



RDA Basic –7

RDA Basic資訊組織數位課程

-- 抄得有原則！RDA與抄錄編目實務

牛惠曼
國家圖書館

課程目的

- » 在圖書館處理符合抄錄編目條件的3類紀錄：
 - ◇ 可以作為 AACR2 紀錄保存的 AACR2 紀錄；
 - ◇ 應轉換為 RDA 紀錄的 AACR2 紀錄；
 - ◇ RDA 紀錄。
- » 考慮 FRBR 使用者任務，這對於應用編目員判斷至關重要。
- » 解釋從 AACR2 到 RDA 的主要變化。
- » 評估轉入紀錄中的特定描述元素是否符合圖書館政策的抄錄紀錄。
- » 評估轉入紀錄中的特定檢索點是否符合圖書館政策的抄錄紀錄。



範圍限制

- » 需完成有關RDA書目描述和檢索點訓練。
 - » 僅限於抄錄編目，不涉及原始編目。
 - » 美國採用New RDA Toolkit不早於2022年7月。
 - » 參考Original RDA Toolkit，而非New RDA Toolkit。
 - » 以圖書之書目為主。
- 



課程大綱

- » 何謂抄錄編目 (Copy Cataloging)
 - » 簡介書目紀錄功能要件 (FRBR)
 - » 簡介資源描述與檢索 (RDA)
 - » RDA與AACR2著錄的差異
 - » 您需要知道的有關RDA編目著錄
 - » 與RDA相容之抄錄編目
 - » MARC 21格式的RDA抄錄編目
 - » 考量RDA抄錄編目政策
- 



抄録編目 (Copy Cataloging)



何謂抄錄編目 (Copy Cataloging)

- » 抄錄編目又稱拷貝編目，是指編目員在編目時，從各種編目工具，如書本式聯合目錄、光碟書目資料庫、線上聯合目錄、其他圖書館的線上目錄等查尋到該筆資料的書目紀錄，據此加以修改，成為本館的書目紀錄。
- » 由於該書目紀錄係由他館編目，或者著錄項目不完整、或者著錄資料不適合本館要求、或者分類號或標題不符本館所需，所以，必須根據本館的要求，對著錄內容及主題分析標記（分類號或標題），進行修改。



何謂抄錄編目 (Copy Cataloging)

- » 從事抄錄編目時，抄錄書目資料的主要來源有：(1)書目中心資料庫，如OCLC、RLIN、WLN、全國圖書資訊 (NBINet) ；(2)光碟書目資料庫，如Bibliofile、CAT CD450、國立中央圖書館光碟書目資料庫；(3)美國國會圖書館機讀編目磁帶(LC MARC Tape)。
- » 抄錄編目雖然可避免重複編目、降低編目成本、共享書目資源、確保書目紀錄品質，但是必須審慎採行。首先要擬訂「抄錄編目政策」，對不同來源、不同機構的書目紀錄，品質不一，其著錄層次、主題分析程度、編目準則之採用，均有不同，不能全盤抄錄，應依各館編目政策及實際運作情況，確立抄錄編目的原則。



抄錄編目 (Copy Cataloging)

- » 抄錄編目不同於速編 (Rapid Cataloging) 或簡編。
- » 抄錄編目不同於聯盟編目。
- » 抄錄編目比較類似快速處理程序 (Rapid Processing procedures) 。
- » 抄錄編目可以選擇完整的抄錄 (包括主題和/或分類以及更準確描述的紀錄) 或部分的抄錄。
- » 若是完整的抄錄，會涉及對書目紀錄中的記述編目和主題分析 (即驗證主題和分類) 的完整檢查。



聯盟編目

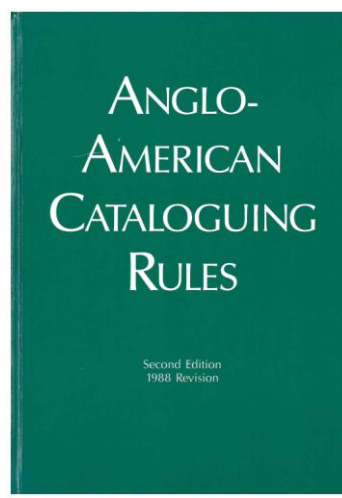
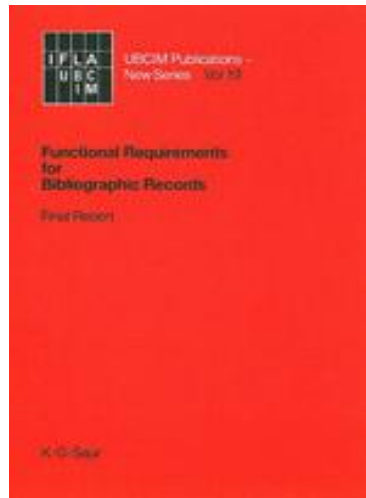
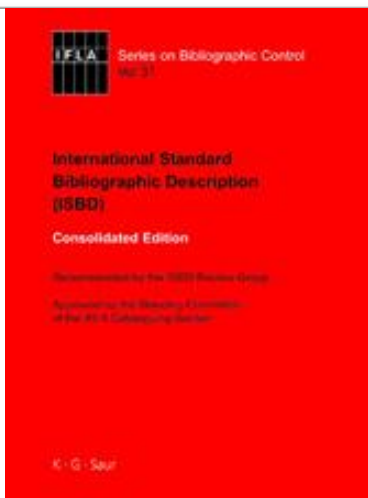
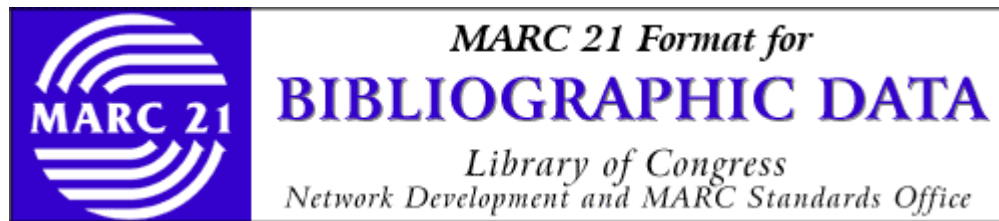
- » 聯盟編目與單一系統編目明顯不同。
 - » 相同的規則仍然適用，但我們必須考慮到沒有一個圖書館“擁有”紀錄，這意味著MARC 21紀錄中沒有系統特定的信息。
 - » 不要在MARC 21紀錄中包含本地館藏註記。
 - » 參考資源：
 - ◇ [Bibliographic Formats and Standards](#)
 - ◇ [Library of Congress Authorities](#)
- 



抄錄編目的參考工具

- » RDA
 - » MARC21 for Bibliographic and Authority Data
 - » OCLC Bibliographic Formats & Standards
 - » LC Classification Schedules
 - » LCSH
 - » Subject Cataloging Manuals: Subject Headings, Free-floating Subdivisions, Shelflisting
 - » 中文圖書分類法
 - » 中文主題詞表
 - » Cataloging Policies & Procedures
- 

抄錄編目的參考工具



- » LC Authority
- » Classification Web
- » 中文圖書分類法
- » 中文主題詞表

抄錄編目之書目來源

- » 編目員可以從許多來源（OCLC、NBINet）獲得抄錄編目紀錄。
- » 書目來源中，書目之某些欄位的位置可能會有所不同，具體取決於紀錄的來源和導入的技術。
 - ◇ 906 \$c = copycat
 - ◇ 906 \$c = pccadap
 - ◇ LC之“Z-Processor 軟體”，於執行書目查尋及轉入時，針對特定紀錄導入之編目流程，有不同的資料操作程序。

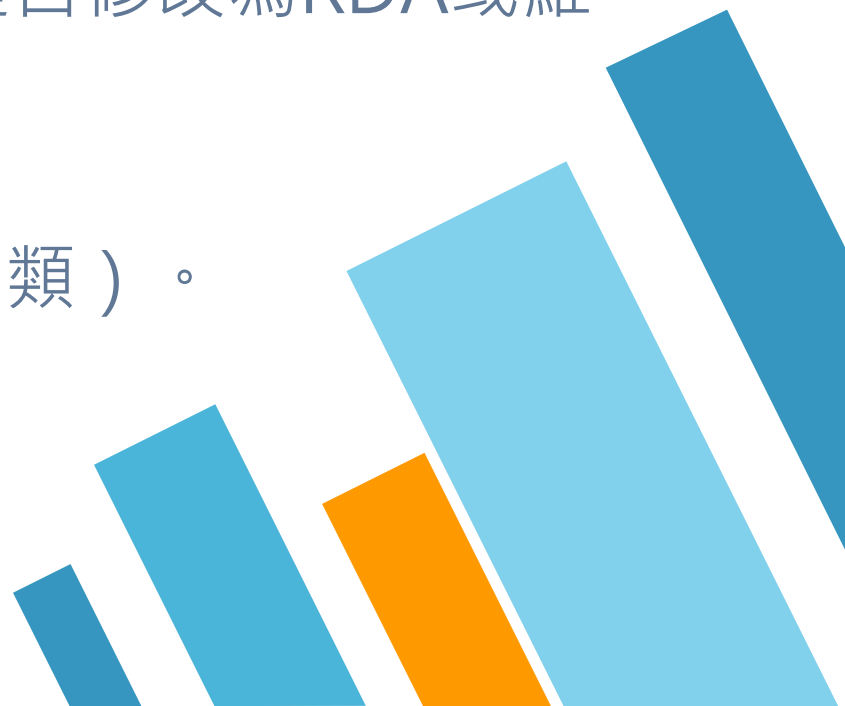


抄錄編目工作流程

- » 先將需速編與簡編之圖書抽出。
- » 查詢本館資料庫以查看是否有符合待編圖書的相關紀錄。
- » 若有符合的紀錄，請加上館藏。
- » 若沒有符合的紀錄，請透過 Z39.50查詢其他資料庫有符合的紀錄。
- » 當您找到符合的紀錄時，將其導入本地系統並加上本地館藏。
- » 若您無法透過這些資源中的任何一個找到相同或相似紀錄，則進行原始編目。




抄錄編目的步驟

- » 執行準確的書目查詢以找到符合待編圖書的書目（尤其注意連續出版品與專書和專書集）。
 - » 若有RDA書目，優先抄錄RDA書目。
 - » 若無RDA書目，則依本地圖書館政策決定是否修改為RDA或維持AACR2及CCR。
 - » 檢查MARC 21定長欄和變長欄。
 - » 檢查記述編目和主題分析（即驗證主題和分類）。
 - » 執行權威控制工作。
- 




符合書目之比對項目

- » 010 LC Control Number
 - » 020/022 ISBN/ISSN (整套與單冊、平裝與精裝)
 - » 024 其他標準識別號碼
 - » 028 出版者編號 (適用於非書資料等)
 - » 245 題名敘述
 - » 250 版本敘述
 - » 260 \$b 出版者、經銷者等
 - » 300 稽核敘述
 - » 505 內容註
- 



書目比對注意事項

- » 平裝與精裝需在同一紀錄內。
 - » 不同媒體格式分別建立紀錄。
 - » 資源採套編或單編不同方式。
 - » 書後附有CD和其他資源情形。
 - » 有聲書：圖書館和銷售版本。
 - » 年度專書採連續性出版品編目。
 - » 雜誌需視為連續性出版品編目。
 - » 每月出版的漫畫書視為連續性出版品編目。
 - » 遠端存取資料之書目紀錄不增加本地館藏。
- 



抄錄編目之書目選擇原則

- » Bib ELvl: 8, K, I, M 。
 - » 欄位040: 書目貢獻之圖書館 (Contributing Libraries) 代碼 。
 - » 欄位042: 合作編目代碼 (例如:DLC或pcc) 。
 - » 所採用之類號與主題規範 (可自欄位050, 08X, 6XX判斷) 。
- 

抄錄前檢查MARC 21定長和變長欄

- » Leader
- » 006
- » 007
- » 008
- » 02X
- » 041, 043
- » 1XX
- » 130或240
- » 245
- » 246
- » 250
- » 260或264
- » 300
- » 33X
- » 34X
- » 38X
- » 490
- » 504, 505及5XX
- » 6XX
- » 7XX
- » 830及8XX

圖書館製作RDA抄錄編目備忘單

» 紀錄的選擇（依重要性採降序排列）

書目類型	資料辨識
RDA書目	040 包括 "\$e rda"
完整層級的AACR2書目	Ldr Encoding level = "_" Ldr Cataloging form = "a"
混合型書目（Hybrid bib）	Ldr Cataloging form = "a" 33X
低於完整層級的AACR2書目	Ldr Encoding level ; "2" Ldr Cataloging form = "a"




圖書館製作RDA抄錄編目備忘單

» RDA書目紀錄核對清單 (與AACR2的差異)

欄位、指標及分欄	欄位、指標及分欄
Ldr	264 #1 \$c
040	264 #0 / #2 / #3
1XX	264 #4
240	300 \$a \$b \$c
245 \$c	33X
245 \$h	34X
250	38X
260 與 264 #1	490
264 #1 \$a	83X
264 #1 \$b	7XX



書目抄錄之後續處理

- » 檢查MARC 21書目內容
 - » 編輯MARC 21書目紀錄：修改、新增資料
 - » 儲存MARC 21書目紀錄
 - » 增加本地館藏
 - » 儲存本地館藏紀錄
- 



抄錄編目注意事項

- » 對於抄錄編目，通常會先以ISBN進行查詢。
 - » 始終確保先查詢本地目錄，再查詢其他目錄；也可本地目錄及其他目錄一起查詢。
 - » 查詢結果點選MARC檢視（MARC Review），以便比對書目內容。
 - » 如果本地目錄已有該筆書目，除非您打算合併或覆蓋，否則不要匯入新增紀錄，以避免產生重複紀錄的情況。
- 




抄錄編目注意事項

- » 識別良好記錄。
 - » 根據需要增強記錄。
 - » 編目員的判斷 (cataloger judgment) 是應用RDA和執行抄錄編目是否成功的關鍵要素。
 - » 當需要增加MARC 21紀錄內容時，您很少需要從頭開始，所以千萬不必驚慌！
- 



抄錄編目注意事項


- » 屬於聯盟編目的一個顯著優勢是書目紀錄可以“無限期地增強”。
 - » 在紀錄中增加或更改某些內容，並不意味著之前的編目員犯了什麼錯誤或嚴重錯誤。
 - » 相反地是，這意味著編目員有機會以協作的方式在他人工作的基礎上再接再厲。
 - » 書目紀錄並非天生是靜態的，而是動態的，隨時都有可能根據資料的後續狀況進行書目紀錄的維護與更新。
- 



書目紀錄功能要件 (FRBR)



書目紀錄功能要件 (FRBR)

- » Functional Requirements for Bibliographic Records
 - » A conceptual model (model of the bibliographic universe) that underlies RDA
 - » FRBR user tasks: Find/Identify/Select/Obtain
 - » FRBR user tasks also called “FISO”
- 



W E M I

Work = ideas in a person' s head, the original story, as in Romeo and Juliet

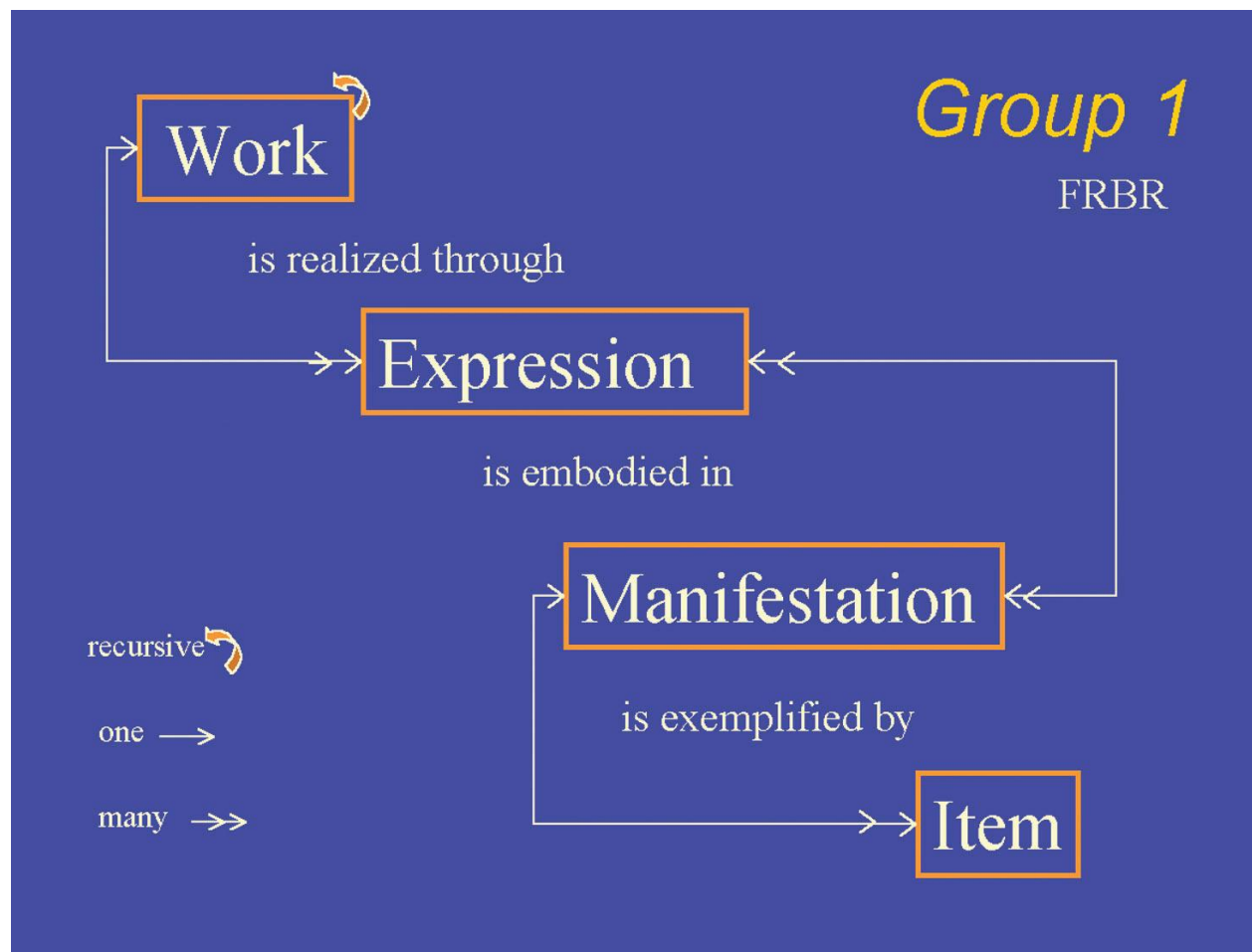
Expression = a specific text and language, as in a Turkish translation of Romeo and Juliet

Manifestation = a particular publication. Penguin Book' s 2011 publication of Romeo + Juliet

Item = one copy of a manifestation, a physical book (or DVD, or CD...)



