

**THE LOGICAL STRUCTURE OF THE
ANGLO-AMERICAN CATALOGUING RULES – PART I**

**Drafted for
The Joint Steering Committee for Revision of AACR**

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August 1998

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THE LOGICAL STRUCTURE OF THE ANGLO-AMERICAN CATALOGUING RULES – PART I

OBJECTIVE

The principal objective of this study is to develop a formalized schema to reflect the internal logic of the *Anglo-American Cataloguing Rules*.

The schema is intended to serve as a tool to assist in the re-examination of the principles underlying the code and in setting directions for its future development.

The presentation of the analytic model is designed specifically to:

- assist in clarifying the concepts that are integral to the logical design of the code;
- highlight anomalies within the rules and inconsistencies in the application of basic principles;
- provide a clearly defined frame of reference to be used in determining how to develop and extend the code to reflect new media used as information carriers, new forms of publication, and new modes of dissemination and access.

METHODOLOGY

The methodology used in this study is derived from techniques used in systems development projects to create entity-relationship models or object-oriented models. As analytic tools, entity-relationship and object-oriented models are used as the basis for identifying the key entities or objects about which an organization needs to keep data and clarifying the data-related business rules that apply within the organization prior to designing the layout of databases to support the organization's business activities.

The modeling technique as applied in this study focuses on the cataloguing process as the activity to be analyzed, and the code itself as the set of business rules that govern that activity. The model is not designed to reflect in the abstract the information universe or the universe of recorded knowledge. It is designed to represent in specific terms how that universe is reflected in the logic of the cataloguing code *per se*.

This first segment of the study has taken as its starting point a detailed analysis of the data elements in Part I of the code. Each data element in the descriptive record has been mapped either to an attribute of a particular entity or object or to a relationship between particular entities or objects. Because it is intended to serve as a schema mirroring the *internal* logic of the code, the model reflects only what is made explicit through the rules as currently set out in the code, and only what is recorded in the descriptive record as a result of applying those rules. Other entities or objects, other attributes, and other relationships that might be inferred from an analysis of phenomena *external* to the code itself have not been reflected in the model.

Terminology / definitions

As far as possible the terms used in the model to identify entities or objects, their attributes, and their relationships have been derived directly from the code itself.

The definitions for the terms used to identify entities, etc. have also been derived, to the extent possible, either from the glossary or from the wording of the rules themselves, in some cases in a modified form. Where definitions could not be derived from the code itself, they have been derived from other sources such as the *ALA glossary of library and information science*, the *Functional requirements for bibliographic records*, and technical dictionaries. In other instances definitions have been developed specifically for the purposes of the model.

Specifications as to what is included within the scope of a particular entity, attribute, or relationship, or excluded from it, have been derived, wherever possible, directly from the rules themselves.

Entities / relationships

The entities or objects defined in the model represent the key agents, processes, objects, and concepts around which the code operates; they are in effect the primary points of reference or coordinates for mapping the logic of the code.

Similarly the relationships defined in the model represent the key associations between entities or objects reflected in the code; they are in effect the logical connectors between the key entities or objects.

Attributes / data elements

The attributes associated with each entity or object in the model have been defined at a logical level, i.e., as characteristics of the entity or object as they would be defined with reference to the entity or object itself, not as specific data elements defined with reference to the bibliographic record. For example, "title" is defined as an attribute of the entity or object "document" in such a way as to encompass all the names by which the document may be identified.

Each logical attribute is in turn linked to the specific data elements that fall within its defined scope (e.g., "title" as a logical attribute is linked to the data elements "title proper," "parallel title," "variant title," "romanized title," and "key-title"). In many instances, however, the logical attribute is linked to only one data element.

If the rules permit the recording of a data element in more than one area of the description the reference to the rules for that data element will indicate those distinctions. For example, the references under the data element "parallel title" to the rules pertaining to that data element distinguish between those that give instructions for "recording" a parallel title in the title and statement of responsibility area and those that give instructions for "noting" a parallel title in the note area. In such cases the data element is treated as a single data element irrespective of its placement within the record.

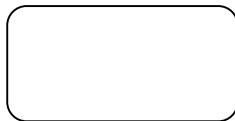
General rules / specific rules

The data elements associated with each logical attribute are linked to the rules in the code that pertain to that data element.

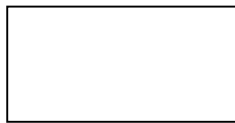
The rules relating to each data element are identified under two categories: general rules that are applicable across all classes of material and types of publication; and specific rules that apply only to specific classes of material and types of publication. Apparent anomalies in the rules have been noted in the detailed analysis that is provided for each data element.

Diagramming

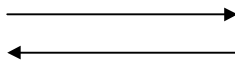
The conventions used for diagramming the logic of the code are as follows:



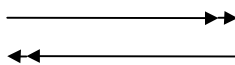
A rectangle with rounded corners represents a “bibliographic” entity (i.e., an abstract concept used in the code as a point of reference or as a structuring device for the rules).



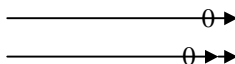
A rectangle with right-angled corners represents a “real world” entity (i.e., an agent, process, or object) the characteristics of which are reflected in the descriptive record.



A single-headed arrow on a line represents a relationship in which any given instance of the entity at the opposite end of the line may be associated with only one instance of the entity to which the arrow is pointing.



A double-headed arrow on a line represents a relationship in which any given instance of the entity at the opposite end of the line may be associated with one or more instances of the entity to which the arrows are pointing.



A zero on a line indicates that the relationship between any given instance of the entity at the opposite end of the line and the entity to which the arrow is pointing is optional (i.e., the relationship may not be operative in all instances).

OVERVIEW OF THE MODEL

An overview of the model developed for this study is presented in a series of entity-relationship diagrams (Figures 1-10), accompanied by a summary explanation of the entities and relationships depicted in each of the diagrams. The first diagram (Figure 1) sets out the “bibliographic” entities that are used to give Part I of the code its structure (i.e., the abstract concepts used in Part I as points of reference or as structuring devices for the rules). In the subsequent diagrams (Figures 2-10) those “bibliographic” entities are then overlaid on the “real world” entities (i.e., the agents, processes, and objects) the characteristics of which are reflected in the descriptive record. Separate “bibliographic” overlays are presented for each of the various categories of items dealt with by the code (i.e., unpublished documents, publication masters, published documents, collections, document parts, and parts of the content of a document) and for the various types of multilevel description (for multipart documents, series, and collections).

The “bibliographic” entities (Figure 1)

Figure 1 depicts the “bibliographic” entities that are used to structure the rules, and the relationships between those entities: **ITEM**, **SERIES**, **SUBSERIES**, **CLASS OF MATERIALS**, **TYPE OF PUBLICATION**, and **CHIEF SOURCE OF INFORMATION**.

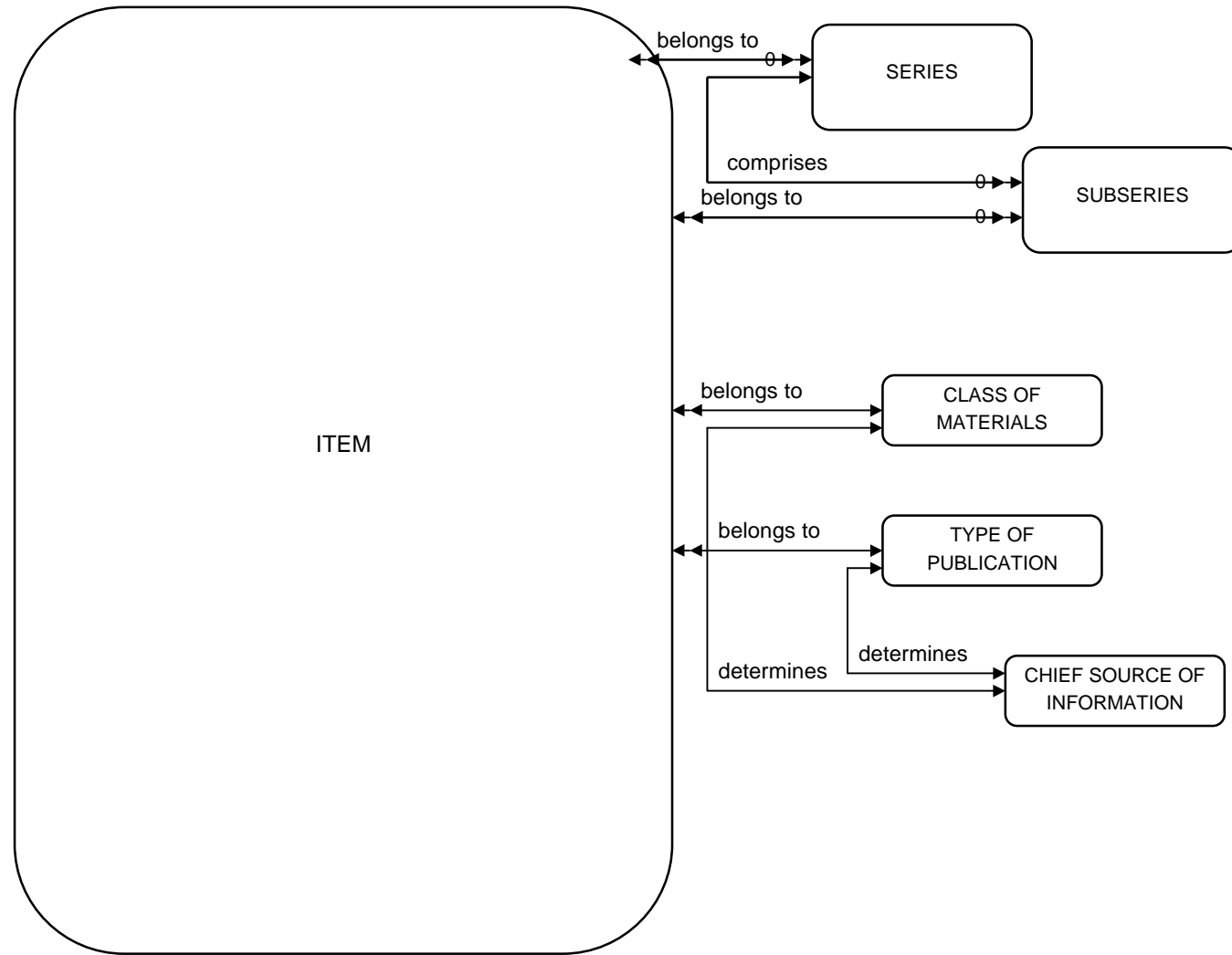
ITEM (as defined in the model) is a document or set of documents in any physical form, published, issued, or treated as an entity. **ITEM** is in effect a “cipher” entity, a bibliographic concept that serves within the logical structure of the rules themselves as a “handle” to facilitate reference to the “real world” entity that is the centre of focus for the bibliographic record (i.e., for the document, document part, collection, or part of the content of a document that forms the basis for the description). (For a detailed analysis of **ITEM** and its attributes see Tab 1.)

The **ITEM** may (or may not) “belong to” one or more **SERIES** and to one or more **SUBSERIES**.

SERIES (as defined in the model) is a group of separate items related to one another by the fact that each item bears, in addition to its own title proper, a collective title applying to the group as a whole. **SERIES** also functions in effect as a “cipher” entity, as a “place marker” of sorts to accommodate reference to an aggregate of items to which the item described in the record belongs. As a bibliographic entity, **SERIES** may equate to any one of a number of “real world” aggregates, depending on what type of “real world” object is treated as the item being described. If the item is a document, the series is normally a set of documents. If the item is a document part, the rules make provision for a document (i.e., the multipart document to which the document part belongs) to be tagged as the series. (For a detailed analysis of **SERIES** and its attributes see Tab 2.)

The **SERIES** may (or may not) comprise one or more **SUBSERIES**.

Figure 1: AACR's bibliographic constructs



SUBSERIES (as defined in the model) is a series within a series. **SUBSERIES** functions in the same way as series, as a “cipher” entity to accommodate reference to an intermediate level of aggregation. If the item described in the record is a document, the subseries is normally a set of documents, which in turn is a subset of a larger set of documents forming the series. If the item is a document part, the rules make provision for a subset of document parts to be tagged as the subseries. (For a detailed analysis of **SUBSERIES** and its attributes see Tab 3.)

