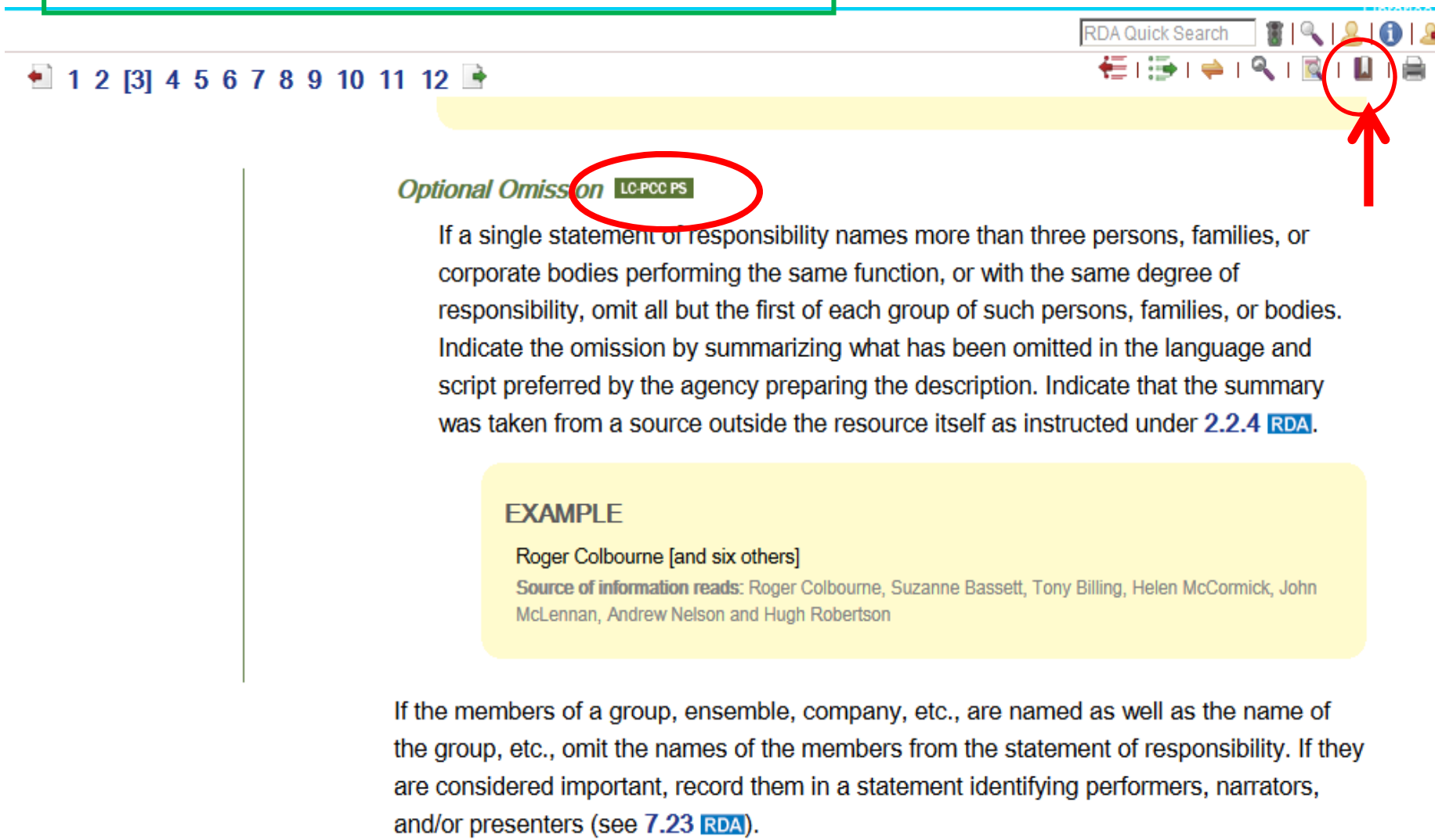
You do not currently have any workflows saved in your profile.

Maps

You do not currently have any maps saved in your profile.