W E M I





FRBR之Groups

**Group 1
(Creation)**
智慧與藝術創作的產品

- 作品 (Work)
- 表現形式 (Expression)
- 具體呈現 (Manifestation)
- 單件 (Item)

**Group 2
(Creators)**
智慧與藝術創作的負責人


- 個人 (Person)
- 家族 (Family)
- 團體 (Corporate body)

**Group 3
(Subjects)**
作品的主題展現

- 概念 (Concept)
- 物件 (Object)
- 事件 (Event)
- 地點 (Place)



如何了解FRBR

- » What is FRBR? / Barbara Tillett
(<http://www.loc.gov/cds/downloads/FRBR.PDF>)
 - » FRBR: a guide for the perplexed / Robert L. Maxwell.
Chicago: American Library Association, c2008.
- 



資源描述與檢索 (RDA)



何謂RDA

- » Resource Description and Access: a new cataloging standard
- » Intended to be successor to Anglo American Cataloguing Rules; is based on AACR2
- » 參考資料：
 - ◇ Introducing RDA: a guide to the basics / Chris Oliver. Chicago: American Library Association, 2010.
 - ◇ RDA essentials / Thomas Brenndorfer. Chicago : ALA Editions, an imprint of the American Library Association, 2016.
 - ◇ Introducing RDA : a guide to the basics after 3R / Chris Oliver. Chicago : ALA Editions, 2021.



RDA之基礎

- » 國際編目原則 (ICP) 之：
 - ◇ 使用者方便
 - ◇ 代表
 - ◇ 常見用法
 - ◇ 準確性
 - ◇ 經濟
 - ◇ 一致性和標準化
 - » 以上這些原則已被併到 FRBR “使用者任務” 中。
- 



RDA之基礎

- » FRBR實體和屬性出現在 RDA 中，作為書目描述和檢索的資料元素，以及實體之間的關係。
 - » RDA將FRBR概念模型與國際編目原則聲明（ICP）相結合，為編目員判斷提供了基礎。
 - » 編目員的判斷（cataloger judgment）在RDA中比在AACR2中更顯重要。
- 



RDA章節結構與FRBR

	實體	RDA著錄屬性的章節	RDA著錄關係的章節
Group 1	Work Expression Manifestation Item	Sec. 1, chap. 1-4 (4) Sec. 2, chap. 5-7 (3)	Sec. 5, chap. 17 (1) Sec. 6, chap. 18-22 (5) Sec. 7, chap. 23 (1) Sec. 8, chap. 24-28 (5)
Group 2	Person Corporate body Family	Sec. 3, chap. 8-11 (4)	Sec. 6, chap. 18-22 (5) Sec. 9, chap. 29-32 (4)
Group 3	Concept Object Event Place	Sec. 4, chap. 12-16 (5)	Sec. 7, chap. 23 (1) Sec. 10, chap. 33-37 (5)



其他相關資源

- » RDA: Resource Description & Access Training Materials (<https://www.loc.gov/catworkshop/RDA%20training%20materials/index.html>)
- » MARC 21 Format for Bibliographic Data (<https://www.loc.gov/marc/bibliographic/>)
- » RDA in MARC (<http://www.loc.gov/marc/RDAinMARC29.html>)
- » Adam Schiff's website: RDA presentations: look for newest "Changes from AACR2 to RDA," both "Description" and "Access" (<http://faculty.washington.edu/aschiff/>)



RDA與AACR2著錄的差異

AACR2與RDA詞彙之差異

AACR2	RDA	Notes
heading	authorized access point	“heading” reflects outmoded ‘catalog-card-speak’
author, composer, artist, etc.	creator	
main entry	preferred title and, if appropriate, the authorized access point for the creator	“main entry” reflects outmoded ‘catalog-card-speak’, related to cards in a file cabinet
uniform title	Two RDA counterparts: 1. the preferred title and any differentiating information; 2. a conventional collective title such as “Works”	
physical description	carrier description	
general material designator	three elements: 1. content type 2. media type 3. carrier type	GMD was an inconsistent presentation of different categories of information
chief source	preferred sources	This is not only a change in terminology; ‘sources’ have been expanded from a single source to multiple sources

AACR2	RDA
245 10 Blackwell's dictionary of Judaism : ‡b its mythology, folklore, philosophy, literature, and history / ‡c Margaret and James Stutley.	245 10 Blackwell's Dictionary of JUDAISM : ‡b Its Mythology, Folklore, Philosophy, Literature, and History / ‡c Margaret and James Stutley.
245 10 Blackwell's dictionary of Judaism : ‡b its mythology, folklore, philosophy, literature, and history / ‡c Margaret and James Stutley.	245 10 Blackwell's Dictionary of JUDAISM : ‡b Its Mythology, Folklore, Philosophy, Literature, and History / ‡c Doctor Margaret and Reverend James Stutley, University of Honolulu.
260 \$a [Cleveland, Ohio : \$b Cleveland State University, \$c 1998]	264 _1 \$a [Cleveland, Ohio] : \$b [Cleveland State University], \$c [1998]
260 \$a [S.l. :\$b s.n.], \$c 2011.	264 _1\$a [Place of publication not identified] : \$b [publisher not identified], \$c 2011.
<input type="checkbox"/> p. <input type="checkbox"/> ill. <input type="checkbox"/> col. <input type="checkbox"/> ca. <input type="checkbox"/> [s. l.] <input type="checkbox"/> [s.n.]	<input type="checkbox"/> page(s) <input type="checkbox"/> illustrations <input type="checkbox"/> color [or sometimes colour] <input type="checkbox"/> approximately <input type="checkbox"/> [place of publication not identified] <input type="checkbox"/> [publisher not identified]

AACR2	RDA
min., sec., in. cm.	min., sec., in. [no change] cm. (有欄位490) 或 cm (無欄位490)
245 14 The wrold [sic] according to Garp 或 245 14 The wrold [i.e. world] according to Garp	245 14 The wrold according to Garp 及 246 1_ \$i Title should read: \$a World according to Garp
245 10 If I became president -- /\$c Hillary Clinton.	245 10 If I became president... /\$c Hillary Clinton.
245 00 Cuyahoga Community College String Orchestra : \$b [program].	245 00 Cuyahoga Community College String Orchestra. 500 Program.
245 00 English Turkish dictionary. 246 1_ \$i Parallel title on cover: \$a İngilizce Türkçe sözlük	245 00 English Turkish dictionary = \$b İngilizce Türkçe sözlük. 246 31 a İngilizce Türkçe sözlük
245 00 History of religion / \$c [edited by John Smith]	245 00 History of religion / \$c edited by John Smith.

AACR2	RDA
<p>245 00 †a Calculus : †b single variable / †c Deborah Hughes-Hallett ... [et al.]. 700 1_ Hughes-Hallett, Deborah.</p>	<p>100 1_ †a Hughes-Hallett, Deborah. 245 10 †a Calculus : †b single variable / †c Deborah Hughes-Hallett, Andrew M. Gleason, William G. MacCallum, and David O. Lomen. 700 for Gleason, Andrew M. and others is optional</p>
<p>245 00 Calculus : †b single variable / †c Deborah Hughes-Hallett ... [et al.]. 700 1_ Hughes-Hallett, Deborah.</p>	<p>100 1_ Hughes-Hallett, Deborah. 245 10 Calculus : †b single variable / †c Deborah Hughes-Hallett [and three others]. 700 for others is optional</p>
<p>245 10 †a Antiquities : †b seven stories / †c John Crowley.</p>	<p>245 10 †a Antiquities : †b seven stories / †c John Crowley. no change--no grammatical connection</p>
<p>245 10 †a Otherwise : †b three novels / †c by John Crowley.</p>	<p>245 10 †a Otherwise / †c three novels by John Crowley. RDA change--grammatical connection</p>

AACR2	RDA
<p>Source: First edition 250 1st ed.</p>	<p>Source: First edition 250 First edition.</p>
<p>Source: 2nd ed. 250 2nd ed.</p>	<p>Source: 2nd ed. 250 2nd ed.</p>
<p>Source: Inarticulate Publishing, Columbus, 2010 260 Columbus [Ohio] : \$b Inarticulate Pub. , \$c 2010.</p>	<p>Source: Inarticulate Publishing, Columbus, 2010 264_1 Columbus : \$b Inarticulate Publishing , \$c 2010. 500 Published in Ohio.</p>
<p>Source says: Ankara, Berlin, New York 260__ Ankara ; \$a New York : \$b Nihal Yayınevi, \$c c2013.</p>	<p>Source says: Ankara, Berlin, New York 264_1 Ankara ; \$a Berlin \$a New York : \$b Nihal Yayınevi, \$c [2013] 264_4 \$c ©2013 或 264_1 Ankara : \$b Nihal Yayınevi, \$c [2013] 264_4 \$c ©2013</p>

"Old" RDA record: 260 used

OCLC Connexion - [Online WorldCat: The family lawyer and the Court of Protection]

File Cataloging Authorities Edit Action Batch View Tools Window Help

*437300668

Text Strings User Tools

OCLC 437300668 No holdings in KSU - 18 other holdings; 2 other IRs

Books	Rec stat	c	Entered	20100924	Replaced	201010					
Type	a	ELvl		Src		Audn		Ctrl		Lang	eng
BLvl	m	Form		Conf	0	Biog		MRec		Ctry	enk
		Cont	b	GPub		LitF	0	Indx	1		
Desc	i	lls	k	Fest	0	DtSt	t	Dates	2010		2010

010 | | 2010455939

040 | | DLC #e rda #c DLC #d BTCTA #d YDXCP #d BWK #d CDX #d NLE #d BWX

100 | 1 | Marin, Marc.

245 | 1 | 4 | The family lawyer and the Court of Protection / #c District Judge Marc Marin.

260 | | Bristol : #b Family Law, #c [2010], ©2010.

Delete Holdings- Export- Label- Produce- Submit- Replace-F Report Error- Update Holdings- Validate-

My Status-Sevim Workflow-In Process Inst-KSU Edit INS 38:38

"New" RDA record: 264 used

OCLC Connexion - [Online WorldCat: Wards of Faerie]

File Cataloging Authorities Edit Action Batch View Tools Window Help

Text Strings User Tools *809845194

OCLC 809845194 No holdings in KSU - 159 other holdings

020		1410454444 (hardcover)
042		pcc
050	1 0	PS3552.R6596 #b W37 2013
082	0 0	813/.54 #2 23
049		KSUU
100	1	Brooks, Terry.
245	1 0	Wards of Faerie / #c Terry Brooks.
250		Large print edition
264	1	Waterville, Maine : #b Thorndike Press, #c 2013.
264	4	#c ©2012
300		647 pages (large print) : #b illustrations, map ; #c 23 cm.
336		text #2 rdacontent
337		unmediated #2 rdamedia
338		volume #2 rdacarrier
490	1	Thorndike Press large print core
490	1	Dark legacy of Shannara
520		During a tumultuous period in the Four Lands, young Druid Aphenglow stumbles on a dangerous secret about an Elven girl's heartbreak and the vanished Elfstones. Set seven years after the High Druid series.
650	0	Shannara (Imagines--space) by Elvies

Delete Holdings- Export- Label- Produce- Submit- Replace-C Report Error- Update Holdings- Validate-

My Status-Sevim Workflow-In Process Inst-KSU INS 38:45

AACR2	RDA
260__ Pittsburgh, Pa. : \$b Dept. of Physics, Pittsburgh University	264_1 Pittsburgh, Pennsylvania : \$b Department of Physics, Pittsburgh University
[1971 or 1972] [1969?] [between 1906 and 1912] [ca. 1960] [197-] [197-?] [18--] [18--?] [not after Aug. 21, 1492]	[1971 or 1972] [1969?] [between 1906 and 1912] [1960?] [between 1970 and 1979] [between 1970 and 1979?] [between 1800 and 1899] [between 1800 and 1899?] [not after August 21, 1492]
	300 __ xvi, 31 pages : ‡b color illustrations ; ‡c 18 cm. 490 1_ Digitale Bibliothek 300 __ xvi, 31 pages : ‡b color illustrations ; ‡c 18 cm No 490 series, so no period after cm

AACR2	RDA
<p>245 00 Bliss †h [videorecording]. GMD [not used in RDA; not possible]</p>	<p>336 (content type) 337 (media type): not mandatory in the rules 338 (carrier type)</p>
<p>245 00 Bliss †h [videorecording]. 300 __ †a1 videodisc (85 min.) : †b sd., col. ; †c 4 3/4 in.</p>	<p>245 00 Bliss. 300 __ 1 DVD (85 min.) : †b sound, color ; †c 4 3/4 in 336 __ †a two-dimensional moving-image †2 rdacontent 337 __ †a video †2 rdamedia 338 __ †a videodisc †2 rdacarrier</p>
<p>100 1_ Wells, H. G. \$q (Herbert George), \$d 1866-1946. 245 14 The war of the worlds / \$c by H.G. Wells. 300 __ 268 p. : \$b ill. ; \$c 22 cm.</p>	<p>100 1_ Wells, H. G. \$q (Herbert George), \$d 1866-1946. 245 14 The War of the Worlds / \$c by H.G. Wells. 300 __ 268 pages : \$b illustrations ; \$c 22 cm 336 __ text \$2 rdacontent 337 __ unmediated \$2 rdamedia 338 __ volume \$2 rdacarrier</p>

OCLC Connexion - [Online WorldCat: Ankara Üniversitesi Güneydoğu Avrupa Çalışmalar Uygulama ve Araştırma Merkezi dergizi]

File Cataloging Authorities Edit Action Batch View Tools Window Help

*813410466

[OCLC](#) 813410466 No holdings in KSU - 1 other holding

No KSU holdings in GLIMIR cluster; 1 other holding in GLIMIR cluster of 1

049		KSUU
245	0 0	Ankara Üniversitesi Güneydoğu Avrupa Çalışmalar Uygulama ve Araştırma Merkezi dergizi : #b GAMER.
246	1 1	JCSES
246	1 1	Journal of the Center for Southeast European Studies
246	1 3	GAMER
264	1	Ankara : #b Ankara Üniversitesi, #c 2012-
300		volumes ; #c 24 cm
310		Semiannual
336		text #2 rdacontent
337		unmediated #2 rdamedia
338		volume #2 rdacarrier
362	1	Began with cilt 1, sayı 1 (2012).
546		Chiefly Turkish, with some English, French, or German.
588		Description based on: Cilt 1, sayı 1 (2012); title from title page.
588		Latest issue consulted: Cilt 1, sayı 1 (2012).
650	0	Civilization, Turkic #v Periodicals .
651	0	Balkan Peninsula #x History #v Periodicals .