ITEM also “belongs to” a **CLASS OF MATERIALS** and a **TYPE OF PUBLICATION**.

CLASS OF MATERIALS (as defined in the model) is the broad class or specific class of materials to which an item belongs. **CLASS OF MATERIALS** is a bibliographic entity that functions as a means of organizing the rules for description. Documents and document parts are assigned to a specific class of materials based normally on the form of the physical carrier of the document or document part. Specific classes are in turn grouped to form a broad class of materials, normally on the basis of common physical characteristics linking the specific classes in the group. (For a detailed analysis of **CLASS OF MATERIALS** and its attributes see Tab 4.)

TYPE OF PUBLICATION (as defined in the model) is the category to which a published item belongs with respect to its intended termination. **TYPE OF PUBLICATION** is a bibliographic entity, similar to class of materials, that functions as a means of organizing the rules for description. Documents are assigned to a type of publication based on whether the document is intended to be completed in a single or finite number of parts, or to continue indefinitely. (For a detailed analysis of **TYPE OF PUBLICATION** and its attributes see Tab 5.)

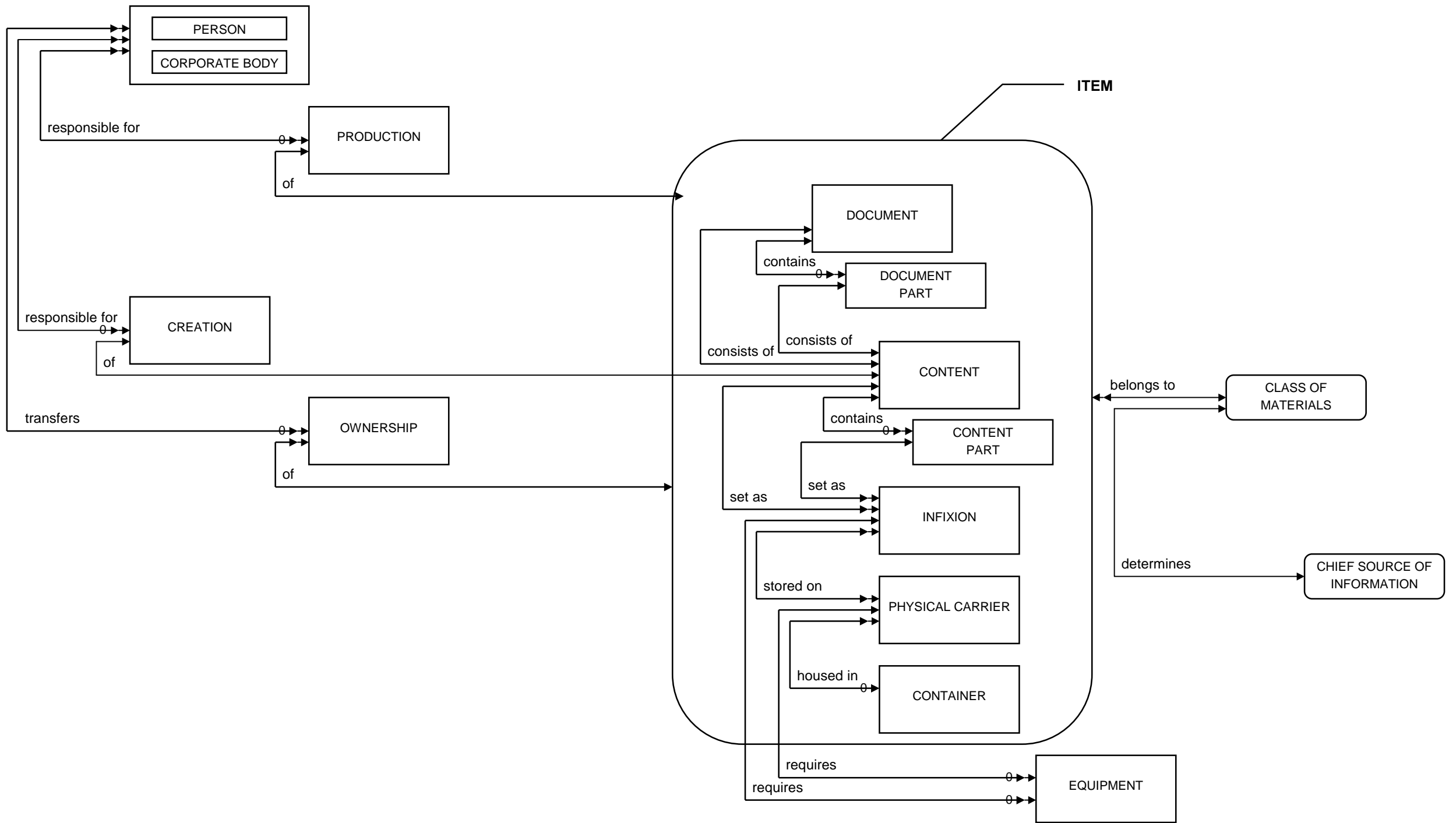
CLASS OF MATERIALS and **TYPE OF PUBLICATION** “determine” the **CHIEF SOURCE OF INFORMATION** for the item being described.

CHIEF SOURCE OF INFORMATION (as defined in the model) is the source of bibliographic data to be given preference as the source from which a bibliographic description—or portion thereof—is prepared. **CHIEF SOURCE OF INFORMATION** is a bibliographic entity that functions, again, as a “cipher” entity to accommodate reference to any one of a number of physical or structural elements associated with a document, document part, collection, or part of the content of a document, selected according to a set order of precedence as the primary source for the information used to describe the document, document part, etc. (For a detailed analysis of **CHIEF SOURCE OF INFORMATION** and its attributes see Tab 6.)

Item = unpublished document (Figure 2)

Figure 2 depicts the “real world” entities that are reflected in the description of an unpublished document, and overlays on those entities the “bibliographic” entities that are brought into play as the data elements for the description are recorded and structured.

Figure 2: Item = Unpublished document



The central group of “real world” entities depicted in **Figure 2** represent the object that serves as the focus for the description, i.e., the **DOCUMENT**. Because the rules deal with the constituent elements of the document to a significant extent as objects in their own right, those constituent elements have been represented in the model as separate entities: **DOCUMENT PART**, **CONTENT**, **CONTENT PART**, **INFIXION**, **PHYSICAL CARRIER**, and **CONTAINER**. Together they constitute the bibliographic item.

DOCUMENT (as defined in the model) is an object that comprises intellectual and/or artistic content and is conceived, produced, and/or issued as an entity. The **DOCUMENT** entity has two primary sub-types: unpublished document, and published document. When the item described is an unpublished document, the document entity equates to the unpublished document sub-type of the entity. (For a detailed analysis of **DOCUMENT** and its attributes see Tab 7.)

The **DOCUMENT** may (or may not) “contain” one or more **DOCUMENT PART**.

DOCUMENT PART (as defined in the model) is a physically separate component of a document. When the item described is the document as a whole, the rules provide for the inclusion of data elements within the description that pertain specifically to one or more document parts (e.g., a note on accompanying material). (For a detailed analysis of **DOCUMENT PART** and its attributes see Tab 8.)

The **DOCUMENT** and **DOCUMENT PART** “consist of” **CONTENT**.

CONTENT (as defined in the model) is the intellectual or artistic substance contained in a document or document part. When the item described is the document as a whole, the rules provide for the inclusion of data elements within the description that pertain specifically to the content of the document and its document parts (e.g., a summary note). (For a detailed analysis of **CONTENT** and its attributes see Tab 9.)

CONTENT may (or may not) “contain” one or more **CONTENT PART**.

CONTENT PART (as defined in the model) is an individual component of the intellectual or artistic content of a document or document part. When the item described is the document as a whole, the rules provide for the inclusion of data elements within the description that pertain specifically to a content part (e.g., a list of contents). (For a detailed analysis of **CONTENT PART** and its attributes see Tab 10.)

CONTENT and **CONTENT PART** are “set as” one or more **INFIXION**.

INFIXION (as defined in the model) is the formatting of intellectual or artistic content. When the item described is the document as a whole, the rules provide for the inclusion of data elements within the description that pertain specifically to the infixion of the content of the document (e.g., a note on the aspect ratio of a film). (For a detailed analysis of **INFIXION** and its attributes see Tab 11.)

INFIXION is “stored on” one or more **PHYSICAL CARRIER**.

PHYSICAL CARRIER (as defined in the model) is a physical medium in which data, sound, images, etc. are stored. When the item described is the document as a whole, the rules

provide for the inclusion of data elements within the description that pertain specifically to the physical carrier for the document (e.g., the form of the carrier). (For a detailed analysis of **PHYSICAL CARRIER** and its attributes see Tab 12.)

PHYSICAL CARRIER may (or may not) be “housed in” a **CONTAINER**.

CONTAINER (as defined in the model) is any housing for a document, a group of documents, or part of a document that is physically separable from the material being housed. When the item described is the document as a whole, the rules provide for the inclusion of data elements within the description that pertain specifically to the container of the document and its document parts (e.g., the dimensions of the container). (For a detailed analysis of **CONTAINER** and its attributes see Tab 13.)

When the item described is an unpublished document, the rules also provide for including in the description data elements that pertain to a number of other “real world” entities that are external to the document and its constituent elements. Those external entities represent agents, processes, and other objects associated with the document and its content: **PERSON**, **CORPORATE BODY**, **PRODUCTION**, **CREATION**, **OWNERSHIP**, and **EQUIPMENT**.

PERSON (as defined in the model) is an individual; **CORPORATE BODY** (as defined in the model) is an organization or group of persons that is identified by a particular name and that acts, or may act, as an entity. When the item described is an unpublished document, the rules provide for the inclusion of data elements within the description that pertain specifically to persons and/or corporate bodies responsible for the production of the document, the creation of its content, or to those who have transferred ownership in the document. For the purposes of the model data elements reflecting attributes of a person or corporate body, or that person’s or corporate body’s relationship to the document or its content that are derived from sources other than the “labels” that appear prominently on the document are treated as data pertaining to the external entity **PERSON** or **CORPORATE BODY**, as distinct from being treated simply as attributes of the document itself. For example, a statement of responsibility appearing prominently in the document is treated as an attribute of the **DOCUMENT**, whereas a note attributing authorship of the content of the document to a person not named in a statement of responsibility is treated as a data element pertaining to **PERSON** as an external entity. (For a detailed analysis of **PERSON** and its attributes see Tab 14. For a detailed analysis of **CORPORATE BODY** and its attributes see Tab 15.)

PERSON and/or **CORPORATE BODY** may (or may not) be “responsible for” **PRODUCTION**.

PRODUCTION (as defined in the model) is the act of physically creating a document. When the item described is an unpublished document, the rules provide for the inclusion of data elements within the description that pertain specifically to the production of the document (e.g., the date of production of a manuscript). Such data elements, when derived from sources other than the “labels” that appear prominently on the document, are treated as data pertaining to the external entity **PRODUCTION**. (For a detailed analysis of **PRODUCTION** and its attributes see Tab 16.)

PERSON and/or **CORPORATE BODY** may be (or may not) “responsible for” **CREATION**.

CREATION (as defined in the model) is the act of originating intellectual or artistic content. When the item described is an unpublished document, the rules provide for the inclusion of data elements within the description that pertain specifically to the creation of the document (e.g., the date of original creation of the content of the document). Such data elements, when derived from sources other than the “labels” that appear prominently on the document are treated as data pertaining to the external entity **CREATION**. (For a detailed analysis of **CREATION** and its attributes see Tab 17.)

PERSON and/or **CORPORATE BODY** may (or may not) “transfer” **OWNERSHIP**.

OWNERSHIP (as defined in the model) is the legal title to an object of physical property. When the item described is an unpublished document, the rules provide for the inclusion of data elements within the description that pertain specifically to the ownership of the document (e.g., date of accession of a manuscript). Such data elements are treated as data pertaining to the external entity **OWNERSHIP**. (For a detailed analysis of **OWNERSHIP** and its attributes see Tab 18.)

INFIXION and/or **PHYSICAL CARRIER** may (or may not) “require” **EQUIPMENT**.