Bookmarks

RDA 2.4.1.5 Optional Omission



1 2 [3] 4 5 6 7 8 9 10 11 12

RDA Quick Search

Optional Omission LC-PCC PS

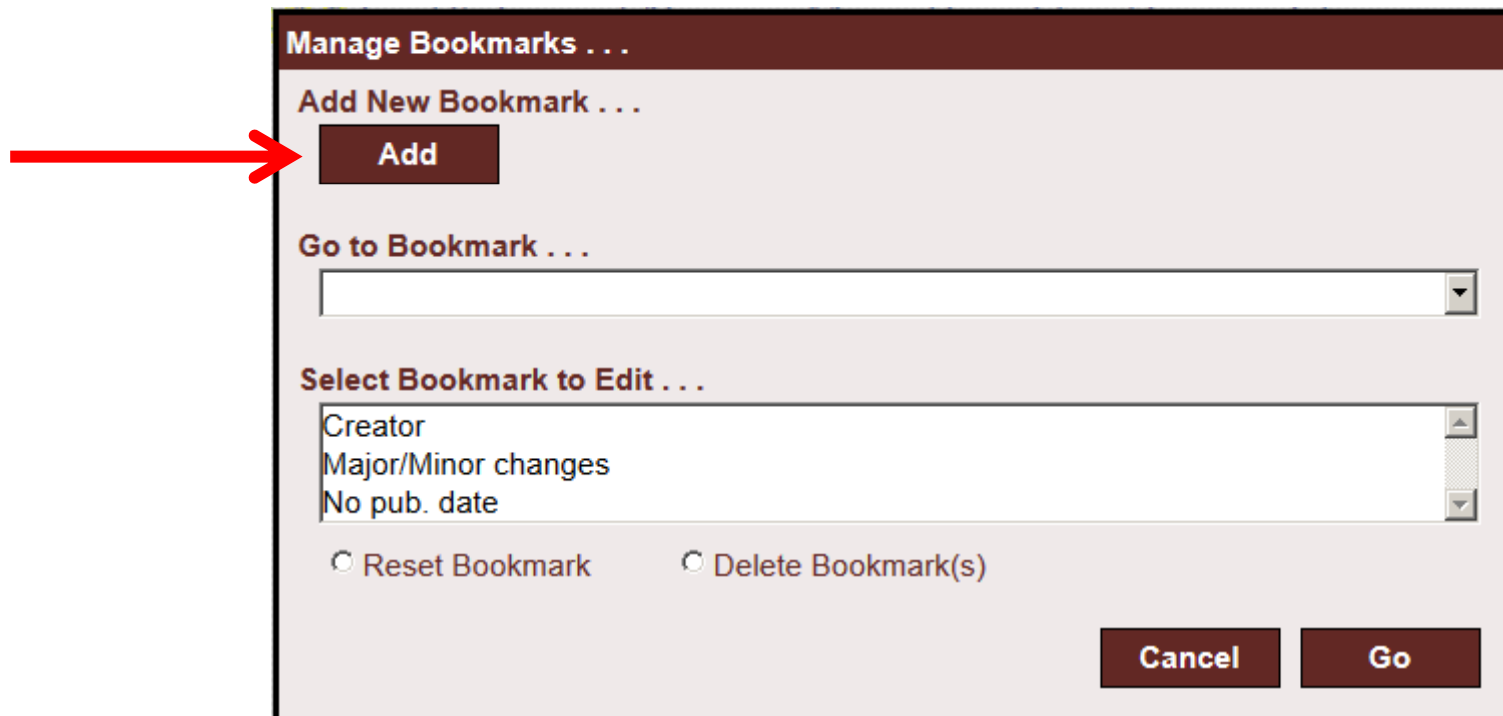
If a single statement of responsibility names more than three persons, families, or corporate bodies performing the same function, or with the same degree of responsibility, omit all but the first of each group of such persons, families, or bodies. Indicate the omission by summarizing what has been omitted in the language and script preferred by the agency preparing the description. Indicate that the summary was taken from a source outside the resource itself as instructed under [2.2.4 RDA](#).

EXAMPLE

Roger Colbourne [and six others]
Source of information reads: Roger Colbourne, Suzanne Bassett, Tony Billing, Helen McCormick, John McLennan, Andrew Nelson and Hugh Robertson

If the members of a group, ensemble, company, etc., are named as well as the name of the group, etc., omit the names of the members from the statement of responsibility. If they are considered important, record them in a statement identifying performers, narrators, and/or presenters (see [7.23 RDA](#)).

加 Bookmark



The image shows a 'Manage Bookmarks' dialog box. A red arrow points to the 'Add' button under the 'Add New Bookmark...' section. The dialog box has a title bar 'Manage Bookmarks ...'. Below it, there are three sections: 'Add New Bookmark ...' with an 'Add' button, 'Go to Bookmark ...' with a text input field, and 'Select Bookmark to Edit ...' with a list box containing 'Creator', 'Major/Minor changes', and 'No pub. date'. At the bottom, there are two radio buttons: 'Reset Bookmark' and 'Delete Bookmark(s)'. The bottom right corner has 'Cancel' and 'Go' buttons.

Manage Bookmarks ...

Add New Bookmark ...