Delete Holdings- Export- Label- Produce- Submit- Replace- Report Error- Update Holdings- Validate-

My Status-Sevim Workflow-In Process Inst-KSU INS 38:50

OCLC Connexion - [Online WorldCat: Cafe]

File Cataloging Authorities Edit Action Batch View Tools Window Help

809845194

OCLC 798627611 No holdings in KSU - 8 other holdings

110	2	Pera Ensemble , #e performer.
245	0 0	Café : #b Orient meets Occident.
246	3 0	Orient meets Occident
260		Germany : #b Berlin Classics, #c [2012]
300		1 CD (61 min., 6 sec.) : #b digital ; #c 4 3/4 in.
336		performed music #2 rdacontent
337		audio #2 rdamedia
338		audio disc #2 rdacarrier
546		Sung primarily in Italian with two selections in Turkish.
500		Title from container.
511	0	Valer Barna-Sabadus, countertenor ; Pera Ensemble ; Mehmet C. Yeşilçay, direction.
518		Recorded 2011 in CRR Istanbul.
500		Program notes in German with English translations and libretto in Italian and Turkish with German and English translations in container insert.
505	0	Marche pour la cérémonie Turcs / Jean-Baptiste Lully -- Alto giove / Nicola Antonio Porpora -- Canarios / Gaspar Sanz -- Geldi cevher tiği ateş barına ayineden / Ebu Bekir Ağa -- Che si può fare / Barbara Strozzi -- Air des Espagnoles & Semai / Jean-Baptiste Lully & Anonym -- Ho nel petto / Antonio Vivaldi -- Un pensiero voli in ciel / Georg Friedrich Händel -- Rast Murassa / Anonym -- Janitschara / Johann Joseph Fux -- In braccio a mille furie / Nicola Antonio Porpora -- Uzzal Peşrev / Sah Murad Han IV -- No no chio non / Georg Friedrich Händel -- Largo, RV 540 / Antonio Vivaldi.
650	0	Music #y 17th century .

Delete Holdings- Export- Label- Produce- Submit- Replace- Report Error- Update Holdings- Validate-

1 of 2 My Status-Sevim Workflow-In Process Inst-KSU INS 38:11

File Cataloging Authorities Edit Action Batch View Tools Window Help

Text Strings 1-10 User Tools

[OCLC](#) 456177157 No holdings in KSU - 343 other holdings

Save File 38 Expires in 14 days

▶	100	1		Whalen, Marybeth, #e author
▶	245	1	4	The mailbox / #c a novel by Marybeth Whalen.
	250			First edition.
▶	260			Colorado Springs, CO : #b David C. Cook Publishers, #c 2010, ©2010.
	300			303 pages ; #c 21 cm
	336			text #2 rdacontent
	337			unmediated #2 rdamedia
	338			volume #2 rdacarrier
▶	520			"When Lindsey Adams first visits the Kindred Spirit mailbox at Sunset Beach, North Carolina, as a teenager, she has no idea that twenty years later she will still be visiting the mailbox--still pouring out her heart in letters that

AACR2	RDA
	344 – Sound Characteristics 345 – Projection Characteristics of Motion Picture Film 346 – Video Characteristics 347 – Digital File Characteristics 38X
	eBook 300 __ 1 online resource (300 pages) : \$b illustrations (some colour) 347 __ text file \$b PDF \$2 rda
Source: Volume fifty-four 490 1_ Liquid crystals series ; \$v v. 54	Source: Volume fifty-four 490 1_ Liquid crystals series ; \$v volume 54
Source: Number IX 490 1_ Humanities series ; \$v no. 9 830 _0 Humanities series ; \$v no. 9	Source: Number IX 490 1_ Humanities series ; \$v number IX 830 _0 Humanities series ; \$v no. 9
245 10 Annual report / ANKOS. Rather than ... Annual report	245 10 ... Annual report / ANKOS.

AACR2	RDA
	Source of information on v. 1, no. 1 reads: Housing sarts 245 00 Housing starts
	245 00 Vegetation : \$b [in Botswana] 245 00 Gone with the wind : \$b [trailer]
	Should people like directors, writers, producers be placed in a note , rather than in the 245 \$c
100 1 Baden, Conrad. 240 10 Symphonies, \$n no. 6 245 10 Sinfonia espressiva \$h [sound recording] /\$c Conrad Baden. Symphony no. 3, op. 26 / Hallvard Johnsen. Symphony no. 2 / Bjarne Bustad. 700 12 Johnsen, Hallvard. \$t Symphonies, \$no. 3, op. 26. 700 12 Brustad, Bjarne. \$t Symphonies, \$n no. 2.	245 00 Sinfonia espressiva /\$c Conrad Baden. Symphony no. 3, op. 26 / Hallvard Johnsen. Symphony no. 2 / Bjarne Bustad. 700 12 Baden, Conrad. \$t Symphonies, \$n no. 6. 700 12 Johnsen, Hallvard. \$t Symphonies, \$no. 3, op. 26. 700 12 Brustad, Bjarne. \$t Symphonies, \$n no. 2.

OCLC 761929940 No holdings in KSU - 3 other holdings; 1 other IR

130	0	Mariposa negra (Motion picture : 2006)
245	1 0	Mariposa negra / #c Inca Cine S.A.C, Malvarrosa Media, Fausto Producciones Cinematográficas.
257		Spain ; Peru
260		[Lima] : #b Play Music & Video : #b [Lima] : #b Distribución exclusiva en Perú para Play Music & Video, #c [2011], ©2011.
300		1 videodisc (NTSC, 115 min.) : #b DVD video, sound, color ; #c 4 3/4 in.
336		two-dimensional moving image #2 rdacontent
337		video #2 rdamedia
338		videodisc #2 rdacarrier
380		Motion picture
490	1	Butaca Perú
538		All regions.
546		Spanish dialogue with optional English subtitles.
500		Originally produced in Spain and Peru as a motion picture and released in 2006.
511	1	Melania Urbina, Magdyel Ugaz, Ivonne Fraysinett, Darío Abad, Gustavo Bueno, Wendy Vásquez, Montserrat Carulla, José Chacaltana, Laura del Busto, Lluís Homar, Ricardo Morán, Juan Manuel Ochoa, Kike Ortiz, Patricia Romero.
508		Director, Francisco J. Lombardi ; writer, Giovanna Pollarolo ; producers, Miriam Porte, Gustavo Sánchez, Pedro Pastor, director of photography, Paco Belda ; editor, Roberto Benavides Espino ; music, Enric Murillo.
500		Based on the novel "Grandes Miradas" by Alonso Cueto.

OCLC Connexion - [Online WorldCat: Mariposa negra]

File Cataloging Authorities Edit Action Batch View Tools Window Help

dx:rda mt:dvd kw:trailer

OCLC 761929940 No holdings in KSU - 3 other holdings; 1 other IR

500		Based on the novel "Grandes Miradas" by Alonso Cueto.
520		During Fujimori's regime a well-known judge is brutally murdered. His fiancée, Gabriela, a young teacher, is devastated and shocked when she finds out that a local tabloid has published infamous and grotesque lies about her beloved's death. She decides to confront the paper.
650	0	Murder #v Drama .
650	0	Political corruption #v Drama .
650	0	Teachers #v Drama .
651	0	Peru #x Politics and government #y 1980- #v Drama .
700	1	Lombardi, Francisco , #d 1949- #e film director.
700	1	Pollarolo, Giovanna, #d 1952- #e screenwriter.
700	1	Urbina, Melania , #e actor.
700	1	Ugaz, Magdyel , #e actor.
700	1	Bueno, Gustavo , #e actor.
700	1	Carulla, Montserrat , #d 1930- #e actor.
700	1	Frayssinet, Yvonne , #e actor.
700	1	#i Motion picture adaptation of (work): #a Cueto, Alonso, #d 1954- #t Grandes miradas .
710	2	Inca Cine (Firm) , #e production company.
830	0	Butaca Perú .

Delete Holdings- Export- Label- Produce- Submit- Replace- Report Error- Update Holdings- Validate-

48 of 57 My Status-Sevim Workflow-In Process Inst-KSU Edit INS 16:15

OCLC Connexion - [Online WorldCat: Romance for violin & orchestra no. 1 in G opus 40]

File Cataloging Authorities Edit Action Batch View Tools Window Help

dx:rda kw:concerto

OCLC 795742437 No holdings in KSU - 1 other holding; 1 other IR

048			#D KaU1 #a Oa
050	4		M1004.5 #b .R
090			#b
049			KSUU
245	0	0	Romance for violin & orchestra, no. 1 in G , opus 40 ; #b Romance for violin & orchestra no. 2 in F, opus 50 / #c Beethoven. Violin concerto no. 8 in A minor, opus 47 / Spohr. Piano concerto no. 2 in F minor, opus 21 / Chopin.
264	1		[England?] : #b Bearac Reissues, #c [2007]
300			1 audio disc : #b CD audio ; #c 4 3/4 in.
336			performed music #2 rdacontent
337			audio #2 rdamedia
338			audio disc #2 rdacarrier
500			Title from disc label.
511	0		Roduolf Koeckert, violin (Beethoven, Spohr); Bamberg Symphony Orchestra; Ferdinand Leitner, conductor (Beethoven); Bavarian Radio Symphony Orchestra (Spohr); Stefan Askenaze, piano; Berlin Philharmonic Orchestra; Fritz Lehmann, conductor (Chopin).
518			#3 Beethoven, Spohr #o recorded #d 1954 #p Bamberg and Munich.
518			#3 Chopin #o recorded #d 1955 #p Berlin.
500			Originally issues on Deutsche Grammophon LPM 19012 (Beethoven, Spohr) and LPM 18040 (Chopin). Digital transfer, restoration & mastering, 2007 June.
500			"Private transfer for backup only."
650	0		Romances (Music)

Delete Holdings- Export- Label- Produce- Submit- Replace- Report Error- Update Holdings- Validate-

40 of 69 My Status-Sevim Workflow-In Process Inst-KSU INS 30:40

OCLC Connexion - [Online WorldCat: Romance for violin & orchestra no. 1 in G opus 40]

File Cataloging Authorities Edit Action Batch View Tools Window Help

dx:rda kw:concerto

OCLC 795742437 No holdings in KSU - 1 other holding; 1 other IR

518			#3 Chopin #o recorded #d 1955 #p Berlin.
500			Originally issues on Deutsche Grammophon LPM 19012 (Beethoven, Spohr) and LPM 18040 (Chopin). Digital transfer, restoration & mastering, 2007 June.
500			"Private transfer for backup only."
650	0		Romances (Music)
650	0		Violin with orchestra.
650	0		Concertos (Violin)
650	0		Concertos (Piano)
700	1		Koeckert, Rudolf , #e instrumentalist.
700	1		Askenase, Stefan , #e instrumentalist.
700	1		Leitner, Ferdinand , #e instrumentalist.
700	1	2	Beethoven, Ludwig van , #d 1770-1827, #e composer. #t Romances, #m violin, orchestra, #n op. 40, #r G major.
700	1	2	Beethoven, Ludwig van , #d 1770-1827, #e composer. #t Romances, #m violin, orchestra, #n op. 50, #r F major.
700	1	2	Spohr, Louis , #d 1784-1859, #e composer. #t Concertos, #m violin, orchestra, #n no. 8, op. 47, #r A minor.
700	1	2	Chopin, Frédéric , #d 1810-1849, #e composer. #t Concertos, #m piano, orchestra, #n no. 2, op. 21, #r F minor.
700	1		Lehmann, Fritz , #d 1904-1956, #e instrumentalist.
710	2		Bamberger Symphoniker , #e instrumentalist.
710	2		Bayerischer Rundfunk , #b Orchester , #e instrumentalist.
710	2		Berliner Philharmoniker , #e instrumentalist.

Delete Holdings- Export- Label- Produce- Submit- Replace- Report Error- Update Holdings- Validate-

40 of 69 My Status-Sevim Workflow-In Process Inst-KSU INS 28:27

OCLC Connexion - [Online WorldCat: Watching war]

File Cataloging Authorities Edit Action Batch View Tools Window Help

Text Strings User Tools *777002262

OCLC 777002262 Held by KSU - 173 other holdings; 6 other IRs

[Cont](#) b
[GPub](#)
[LitF](#) 0
 [Indx](#) 1

[Desc](#) i
[Ills](#) a
[Fest](#) 0
 [DtSt](#) t
 [Dates](#) 2012 , 2012

040		CSt/DLC #e rda #b eng #c STF #d DLC #d BTCTA #d BDX #d OCLCO #d YDXCP #d ORX #d BWX #d IUL #d CDX #d ERASA
090		#b
049		KSUU
100	1	Mieszkowski, Jan , #d 1968- #e author.
245	1 0	Watching war / #c Jan Mieszkowski.
264	1	Stanford, California : #b Stanford University Press, #c [2012]
264	4	#c ©2012
300		xi, 244 pages : #b illustrations ; #c 23 cm
336		text #2 rdacontent
337		unmediated #2 rdamedia
338		volume #2 rdacarrier
504		Includes bibliographical references and index.
505	0	Introduction : watching war -- How to tell a war story -- The witness under fire -- Looking at the dead -- Visions of total war -- Conclusion :

Delete Holdings- Export- Label- Produce- Submit- Replace- Report Error- Update Holdings- Validate-

My Status-Sevim Workflow-In Process Inst-KSU Edit INS 38:21

OCLC Connexion - [Online WorldCat: Implementing responsive design]

File Cataloging Authorities Edit Action Batch View Tools Window Help

Text Strings User Tools

*809169765

[OCLC](#) 809169765 Held by KSU - 60 other holdings

1 KSU holding in GLIMIR cluster; 63 other holdings in GLIMIR cluster of 2

Cont	b	GPub	LitF	0	Indx	1			
Desc	a	Ills	a	Fest	0	DtSt	s	Dates	2013
040		SISPL #b eng #c SISPL #d YBM #d BTCTA #d YDXCP #d SINLB #d OCLCO #d BWX #d VGM #d GZQ #d ORX #d DLC							
100	1	Kadlec, Tim.							
245	1 0	Implementing responsive design : #b building sites for an anywhere, everywhere web / #c Tim Kadlec.							
260		Berkeley, CA : #b New Riders, #c c2013.							
300		xv, 271 p. : #b ill. (some col.) ; #c 23 cm.							
336		text #b txt #2 rdacontent							
337		unmediated #b n #2 rdamedia							
338		volume #b nc #2 rdacarrier							
504		Includes bibliographical references and index.							
505	0	The anywhere, everywhere web -- Fluid layouts -- Media queries -- Responsive media -- Planning -- Design workflow -- Responsive content -- RESS -- Responsive experiences -- Looking forward.							
650	0	Web site development.							

Delete Holdings- Export- Label- Produce- Submit- Replace- Report Error- Update Holdings- Validate-

My Status-Sevim Workflow-In Process Inst-KSU Edit INS 38:22




更多可參考之資訊

Website of Adam Schiff, University of Washington

<http://faculty.washington.edu/aschiff/>

“RDA Presentations”

- » “Changes from AACR2 to RDA: A Comparison of Examples, Part I: Description”
 - » For information about RDA in **Access Points** in records (the portions under authority control, like authors, conference names, series, subject headings) see “Changes from AACR2 to RDA: A Comparison of Examples, Part 2: **Access Points**”
- 



有關RDA編目著錄

ISBD規定的著錄項

Specification of elements	15
1. Title and statement of responsibility area	15
2. Edition area	31
3. Material (or type of publication) specific area	36
4. Publication, distribution, etc., area	36
5. Physical description area	42
6. Series area	48
7. Note area	52
8. Standard number (or alternative) and terms of availability area	56

- » ISBD(M): International Standard Bibliographic Description for Monographic Publications. 2002 revision.
- » International Standard Bibliographic Description (ISBD). Area 0, content form and media type area.
2009

Area 0

Content Form and Media Type Area

- » http://www.ifla.org/files/assets/cataloguing/isbd/isbd-m_2002.pdf
- » http://www.ifla.org/files/assets/cataloguing/isbd/area-0_2009.pdf

ISBD area	MARC field(s)	RDA instructions
1. Title and SOR area	245,130,240	2.2-2.4, 6.2
2. Edition area	250	2.5
4. Publication, etc., area	264 (/260)	2.7-2.11
5. Physical description area	300	3.4-3.5, 7.15
6. Series area	490+830/800/810 (/440)	2.12
7. Note area	500,5XX,246,740,856,76x-78x,etc.	2.17-2.19, 3.21, 2.3.6, 4.6, 7.2-7.3, 7.10, 7.12...
8. Standard #, etc., area	020	2.15, 4.2
0. Content Form and Media Type Area	Fixed fields,33x,380	2.13, 3.2-3.3, 6.3, 6.9
Creators & contributors	100,110,700,710,111,711	Section 3 (ch.8-ch.11)
Subjects & genres	650,651,600,610,630,655	Section 4 (ch.12-ch.16)
Call number	050,082,086,090,092	None/(2.15)



TITLE AND STATEMENT OF RESPONSIBILITY

- » MARC 245
 - ◇ First indicator 0 or 1
 - ◇ 0 if there is no 100, 110, 111, or 130; 1 if there is one of those fields
 - ◇ 0 = title main entry (AACR2); 1 = author main entry (AACR2)
 - ◇ Second indicator = # of non-filing characters
 - ◇ If the title starts with an article (a, an, the), then count the number of letters in the article, plus the space after the article, and put that number as the 2nd indicator
 - ◇ ‡a = title proper
 - ◇ ‡b = other title information
 - ◇ ‡c = statement of responsibility
 - ◇ Colon before ‡b; forward slash before ‡c
 - ◇ *245 14 ‡a The title proper : ‡b other title information / ‡c Jane Doe, human.*



TITLE AND STATEMENT OF RESPONSIBILITY

- » RDA 2.2-2.4, 6.2
- » Source of title
 - ◇ In this order: title page, cover, caption, masthead, colophon, anywhere else on the item, supplied from another source, devised by the cataloger
 - ◇ If the source is anywhere other than the title page, make a note of it
- » Recording titles: transcribe as it appears on the source of information
- » Title proper = chief name of a resource (does not include other title information)
- » Other title information = information that appears in conjunction with, and is subordinate to, the title proper of a resource.
- » Variant title = a title associated with a resource that differs from a title recorded
 - ◇ Includes: alternate titles on the resource itself, corrections, part of a title
- » Statement of responsibility = 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
- » Recording statements of responsibility: transcribe as it appears on the source of information



EDITION

- » MARC 250
 - ◇ No indicators; all info in ‡a
 - ◇ Can also have a statement of responsibility; if so, precede the SOR by a forward slash but keep all info in ‡a
 - ◇ *250 ## ‡a Second edition.*
- » RDA 2.5
 - ◇ Edition statement = a statement identifying the edition to which a resource belongs
 - ◇ There are also designations of edition and designations of a named revision of an edition
 - ◇ Recording edition statements: transcribe as it appears on the source of information
 - ◇ Recording statements of responsibility: transcribe as it appears on the source of information



PUBLICATION, DISTRIBUTION, ETC.