EQUIPMENT (as defined in the model) is a device used to play, project, operate, or use a document whose content cannot otherwise be accessed by the unaided senses. When the item described is an unpublished document, the rules provide for the inclusion of data elements within the description that pertain specifically to the equipment that is required for use of the document (e.g., the name of a particular type of reader required for a microform). Such data elements are treated as data pertaining to the external entity **EQUIPMENT**. (For a detailed analysis of **EQUIPMENT** and its attributes see Tab 19.)

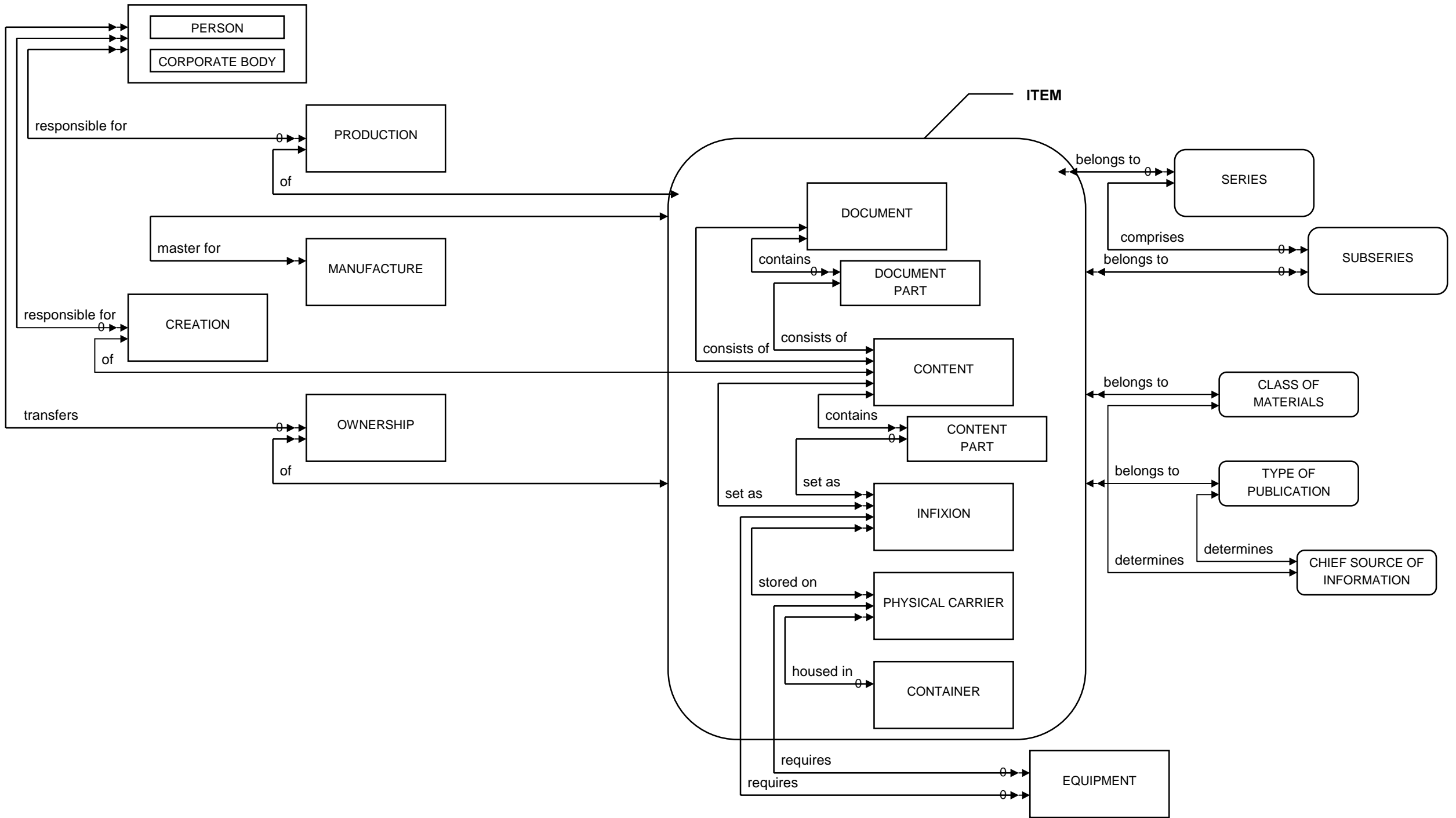
As an overlay to the “real world” objects reflected in the description of an unpublished document, **Figure 2** depicts the “bibliographic” entities that are brought into play as the data elements for the description are recorded and structured: **ITEM**, **CLASS OF MATERIALS**, and **CHIEF SOURCE OF INFORMATION**. Those entities and their relationships to one another are outlined above under the description provided for **Figure 1**.

Item = publication master (Figure 3)

Figure 3 depicts the “real world” entities that are reflected in the description of a publication master, and overlays on those entities the “bibliographic” entities that are brought into play as the data elements for the description are recorded and structured.

The “real world” entities depicted in **Figure 3** are with only one exception the same as those depicted for an unpublished document in **Figure 2**. The one additional “real world” entity relevant to the description of a publication master is **MANUFACTURE**.

Figure 3: Item = Publication master



MANUFACTURE (as defined in the model) is the act of making copies of a document by means of a mechanical or electronic process. The external entity **MANUFACTURE** is implicit in the description of a publication master inasmuch as the presumed intent for the existence of the item is to serve as the master for the manufacturing process. (For a detailed analysis of **MANUFACTURE** and its attributes see Tab 20.)

As an overlay to the “real world” objects reflected in the description of a publication master, **Figure 3** depicts the “bibliographic” entities that are brought into play as the data elements for the description are recorded and structured: **ITEM, SERIES, SUBSERIES, CLASS OF MATERIALS, TYPE OF PUBLICATION** and **CHIEF SOURCE OF INFORMATION**. Those entities and their relationships to one another are outlined above under the description provided for **Figure 1**.

Item = published document (Figure 4)

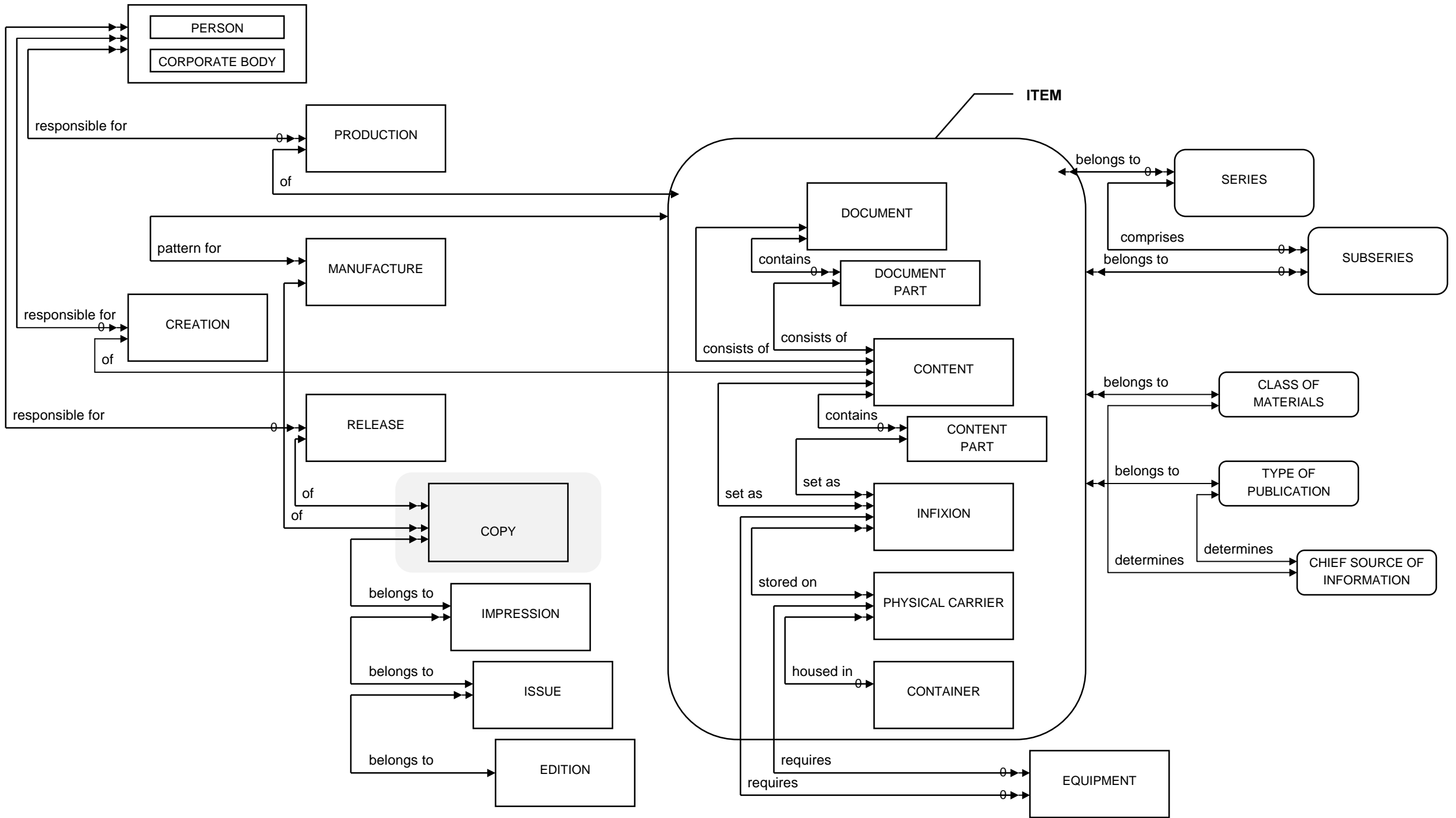
Figure 4 depicts the “real world” entities that are reflected in the description of a published document, and overlays on those entities the “bibliographic” entities that are brought into play as the data elements for the description are recorded and structured.

The “real world” entities depicted in **Figure 4** correspond to a large extent to those depicted for an unpublished document in **Figure 2**. The central group of entities are again **DOCUMENT, DOCUMENT PART, CONTENT, CONTENT PART, INFIXION, PHYSICAL CARRIER** and **CONTAINER**. Also corresponding to the entities depicted in **Figure 2** are the entities external to the document and its constituent entities: **PERSON, CORPORATE BODY, PRODUCTION** and **CREATION**. **Figure 4**, however, depicts a number of additional “real world” entities relevant to the description of a published document: **MANUFACTURE, RELEASE, COPY, IMPRESSION, ISSUE**, and **EDITION**.

In the description of a published document the entity **DOCUMENT** and its constituent entities (**DOCUMENT PART, CONTENT, CONTENT PART, INFIXION, PHYSICAL CARRIER**, and **CONTAINER**) are defined in the same way as they are for an unpublished document. The attributes of the **DOCUMENT** entity itself, however, are those that pertain to the primary sub-type published document (as distinct from unpublished document). The model for a published document also differs from that for an unpublished document in that the entity **DOCUMENT** and its constituent entities are in effect abstract in nature. That is to say that the description of a published document is essentially a description of what are assumed to be the characteristics that are common to all copies of the document, based on the characteristics of the copy in hand. Hence the entity **COPY** is shadowed in **Figure 4** to indicate that it is effectively the source from which the characteristics of the **DOCUMENT**, in the abstract sense, are inferred.

MANUFACTURE (as noted above under the description for **Figure 3**) is the act of making copies of a document by means of a mechanical or electronic process. When the item described is a published document, the rules provide for the inclusion of data elements within the description that pertain specifically to the manufacturing process (e.g., the method of reproduction for a cartographic item). Such data elements are treated as data pertaining to the external entity **MANUFACTURE**. (For a detailed analysis of **MANUFACTURE** and its attributes see Tab 20.)

Figure 4: Item = Published document



RELEASE (as defined in the model) is the act of making copies of a document available to the public. When the item described is a published document, the rules provide for the inclusion of data elements within the description that pertain specifically to the release of the document (e.g., the country of original release of a motion picture). Such data elements, when derived from sources other than the “labels” that appear prominently on the document, are treated as data pertaining to the external entity **RELEASE**. (For a detailed analysis of **RELEASE** and its attributes see Tab 21.)

MANUFACTURE and **RELEASE** are linked to **COPY**.