Add

Go to Bookmark ...

Select Bookmark to Edit ...

Creator
Major/Minor changes
No pub. date

☐ Reset Bookmark ☐ Delete Bookmark(s)

Cancel **Go**

加 Bookmark

Optional Omission LC-PCC PS

If a single statement of responsibility names more than one individual or corporate bodies performing the same function, or if a statement of responsibility, omit all but the first of each group of names. Indicate the omission by summarizing what has been omitted in the language and script preferred by the agency preparing the description. Indicate that the summary was taken from a source outside the resource itself as instructed under [2.2.4 RDA](#).

Add Bookmark

Please click in the document at the location of desired bookmark.

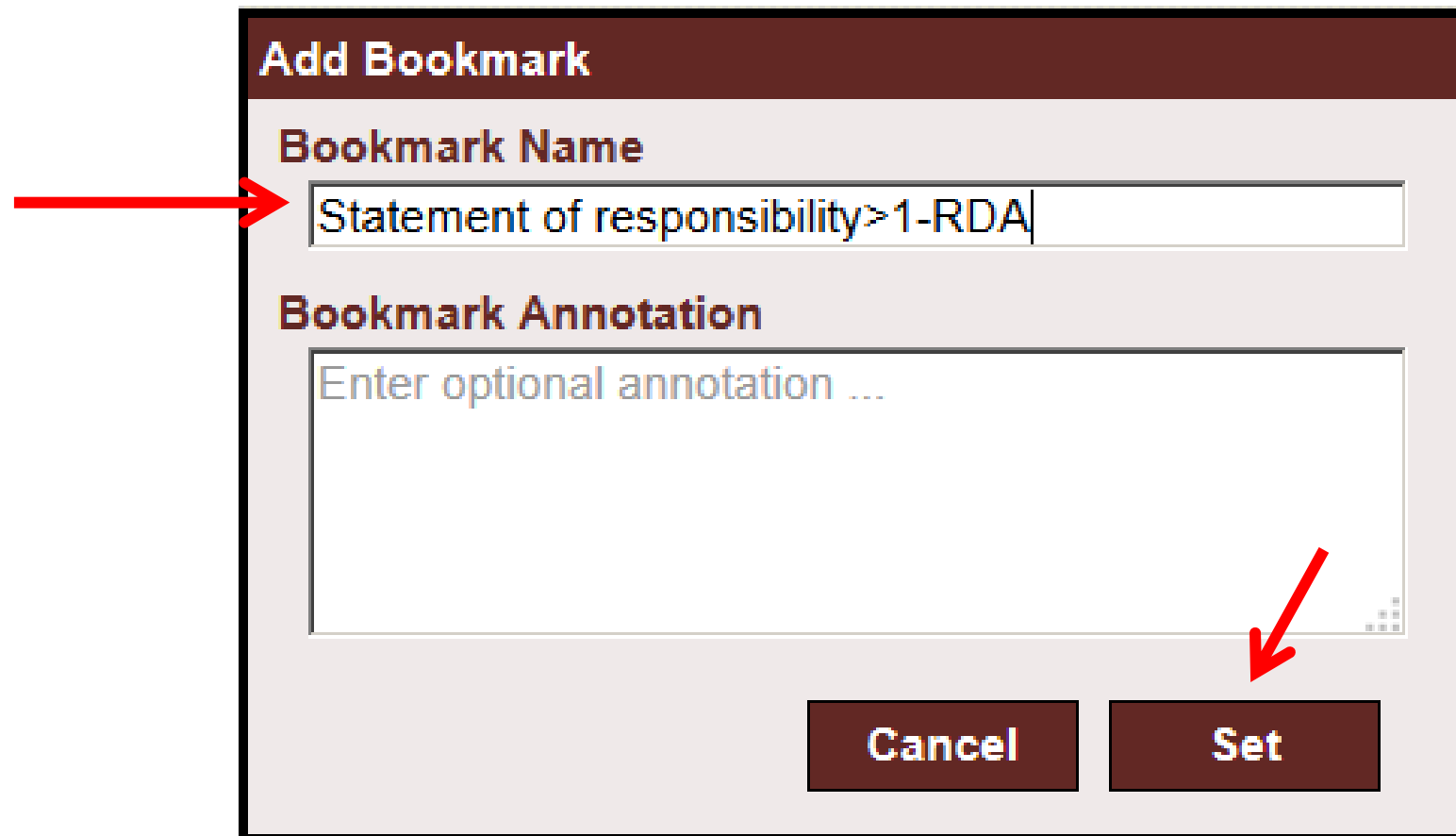
EXAMPLE

Roger Colbourne [and six others]

Source of information reads: Roger Colbourne, Suzanne Bassett, Tony Billing, Helen McCormick, John McLennan, Andrew Nelson and Hugh Robertson

If the members of a group, ensemble, company, etc., are named as well as the name of the group, etc., omit the names of the members from the statement of responsibility. If they are considered important, record them in a statement identifying performers, narrators, and/or presenters (see [7.23 RDA](#)).