- » MARC 264
 - ◇ Blank first indicator (except in special situations for continuing resources)
 - ◇ Second indicator
 - ◇ 0 Production
 - ◇ 1 Publication
 - ◇ 2 Distribution
 - ◇ 3 Manufacture
 - ◇ 4 Copyright date
 - ◇ ‡a = Place of publication, etc.
 - ◇ ‡b = name of publisher, etc.
 - ◇ ‡c = date of publication, etc.
 - ◇ Colon before ‡b; comma before ‡c
 - ◇ *264 #1 ‡a Salem, Oregon : ‡b Oregon State Library, ‡c March 23, 2016.*



PUBLICATION, DISTRIBUTION, ETC.

- » RDA 2.7-2.11
 - ◇ Publication statement = a statement identifying the place or places of publication, publisher or publishers, and date or dates of publication of a resource
 - ◇ Take publisher' s names from the same source as the title proper, or another source within the resource itself, or somewhere else
 - ◇ Take place of publication from the same source as the publisher' s name, or another source within the resource itself, or somewhere else
 - ◇ Take date of publication from the same source as the title proper, or another source within the resource itself, or somewhere else
 - ◇ Recording publication statements: transcribe places of publication and publishers' names as they appear on the source of information; record dates of publication as they appear on the source of information, applying guidelines for transcription and numbers




PUBLICATION, DISTRIBUTION, ETC.

- » If the place of publication is not identified in the resource
 - ◇ Supply it if it is known (i.e., an agency was located in Salem, Oregon)
 - ◇ Supply a probable place followed by a question mark
 - ◇ Or supply a known or probable state, country, province, etc.
 - ◇ If no known or probably place can be supplied, use **[Place of publication not identified]**
- » If no publisher is named and it cannot be identified from other sources, then record **[publisher not identified]**
- » If the date of publication is not identified in the resource, supply the date or approximate date of publication
 - ◇ Actual year known = supply in brackets **[1952]**
 - ◇ Probable year = supply followed by a question mark in brackets **[1963?]**
 - ◇ Probable range of years = place in brackets with between & and **[between 1949 and 1965]**
 - ◇ Earliest or latest = not before/not after **[not before 1859]** or **[not after December 31, 1900]**
 - ◇ If an approximate date cannot be reasonably determined, supply **[date of publication not identified]**



PUBLICATION, DISTRIBUTION, ETC.

- » Publication statement is core. If there is no publication date, supply a date or probable date or range.
 - » Copyright date is optional, but I choose to include it.
 - ◇ *264 #1 #a Portland, Oregon :#b Awesome League, #c [2015]*
 - ◇ *264 #4 #c ©2015*
 - » For the fixed fields, if you have both date of publication and copyright date, DtSt = t and date of publication goes in the first date field and copyright in the second date field
- 



PHYSICAL DESCRIPTION

» MARC 300

- ◇ No indicators
- ◇ ‡a = extent
- ◇ ‡b = illustrative content
- ◇ ‡c = dimensions
- ◇ Colon before ‡b; semicolon before ‡c
- ◇ *300 ## ‡a 100 pages : ‡b illustrations ; ‡c 24 cm*

» RDA 3.4-3.5, 7.15

- ◇ Extent = the number and type of units and/or subunits making up a resource
 - ◇ For a resource consisting of a single volume, record the extent in terms of pages, leaves, or columns

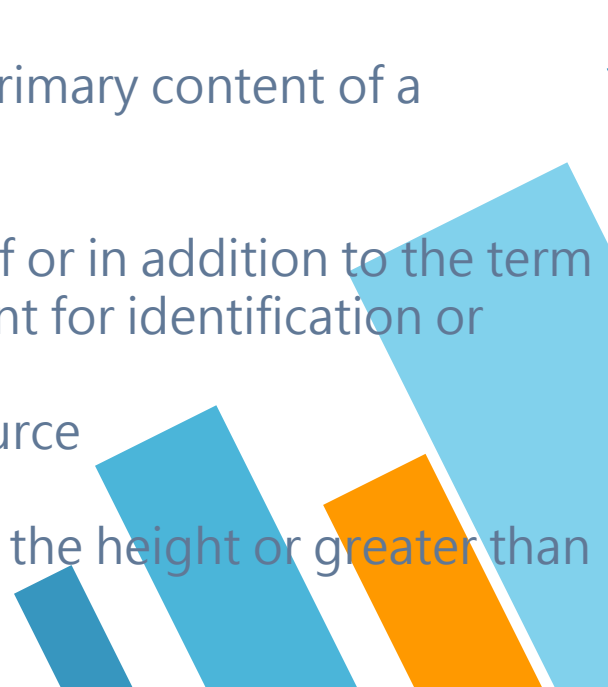


PHYSICAL DESCRIPTION

- » RDA 3.4-3.5, 7.15, cont.
 - ◇ If the resource consists entirely of unnumbered pages, leaves, or columns
 - ◇ Record the exact number of pages, leaves, or columns, if readily ascertainable
 - ◇ 93 unnumbered pages
 - ◇ If the number is not readily ascertainable, record an estimated number of pages, leaves, or columns preceded by approximately
 - ◇ approximately 600 pages
 - ◇ Record 1 volume (unpaged)
 - ◇ If the resource has complicated or irregular paging, etc.
 - ◇ Record the total number of pages, leaves, or columns followed by in various pagings, in various foliations, or in various numberings, as appropriate
 - ◇ 1000 pages in various pagings
 - ◇ Record 1 volume (various pagings)

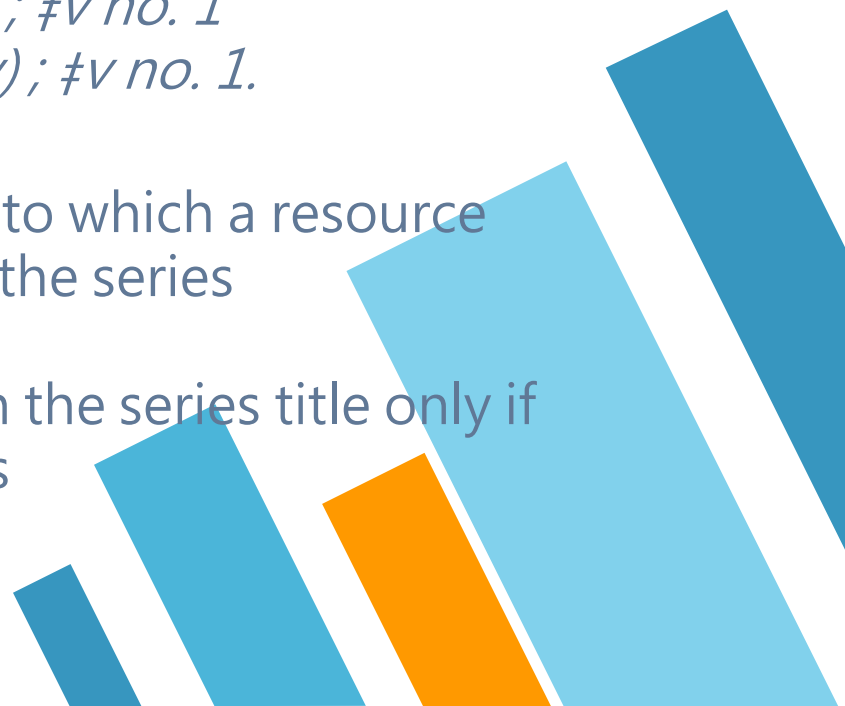


PHYSICAL DESCRIPTION

- » RDA 3.4-3.5, 7.15, cont.
 - ◇ Record the extent of a resource consisting of a single sheet as 1 sheet
 - ◇ 1 sheet
 - ◇ If the sheet is designed to be read in pages when folded, record the extent as 1 folded sheet followed by the number of pages laid out on the sheet, in parentheses
 - ◇ 1 folded sheet (8 pages)
 - ◇ Illustrative content = content intended to illustrate the primary content of a resource
 - ◇ Record illustration or illustrations as appropriate
 - ◇ Record the type of illustrative content in place of or in addition to the term illustration or illustrations if considered important for identification or selection (such as maps)
 - ◇ Dimensions = the measurements of the carrier of a resource
 - ◇ Record the height of the volume
 - ◇ If the width of the volume is either less than half the height or greater than the height, record the height × width
 - ◇ Record the height × width of the sheet
- 



SERIES

- » MARC 490+830 (occasionally 490+800 or 490+810)
 - ◇ 490, first indicator 1, second indicator blank
 - ◇ 490, †a series statement as it appears on item, †x ISSN, †v volume number
 - ◇ 830, first indicator blank second indicator 0
 - ◇ 830, †a authorized heading for the series, †x ISSN, †v volume number
 - ◇ *490 1# †a Publication / Western Oregon University; †v no. 1*
 - ◇ *830 #0 †a Publications (Western Oregon University); †v no. 1.*
 - » RDA 2.12
 - ◇ Series statement = a statement identifying a series to which a resource belongs and the numbering of the resource within the series
 - ◇ Record the title proper of the series
 - ◇ Record statements of responsibility associated with the series title only if considered necessary for identification of the series
- 



NOTES

- » MARC 500, 5XX, 246, 740, 856, 76x-78x, etc.
 - ◇ 500 no indicators, all info in †a
 - ◇ For the others see OCLC Bib Formats or the MARC21 documentation
- » RDA 2.17-2.19, 3.21, 2.3.6, 4.6, 7.2-7.3, 7.10, 7.12, etc. ...
 - ◇ See the various RDA instructions, including previous ISBD areas
 - ◇ *500 ## †a Title from cover.*
 - ◇ *546 ## †a Text in English.*
 - ◇ *500 ## †a Chiefly statistical tables.*
 - ◇ *500 ## †a An analysis of HB 1092 (1994) and the tax change implications.*
 - ◇ *856 41 †z Connect to online version. †u <http://domain.name/file/>*
 - ◇ *500 ## †a "This is a quoted note from the same source as the title proper."*
 - ◇ *500 ## †a "This is a quoted note from the cover" --Cover.*
 - ◇ *504 ## †a Includes bibliographical references (pages 104, 106)*



STANDARD NUMBER AND TERMS OF AVAILABILITY

» MARC 020


- ◇ No indicators; ISBN in †a; terms of availability in †c; qualifying information in †q; invalid numbers in †z
- ◇ *020 ## †a 0198702345 †q (pbk.)*

» RDA 2.15, 4.2

- ◇ Identifier for the manifestation = a character string associated with a manifestation that serves to differentiate that manifestation from other manifestations
- ◇ Terms of availability = the conditions under which the publisher, distributor, etc., will normally supply a resource or the price of a resource




CONTENT FORM AND MEDIA TYPE

- » MARC fixed fields, 33x, 380
 - ◇ Pick the workform that matches the content form
 - ◇ Cataloging -> Create -> Single record -> Books
 - ◇ 336 = content type
 - ◇ 337 = media type
 - ◇ 338 = carrier type
 - ◇ There is a delivered OCLC macro called Add33x
 - ◇ 380 = form of work (use for state government publications)
 - » RDA 6.9, 3.2-3.3, 2.13, 6.3
 - ◇ See instructions for more information
- 




CREATORS & CONTRIBUTORS

- » MARC 100, 110, 700, 710, 111, 711
 - ◇ 100, 700 – personal names
 - ◇ 110, 710 – corporate names
 - ◇ 111, 711 – conference names
 - ◇ 1XX = creator
 - ◇ 7XX = contributor
 - » RDA Section 3 (ch.8- ch.11)
 - ◇ See instructions
 - ◇ In general, first search for a form of the name that has already been used; otherwise use the information on the item to form the access point
- 



RELATIONSHIP DESIGNATORS

- » RDA Appendix I
 - » Go in the of creator or contributor fields
 - » author
 - » issuing body
 - » editor
 - » sponsoring body
 - » consultant
 - » compiler
 - » many more
- 

FIXED FIELDS

» MARC Leader/008 : RDA no instructions

OCLC label	Content	Corollary variable MARC field
Type	a = Language material	n/a
BLvl	m = monograph	n/a
Desc	i = ISBD	n/a, use with 040 ≠e rda
Elvl	I = Full-level K = Less-than-full	n/a
Form	blank = none of the following o = online resource	n/a (but related to 300 ≠a + 33x)
Cont (multiple options)	b = Bibliographies f = Handbooks r = Directories s = Statistics	504 for bibliographies subject form subdivisions

OCLC label	Content	Corollary variable MARC field
Ills (multiple options)	a = illustrations b = maps k = forms	300 #b
Srce	d = Other (should autofill d)	040 #a
Conf	0 = Not a conference publication (autofills 0) 1 = Conference publication	subject form subdivision
GPub	blank = Not a govt. publication f = Federal/National s = State/Provincial/Territorial etc.	For "s" include 380
Fest	0 = Not a Festschrift (autofills 0) 1 = Festschrift	
Audn	blank = Unknown or unspecified	n/a (except some subject form subdivisions)
Biog	blank = No biographical material a = Autobiography b = Individual biography c = collective biography d = contains biographical information	subject form subdivisions

OC LC label	Content	Corollary variable MARC field
LitF (multiple options)	0 = Not fiction (autofills 0) 1 = Fiction (not further specified)	subject form subdivisions
DtSt	s = Single date t = Publication and copyright dates q = Questionable date (date range)	264 #c
Date 1	Date	264 #c
Date 2	Blank or date	264 #c
Ctrl	blank = No specific type	n/a
MRec	blank = not modified	
Indx	0 = No index (autofills 0) 1 = Index present	504 or 500
Lang	eng, spa, etc. see MARC Code List for Languages	546
Ctry	oru, dcu, etc. see MARC Code List for Countries	264 #a



One last tool: In the RDA Toolkit, under the “TOOLS” tab, in the “RDA Mappings” section, there is one called “MARC Bibliographic to RDA Mapping.”

This can be useful to help locate the RDA instruction that corresponds to the MARC field in which you are entering data.

MARC BIBLIOGRAPHIC TO RDA MAPPING
MARC 21 Format for Bibliographic Data Mapped to RDA Elements

The table below maps MARC 21 bibliographic elements to the corresponding RDA elements. With the exception of the Leader, control fields (00X) and control subfields (\$0-\$8), all MARC 21 fields and subfields are included. Those elements that have no equivalent or are beyond the scope of RDA are indicated as N/A (not applicable).

While there are many instances where there is a one-to-one correspondence between MARC 21 and RDA, there are cases where the level of granularity in the MARC 21 element set and RDA element set differs. Where a single MARC 21 element is equivalent to more than one RDA element, all applicable RDA elements are provided.

MARC 21 FIELD TAG	MARC 21 SUBFIELD CODE	MARC 21 FIELD / SUBFIELD NAME	RDA INSTRUCTION NUMBER	RDA ELEMENT NAME
01X-09X <i>Number and code fields</i>				
010		Library of Congress control number	N/A	
013		Patent control information	N/A	
015		National bibliography number	N/A	
016		National bibliographic agency control number	N/A	
017		Copyright registration number	N/A	
018		Copyright article-fee code	N/A	
020 <i>International Standard Book Number</i>				
020	a	International Standard Book Number	2.15 RDA	Identifier for the Manifestation
020	c	Terms of availability	4.2 RDA	Terms of Availability
020	q	Qualifying information	N/A	
020	z	Cancelled/invalid ISBN	2.15 RDA	Identifier for the Manifestation
022 <i>International Standard Serial Number</i>				
022	a	International Standard Serial Number	2.15 RDA	Identifier for the Manifestation
022	l	ISSN-L	N/A	
022	m	Cancelled ISSN-L	N/A	
022	y	Incorrect ISSN	2.15 RDA	Identifier for the Manifestation
022	z	Cancelled ISSN	2.15 RDA	Identifier for the Manifestation



與RDA相容之抄錄編目

如何辨識RDA書目

OCLC Connexion - [Online WorldCat: Healer]

File Cataloging Authorities Edit Action Batch View Tools Window Help

dx: rda/2010

OCLC 639533386 No holdings in KSU - 134 other holdings

Books Rec stat c Entered 20100127 Replaced 201010

Type	a	ELvl		Srcce		Audn		Ctrl		Lang	eng
BLvl	m	Form		Conf	0	Biog		MRec		Ctry	cou
		Cont		GPub		LitF	1	Indx	0		
Desc	i	Ills	b	Fest	0	DtSt	t	Dates	2010		2010


010		2010921502
040		DLC te rda # b eng #c DLC #d LKR #d DAD #d BTCTA #d IFK #d ORX #d T7B #d VP@
019		318873320
020		9781434764782 (pbk.)
020		1434764788 (pbk.)