COPY (as defined in the model) is a single specimen of a document. **COPY** functions in two ways within the model. A copy is normally the object from which the cataloguer derives the evidence necessary to describe the document as a document (i.e., to provide a description that is presumed to be applicable to all copies of the document). But a copy may also be reflected in the descriptive record through data elements that pertain specifically to that particular copy of the document, and are presumed not to apply to all copies of the document. The rules provide for the inclusion of data elements within the description that pertain to the particular copy in hand (e.g., a note on lacunae). Such data elements are treated as data pertaining to the entity **COPY**. (For a detailed analysis of **COPY** and its attributes see Tab 22.)

COPY “belongs to” **IMPRESSION**.

IMPRESSION (as defined in the model) encompasses all copies of an edition of a document manufactured at one time. When the item described is a published document, the rules provide for the inclusion of data elements within the description that pertain specifically to the impression of the document (e.g., a designation distinguishing the impression from other impressions of the same document). Such data elements, when derived from sources other than the “labels” that appear prominently on the document, are treated as data pertaining to the external entity **IMPRESSION**. (For a detailed analysis of **IMPRESSION** and its attributes see Tab 23.)

IMPRESSION “belongs to” **ISSUE**

ISSUE (as defined in the model) encompasses all copies of an edition forming a distinct group that are distinguished from other copies of that edition by minor but well-defined variations. When the item described is a published document, the rules provide for the inclusion of data elements within the description that pertain specifically to the issue of the document (e.g., a designation distinguishing the issue from other issues of the same document). Such data elements, when derived from sources other than the “labels” that appear prominently on the document, are treated as data pertaining to the external entity **ISSUE**. (For a detailed analysis of **ISSUE** and its attributes see Tab 24.)

ISSUE “belongs to” **EDITION**

EDITION (as defined in the model) encompasses all copies produced from essentially the same image or master copy and issued by the same entity. When the item described is a published document, the rules provide for the inclusion of data elements within the description that pertain specifically to the edition of the document (e.g., a designation distinguishing the edition from other editions of the same document). Such data

elements, when derived from sources other than the “labels” that appear prominently on the document, are treated as data pertaining to the external entity **EDITION**. (For a detailed analysis of **EDITION** and its attributes see Tab 25.)

As an overlay to the “real world” objects reflected in the description of a published document, **Figure 4** depicts the “bibliographic” entities that are brought into play as the data elements for the description are recorded and structured: **ITEM**, **SERIES**, **SUBSERIES**, **CLASS OF MATERIALS**, **TYPE OF PUBLICATION** and **CHIEF SOURCE OF INFORMATION**. Those entities and their relationships to one another are outlined above under the description provided for **Figure 1**.

Item = collection (Figure 5)

Figure 5 depicts the “real world” entities that are reflected in the description of a collection, and overlays on those entities the “bibliographic” entities that are brought into play as the data elements for the description are recorded and structured.

The primary “real world” entity depicted in **Figure 5** represents the object that serves as the focus for the description, i.e., the **COLLECTION**.

COLLECTION (as defined in the model) is a collection of documents, normally formed by or around a person, family, corporate body, or subject, assembled by a library or by a previous owner. The rules provide for the description of a collection as a whole that includes data elements such as the title by which the collection is known and its extent. (For a detailed analysis of **COLLECTION** and its attributes see Tab 26.)

When the item described is a collection, the rules also provide for including in the description data elements that pertain to a number of other “real world” entities that are external to the collection: **PERSON**, **CORPORATE BODY**, and **OWNERSHIP**. Those entities and their relationships to one another are outlined above under the description provided for **Figure 2**.

As an overlay to the “real world” objects reflected in the description of a collection, **Figure 5** depicts the “bibliographic” entities that are brought into play as the data elements for the description are recorded and structured: **ITEM**, **CLASS OF MATERIALS**, and **CHIEF SOURCE OF INFORMATION**. Those entities and their relationships to one another are outlined above under the description provided for **Figure 1**.

Item = document part (Figure 6)

Figure 6 depicts the “real world” entities that are reflected in the description of a document part, and overlays on those entities the “bibliographic” entities that are brought into play as the data elements for the description are recorded and structured.

Figure 5: Item = Collection

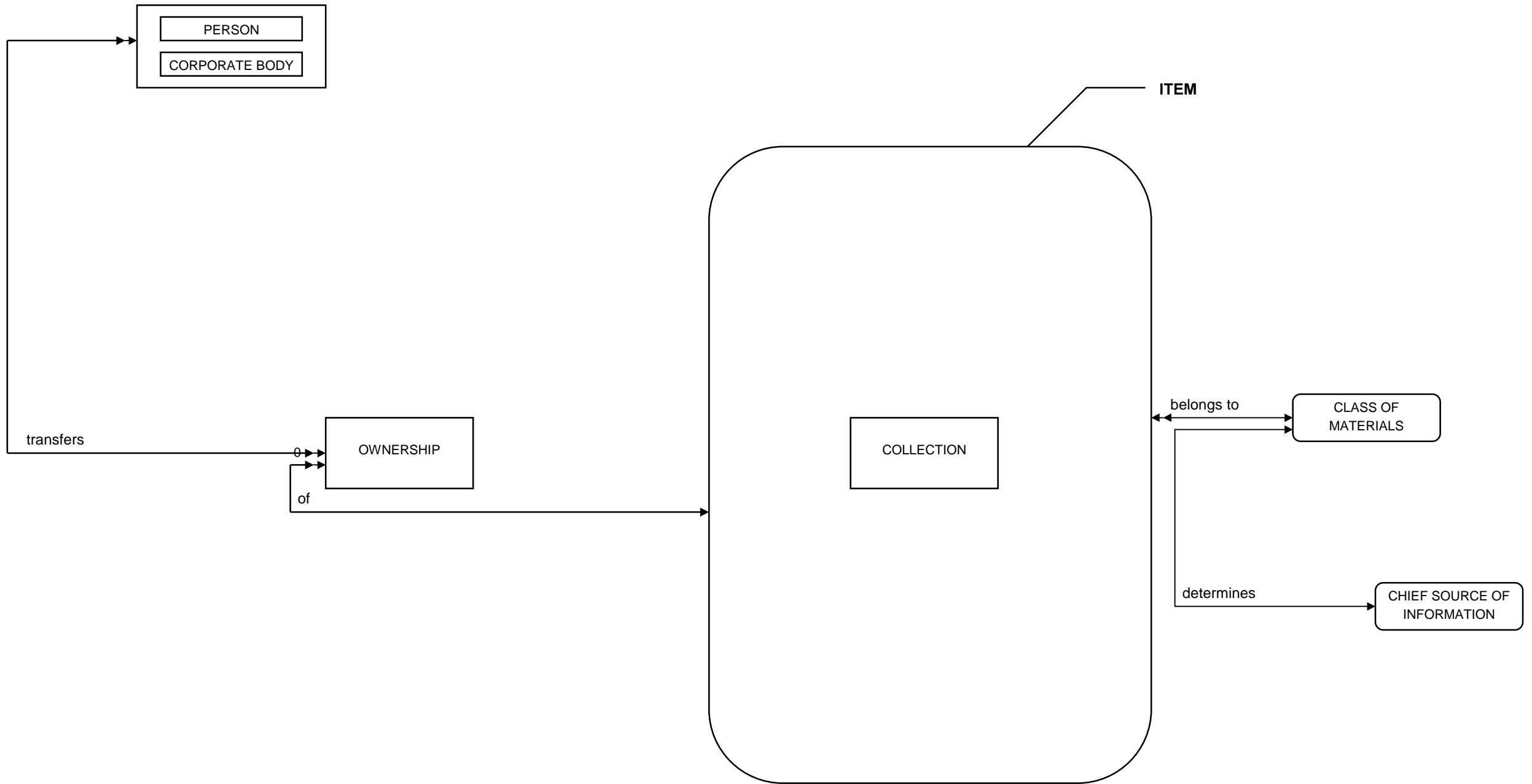
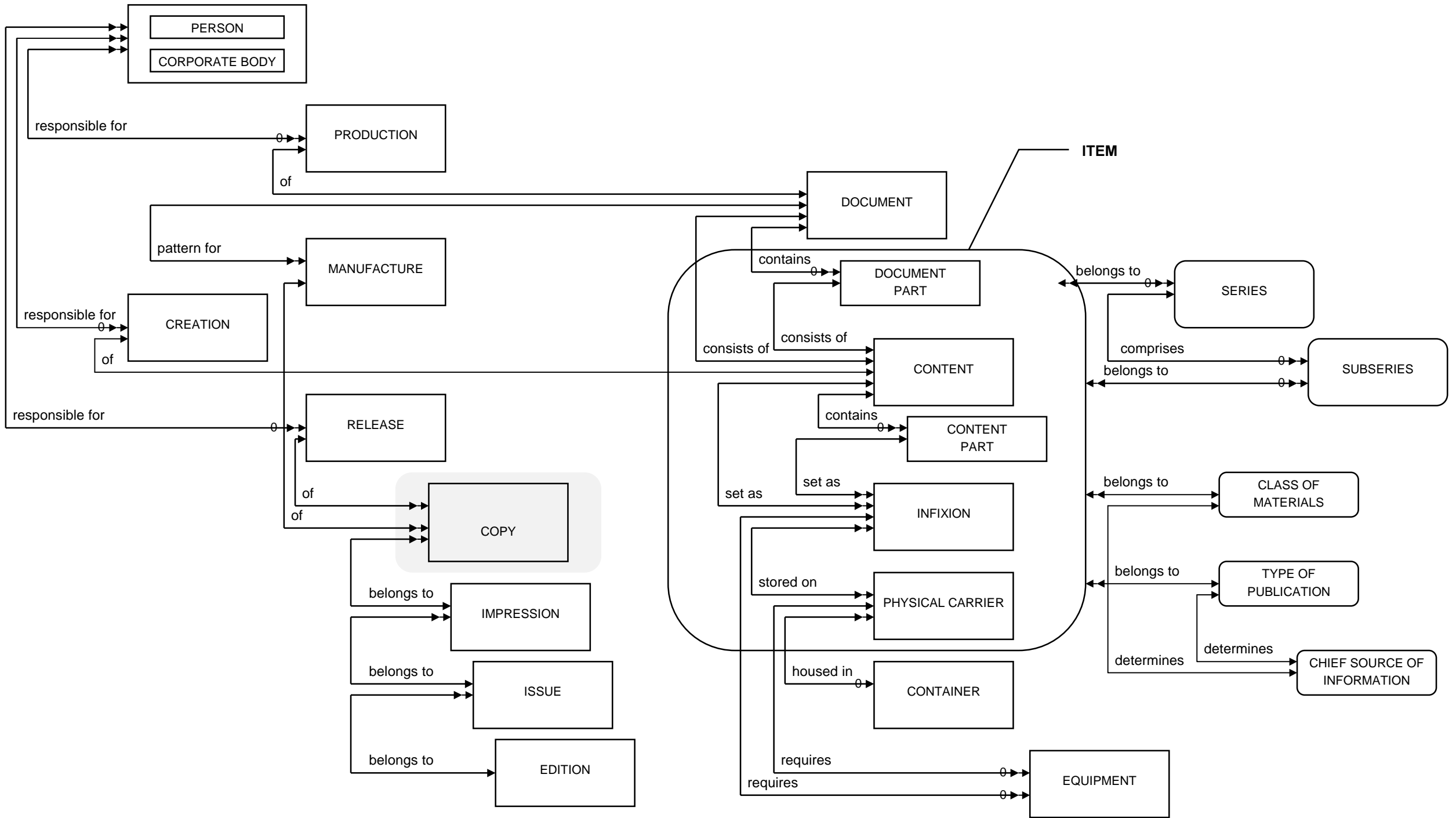


Figure 6: Item = Document part



The central group of “real world” entities depicted in **Figure 6** are those that serve as the focus for the description, i.e., the **DOCUMENT PART** itself and its constituent entities **CONTENT**, **CONTENT PART**, **INFIXION**, and **PHYSICAL CARRIER**. Those entities and their relationships to one another are outlined above under the description provided for **Figure 2**.