Bookmark 命名



Add Bookmark

Bookmark Name

Statement of responsibility>1-RDA|


Bookmark Annotation

Enter optional annotation ...

Cancel Set

The image shows a software dialog box titled 'Add Bookmark'. It has a dark red header bar. Below the header, there are two main sections. The first section is labeled 'Bookmark Name' and contains a text input field with the text 'Statement of responsibility>1-RDA|'. A red arrow points from the left towards this input field. The second section is labeled 'Bookmark Annotation' and contains a larger text area with the placeholder text 'Enter optional annotation ...'. At the bottom of the dialog, there are two buttons: 'Cancel' and 'Set'. A red arrow points from the bottom right towards the 'Set' button.

Bookmark 設定



1 2 [3] 4 5 6 7 8 9 10 11 12

Optional Omission LC-PCC PS

If a single statement of responsibility names more than three persons, families, or corporate bodies performing the same function, or with the same degree of responsibility, omit all but the first of each group of such persons, families, or bodies. Indicate the omission by summarizing what has been omitted in the language and script preferred by the agency preparing the description. Indicate that the summary was taken from a source outside the resource itself as instructed under [2.2.4 RDA](#).

EXAMPLE





Roger Colbourne [and six others]

Source of information reads: Roger Colbourne, Suzanne Bassett, Tony Billing, Helen McCormick, John McLennan, Andrew Nelson and Hugh Robertson

If the members of a group, ensemble, company, etc., are named as well as the name of the group, etc., omit the names of the members from the statement of responsibility. If they are considered important, record them in a statement identifying performers, narrators, and/or presenters (see [7.23 RDA](#)).

My Profile--Bookmarks

RDA Quick Search



in...

RDA: ☒ LC-PCC PS

AACR2: ☐ CM ☐ DCRMB ☒ LCRI ☒ MARC ☐ LAC RI

Manage Personalizations ...

Saved Searches

1. [test](#) [Delete] [Rename] [Edit]
2. [著者敘述](#) [Delete] [Rename] [Edit]


Bookmarks

1. [Creator](#) [Delete]
2. [Major/Minor changes](#) [Delete]
3. [No pub. date](#) [Delete]
4. [Statement of responsibility>1-PS](#) [Delete]
5. [Statement of responsibility>1-RDA](#) [Delete]

Workflows

You do not currently have any workflows saved in your profile.

Maps



習作

- Bookmark LC-PCC PS 2.4.1.5 Option


Search Tips

RDA TOOLKIT HELP

◀ ▶

Print Topic

Close Window

Table of Contents
Logging in and Creating Profiles
Navigating RDA Toolkit
Search Tips 
User-Contributed Content
Support and Feedback Options
Administration System

- **Use the search engine's preferred syntax.**
 - *If you are searching for an exact phrase*, enter the phrase in quotation marks. For example, a search of "Carrier Type" will pull the phrase "Recording carrier type", but not the phrase "type of carrier".
 - *If you are searching for all words in any order*, enter the phrase without quotation marks. For example, search of Carrier Type will pull both the phrases "Recording carrier type" and "type of carrier".
 - *If you are constructing a narrow or complex search phrase*, use Boolean operators as needed. Helpful operators include: "and", "not", "or", and "w/#" where # is a number indicating the desired proximity between the two words.
 - *If you want to search a word but are uncertain about whether you should use to singular or plural form, or the past or present forms*, use an asterisk (*) as a wildcard. The wild card can be used as a replacement for letters in a word. For example, a search of Abbrev* will return results for "abbreviation," "abbreviations," "abbreviated," and abbreviate."

習作

- 用 Quick Search 搜尋如何紀錄載體類型 (carrier type)

範例/習作

1. Find the preferred source for title proper and edition statement. 如何選擇正題明和版本敘述的首選著錄來源?
2. Find out what to do when the piece in hand does not have a publication date. 書沒有出版日期, 如何處理?
3. A copy shows a relator term (\$e in 100/110, 700/710, \$j in 111/711, \$i in 76X-78X). Verify the term used is appropriate. 如何確定關係用語用得妥當?
4. Does RDA treat “uniform title” differently regarding the qualifier used? Find the instruction. RDA用於劃一提名的修飾辭是否與AACR2一樣?