Delete Holdings- Export- Label- Produce- Submit- Replace- Report Error- Update Holdings- Validate-

4 of 739 My Status-Sevim Workflow-In Process Inst-KSU INS 31:09



抄錄編目之導入

- » 確定何時適合將導入的AACR2紀錄轉換為 RDA：
 - » 識別AACR2和RDA之間存在的差異，在導入可轉換為RDA的紀錄時，應檢查這些差異；
 - » RDA核心元素：在導入已經是RDA或將轉換為RDA的紀錄時，應先確定這些元素是否具備，RDA核心元素清單相對重要；
 - » 編目人員需要就權威紀錄或權威檢索點加以留意。
- 




來源書目類別的處理

- » 可以作為 AACR2 保留的 AACR2 紀錄
 - » 應轉換為 RDA 的 AACR2 紀錄
 - » RDA 紀錄

 - » 可以作為 CCR保留的 CCR 紀錄
 - » 應轉換為 RDA 的 CCR 紀錄
 - » RDA 紀錄
- 



可以作為 AACR2 保留的 AACR2 紀錄

- » 2013 年 3 月 31 日之後，圖書館可以自行決定是否應將“完整或更完整級別 (Leader17=)”的 AACR2 紀錄轉換為 RDA 或保留為 AACR2。
 - » 經 CONSER 認證的紀錄不應轉換為 RDA 紀錄，除非是：
 - ◇ 出版前之紀錄 (encoding levels 為 8)
 - ◇ CONSER 最低級別紀錄
 - » 應被認證為 CONSER/PCC 紀錄但尚未經認證的連續生出版品紀錄應轉換為 RDA。
- 

可以作為 AACR2 保留的 AACR2 紀錄

- » 注意：在書目紀錄中出現字段 336（內容類型）、337（媒體類型）和 338（載體類型）本身並不代表 RDA 編目，因為這些欄位可能用於非 RDA 編目，包括“增強型” AACR2 紀錄。當這些欄位出現在紀錄中時，找尋 RDA 編目的正面證據，例如：
 - ◇ Ldr/18（描述編目型式）= i
 - ◇ 040 包含 \$e rda：如果 Ldr/18 中的值既不是“i”也不是“c”，並且 040 包含 \$e rda。
- » 含有以下者則為 AACR2 或 CCR 紀錄：
 - ◇ Ldr/18（描述編目型式）= a
 - ◇ 040 無 \$e rda，或為 aacr 或 ccr
 - ◇ 300 ## \$a 296 p. : \$b ill., ports. (some col.)




可以作為 AACR2 保留的 AACR2 紀錄

- » Copycat -- 表示該紀錄為完整級別紀錄，編目語言為英文。遵循部分實務以了解是否保留為AACR2 或轉換為RDA。
 - » PCCAdapt -- 表示該紀錄為全級別紀錄，編目語言為英文。遵循部分實務以了解是否保留為AACR2 或轉換為RDA。
- 




應轉換為 RDA 的 AACR2 紀錄

- » 不完整的AACR2 紀錄（編碼級別 K、M、3、5 和 7）；
 - » 編目語言 (040 \$b) 不是英語（無論編碼級別如何，都將它們轉換為RDA）。
- 



應轉換為 RDA 的 AACR2 紀錄

- » OrigRes -- 表示該紀錄是較低級別的紀錄，編目語言不是英語。應將紀錄作為RDA處理。
 - » OrigCop -- 表示另一個版本的現有AACR2紀錄可用於創建新的RDA紀錄。
- 



RDA紀錄

- » 大多數從 OCLC 導入的RDA紀錄將是完整的或更完整的紀錄，儘管也有可能找到一些不完整的RDA紀錄。
 - » 用於更新RDA連續性出版品的指引可參考PCC之說明：
<http://www.loc.gov/aba/pcc/rda/PCC%20RDA%20guidelines/Edit-RDA-Ser-Records.pdf>
- 





RDA紀錄

- » OrigRes -- 表示該紀錄是較低級別的紀錄，和/或編目語言不是英語。將紀錄改為RDA處理。
- » Copycat -- 表示該紀錄為完整級別紀錄，編目語言為英文。將紀錄改為RDA處理，其中 042 = lccopycat。例外：根據“編碼級別 7 lccopycat”程序進行處理。
- » PCCAdapt -- 表示該紀錄為完整級別紀錄，編目語言為英文。將紀錄作為完整級別的RDA處理。
- » OrigCop -- 表示另一個版本的現有RDA紀錄可用於創建新的完整級別RDA紀錄。




編目員判斷 (cataloger judgment)

- » 編目員判斷是對特定RDA資料元素做出決策的重要工具。
 - » 此類決定應在考慮 “該元素如何幫助滿足 FRBR 使用者任務？” 的背景下做出。
- 



編目員判斷 (cataloger judgment)

- » 編目員判斷作為抄錄編目的一個重要組成部分。
 - » RDA + 抄錄編目 = “編目員判斷” 的雙重重要性。
 - » 抄錄編目的紀錄最終是成為圖書館的書目紀錄。
- 




編目員判斷作為抄錄編目的一個重要組成部分

- » LC 抄錄編目政策側重於盡可能接受其他圖書館的編目，限制對被判斷為“嚴重”的差異或錯誤的調整或更正的更改（此處的“嚴重”是指資料不準確、具有誤導性或導致拒絕檢索）。
- » 限制與準確性、實質或可檢索性相關的更改。在判斷資料是否“嚴重誤導”時，請考慮：
 - ◇ 會導致嚴重誤導性的描述（例如，若未進行更改，有人可能會將資源誤認為不同的資源）；
 - ◇ 可能會導致嚴重誤導檢索（例如，資源被歸類到藝術家的繪畫類號下，而實際上該作品是關於藝術家的雕塑，或者，為主要款目選擇的標目是另一個同名的人）。




編目員判斷作為抄錄編目的一個重要組成部分

- » 不要為了自己的方便而追求一致性和標準化，也不要僅僅為了風格而改變。
 - » 當實務隨時間變化時，除非抄錄編目手冊中另有說明，否則接受導入紀錄中存在的內容。
- 



RDA + 抄錄編目 = “編目判斷”的雙重重要性。

- » 在RDA下，編目員的判斷變得越來越重要。
 - » 編目員的判斷一直是抄錄編目的重要考慮因素。
 - » 編目員的判斷現在對RDA抄錄編目具有雙重重要性。
 - » 抄錄編目應該在FRBR使用者任務下執行 (Copy cataloging should be performed in the context of the FRBR User Tasks.) 。
- 




抄錄編目的紀錄最終是成為圖書館的書目紀錄

- » 作為一般原則，當圖書館工作人員完成對轉入編目紀錄的抄錄編目後，該紀錄應符合所規定的RDA標準。即最終產品應反映關於包含RDA核心元素（或並含LC RDA核心元素）等。
 - » 紀錄中存在的其他元素，雖然通常不由圖書館提供，但應被視為傳遞元素（pass-through elements），需遵循圖書館抄錄編目手冊的相關規定。
- 



RDA的結構

- » 實體與屬性 (Entities and their attributes)
 - ◇ Group 1 (Work-Expression-Manifestation-Item) (Chapters 1-7)
 - ◇ Group 2 (Personal-Family-Corporate Body) (Chapters 8-16)
 - » 關係 (Relationships) (Chapters 17-22, 24-32)
- 



必備元素與政策聲明

- » RDA Core
 - » LC “Core-ness”
 - » LC Rule Interpretations to LC-PCC PS
- 

識別RDA紀錄

Bibliographic leader

Record status (Ldr/05)	c : Corrected or revised
Type of record (Ldr/06)	a : Language material
Bibliographic level (Ldr/07)	m : Monograph/item
Type of control (Ldr/08)	_ : No specific type of control
Encoding level (Ldr/17)	_ : Full level
Descriptive cataloging form (Ldr/18)	i : ISBD punctuation included
Multipart resource record level (Ldr/19)	_ : Not specified or not applicable

010	‡a 2010512495
040	‡a DLC ‡b eng ‡c DLC ‡e rda
020	‡a 9789990945447
020	‡a 0000015116

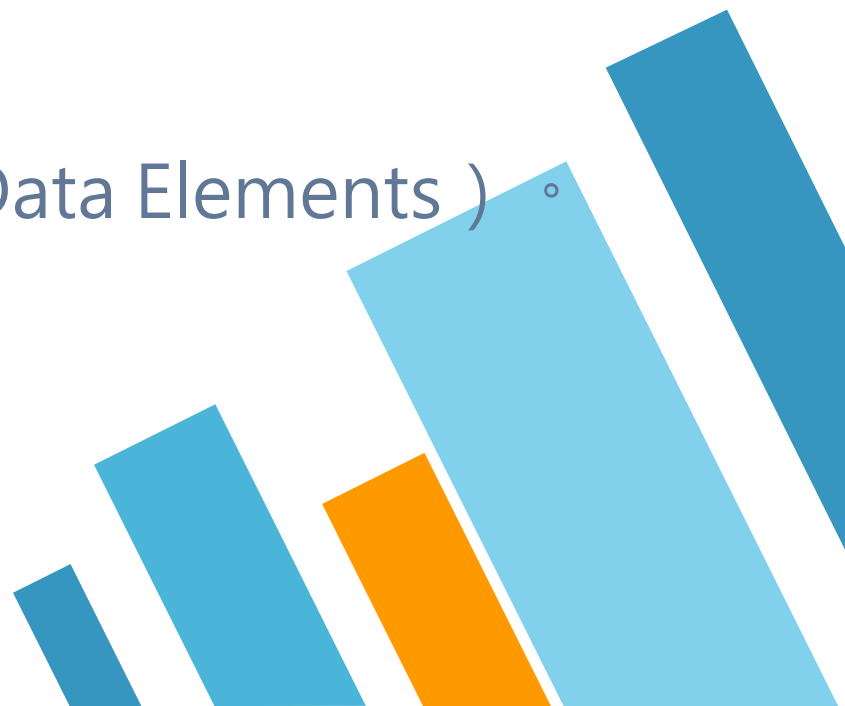
Although PCC and OCLC prefer a certain order of the 040 subfields, LC copy catalogers working in *Voyager* should not spend any time and effort to reorder the imported subfields.

However, those who work in *OCLC* are required to follow the prescribed order shown below.

040 ## \$a [symbol] \$b eng \$e rda \$c DLC \$d DLC




RDA著錄原則

- » 照錄 (Transcription) : *“Take What You See and Accept What You Get”* 。
 - » 取消 “Rule of Three” 。
 - » “Access Points” 取代 “Entries” 。
 - » 編目員判斷 (Cataloger Judgment) 。
 - » 資料著錄特定元素 (Specific Descriptive Data Elements) 。
- 




RDA資料著錄特定元素

- » Title : 記載所見 (“Record what you see”)
 - » Statement of Responsibility : “Dr.”
 - » Edition : 照錄 (“Transcribe an edition statement as it appears on the source of information.”)
 - » Production, Publication, Distribution, and Manufacture Statements :
 - ◇ 264 #0 Producer
 - ◇ 264 #1 Publisher
 - ◇ 264 #2 Distributor
 - ◇ 264 #3 Manufacturer
 - ◇ 264 #4 Copyright Date
- 



RDA資料著錄特定元素

- » Publication, Distribution, and Manufacture Statements :
 - ◇ 核心元素 (Core Elements) 不使用縮寫 “S.l.” , “s.n.” , 或 “n.d.”
 - ◇ 提供出版地和出版日期 :
 - ◇ 盡量提供出版地和出版日期，而非 “[Place of publication not identified]” 或 “[Date of publication not identified.]”
 - ◇ 如果出版者不詳，則不會鼓勵提供出版者；記載 “[出版者不詳]” 是可以接受的。
 - ◇ 版權日期 (Copyright Date) : The 264 #4 僅有\$c.
 - » Series Statement
 - » Identifier for the Manifestation
- 

RDA資料著錄特定元素

» 取代GMD之新元素

- ◇ *CONTENT TYPE*

- ◇ 336

- ◇ RDA 6.9

- ◇ Example for a book: 336 ## \$a text \$2 rdacontent

- ◇ *MEDIA TYPE*

- ◇ 337

- ◇ RDA 3.2

- ◇ Example for a book: 337 ## \$a unmediated \$2 rdamedia

- ◇ *CARRIER TYPE*

- ◇ 338

- ◇ RDA 3.3

- ◇ Example for a book: 338 ## \$a volume \$2 rdacarrier



RDA資料著錄特定元素

» Extent :

- ◇ 不使用縮寫(e.g., 記載 “pages” 或 “volumes” , not “p.” or “v.”)
- ◇ 記載 “approximately” (而非 “ca.”) 和 “that is” (而非 “i.e.”)
- ◇ 記載 “unnumbered” , 而不是square brackets enclosing the numeral

» Illustrative Content :

- ◇ 兒童適讀資源Illustrative content方為核心元素
- ◇ 不使用縮寫(e.g., 記載 “illustrations” 或 “color” , 非 “ill.” 或 “col.”).

» The Treatment of Compilations and Collaborations -- “Naming the Work”

RDA資料著錄特定元素

- » Languages in Uniform Titles :
 - ◇ \$I 不著錄 “Polyglot”
 - ◇ \$I 不著錄多語 (multiple languages) (e.g., French & English)
 - ◇ 提供每種表現形式所有語言的特定資訊
- » Number of 7XX :
 - ◇ 100 1# \$a [Name],\$e author,\$e illustrator
- » Relationship Designators :
 - ◇ 使用RDA附錄, i.e.: 700 “... , \$e illustrator. \$4 ill” 。
 - ◇ 使用RDA附錄I及J來標示實體與資源或資源與資源之關係。
 - ◇ 若使用附錄J，則其關係用語的分欄為\$i，\$i係寫於欄位中最前的分欄。




RDA抄錄編目原則

- » 接受或改變？
- » 盡可能接受導入紀錄中存在的內容。
- » 一般不刪除資訊，除非資訊不準確、會嚴重誤導。
- » 從內部和外部角度識別資源。
- » 區分版本。
- » 避免歧義。
- » 根據完整編目政策，檢查權威紀錄並建立或修改名稱或主題權威紀錄，確保導入紀錄中存在的檢索點符合目錄結構；所有各項資料都必須根據 RDA、合作編目政策和 主題規範之指南來建構。
- » 調整索書號以便適合排架。



抄錄編目時紀錄的管理

- » 來自指定來源之資料 (Data from Prescribed Sources of Information) :
 - ◊ 確保未加方括號的資料，實際有出現在首選來源中。
 - ◊ 確保僅當資料未出現在首選來源中時才使用方括號。
 - » 標目(1XX, 240, 600-651, 7XX).
- 



抄錄編目時紀錄的管理

- » 變長欄的順序
 - » 標點符號與空格：
 - ◇ ISBD 標點與空格
 - ◇ 欄位最末之標點
 - ◇ 標目中之標點與空格
 - » 大小寫
 - ◇ 245 10 \$a Twentieth-century communism ...
 - ◇ 245 10 \$a Report concerning a Member of the Academy ...
- 



抄錄編目時紀錄的管理

» 縮寫

- ◇ *Accept, because they are recorded as they appear:*
- ◇ 250 ## \$a Second Edition.
- ◇ Do not change to “2nd ed.”

- ◇ 264 #1 \$a Salem, Oregon : \$b Pierre Publishing Company, \$c 1990.
- ◇ Do not change to “Salem, Ore.: Pierre Pub. Co.”

- ◇ 264 #1 \$a Dubuque, Ia. : \$b Holt, \$c 1993. *(appears as “Dubuque, Iowa”)*
- ◇ Change to Dubuque, Iowa



抄錄編目時紀錄的管理

» 數字：

◇ *Accept:*

◇ 250 ## \$a Second edition. *(appears thus)*

◇ 250 ## \$a 5. Aufl. *(appears as "Fünfte Auflage")*

◇ Change to Fünfte Auflage

◇

◇ 111 20 \$a International Conference on Diabetes \$n (2d : \$d ... : \$c ...)

◇ Change to 2nd ...