The other “real world” entities depicted in **Figure 6** as entities external to the **DOCUMENT PART** and its constituent entities may be reflected in the description to the extent that they relate specifically to the document part being described. For example, the description for the document part may include data elements pertaining to the production of the document part, or it may contain data elements pertaining to the equipment required to use the document part. Note that although **Figure 6** depicts the entity **CONTAINER** as external to the item there may be cases where the document part has its own container (as distinguished from the container for the document as a whole), and in those cases the entity **CONTAINER** would be considered to fall within the group of constituent entities making up the item described.

As an overlay to the “real world” objects reflected in the description of a document part, **Figure 6** depicts the “bibliographic” entities that are brought into play as the data elements for the description are recorded and structured: **ITEM**, **SERIES**, **SUBSERIES**, **CLASS OF MATERIALS**, **TYPE OF PUBLICATION** and **CHIEF SOURCE OF INFORMATION**. Those entities and their relationships to one another are outlined above under the description provided for **Figure 1**.

When the item described is a document part, the rules provide for recording data elements pertaining to the larger document to which the document part belongs as series data.

Item = content part (Figure 7)

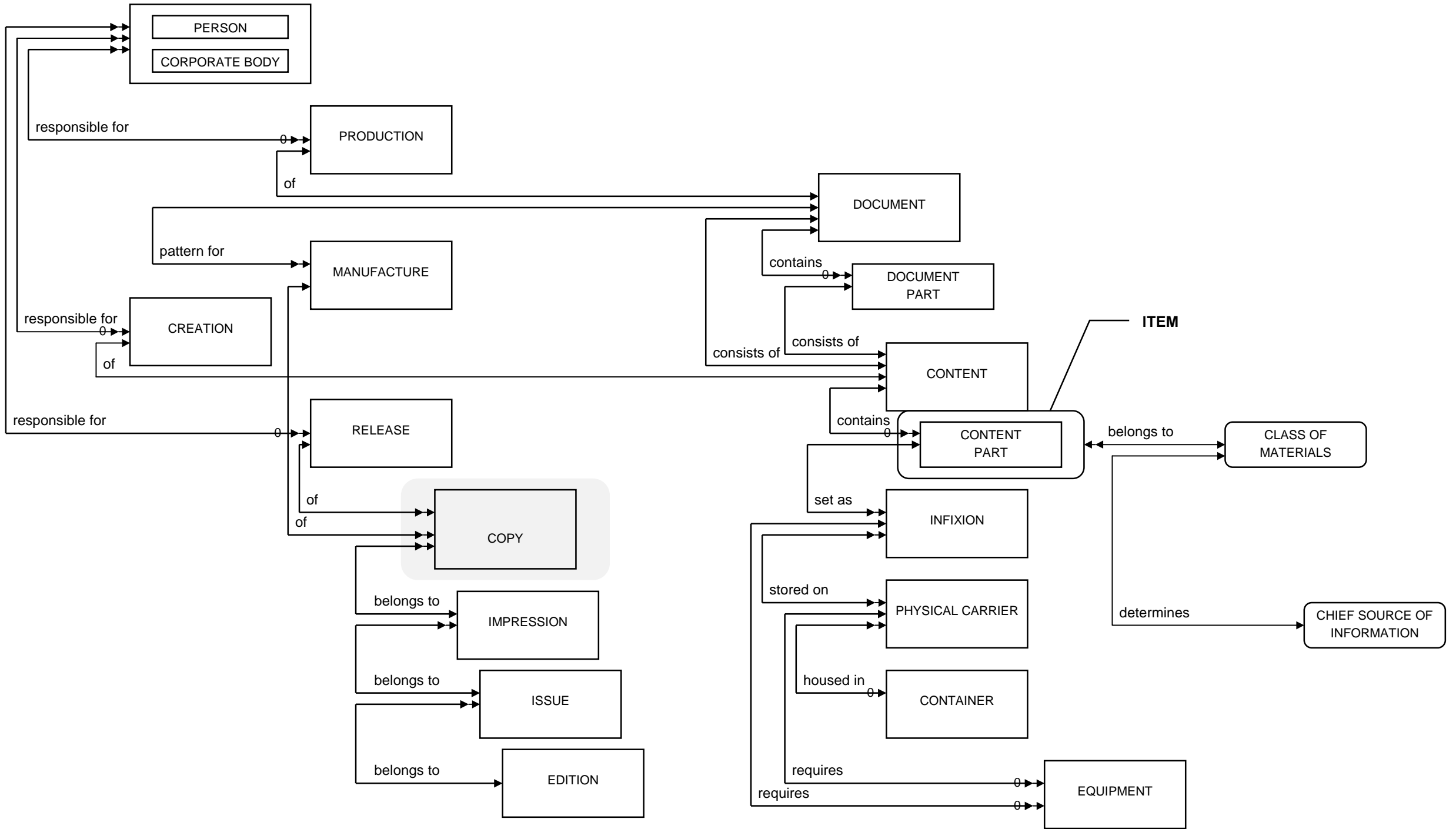
Figure 7 depicts the “real world” entities that are reflected in the description of a content part, and overlays on those entities the “bibliographic” entities that are brought into play as the data elements for the description are recorded and structured.

The primary “real world” entity depicted in **Figure 7** is the entity that serves as the focus for the description, i.e., the **CONTENT PART** itself. **CONTENT PART** and its relationships to other entities are outlined above under the description provided for **Figure 2**.

The other “real world” entities depicted in **Figure 7** as entities external to the **CONTENT PART** may be reflected in the description to the extent that they relate specifically to the content part being described. For example, the description for the content part may include data elements pertaining to the person responsible for the creation of the content part.

As an overlay to the “real world” objects reflected in the description of a content part, **Figure 7** depicts the “bibliographic” entities that are brought into play as the data elements for the description are recorded and structured: **ITEM**, **CLASS OF MATERIALS**, and **CHIEF SOURCE OF INFORMATION**. Those entities and their relationships to one another are outlined above under the description provided for **Figure 1**.

Figure 7: Item = Content part



Multilevel description (Figures 8, 9, 10)

Figures 8, 9, and 10 depict the overlay of “bibliographic” entities on the “real world” entities that are reflected in multilevel descriptions for multipart documents, series, and collections.

Figure 8 depicts the overlay for a multilevel description of a multipart document. The “bibliographic” entity **ITEM** is overlaid in multiple levels.

In the first level of the description, the item described is the multipart document as a whole. The primary entities reflected in that level of the description are the **DOCUMENT** itself and its constituent entities **CONTENT**, **CONTENT PART**, **INFIXION**, **PHYSICAL CARRIER**, and **CONTAINER**.

The first level of the description may also include data elements pertaining to entities external to the document (e.g., data pertaining to a person or corporate body responsible for the production of the document).

In the second level of the description the item described is an individual document part. The primary entities reflected in that level of the description are the **DOCUMENT PART** itself and its constituent entities **CONTENT**, **CONTENT PART**, **INFIXION**, and **PHYSICAL CARRIER**.

The second level of the description may also include data elements pertaining to entities external to the document part to the extent that they relate specifically to the document part being described (e.g., data pertaining to the person responsible for the creation of the content of the document part).

Subsequent levels of description may be used to describe a document part within a document part.

Figure 9 depicts the overlay for a multilevel description of a series. The “bibliographic” entity **ITEM** is again overlaid in multiple levels.

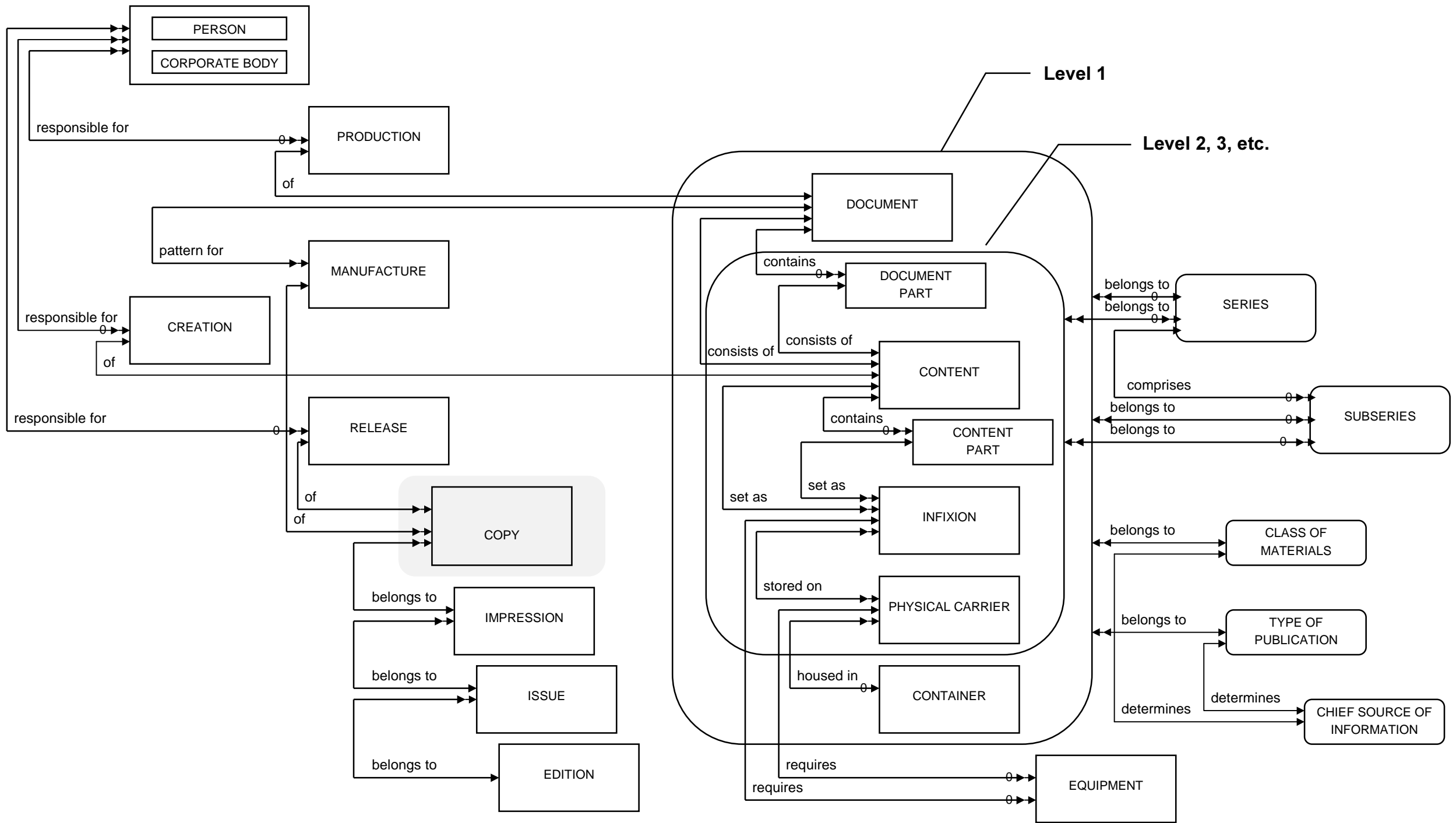
In the first level of the description, the item described is the series as a whole. The primary entity reflected in that level of the description is the **SERIES**.

In the second level of the description the item described is a subseries. The primary entity reflected in that level of the description is the **SUBSERIES**.

In the third level of the description the item described is an individual document within the series. The primary entities reflected in that level of the description are the **DOCUMENT** itself and its constituent entities **CONTENT**, **CONTENT PART**, **INFIXION**, **PHYSICAL CARRIER**, and **CONTAINER**.

The third level of the description may also include data elements pertaining to entities external to the document (e.g., data pertaining to a person or corporate body responsible for the production of the document).

Figure 8: Multilevel description of a multipart document



In the absence of a subseries, an individual document within the series is described in the second level of the description.

Figure 10 depicts the overlay for a multilevel description of a collection. The “bibliographic” entity **ITEM** is again overlaid in multiple levels.

In the first level of the description, the item described is the collection as a whole. The primary entity reflected in that level of the description is the **COLLECTION**.

In the second level of the description the item described is an individual document within the collection. The primary entities reflected in that level of the description are the **DOCUMENT** itself and its constituent entities **CONTENT**, **CONTENT PART**, **INFIXION**, **PHYSICAL CARRIER**, and **CONTAINER**.