» 實際錯誤：

◇ *Correct:*

◇ 250 ## \$a 22nd Edition. *(appears on t.p. as "2nd Edition")*

◇ 650 -0 \$a [Subject] \$z Australia. *(the resource is about Austria)*



抄錄編目時紀錄的管理

» 打字錯誤

- ◇ *Change:*

- ◇ *For a resource bearing the title "The wolrd of television"*

- ◇ Imported record has:

- ◇ 245 14 \$a The wolrd [sic] of television *or*

- ◇ 245 14 \$a The wolrd [i.e., world] of television *or*

- ◇ 245 14 \$a The world of television

- ◇ Change to:

- ◇ 245 14 \$a The wolrd of television


- ◇ *For serials:*

- ◇ Typographical errors in title proper from issues used as the basis for identification *are* corrected.



抄錄編目時紀錄的管理

- » 起首冠詞：
 - ◇ 保留245及4XX之起首冠詞。
 - ◇ 刪除1XX, 240, 6XX, 7XX, 8XX, and 246之起首冠詞，但是 “Los Angeles” 例外。

 - » 過時的做法：
 - ◇ 改為當前做法。
 - ◇ 是否符合RDA。
- 



MARC 21格式的 RDA抄錄編目



MARC 21格式的RDA抄錄編目

- » Descriptive Cataloging Form -- Leader/18 : i
 - » Identifier for the Manifestation -- 020
 - » Identifier for the Manifestation -- 022
 - » Language of cataloging -- 040 \$b : eng或chi
 - » Descriptive Conventions -- 040 \$e : rda
 - » Authentication Code -- 042 \$a : pcc或lccopycat
 - » Preferred Title -- e.g., 240 :
 - ◇ \$a為原作首選題名
 - ◇ \$l謹標示一種語文
- 




MARC 21格式的RDA抄錄編目

- » Title and Statement of Responsibility – 245 :
- » 刪除 “[sic]” or “[i.e., ___].”
- » 移除\$h
- » 著者敘述 “[et al.]” 改為 “[and ___ others]”
 - ◇ Source reads:
 - ◇ by Susan Brown, Melanie Carlson, Stephen Lindell, Kevin Ott, and Janet Wilson.
 - ◇ Imported record:
 - ◇ 245 \$a ... / \$c by Susan Brown ... [et al.].
 - ◇ Correct to:
 - ◇ 245 \$a ... / \$c by Susan Brown, Melanie Carlson, Stephen Lindell, Kevin Ott, and Janet Wilson.
 - ◇ (RDA *allows*)
 - ◇ 245 \$a ... / \$c by Susan Brown [and four others]



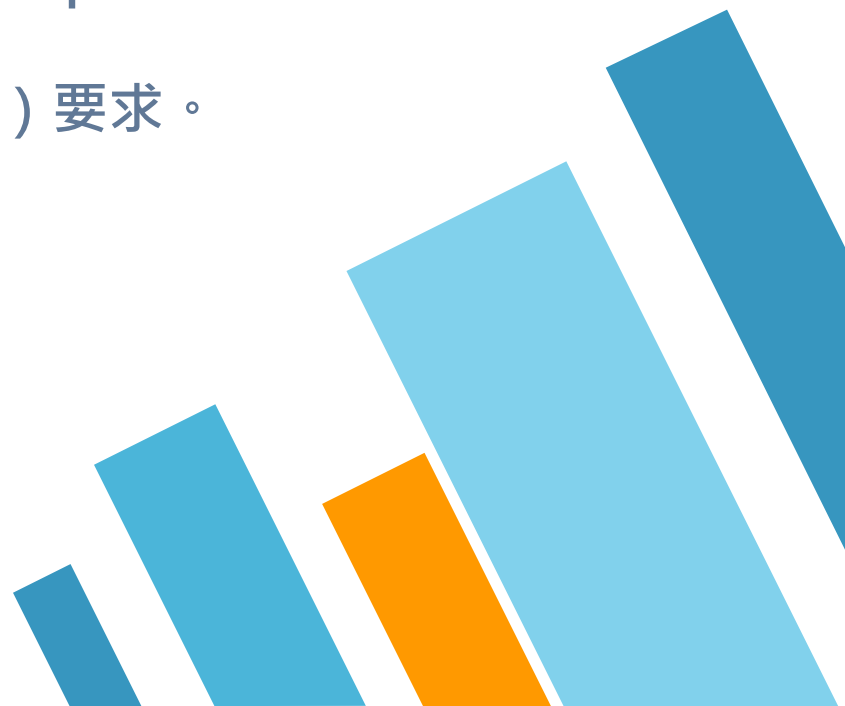
MARC 21格式的RDA抄錄編目

- » Variant Title – 246 :
 - ◇ 245刪除 “[sic]” or “[i.e., __].” ，則在246增加更正之正題名等
 - » Edition Statement – 250
 - ◇ 將未經授權的縮寫改為完整形式
 - ◇ 記錄在資源中找到的數字
 - ◇ Source reads: Third revised edition
 - ◇ Imported record: 250 \$a 3rd rev. ed.
 - ◇ Correct to: 250 \$a Third revised edition
- 



MARC 21格式的RDA抄錄編目

» Publication Information – 264

- ◇ 對於單部分資源，確保該欄位被標記為264，並根據該欄位的內容使用適當的第二個指標值。
 - ◇ 對於多部分專著：最好不要將現有的260更改為264。允許編目員增加260或264來更新具有生產、出版、發行和製造等元素變化的pre-RDA紀錄。
 - ◇ 如有必要，請提供出版品中遺漏的部分。
 - ◇ 對於地點或出版商都沒有“母國”（home country）要求。
 - ◇ 確保資料已根據RDA說明進行轉錄。
- 



MARC 21格式的RDA抄錄編目

» Place (264 \$a) :

- ◇ 在資源中找到的第一個出版者的第一個地點。
- ◇ 包括當地地名和更大的轄區（如果在來源中存在）。
- ◇ 將 “[S.I.]” 替換為所提供的地點（首選）或 “[出版地不詳]” 或 “[Place of publication not identified]”。
- ◇ Source reads: London -- New York – Boston
- ◇ Imported record: **264 #1 \$a London**
- ◇ Acceptable

- ◇ Imported record: **264 #1 \$a London ; \$a New York ; \$a Boston**
- ◇ Acceptable

- ◇ Imported record: **264 #1 \$a New York**
- ◇ Correct to: **264 #1 \$a London** or,
- ◇ **264 #1 \$a London ; \$a New York ; \$a Boston**



MARC 21格式的RDA抄錄編目

- ◇ Source reads: Red Oak
 - ◇ Imported record: Red Oak [Iowa]
 - ◇ Acceptable
 - ◇
 - ◇ Source without publication information:
 - ◇ Imported record: 264 #1 \$a [Place of publication not identified]
 - ◇ Acceptable – 若適當的話，另增distributor 264 #2
- 

MARC 21格式的RDA抄錄編目

» Publisher, etc. (264 \$b) :

- ◇ 確保第一個出版者按照資源中的內容進行轉錄。
- ◇ 根據需要擴展縮寫，並在出版商名稱中增加缺失的詞。
- ◇ 增加已從導入紀錄中省略的層次結構級別。
 - ◇ Source reads: Toronto -- Pilkington Pub. Co.
 - ◇ Houston -- Davidson Publishers
 - ◇ Imported record: 264 #1 \$a Toronto : \$b Pilkington Pub. Co. ; \$a Houston : \$b Davidson Publishers
 - ◇ Acceptable

 - ◇ Imported record: 264 #1 \$a Toronto : \$b Pilkington Pub. Co.
 - ◇ Acceptable


 - ◇ Imported record: 264 #1 \$a Houston : \$b Davidson Publishers
 - ◇ Correct to: 264 #1 \$a Toronto : \$b Pilkington Pub. Co.



MARC 21格式的RDA抄錄編目

- ◇ Source reads: J.J. Wilson Publishing Company
 - ◇ Imported record: 264 #1 \$a ... : \$b Wilson Pub. Co.
 - ◇ Correct to: 264 #1 \$a ... : \$b J.J. Wilson Publishing Company

 - ◇ Imported record: 264 #1 \$a ... : \$b Wilson
 - ◇ Correct to: 264 #1 \$a ... : \$b J.J. Wilson Publishing Company

 - ◇ Source reads: Humanities Association, Literature Division
 - ◇ Imported record: 264 #1 \$a ... : \$b Humanities Association
 - ◇ Correct to: 264 #1 \$a ... : \$b Humanities Association, Literature Division
- 

MARC 21格式的RDA抄錄編目

» Date (264 \$c) :

- ◇ 日期與資源上的一致。
- ◇ 提供出版日期，或從版權日期推斷。
- ◇ 版權日期在單獨的 264 中記錄，第二個指標為 “4” ；僅包含 \$c (且 008/06= “t” 日期類型) 。
- ◇ 若無法提供出版日期，請記載 “[date of publication not identified]” 或 “[出版日期不詳]” ，並在隨後的 264 中記錄另一種類型的日期。
- ◇ Actual year known: 264 ... \$c [2010]
- ◇ Probable year: 264 ... \$c [2010?]
- ◇ Either one of two consecutive years: 264 ... \$c [2009 or 2010]
- ◇ Probable range of years: 264 ... \$c [between 2008 and 2010?]

MARC 21格式的RDA抄錄編目


- ◇ Source data: MMXII
- ◇ Imported record: 264 #1 ... \$c 2012
- ◇ Correct to: 264 #1 ... \$c MMXII

- ◇ Source data: Date of publication not given
- ◇ Title page verso: ©2009
- ◇ Prefaced signed: June 2009
- ◇ Imported record: 264 #1 ... \$c [date of publication not identified]
- ◇ (no other 264 field present) 或
- ◇ 264 #1 \$c [2009]
- ◇ Correct to: Add additional: 264 #4 ... \$c ©2009



MARC 21格式的RDA抄錄編目

- ◇ Source data: Date of publication not given
 - ◇ Title page verso: ©1978//Sixth Printing 1980
 - ◇ Prefaced signed: June 1978
 - ◇ Imported record: 264 #1 \$a ... \$b ... \$c [1978]
 - ◇ Acceptable

 - ◇ Imported record: 264 #1 ... \$c [date of publication not identified]
 - ◇ Correct to: Add additional: 264 #4 ... \$c ©1978
 - ◇ 588 ## \$a Description based on sixth printing, 1980.
- 

MARC 21格式的RDA抄錄編目

- » 出版地和出版日期對抄錄編目的影響：
 - ◇ 若無法確定出版地或日期，則必須在適合時記載經銷（可能還有製造）資訊。
 - ◇ 若導入之紀錄中的“額外”資料沒有錯誤，就不應將之刪除。
 - ◇ Source data: ABC Publishers, 2009
 - ◇ Distributed by Iverson Company, Seattle
 - ◇ Imported record: 264 #1 \$a [Place of publication not identified] : \$b ABC Publishers, \$c 2009.
 - ◇ 264 #2 \$a Seattle : \$b distributed by Iverson Company, \$c [2009]
 - ◇ Acceptable – 不需改為:
 - ◇ 264 #1 \$a [Seattle?] : \$b ABC Publishers, \$c 2009.

MARC 21格式的RDA抄錄編目

» Physical Description – 300 :


- ◇ 適用時擴展縮寫。
- ◇ 若資源是為兒童適用的，以\$b 記錄插圖。
- ◇ 不完整的多部分專著，僅在\$a 中記錄“volumes” 或“冊”。
- ◇ 需有\$c。

◇ Imported record: 300 ## \$a xv, 187 p. :\$b :ill. ;\$c 28 cm.

◇ Correct to: 300 ## \$a xv, 187 pages :\$b illustrations ;\$c 28 cm



MARC 21格式的RDA抄錄編目

- » Content Type – 336 :
 - ◇ 336 ## \$a text \$2 rdacontent
 - » Media Type – 337 :
 - ◇ 337 ## \$a unmediated \$2 rdamedia
 - » Carrier Type -- 338 :
 - ◇ 338 ## \$a volume \$2 rdacarrier
 - » Series Statement – 490 :
- 

MARC 21格式的RDA抄錄編目

» Bibliography and Index Note – 504 :

- ◇ 資源包含參考書目和/或索引。
- ◇ 同時檢視及修正008。


◇ Imported record: 504 ## \$a Includes bibliography (pages 267-273).
◇ Acceptable

◇ Imported record: 504 ## \$a Includes bibliography (pages 267-273).
◇ 500 ## \$a Includes index.
◇ Acceptable

◇ Imported record: lacks 504
◇ Supply: 504 ## \$a Includes bibliographical references (pages 267-273) and index.



MARC 21格式的RDA抄錄編目

- » Formatted Contents Note – 505
 - » Summary Note – 520 :
 - ◇ 若資源是提供兒童閱讀的，需有520。
 - ◇ 來源紀錄中已有的520仍予保留。
 - ◇ 520 ## \$a ... \$c Source other than Library of Congress.
 - » Target Audience Note – 521 :
 - ◇ 008/22 (Target audience)
 - » Other Notes -- 5XX :
 - ◇ 通常就是接受導入紀錄中的附註。
- 

MARC 21格式的RDA抄錄編目：檢索點

» Creator (舊稱 “Main Entry”) -- 1XX :

- ◇ 對於單個創作者或一組合作者的作品，確保主要或第一位創作者已記錄在1XX中。
- ◇ 若紀錄中無創作者，請增加創作者。
- ◇ 根據AACR2的規定，著者敘述超過3個以上實體時，以題名為主要款目，各個實體會被納在7XX，此時仍應將第一位創作者改入1XX。
- ◇ 確定合輯中是否包含多個創作者的作品。
- ◇ 一旦確定了1XX的選擇，請確保檢索點的形式與名稱權威紀錄 (NAR) 中表示的既定形式一致。
- ◇ 若沒有現有的名稱權威紀錄 (NAR) ，則建立一筆權威紀錄。

MARC 21格式的RDA抄錄編目：檢索點

- » Other Creators or Contributors, and Other Entities -- 7XX :
 - ◇ 與1XX原則相同。
 - ◇ 盡可能接受導入紀錄中的7XX。
 - ◇ RDA 中不存在“justification”的概念，即可以為未記錄在描述元素中的其他實體提供檢索點。
- » Analytical Access Points -- 7XX X2
 - ◇ 若為彙編資源，需為第一部分或主要作品提供分析的權威檢索點。
- » Related Manifestation Access Points – 775 :
 - ◇ 對於複製或再版，若有較早紀錄的資訊可用時，提供原始出版品的檢索點；
 - ◇ 若無此類資訊，則用書目歷史註 (500) 代替。

MARC 21格式的RDA抄錄編目：檢索點

- » Relationship Designators :
 - ◇ 接受檢索點中已存在的關係標示，除非該關係標示用語不正確。

書目紀錄核對清單的必要

- » Checklist 1: Converting an AACR2 (or CCR) Record to RDA
- » Checklist 2: Using an Imported RDA Record

MARC 21格式的RDA抄錄編目：範例

THOMAS BRENNORFER

R | D | A
RESOURCE DESCRIPTION & ACCESS

R | D | A™
RESOURCE DESCRIPTION & ACCESS

THOMAS BRENNORFER began his career in cataloging at the National Library of Canada in 1990. While working at the Guelph Public Library in 1997 he learned about FRBR, which had been presented at a conference on the future of AACR2 in nearby Toronto. He followed the development of FRBR to its full incorporation into a draft of RDA ten years later in 2007. Having seen the importance of FRBR for the future of catalogs he began giving presentations introducing FRBR and RDA concepts to catalogers (and others eager to learn) at conferences hosted by the Ontario Library Association and Canadian Library Association.



ESSENTIALS

封面、書名頁、
版權頁

RDA ESSENTIALS



THOMAS BRENNORFER

AMERICAN LIBRARY ASSOCIATION, *Chicago*
CANADIAN LIBRARY ASSOCIATION, *Ottawa*
CILIP: CHARTERED INSTITUTE OF LIBRARY AND INFORMATION PROFESSIONALS, *London*

Chicago | 2016

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ISBNs

U.S.: 978-0-8389-1328-4

U.K.: 978-1-78330-056-3

Canada: 978-0-88802-347-6

Library of Congress Cataloging-in-Publication Data

Names: Brenndorfer, Thomas, author.

Title: RDA essentials / Thomas Brenndorfer.

Description: Chicago : ALA Editions, an imprint of the American Library Association, 2016. | Includes bibliographical references and index.

Identifiers: LCCN 2015033083 | ISBN 9780838913284 (print : alk. paper)

Subjects: LCSH: Resource description & access—Handbooks, manuals, etc. |

Descriptive cataloging—Standards—Handbooks, manuals, etc.

Classification: LCC Z694.15.R47 B74 2016 | DDC 025.3/2—dc23 LC record available at <http://lcn.loc.gov/2015033083>

Cover design by Alejandra Diaz. Cover image © natrot/Shutterstock.
Composition in the Minion Pro and Gotham typefaces.

© This paper meets the requirements of ANSI/NISO Z39.48-1992 (Permanence of Paper).

Printed in the United States of America

20 19 18 17 16 5 4 3 2 1



MARC 21格式的RDA抄錄編目：範例

```
LDR 00000cam^a22^^^i^4500
001 004035574
005 20160919100314.0
008
160913s2016^^^ilu^^^e^f^^^001^0^eng^d
016 7# $a 004035574 $2 ChTaNC
020 ## $a 9780838913284 $q (pbk.)
040 ## $a CYT $b eng $c CYT $d CYT $e rda
050 #4 $a Z694.15.R47
100 1# $a Brenndorfer, Thomas, $e author.
245 10 $a RDA essentials / $c Thomas Brenndorfer.
246 3# $a Resource Description and Access
```



MARC 21格式的RDA抄錄編目：範例

264 #1 \$a Chicago : \$b American Library Association ; \$a Ottawa : \$b Canadian Library Association ; \$a London : \$b Chartered Institute of Library and Information Professionals, \$c 2016.

264 #4 \$c ©2016

300 ## \$a xvi, 376 pages ; \$c 28 cm

336 ## \$a text \$b txt \$2 rdacontent

337 ## \$a unmediated \$b n \$2 rdamedia

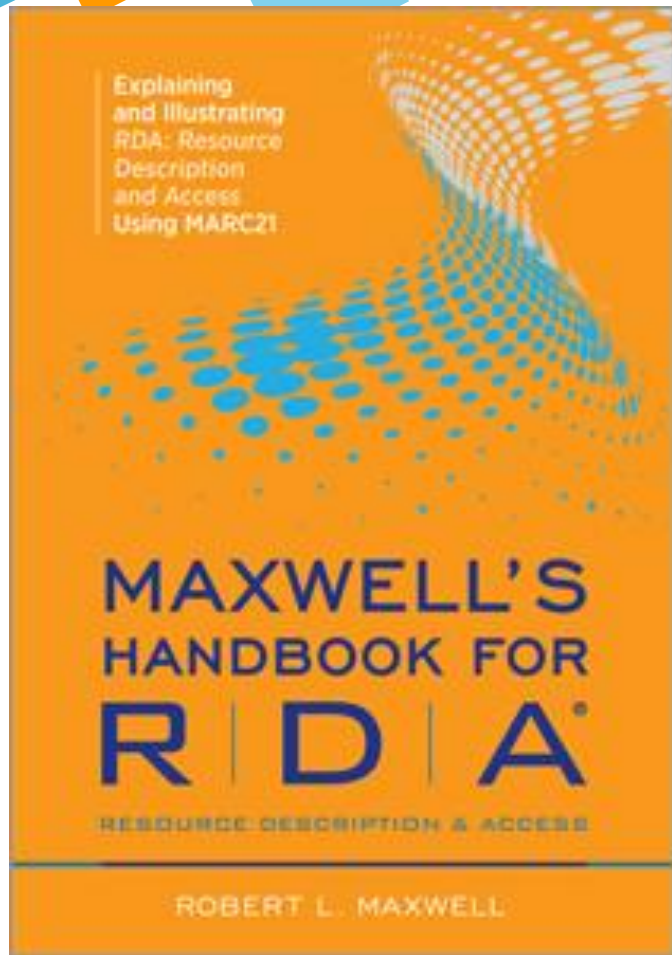
338 ## \$a volume \$b nc \$2 rdacarrier

500 ## \$a Includes index.

630 00 \$a Resource description & access \$v Handbooks, manuals, etc.

650 #0 \$a Descriptive cataloging \$x Standards \$v Handbooks, manuals, etc.

MARC 21格式的RDA抄錄編目：範例



封面、書名頁、
版權頁

MAXWELL'S HANDBOOK FOR R | D | A[®] RESOURCE DESCRIPTION & ACCESS

Explaining and Illustrating RDA: Resource
Description and Access Using MARC 21

ROBERT L. MAXWELL



ala
editions

An imprint of the American Library Association
CHICAGO 2013

ROBERT L. MAXWELL is a senior librarian at the Harold B. Lee Library, Brigham Young University, where he has chaired the Special Collections and Formats Catalog Department and catalogs special collections and classics materials. He won the ALA Highsmith Library Literature Award for 2002 for the book *Maxwell's Guide to Authority Work* (2002) and is the author of a number of other books on cataloging published by ALA. He has taught cataloging at Brigham Young University and the University of Arizona School of Information Resources and Library Science and has chaired the Bibliographic Standards Committee of the Rare Books and Manuscripts Section of the Association of College and Research Libraries (ACRL). He has been a voting member of the ALCTS Committee on Cataloging: Description and Access, the body responsible for developing official ALA positions on additions to and revisions of RDA. In addition to an MLS from the University of Arizona, he holds a JD from Brigham Young University and a PhD in classical languages and literatures from the University of Toronto.

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Printed in the United States of America

17 16 15 14 13 5 4 3 2 1

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ISBN: 978-0-8389-1172-3 (paper).

Library of Congress Cataloging-in-Publication Data

Maxwell, Robert L., 1957-

Maxwell's handbook for RDA: resource description and access : explaining and illustrating RDA: resource description and access using MARC 21 / Robert L. Maxwell.

pages cm

Includes bibliographical references and index.

ISBN 978-0-8389-1172-3 (alk. paper)

1. Resource description & access—Handbooks, manuals, etc. 2. Descriptive cataloging—Standards—Handbooks, manuals, etc. I. Title. II. Title: Maxwell's handbook for RDA. III. Title: Handbook for RDA.

Z694.15.R47M39 2014

025.32—dc23

2013035124

Text design by Kim Thornton in Gotham and Minion Pro.

Composition by Dianne M. Rooney.

© This paper meets the requirements of ANSI/NISO Z39.48-1992 (Permanence of Paper).



MARC 21格式的RDA抄錄編目：範例

- » LDR 00000cam^^2200361ii^4500
- » 001 003589619
- » 003 ChTaNC
- » 005 20170621090722.0
- » 008 130923s2013^^^ilua^^^bf^^001^0^eng^d
- » 010 ## \$a 2013035124
- » 016 7# \$a 003589619 \$2 ChTaNC
- » 020 ## \$a 9780838911723 \$q (pbk.)
- » 020 ## \$a 0838911722 \$q (pbk.)
- » 035 ## \$a (OCoLC)780483684
- » 040 ## \$a CYT \$b eng \$c CYT \$d CYT \$e rda
- » 050 00 \$a Z694.15.R47 \$b M39 2013
- » 082 00 \$a 025.32 \$2 23
- » 100 1# \$a Maxwell, Robert L., \$d 1957- \$e author.



MARC 21格式的RDA抄錄編目：範例

- » 245 10 \$a Maxwell's handbook for RDA, resource description & access : \$b explaining and illustrating RDA: resource description and access using MARC21 / \$c Robert L. Maxwell.
- » 246 30 \$a Maxwell's handbook for RDA
- » 246 30 \$a Handbook for RDA
- » 246 30 \$a Resource description and access
- » 264 #1 \$a Chicago : \$b ALA Editions, an imprint of the American Library Association, \$c 2013.
- » 264 #4 \$c ©2013
- » 300 ## \$a x, 900 pages : \$b illustrations ; \$c 26 cm
- » 336 ## \$a text \$b txt \$2 rdacontent
- » 337 ## \$a unmediated \$b n \$2 rdamedia
- » 338 ## \$a volume \$b nc \$2 rdacarrier
- » 504 ## \$a Includes bibliographical references and index.
- » 630 00 \$a Resource description & access \$v Handbooks, manuals, etc.



MARC 21格式的RDA抄錄編目：範例

LDR 00000cam^^2200361Ii^4500

001 003668008

003 ChTaNC

005 20151026151247.0

008 120113s2014^^^enka^^^e^^^001^0deng^d

016 7# \$a 00366008 \$2 ChTaNC

020 ## \$a 1856048322 \$q (pbk.)

020 ## \$a 9781856048323 \$q (pbk.)

020 ## \$a 0838911722 \$q (pbk.)

020 ## \$a 9780838911723 \$q (pbk.)

035 ## \$a (OCoLC)772692261

040 ## \$a CYT \$b eng \$c CYT \$d CYT \$e rda

050 04 \$a Z694.15.R47 \$b M39 2014

100 1# \$a Maxwell, Robert L., \$d 1957- \$e author.

245 10 \$a Maxwell's handbook for RDA : \$b explaining and illustrating RDA : resource description and access using MARC21 / \$c Robert L. Maxwell.



MARC 21格式的RDA抄錄編目：範例

246 30 \$a Handbook for RDA

246 30 \$a Resource description & access

250 ## \$a UK edition 2014

264 #1 \$a London : \$b Facet Publishing, \$c 2014.

264 #4 \$c ©2014

300 ## \$a x, 900 pages : \$b illustrations ; \$c 26 cm

336 ## \$a text \$b txt \$2 rdacontent

337 ## \$a unmediated \$b n \$2 rdamedia

338 ## \$a volume \$b nc \$2 rdacarrier

500 ## \$a Includes index.

500 ## \$a First published in the USA by the American Library Association, 2014.

630 00 \$a Resource description & access \$v Handbooks, manuals, etc.

650 #0 \$a Descriptive cataloging \$x Standards \$v Handbooks, manuals, etc.

775 0# \$a Maxwell, Robert L., 1957- \$t Maxwell's handbook for RDA

MARC 21格式的CCR書目：範例

FMT BF
OWN \$a CAT52 \$b 20180518
LDR 00000cam^a2200229i^4500
001 004312168
003 ChTaNC
005 20180503154927.0
008 171127s2018^{ch}^g000^{fdchi}^d
0167 \$a 004312168 \$2 ChTaNC
020 \$a 9789573333531 \$q (平裝) : \$c NT\$350
0291 \$a CIP \$b 106022870
040 \$a CYT \$b chi \$c CYT \$d CYT \$e ccr
0411 \$a chi \$h jpn
066 \$c \$1
084 \$a 861.57 \$b 8764 \$2 ncsc
1001 \$a 東野圭吾
24010 \$a 恋のゴンドラ \$l 中文

24510 \$a 戀愛纜車 / \$c 東野圭吾作 ; 王蘊潔譯
250 \$a 初版
260 \$a 臺北市 : \$b 皇冠, \$c 2018.01
263 \$a 1801
300 \$a 267 面 ; \$c 21 公分
4900 \$a 皇冠叢書 ; \$v 第 4669 種
4900 \$a 東野圭吾作品集 ; \$v 28
650 7 \$a 小說 \$2 lcstt
7001 \$a 王蘊潔 \$c (日語)
SOU 0 \$a tw \$b CIP \$c 20180417 \$g CCR
SOU 1 \$a tw \$b CIP \$c 20180417 \$g CCR
SOU 2 \$a tw \$b 國圖 \$c 20180503 \$g CCR
SYS 004312168

MARC 21格式的RDA抄錄編目：範例

FMT BF
OWN \$a CAT52 \$b 20180518
LDR 00000cam^a2200229Ii^4500
001 004312168
003 ChTaNC
005 20180503154927.0
008 171127s2018^^^ch^^^g^^^000^fdchi^d
0167 \$a 004312168 \$2 ChTaNC
020 \$a 9789573333531 \$q (平裝) : \$c NT\$350
0291 \$a CIP \$b 106022870
040 \$a CYT \$b chi \$c CYT \$d CYT \$e rda
0411 \$a chi \$h jpn
066 \$c \$1
084 \$a 861.57 \$b 8764 \$2 ncsclt
1001 \$a 東野圭吾, \$e 文字作者
24010 \$a 恋のゴンドラ \$l 中文

24510 \$a 戀愛纜車 = \$b 恋のゴンド / \$c 東野圭吾作 ; 王蘊潔譯
250 \$a 初版
264 1 \$a 臺北市 \$b 皇冠文化出版股份有限公司, \$c 2018.01
263 \$a 1801
300 \$a 267 面 ; \$c 21 公分
336 \$a text \$b txt \$2 rdacontent
337 \$a unmediated \$b n \$2 rdamedia
338 \$a volume \$b nc \$2 rdacarrier
4900 \$a 皇冠叢書 ; \$v 第 4669 種
4900 \$a 東野圭吾作品集 ; \$v 28
650 7 \$a 小說 \$2 lcstt
7001 \$a 王蘊潔 \$c (日語), \$e 譯者
SOU 0 \$a tw \$b CIP \$c 20180417 \$g CCR
SOU 1 \$a tw \$b CIP \$c 20180417 \$g CCR
SOU 2 \$a tw \$b 國圖 \$c 20180503 \$g RDA
SYS 004312168

MARC 21格式的RDA抄錄編目：範例

記錄標示
總校 LDR -- 00000cam^a2200183Ii^4501
 OWN -- a CAT51
 b 20180727

狀態 STA -- a Y
系統控制號 001 -- -- 004329042
識別控制號 003 -- -- ChTaNC
最後異動時 005 -- -- 20180720170606.0
一般性資料 008 -- -- 180530s2018^^^^ch^^^^g^^^^^000^fdchi^d
國家書目處 016 7 a 004329042
 2 ChTaNC

ISBN 020 -- a 9789571373119
 g (平裝) :
 c NT\$420

其它系統號 029 1 a CIP
 b 107000706

出處欄 040 -- a CYT
 b chi
 c CYT
 d CYT
 e rda

字集 066 -- c \$1
其他分類號 084 -- a 857.7
 b 8574
 2 ncscsl

主款目-個 100 1 a 丁又培,
 d 1957-
 e 文字作者

題名及著者 245 10 a 本學板 /
 c 丁又培著

版本項 250 -- a 初版
預定出版日 263 -- a 1804

出版項(RDA) 264 1 a 臺北市 ·
 b 時報文化出版企業股份有限公司,
 c 2018.04

稽核項 300 -- a 453面 ;
 e 21公分

內容形式 336 -- a text
 b txt
 2 rdacontent

媒體形式 337 -- a unmediated
 b n
 2 rdamedia

載體形式 338 -- a volume

集叢項 490 0 a 微文學 ;
 v 18

標題附款目 650 7 a 小說
 2 lcstt

自801 SOU 0 a tw
 b CIP
 c 20180604
 g CCR

自801 SOU 1 a tw
 b CIP
 c 20180604
 g CCR

自801 SOU 2 a tw
 b 國圖
 c 20180720
 g RDA

MARC 21格式的RDA抄錄編目：範例

記錄標示	<u>LDR</u> _ _ _ p0000cam^a2200229Ii^4500	出版項(RDA)	<u>264</u> _ <u>1</u> a 新北市 ;
總校	<u>OWN</u> _ _ _ a CAT51		b 大拓文化事業有限公司,
	b 20180727		c 2018.04
狀態	<u>STA</u> _ _ _ a Y	出版項(RDA)	<u>264</u> _ <u>2</u> a 新北市 ;
系統控制號	<u>001</u> _ _ _ 004329058		b 永續圖書有限公司
識別控制號	<u>003</u> _ _ _ ChTaNC	稽核項	<u>300</u> _ _ a 254面 ;
最後異動時	<u>005</u> _ _ _ 20180725160232.0		c 21公分
一般性資料	<u>008</u> _ _ _ 180531s2018^^^ch^p^^e^^^^000^0^chi^d	內容形式	<u>336</u> _ _ a text
國家書目處	<u>016</u> <u>7</u> a 004329058		b txt
	2 ChTaNC	媒體形式	2 rdacontent
ISBN	<u>020</u> _ _ a 9789864110698		<u>337</u> _ _ a unmediated
	g (平裝) :		b n
	c NT\$250	載體形式	2 rdamedia
其它系統號	<u>029</u> <u>1</u> a CIP		<u>338</u> _ _ a volume
	b 107002461		b nc
出處欄	<u>040</u> _ _ a CYT	集叢項	2 rdacarrier
	b chi		<u>490</u> <u>0</u> a 聰明心 ;
	c CYT	標題附款目	v 1
	d CYT	<u>650</u> _ <u>7</u> a 人生哲學	
	e rda	<u>650</u> _ <u>7</u> a 通俗作品	
字集	<u>066</u> _ _ c \$1		2 lcstt
其他分類號	<u>084</u> _ _ a 191.9	自801	<u>SOU</u> _ <u>0</u> a tw
	b 883		b CIP
	2 ncscit		c 20180604
主款目-個	<u>100</u> <u>1</u> a 葉楓	自801	g CCR
	e 文字作者		a tw
題名及著者	<u>245</u> <u>10</u> a 命運安排什麼,我們就享受什麼 =	自801	b CIP
	b Message of wisdom /		c 20180604
	c 葉楓編著		g CCR
預定出版日	<u>263</u> _ _ a 1804		a tw
			b 國圖
			c 20180718
			g RDA




考量RDA抄錄編目政策



Original RDA

- » 核心元素 (core elements)
 - » 替代選項 (alternative)
 - » 選擇性條款 (optional)
 - » 例外 (exceptions)

 - » 政策聲明
- 

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

WORK

Attributes

Core

RDA CORE ELEMENT

DATE OF WORK

Core Element Note

Date of work is a core element to identify a treaty. Date of work is also a core element when needed to differentiate a work from another work with the same title or from the name of a person, family, or corporate body. 2012/04

Definition

The earliest date associated with a work.

Related Instructions

Sources of Information (6.4.1.2 RDA)

Take information on date of work from any source.

Recording Date of Work LC-PCC PS 2014/04 D-A-CH (6.4.1.3 RDA)

Record the date of the work in terms of the calendar preferred by the agency creating the data.