The second level of the description may also include data elements pertaining to entities external to the document (e.g., data pertaining to a person or corporate body responsible for the production of the document).

Subsequent levels of the description may be used to describe a document part.

Relationships

The rules provide for making explicit or implicit reference in the description to a number of the relationships that operate between both the “bibliographic” entities and the “real world” entities depicted in **Figures 1** through **10**.

Relationships between one item and another item that are reflected in the description include the following: “other edition,” “simultaneous publication,” “supplement,” “other format,” “reproduction,” “published version,” “published index/catalogue,” “issued with,” “continuation,” “merger,” split,” “absorption,” “index,” and “whole/part”. (For details on these **ITEM-to-ITEM** relationships and their associated data elements see Tab 27.)

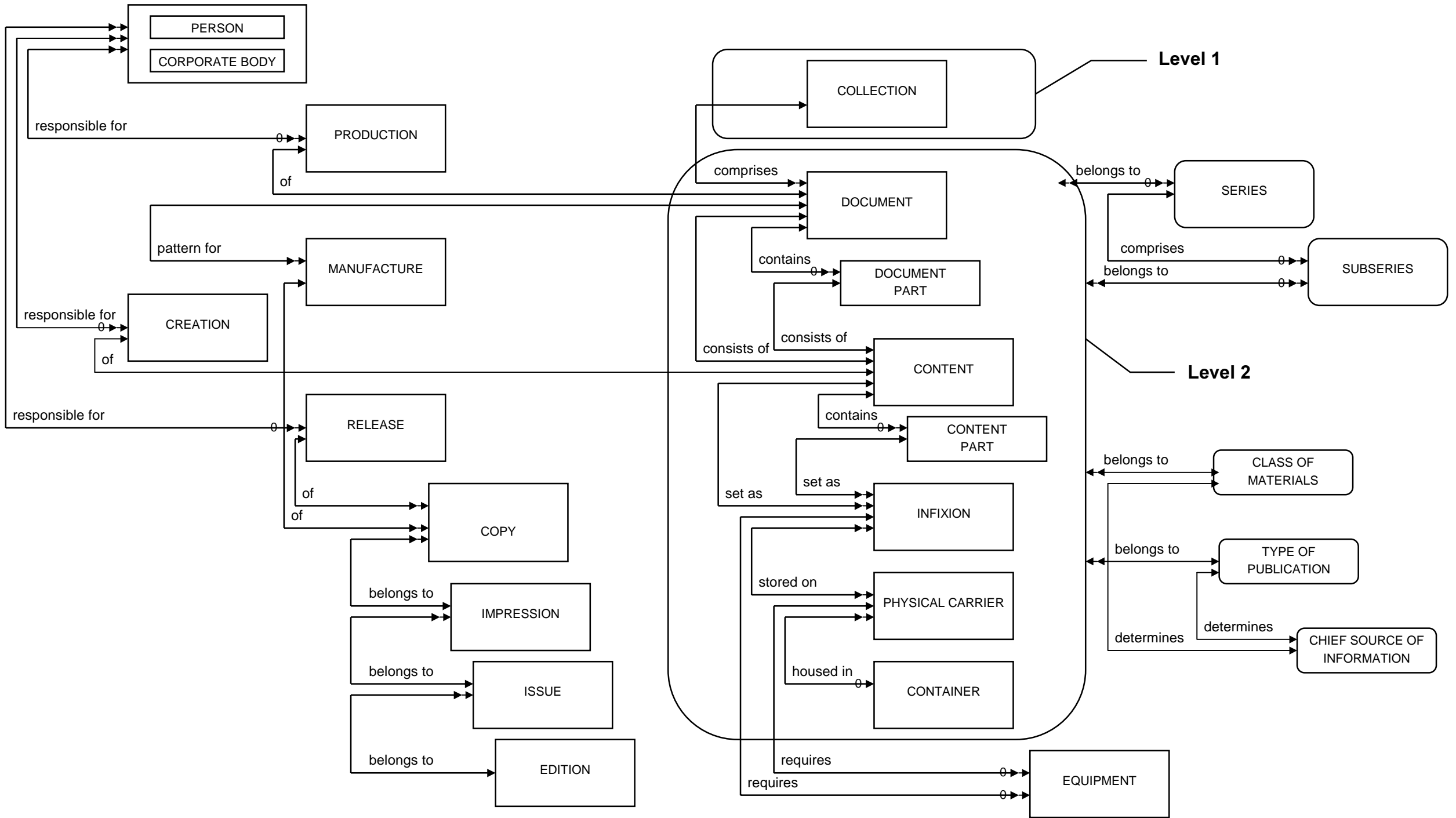
Relationships between a series and a subseries include the “whole/part” relationship. (For details on these **SERIES-to-SUBSERIES** relationships and their associated data elements see Tab 28.)

Relationships between a series and an item include the “whole/part” relationship. (For details on these **SERIES-to-ITEM** relationships and their associated data elements see Tab 29.)

Relationships between a subseries and an item include the “whole/part” relationship. (For details on these **SUBSERIES-to-ITEM** relationships and their associated data elements see Tab 30.)

Relationships between a document and a document part include the “whole/part” relationship. (For details on these **DOCUMENT-to-DOCUMENT PART** relationships and their associated data elements see Tab 31.)

Figure 10: Multilevel description for a collection of documents



Relationships between the content of an item and the content of another item or items include the following: “translation,” “adaptation,” and “sequel”. (For details on these **CONTENT-to-CONTENT** relationships and their associated data elements see Tab 32.)

Relationships between content and content part include the “whole/part” relationship. (For details on these **CONTENT-to-CONTENT PART** relationships and their associated data elements see Tab 33.)

Relationships between a person or corporate body and the production of a document include the “production responsibility” relationship. (For details on these **PERSON/CORPORATE BODY-to-PRODUCTION** relationships and their associated data elements see Tab 34.)

Relationships between a person or corporate body and the creation of the content of a document include the “creation responsibility” relationship. (For details on these **PERSON/CORPORATE BODY-to-CREATION** relationships and their associated data elements see Tab 35.)

Relationships between a person or corporate body and the ownership of an item include the “ownership transfer” relationship. (For details on these **PERSON/CORPORATE BODY-to-OWNERSHIP** relationships and their associated data elements see Tab 36.)

KEY ISSUES

The model produced for this study provides a clearly defined frame of reference for re-examining the principles and assumptions underlying the internal logic of the code and for exploring options for modifying its logical structure. What follows is a re-framing of a number of key issues relating to the structure of the code and its future development with specific reference to the logical structure set out in the model. The issues addressed are centred primarily, but not exclusively, on the implications of extending the code to accommodate the introduction of new media, new forms of publishing, and new modes of disseminating information in a digital environment.

1. Does the concept of class of materials as currently reflected in the code serve as a viable basis for an extended structure accommodating new forms of digital materials?

The method of procedure for applying the rules for description, as set out in rule 0.24, links the subset of rules to be applied in describing any given item to the class of materials to which the item belongs. The wording of rule 0.24 implies that the form of the physical carrier determines the class of materials to which the item belongs. However, a detailed examination of how each class of materials is defined indicates that while the form of the physical carrier is in many cases the principal criterion for determining the broad class of materials to which an item belongs, there are in fact other criteria at play in defining the scope of those classes.

The matrix presented in **Table 1**, shows that the form of the physical carrier actually serves as the defining criterion for only five of the broad classes: sound recordings, motion pictures, videorecordings, computer files, and microforms. Each of those classes encompasses a defined set of physical carriers (e.g., sound cassettes, sound discs, etc.; film and video cassettes, video discs, etc.) that are exclusive to that class and are in fact the basis for the definition of the class.

By contrast, the broad classes defined as cartographic materials, graphic materials, and three-dimensional artefacts and realia each centre on a group of materials that derives its definition not from the form of the physical carrier, but primarily from the intellectual or artistic content of the item. In fact there is a significant overlap between the carriers that fall within these three classes (e.g., slides, transparencies, photographs, etc. are common to both cartographic materials and graphic materials; models are common to both cartographic materials and three-dimensional artefacts). The defining criterion for each of these classes is actually the type of content contained in the item, not the form of the physical carrier.

Music, as a broad class of materials, is defined exclusively with reference to the intellectual form in which the content of the item is expressed; the class is restricted to materials whose content is expressed in the form of musical notation. The form of the physical carrier is not the defining criterion. Nor is the type of content contained in the item. Unlike cartographic materials, graphic materials, and three-dimensional artefacts and realia, music as a class does not encompass all materials containing a particular type of content. In this case musical content expressed in the form of musical notation is included, but musical content expressed in the form of recorded sound is not.

What this analysis serves to point up is that the concept of **CLASS OF MATERIALS** that provides the underlying structure for the rules in Part I is more complex than it might appear on the surface, and contrary to what might be inferred from the statement of the principle in rule 0.24, determining the class of materials to which an item belongs is not synonymous with determining the form of the physical carrier. In fact the class to which a particular item belongs may be determined on the basis of attributes that are associated with its intellectual or artistic content or with the particular intellectual form in which the content is expressed, as distinct from attributes that are associated with the physical carrier *per se*.

The complexity of the concept of **CLASS OF MATERIALS** as it is reflected in the code raises a number of significant questions that need to be taken into consideration as we review the rules for consistency and as we attempt to expand them to accommodate new media and new forms of intellectual and artistic expression.

In examining the entity **CLASS OF MATERIALS**, particularly in the context of extending the code to accommodate new media and new forms of intellectual and artistic expression, the following questions need to be addressed:

- are the classes that group materials on the basis of the form of the physical carrier—sound recordings, motion pictures, videorecordings, computer files, and microforms—conceived in sufficiently precise terms to enable an unequivocal determination as to the class to which a new form of physical carrier would belong (e.g., as digital technologies continue to evolve, will it be possible to make clear distinctions between a sound disc and a computer disc);

- are the rules set out for each class of materials sufficiently comprehensive to accommodate the various types of content and forms of intellectual expression that might be recorded on the physical carriers included in that class (e.g., do the rules for computer files adequately cover digital forms of text, musical notation, sound and video);
- if certain classes are defined on the basis of the form of the physical carrier and others are defined on the basis of the type of content or the intellectual form in which the content is expressed, how is a determination to be made as to which criterion takes precedence in classing new forms of material (e.g., will digitally encoded musical notation that can be “played back” in the form of sound be classed as music or as a sound recording);
- if an item falls within more than one class, how is an order of precedence for applying specific rules that differ for each of the relevant classes to be determined?

The model, by breaking out the entity **DOCUMENT** into its constituent elements, including **CONTENT**, **INFIXION**, and **PHYSICAL CARRIER**, provides a re-mapping of attributes associated with the entities that are central to the definition of the various classes of materials currently defined in the code. That re-mapping of attributes, and the linking of attributes to specific data elements and relevant rules for description, also serves to highlight the significance of both the content and the physical carrier of the document for the formulation of specific rules relating to individual data elements. The analysis reflected in the model provides the detailed frame of reference necessary to examine the possibility of “de-constructing” the **CLASS OF MATERIALS** concept as currently reflected in the code, and introducing a more flexible approach to structuring the rules that might accommodate in a more effective way new permutations of content and form emerging in a digital environment.

Recommendation 1: Use the model developed for this study to assess options for restructuring Part I of the code to facilitate the integration of rules for new forms of expression and new media. One option for consideration would be to use the ISBD(G) areas of description as the primary organizing element for the overall structure of Part I.

2. Does the physicality inherent in the concept of DOCUMENT constrain the logical development of the code to accommodate the cataloguing of electronic resources?

The term “document,” though not defined in the glossary to AACR, is central to the internal logic of the code inasmuch as it is the key term in the definition of “item.”

The code implicitly assumes that a document (as a candidate “item in hand”) has a physical dimension. The method of procedure outlined in rule 0.24 dictates that the “physical form of the item in hand” is the starting point for description. The scope of each chapter in Part I is defined largely with reference to the physical form of the materials covered. The data elements in the physical description area of the record are treated as being applicable to all items within a given class of materials. Moreover, key concepts in Part I such as “multipart item,” “serial,” and “series” are all defined in relation to physically separable parts of a document.

The question to be addressed, therefore, is whether the concept underlying the entity defined as **DOCUMENT** can be extended to encompass entities such as networked electronic resources that effectively have no physical dimension.

In terms of the internal logic of the code, extending the concept of the document to include non-physical entities would have the following implications:

- the **DOCUMENT** entity would have to be defined in terms that are not necessarily linked to the notion of physicality;
- the attributes of the entity **DOCUMENT** would have to be reviewed and extended as necessary to include attributes unique to networked electronic resources;
- the definition of **DOCUMENT PART** would have to be reworked so that it is not necessarily linked to the notion of physical separability;
- the “stored on” relationship between **INFIXION** and **PHYSICAL CARRIER** would have to be treated as optional;
- the criteria for determining **CHIEF SOURCE OF INFORMATION** would have to be reviewed to ensure that they could be applied, as appropriate, to non-physical (i.e., intellectual) elements of a **DOCUMENT**.

“De-linking” the concept underlying the entity **DOCUMENT** from the notion of physicality is not a trivial matter. Effectively it would require a fundamental rethinking of the nature of object being described. Currently the logic of the code normally assumes that the entity being described is a physically discrete object. There are exceptions that provide for centering the record on an intellectual component of the physical object in which it is contained (see rules 1.1G2 and 13.5). Those provisions, however, are the exception, not the norm. To treat the document itself, as distinct from an intellectual component of the document, as a non-physical entity would require a rethinking of the conventional distinction that is made between the document as physical object and its content as intellectual substance that is currently embedded in the internal logic of the code. That in turn would require a thorough reworking of the operative principles linked to physical form that serve to structure the code (e.g., the method of procedure outlined in 0.24, the grouping of materials into classes, the treatment of reproductions, etc.).

Closely linked to the question of physicality of the document is the question of “boundaries” for an electronic document. If the document is not defined in physical terms, how are its boundaries determined? If a networked electronic resource is defined as a document in non-physical terms, how far do the boundaries of the document extend? Does all the “content” associated with the document through hypertext links constitute part of the document? Does the document extend to include “content” linked indirectly through the network of hypertext links that extend outward from each document linked to the primary document, through second, third, fourth layers of links, ad infinitum?

Recommendation 2: Use the model developed for this study as the basis for examining the feasibility of modifying the internal logic of the code to accommodate documents that are defined in non-physical terms. Consultation should be undertaken with experts in the area of electronic document architecture.

3. Is the division of the universe of objects described into two categories—published and unpublished—adequate to accommodate the description of digital objects disseminated on-line?

Throughout Part 1 of the code there are rules identified as being applicable specifically to “unpublished” materials. Implicitly the rules not so designated are applicable to “published” materials, and unless stated otherwise, are assumed to apply also to “unpublished” materials.

The distinction between “unpublished” and “published” materials is reflected in the model at several levels: through the sub-types defined for **DOCUMENT** and **DOCUMENT PART**; through the attributes that are unique to each of those sub-types; through the distinctions that are made between **PRODUCTION**, on the one hand, and **MANUFACTURE** and **RELEASE**, on the other; and through the attributes associated with those “process” entities.

Implicit in the concept of “publication,” as it is reflected in the code, is the notion of distribution to the public of copies of a document or document part. In that sense, the entities **RELEASE** and **COPY** are central to the concept of “publication.”

The question to be addressed, therefore, is whether the concepts underlying the entities defined as **RELEASE** and **COPY** can be extended to encompass the on-line or networked dissemination of digital objects, so as to include such dissemination notionally as a form of “publication,” or whether, as in copyright legislation, communication effected through electronic transmission needs to be treated as something other than “publication.”

In terms of the internal logic of the code, extending the concept of “publication” to include the electronic transmission of a digital object would have the following implications:

- the **DOCUMENT** entity would have to be defined in terms that would encompass digital objects that effectively lack a physical dimension (see the discussion of the “physicality” issue, above);
- the concept of **MANUFACTURE** would have to be reexamined to determine its applicability in a networked environment;
- the concept of **RELEASE** would have to be modified to extend the notion of “making copies available to the public” to modes of dissemination in which the “copies” made available are not necessarily physical in nature;
- the concept of **COPY** and the specifications for the scope of the entity would have to be reviewed with respect to the inclusion of on-line displays of a digital object, document source, printouts of screen displays, etc.;
- the attributes of the entity **COPY** would have to be reviewed and extended as necessary to include attributes unique to “copies” of digital objects;
- the concepts of **IMPRESSION**, **ISSUE**, and **EDITION** would have to be reworked to accommodate groupings of copies that are the product of on-line transmission;
- the concept of **TYPE OF PUBLICATION** would have to be reviewed to ensure that it adequately accommodates the range of “publication” possible through the on-line dissemination of a digital object (see the discussion of the “seriality” issue below).

The operative distinctions made in the code between “unpublished” and “published” documents are implicitly predicated on the notion of public distribution of physical copies of a document. Modifying the criteria for “publication” to include modes of dissemination that do not involve the making of physical copies of a document would require the development of alternative criteria for distinguishing between “unpublished” and “published” documents, where the making of physical copies does not apply. How would such alternative criteria be framed?

Extending the notion of “publication” to include on-line dissemination of a digital object also has implications for the implicit underlying assumption that the attributes of the published document as a document (in the abstract sense) can be reliably inferred from the attributes of the copy in hand. Under the conventional mode of distribution of physical copies manufactured from a “master” document, that assumption works reasonably well (allowing for irregularities in the manufacturing process and changes made to the copy subsequent to its manufacture). With on-line dissemination of digital objects, those same assumptions do not necessarily hold, largely because the transmission mode and the hardware and software used to access the object at the user’s end of the transmission introduce a range of variables that can affect both the content and form of display. The larger question, then, is how to describe the document as a document and how to distinguish between characteristics that presumably apply to all “copies” of the document and those that apply only to the “copy in hand.”

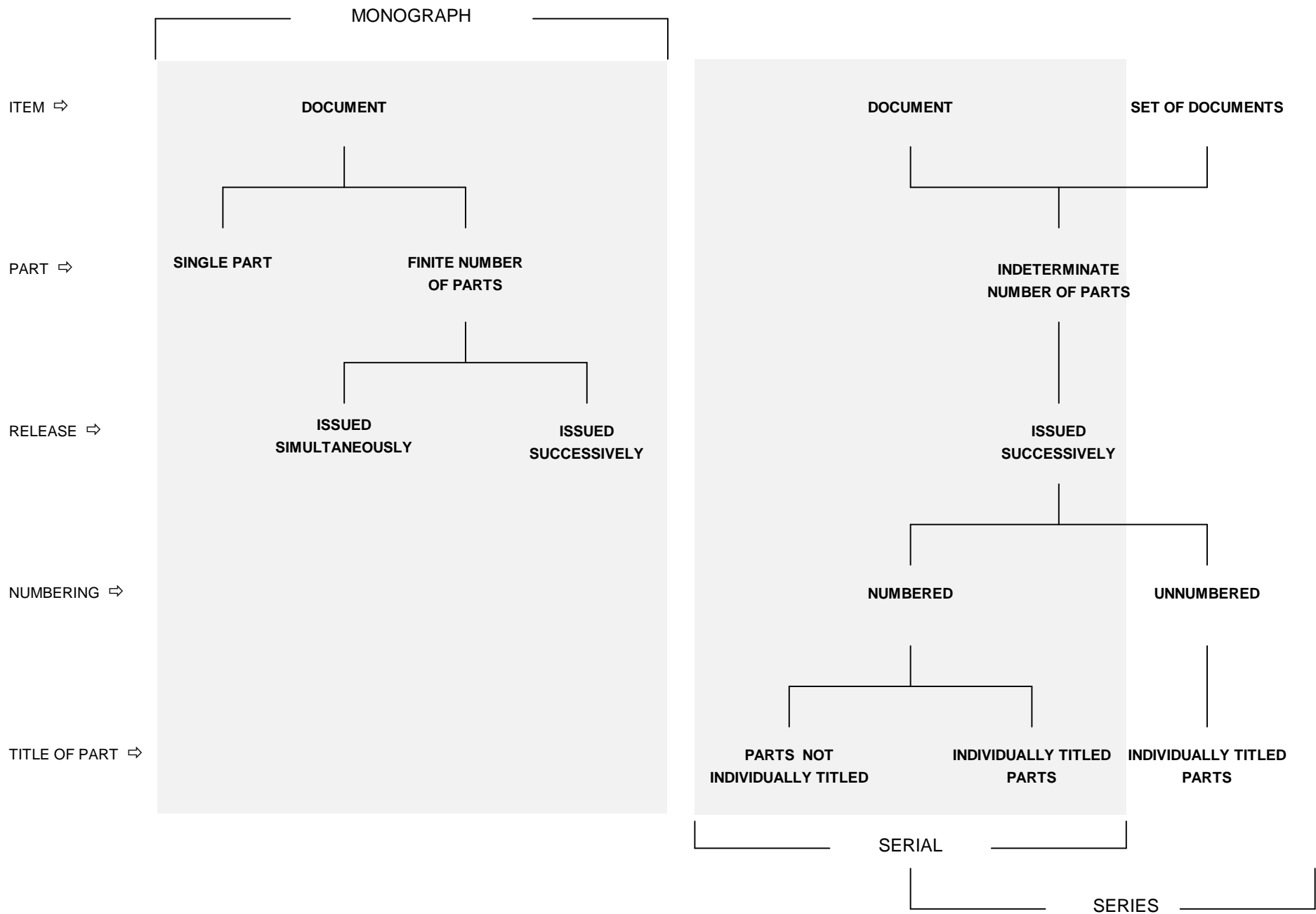
Recommendation 3: Using the model developed for this study as a frame of reference, examine the issues raised with respect to the notion of “publication” in a networked context in consultation with experts in the area of electronic documents.

4. Can the notion of “seriality” as reflected in the code be extended to accommodate electronic forms of “publication” or dissemination of documents “intended to be continued indefinitely”?

In the glossary definition there are three defining criteria for a “serial”: the publication must be issued in successive parts; the parts must bear numeric or chronological designations; and the publication must be intended to continue indefinitely. The criteria for categorizing a “serial” as a type of publication are presented in graphic form in **Figure 11**.

In terms of the internal logic of the code, “seriality,” as defined in the glossary, is reflected primarily through the entity **TYPE OF PUBLICATION**. If the item being described is a document conforming with the criteria in the definition, the item falls into the serials category as a type of publication. As a sub-type of the entity **DOCUMENT** a serial has uniquely associated with it the attributes numbering and frequency. As a serial the document also has specific criteria set for determining the chief source of information and for determining the “boundaries” for the set of document parts comprising the serial described in a single bibliographic record. The model also reflects a number of recursive **ITEM-to-ITEM** relationships that are defined specifically for serials.

Figure 11: Type of Publication



Extending the concept of “seriality” to accommodate electronic forms of dissemination of documents “intended to be continued indefinitely” would have the following implications:

- the concept of the **DOCUMENT** entity would have to be extended to encompass digital objects that effectively lack a physical dimension (see the discussion of the “physicality” issue, above);
- the concepts of **MANUFACTURE**, **RELEASE**, **COPY**, **IMPRESSION**, **ISSUE**, and **EDITION** would have to be reworked to accommodate the electronic transmission of a digital object within the notion of “publication” (see the discussion of the “publication” issue, above);
- the definition of serial as a **TYPE OF PUBLICATION** would have to be reviewed to determine whether the criterion relating to the issue of successive parts implies the distribution of separate “physical” parts, and if so, whether the criterion could be modified;
- examining the implications of treating a “serial” issued as a continuously updated database of articles, etc. not as a set of document parts but as a single document intended to be continued indefinitely;
- reworking the concept of **TYPE OF PUBLICATION** to reflect alternatives to the current binary division of the universe of publications into monographic and serial publications.

The operative distinctions made in the code between monographic publications and serial publications—although in part based on a difference in intent with respect to the completion or indefinite continuation of the publication—are also predicated on conventional modes of “continuing” a publication by means of issuing successive physical parts, irrespective of whether the parts are intended as parts of a finite multipart publication or as parts of a set that has no predetermined end. The use of digital technology in both the creation and the dissemination of documents introduces other options for “continuing” publications that do not entail the issuing of successive physical parts and as such demand a re-examination of the conventional paradigm. The question to be addressed is whether adjustment to the current binary categorization of publication type will be effective, whether a new multi-type categorization is needed, or whether the categorization of type of publication should be “de-constructed” and replaced with a more flexible approach to organizing rules dealing with the characteristics of “continuing” publications.