For works other than treaties, generally record the date of the work by giving the year or years alone.

For treaties, generally record the date of the work by giving the year, month, and day (see 6.20.3.3).

For details on recording dates according to the Christian calendar, see appendix H RDA.

Record date of work as a separate element, as part of an access point, or as both. For instructions on recording date of work as part of the authorized access point, see 6.27.1.9.

For instructions on recording date of work as part of authorized access points representing special types of works, see additional instructions:

- RDA: Element Set

- FRBR Entities

- Work

+ Attributes

+ Relationships

+ Expression

+ Manifestation

+ Item

+ Person

+ Family

+ Corporate Body

+ Concept

+ Object

+ Event

+ Place

+ FRAD Entities

Other Entities

+ RDA Mappings

- Examples of RDA Records (RSC)

Full Records

+ Books of the Bible

- RDA Index

Print RDA Index (English)

+ Workflows

+ Maps

+ 2010 Entity Relationship Diagram
(Archival)

- 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 Agents

+ 8: General Guidelines on Recording
Attributes of Agents

+ 9: Identifying Persons

+ 10: Identifying Families

+ 11: Identifying Corporate Bodies

- Section 4: Recording Attributes of Concept,
Object, Event & Place12: General Guidelines on Recording
Attributes of Concepts, Objects,
Events, and Places

13: Identifying Concepts

14: Identifying Objects

15: Identifying Events

+ 16: Identifying Places

- Section 5: Recording Primary Relationships
Between Work, Expression, Manifestation, &
Item+ 17: General Guidelines on Recording
Primary Relationships

- Section 6: Recording Relationships to Agents

+ 18: General Guidelines on Recording

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

2.2.2.2

Manifestations Consisting of One or More Pages, Leaves, Sheets, or Cards
(or Images of One or More Pages, Leaves, Sheets, or Cards) LC-PCC PS 2013/07MLA D-A-CH SKL*If the manifestation consists of:*

one or more pages, leaves, sheets, or cards (e.g., a book, an issue of a periodical, a poster, a series of sheet maps, a set of flashcards)

or

images of one or more pages, leaves, sheets, or cards (e.g., a microform reproduction of a musical score, a PDF file of a text, microform reproductions of a set of sheet maps, a JPEG image of a photograph)

then:

use the title page, title sheet, or title card (or an image of it) as the preferred source of information.

Alternative LC-PCC PS NLA PS BL PS D-A-CH KBSP LAC/BAC-BAnQ

If the manifestation consists of microform or computer images of one or more pages, leaves, sheets, or cards, use an eye-readable label with the title instead of the image of the title page, title sheet, or title card. The label must be permanently printed on or affixed to the manifestation.

If the manifestation lacks a title page, title sheet, or title card (or an image of it), use as the preferred source of information the first of the following sources that has a title:

- a) a cover or jacket issued with the manifestation (or an image of a cover or jacket)
- b) a caption (or an image of a caption)
- c) a masthead (or an image of a masthead)
- d) a colophon (or an image of a colophon).

Exception

Early printed resources. If an early printed resource (or a reproduction of it) lacks a title page, title sheet, or title card (or an image of it), use as the preferred source of information the first of the following sources that has a title:

- a) a colophon (or an image of a colophon).
- b) a cover or jacket issued with the manifestation (or an image of a cover or jacket)



2

IDENTIFYING MANIFESTATIONS AND ITEMS

2.0 Purpose and Scope

This chapter provides general guidelines and instructions on recording the attributes of manifestations and items that are most often used to identify a resource. These attributes are recorded using the elements covered in this chapter.

The elements in chapter 2 reflect the information typically used by the producers of resources to identify their products (e.g., title, statement of responsibility, edition statement). The user generally relies on these same elements:

- a) to determine whether the resource described is the one sought
- b) to distinguish between resources with similar identifying information.

Not all of the elements covered in this chapter will be applicable to the description of a particular resource. For those elements that are applicable, the description of the resource should include at least those that are identified as core elements (see [1.3 RDA](#)). If the core elements are not sufficient to differentiate the resource from others with similar identifying information, include additional elements, as necessary, from:

this chapter

or

chapter [3 RDA](#) (Describing Carriers)

or

chapter [4 RDA](#) (Providing Acquisition and Access Information).

2.1 Basis for Identification of the Resource LC-PCC PS D-A-CH

Manifestations & Items

- 1: General Guidelines on Recording Attributes of Manifestations and Items

1.0 Scope

+ 1.1 Terminology

1.2 Functional Objectives and Principles

1.3 Core Elements

1.4 Language and Script

+ 1.5 Type of Description

+ 1.6 Changes Requiring a New Description

+ 1.7 Transcription

+ 1.8 Numbers Expressed as Numerals or as Words

+ 1.9 Dates

+ 1.10 Notes

1.11 Facsimiles and Reproductions

+ 2: Identifying Manifestations and Items

- 3: Describing Carriers

3.0 Purpose and Scope

+ 3.1 General Guidelines on Describing Carriers

+ 3.2 Media Type

+ 3.3 Carrier Type

+ 3.4 Extent

+ 3.5 Dimensions

+ 3.6 Base Material

+ 3.7 Applied Material

+ 3.8 Mount

+ 3.9 Production Method

+ 3.10 Generation

+ 3.11 Layout

+ 3.12 Book Format

+ 3.13 Font Size

+ 3.14 Polarity



+ AACR2

+ Anwendungsrichtlinien für den deutschsprachigen Raum (D-A-CH AWR)

+ British Library Policy Statements

- 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

+ RDA 6: Identifying Works and Expressions

+ RDA 7: Describing Content

+ RDA 8: General Guidelines on Recording Attributes of Persons, Families, and Corporate Bodies

+ RDA 9: Identifying Persons

+ RDA 10: Identifying Families

+ RDA 11: Identifying Corporate Bodies

+ RDA 16: Identifying Places

+ RDA 17: General Guidelines on Recording Primary Relationships

+ RDA 18: General Guidelines on Recording Relationships to Persons, Families, and Corporate Bodies Associated with a Resource

[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.
2. If the decision has been narrowed down to "monograph vs. integrating resource," catalog the resource as an integrating resource if there is a likelihood the resource will be updated (i.e., assume the updates will not be discrete); catalog as a monograph if there is no indication that the resource will ever be updated.


Mode of Issuance: Monograph vs. Serial

LC practice/PCC practice: If the resource to be cataloged and/or other bibliographic records in the database indicate that the resource has been or will be published in more than one part that will remain discrete or be published more than once, consider the combination of characteristics below in deciding whether to catalog the resource as a single-part/multipart monograph or as a serial. Note the application of RDA serial instructions for publications of limited-duration activities stated in [RDA 1.1.3 RDA](#).

1. Frequency of publication
 - a) If the resource has a stated frequency of publication (in the title proper, in the preface, etc.), catalog as a serial.
 - b) If the resource is published in new editions, catalog as a serial if the frequency of the editions is one to two years; give greater



New RDA

- » Minimum description
 - » Effective description
 - » Entity boundary
 - » Recording: 4-fold path
 - » Relative elements:
 - ◇ Attribute elements
 - ◇ Relationship elements
 - » Option
 - » Condition & option
 - » Policy statements
- 

New RDA

National Central Library (ID/Password subscription)

ENTITIES

GUIDANCE

POLICIES

RESOURCES

 Download PDF

Entities > [Manifestation](#)

Manifestation

Definition and Scope


A physical embodiment of an expression of a work.


Prerecording


The term *manifestation* may refer to:

- an individual manifestation
- a part of a manifestation
- a *published manifestation*
- an *unpublished manifestation*

In RDA, transcription of data from the source ensures that, where applicable, the data reflects how a manifestation represents itself. Transcription can also function as a means of differentiating one manifestation from another.







For specific guidance about manifestation statements, see [Manifestation statements](#) .

Manifestations of a work are sometimes available in different formats (e.g., as printed text and microfilm; as an audio disc and audiocassette). When this occurs, record the elements that apply to the carrier of the manifestation being described. Record relationships to other available formats as an RDA Entity: [related manifestation of RDA entity](#) .


For general guidance on well-formed data and conformance with RDA, see [Guidance: Well-formed RDA](#) .

Minimum description

A minimum description of a manifestation must include at least one of the following elements:

- Manifestation: [appellation of manifestation](#) 
 - Manifestation: [title of manifestation](#) 
 - Manifestation: [title proper](#) 
 - Manifestation: [access point for manifestation](#) 
 - Manifestation: [authorized access point for manifestation](#) 
 - Manifestation: [identifier for manifestation](#) 

A minimum description of a manifestation must also include at least one of the following elements:

- Manifestation: [expression manifested](#) 
- Manifestation: [work manifested](#) 

Effective description

Record elements that are deemed useful for identification and access.

OPTION

Record elements that are specified by an *application profile*.

For general guidance, see Guidance: [Application profiles](#) .

Entity boundary

The absolute boundary of the entity is determined by characteristics of the entity that reflect the physical world.

The characteristics of a manifestation are derived from the characteristics that are common to all items that exemplify the manifestation.

New RDA

Recording

For a change in a characteristic in a manifestation that embodies a diachronic work, see [Describing a manifestation](#).

Online resources

OPTION

Record *online resource* as a Manifestation: [carrier type](#) for a manifestation that is accessed using a communications network.

CONDITION

An *online resource* is complete.

OPTION

Record a Manifestation: [extent of manifestation](#).

CONDITION

An *online resource* consists of two or more files.

A description of the characteristics of each file is considered important for identification or selection.

OPTION

Record a separate Manifestation: [digital file characteristic](#) of each file.

Recording an unstructured description

Record an unstructured description as Manifestation: [title of manifestation](#).

For general guidance on unstructured descriptions, see [Guidance: Recording methods](#).

[Recording an unstructured description](#).

Recording a structured description

Record a structured description as Manifestation: [access point for manifestation](#).

For general guidance on structured descriptions, see [Guidance: Recording methods](#).

[Recording a structured description](#).

Recording an identifier

Record an identifier as Manifestation: [identifier for manifestation](#).

For general guidance on identifiers, see [Guidance: Recording methods](#). [Recording an identifier](#).

Recording an IRI

Record an IRI for the entity as a *real-world object*.

For general guidance on IRIs, see [Guidance: Recording methods](#). [Recording an IRI](#).

elements

All Attribute Elements Relationship Elements ▼

Find Element

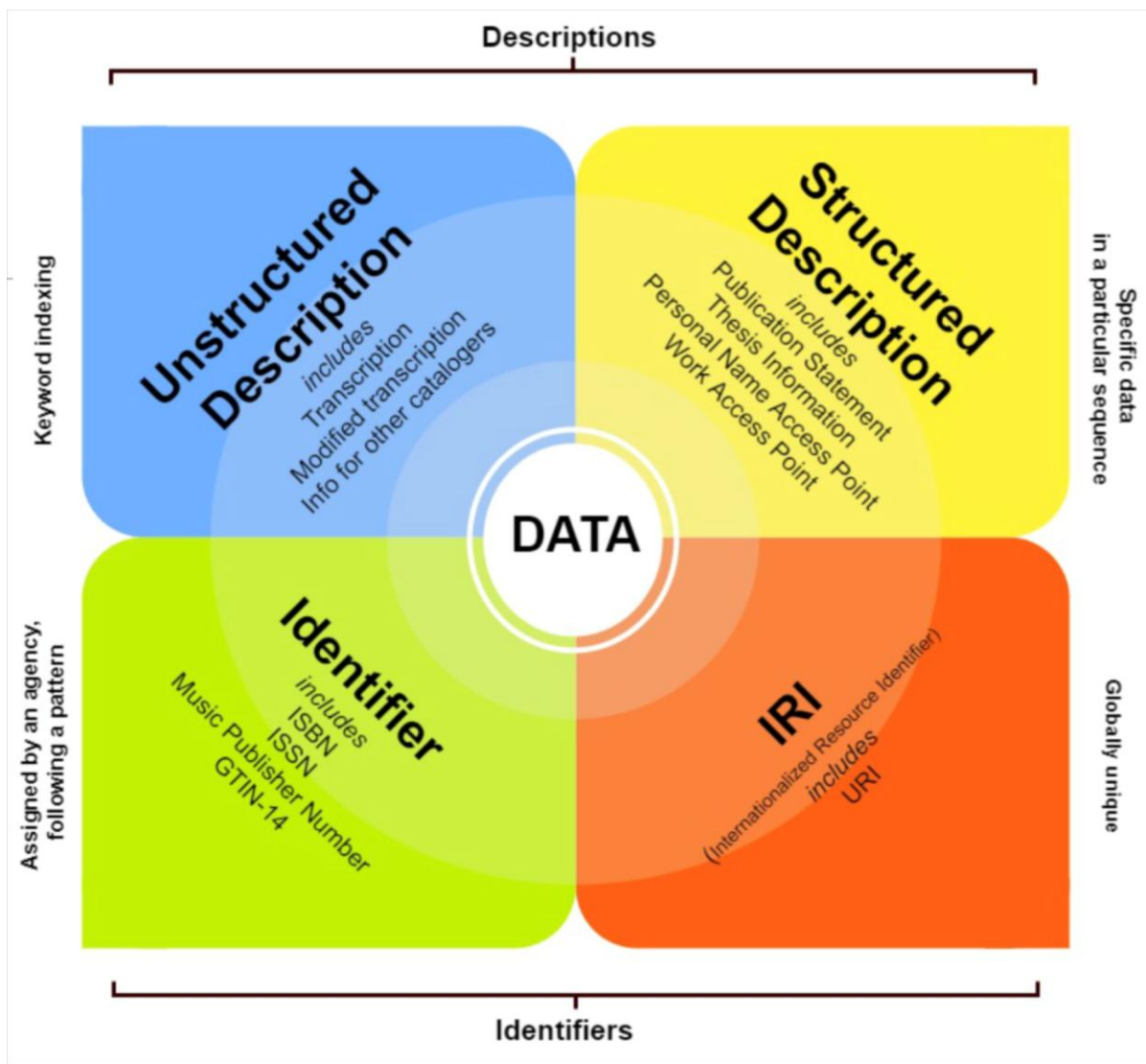
[abbreviated title](#)

[access point for manifestation](#)

[accessibility content](#)

[accompanied by manifestation](#)

RDA擷取資料方式：4-fold path



資料來源：Glennan, K. (2018).
IFLA-Library Reference Model and
its Impact on RDA.
<https://hcommons.org/deposits/objects/hc:18880/datastreams/CONTENT/content>



RDA保留的彈性

- » 在地化之政策
- » 合作編目政策
- » 各館所訂政策
- » 編目員的判斷





新舊RDA之間

- » 規則架構與呈現方式不同
 - » 實務著錄上兩者並無差異

 - » New RDA係因應IFLA LRM而進行3R project
 - » New RDA有些實體、元素、關係與Original RDA稍有不同，但並不影響RDA編目之著錄。
- 

Original RDA 1.7.1



Alternatives D-A-CH SKL LAC/BAC-BAnQ KBSP KBSP

The agency creating the data may establish in-house guidelines for capitalization, punctuation, numerals, symbols, abbreviations, etc., or choose a published style manual, etc. (e.g., *The Chicago Manual of Style*), as its preferred guide. In such situations, use those guidelines or that style manual instead of the instructions at **1.7.2 RDA**–**1.7.9 RDA** and in the appendices. LC-PCC PS NLA PS BL PS

Accept data without modification if: LC-PCC PS NLA PS BL PS KBSP

- a) using a description created by another agency
- or*
- b) using data derived from a digital source of information by automated scanning, copying, or downloading process (e.g., by harvesting embedded metadata or automatically generating metadata).

For instructions on transcribing numbers expressed as numerals or as words, see **1.8.1 RDA**.

1.7.2 Capitalization D-A-CH LAC/BAC-BAnQ KBSP

Apply the instructions on capitalization in appendix **A RDA**.

1.7.3 Punctuation 2016/04 D-A-CH

Transcribe punctuation as it appears on the source.



Original RDA 1.7.1

LC-PCC PS for 1.7.1 **RDA**

SECOND ALTERNATIVE

LC practice for Alternative (2nd): Follow appropriate LC copy cataloging guidelines with respect to accepting and modifying data from other agencies. Generally accept data derived from digital sources (e.g., ONIX data for CIP resources); make any adjustments to the supplied information judged appropriate (e.g., to reflect more closely the data provided in a CIP galley).

PCC practice for Alternative (2nd): Generally accept data derived from digital sources (e.g., ONIX data for CIP resources); make any adjustments to the supplied information judged appropriate (e.g., to reflect more closely the data provided in a CIP galley).

Note: Catalogers using data derived from a digital source are permitted (though not required) to make the capitalization conform to Appendix A.

[2012-07]





RDA抄錄編目相關政策

- » RDA抄錄編目可優先保留來源書目正確之資料。
 - » 考慮是否必要配合本地圖書館之抄錄編目政策。
 - » 若於Original RDA即有RDA抄錄編目政策，不需因New RDA而做大幅調整。
 - » 若於Original RDA沒有RDA抄錄編目政策，則新增New RDA抄錄編目政策。
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參考書目



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感謝聆聽 敬請指教