Recommendation 4: Continue the examination of the “seriality” issue initiated as a follow-up to the Conference on the Principles and Future Development of AACR, using the frame of reference set out in the model developed for this study as a tool to assist in the analysis of the issues.

5. What are the implications of applying the logic of the code to documents in which the intellectual or artistic content is not permanently “fixed” within a physical object?

In conventional media the intellectual or artistic content is permanently fixed within the physical object, and the content is, for all intents and purposes, considered immutable. The rules in Part 1 of the code implicitly take that relationship as a given. To ensure uniformity of description the rules, for the most part, simply focus on the selection of sources of information, on criteria for determining precedence where information

pertaining to a given data element might appear in more than one form within the specified source of information, and on detailing the conventions to be followed in transcribing or recording a particular data element. Implicit in the rules is the assumption that both the source from which the data is derived and the form in which the information is represented in that source will be the same from one copy of a document to another. In fact the assumption is made that in general any difference detected in the formalized elements of the descriptions for two items is a signal that the items represent different documents.

The introduction of digital technologies has effectively undercut those *a priori* assumptions about the relationship between the physical form and the intellectual content of the objects catalogued that are implicit in the code. For digital objects the assumptions may not necessarily hold. The implications of this undercutting of *a priori* assumptions become particularly problematic when we deal with digitally encoded documents that are stored on a host computer and are accessible only on-line. The "item in hand" that the rules indicate is the starting point for the description becomes more of a "virtual" than a "physical" object, linked in some ways more with the dimension of time than with physical dimension. This attenuation of the physical object has several implications both for the code's logical constructs and for the way those constructs are reflected in the rules.

While the digital object may contain the kind of "product" information (e.g., title, statement of responsibility, publisher/distributor) that is associated with more traditional "physical forms," it cannot be assumed that the information will remain constant from one display of the object to the next. Nor can it be assumed that the intellectual or artistic content within the digital object will remain constant, or that a change in the content would be signaled by some parallel change in the "product" information. Furthermore, the technology available to the user at the desktop and the functional capabilities of the applications software used to display the digital object may mean that the copy of the digital object displayed on the user's screen will differ from the copy stored on the host computer. The differences may only affect incidentals such as character fonts, resolution of images, layout, etc., but they may also extend to characteristics that affect the intelligibility of the digital object. There is the potential, therefore, to change not only the physical form of the digital object but also its intellectual or artistic content each and every time the digital object is displayed.

In some ways the problems posed by digital objects are analogous to those associated with conventional materials whose form and/or content is subject to change over time (e.g., serials, loose-leaf updates, and multipart items issued at intervals). For those materials rules have been devised and conventions have been established to address the possibility that as segments of the publication are issued over time the "product" information contained on the chief source of information may change, the physical form may be altered, and the content may be extended or revised. In general the solution has been to record a snapshot of the publication at a given point in its history, to leave certain details open-ended, to record significant variations by means of notes, and to simply ignore others. Basically, however, none of those techniques permit multiple values for a single data element within the record. Either a new record is created (as in the case of successive entry for serials), or the data pertaining to the affected data element is revised (as in the case of changes in responsibility for a multipart monograph). Data that is displaced as a result of such changes is normally re-

incorporated into the description by means of edition and history notes (including notes linking successive entries for a serial), by notes explaining variations in physical details, or sometimes simply through a note such as “title varies slightly.” **Table 2** provides a structured synopsis of the rules in Part I that are designed to reflect change in the attributes of the item described.

It would be more difficult, however, to apply this snapshot technique to digital materials. Because the changes that occur in digital documents are not necessarily linked to the release of a new issue, a set of updates, or an additional part, there is less probability that the cataloguer would re-examine the digital object at the point in time when the change is made. Further, there is less likelihood of there being available to the cataloguer an archival record of the digital object’s content at each interval in the process of revision or extension as there is with conventional materials. Thus there is little guarantee that the snapshot descriptions compiled by different cataloguers would coincide. A cataloguer describing the digital object at any given point in time may have no means of reconstructing and recording the details that pertained to the digital object prior to that point. And there is little likelihood that subsequent changes will be reflected consistently from one record to another.

In terms of the internal logic of the code, the problem is not one that requires the definition of additional attributes, but rather one that requires allowance to be made for the possibility that a given instance of an entity or object type may have an attribute that is subject to change over time. The problem then is to determine how the multiple values for that attribute can be reflected in the data, and whether or not it is necessary to recognize a new instance of the entity or object each time the value for that attribute changes.

Recommendation 5: Review the conventions and rules for reflecting change in the attributes of the item described, as currently established, to determine their applicability to changes in the attributes of digital objects, and extend them as necessary to accommodate a broader range of variables.

Table 2: Rules for reflecting change in the attributes of the item described

	SINGLE-PART MONOGRAPH	MULTIPART MONOGRAPH	SERIAL/NUMBERED SERIES	UNNUMBERED SERIES
More than one chief source of information	1.0H1: Use first occurring chief source <i>Exception:</i> prefer source bearing later date of publication	1.0H2: Use chief source for the first part <i>Exception:</i> if there is no discernible first part, use unifying element	12.0B1: Use chief source for the first issue <i>Exception:</i> if first issue is not available, use the first available issue	[Unspecified]
Change in title proper	21.2B1: Describe as a separate edition	21.2B2: Use title proper of first part <i>Exception:</i> if later title predominates, change to the later title proper	21.2C1: Make a separate entry for each title	[Unspecified]
Change in responsibility	21.3A1: Describe as a separate edition	21.3A2: Enter under heading for first part <i>Exception:</i> if person or body named in later parts predominates, change the heading	21.3B1: Make a new entry if heading for corporate body under which serial is entered changes, or if person or corporate body under which serial is entered is no longer responsible	[Unspecified]
Change in place of publication, distribution, etc.	[Unspecified]	1.4D5: Describe in terms of the publisher named first in the first part <i>Exception:</i> add place associated with a publisher named in a later part under specified conditions	[Nonspecific reference to 1.4C]	[Unspecified]

	SINGLE-PART MONOGRAPH	MULTIPART MONOGRAPH	SERIAL/NUMBERED SERIES	UNNUMBERED SERIES
Change in name of publisher, distributor, etc.	[Unspecified]	1.4D5: Describe in terms of the publisher named first in the first part <i>Exception:</i> add name of publisher named in a later part under specified conditions	[Nonspecific reference to 1.4D]	[Unspecified]
Change in date of publication, distribution, etc.	[Unspecified]	1.4F8: Give earlier and later or earliest and latest dates separated by a hyphen, or earliest or earlier date only followed by hyphen and four spaces	12.4F1: Give date of first issue followed by a hyphen and four spaces, or dates of first issue and last issue separated by a hyphen	[Unspecified]
Change in extent of item	[Unspecified]	1.5B5: Precede specific material designation by three spaces when describing a multipart item that is not yet complete	12.5B1: Precede specific material designation by three spaces when describing a serial that is not yet complete	[Unspecified]
Change in dimensions	[Unspecified]	2.5D3, etc.: Give the dimensions of the smallest or smaller and the largest or larger unit separated by a hyphen	[Nonspecific reference to .5D in the chapter dealing with the type of material to which the serial belongs]	[Unspecified]
Addition of accompanying or supplementary material	[Unspecified]	1.5E1, 1.9B1: Record as accompany material, in a note, or use multilevel description	12.5E1: Give the name of the accompanying material preceded by three spaces if the serial is still in progress	[Unspecified]

	SINGLE-PART MONOGRAPH	MULTIPART MONOGRAPH	SERIAL/NUMBERED SERIES	UNNUMBERED SERIES
Change in title proper of series on item catalogued	1.6B2: Choose the title given in the first of the prescribed sources for the series area <i>Exception:</i> if the title does not appear in the first of the prescribed sources, choose the title given in the other prescribed sources in the order of preference for the sources	1.6B2: Choose the title given in the first of the prescribed sources for the series area <i>Exception:</i> if the title does not appear in the first of the prescribed sources, choose the title given in the other prescribed sources in the order of preference for the sources	[Nonspecific reference to 1.6]	[Unspecified]
Additional numbering within series	[Unspecified]	1.6G2: Give the first and last numbers if the numbering is continuous; otherwise give all the numbers	12.6B1: Do not give series numberings if each issue is separately numbered within the series	[Unspecified]
Changes in frequency	[Not applicable]	[Not applicable]	12.7B1: Make notes on changes in frequency	[Not applicable]
Changes in numbering, etc.	[Not applicable]	[Not applicable]	12.7B8: Make notes on peculiarities in the numbering, etc.	[Not applicable]
Variations in physical details	[Unspecified]	[Unspecified]	12.7B10: Make notes on variations in the physical details of issues of a serial	[Unspecified]

ENTITY/OBJECT: ITEM

DEFINITION:

"A document or set of documents in any physical form, published, issued, or treated as an entity, and as such forming the basis for a single bibliographic description."--glossary

Note: Item is defined relative to the cataloguer's decision in choosing an entity as the object of description. The item may equate to any one of a number of candidate entities: DOCUMENT, DOCUMENT PART, COPY, CONTENT PART, or COLLECTION.

INCLUDES:

Published documents (including books, pamphlets, broadsides, maps, globes, music, sound recordings, motion pictures, videorecordings, art reproductions, pictures, charts, photographs, technical drawings, flash cards, filmstrips, radiographs, slides, transparencies, computer files, kits, models, dioramas, games, puzzles, toys, sculptures, realia, microscope specimens, microforms, serials, etc.)

Unpublished documents (including manuscript and typescript texts, manuscript music, manuscript cartographic items, art originals, unedited or unpublished films or videos, stock shots, nonprocessed sound recordings, unpublished computer files, etc.)

Multipart documents

Parts of multipart documents

Collections of documents

Intellectual or artistic components of documents

EXCLUDES:

ATTRIBUTES:

If the item described is a document (unpublished or published), the attributes of the ITEM correspond to those associated with the entity DOCUMENT and each of its constituent entities (DOCUMENT PART, CONTENT, CONTENT PART, INFIXION, PHYSICAL CARRIER, and CONTAINER), as follows:

DOCUMENT

Title

Statement of responsibility

Statement of attribution

Unpublished document

Version statement

Statement of responsibility relating to a version

Date of manuscript, etc.

ENTITY/OBJECT: ITEM (continued)

ATTRIBUTES:

Published document

Edition/revision statement
Statement of responsibility relating to an edition/revision
Place of publication/distribution/release
Publisher/distributor
Date of publication/distribution/release
Place of manufacture
Manufacturer
Date of manufacture
Document identifier
Terms of availability

Serial publication

Numbering
Frequency

DOCUMENT PART

Title of document part
Statement of responsibility relating to document part
Statement of attribution relating to document part
Document part designation

Unpublished document part

Version statement relating to document part
Statement of responsibility relating to a version of document part
Date of manuscript part, etc.

Published document part

Edition/revision statement relating to document part
Statement of responsibility relating to an edition/revision of document part
Place of publication/distribution/release of document part
Publisher/distributor of document part
Date of publication/distribution/release of document part
Place of manufacture of document part
Manufacturer of document part
Date of manufacture of document part
Document part identifier
Terms of availability of document part

ENTITY/OBJECT: ITEM (continued)

ATTRIBUTES:

CONTENT

Nature of content
Scope of content
Purpose
Intended audience
Language of content
Content summary
Restrictions relating to content

Literary content
Literary form

Cartographic content
Scale
Projection
Coordinates
Equinox
Magnitude

Musical content
Form of composition
Medium of performance
Musical presentation
Form of notation
Duration

Cinmagraphic content
Cinmagraphic form
Duration

Graphic content
Artistic form

Data content
Extent of file
File structure
Variables

Computer program content
Extent of file

ENTITY/OBJECT: ITEM (continued)

ATTRIBUTES:

CONTENT PART

Content part descriptor

INFIXION

Sound recording

Type of recording

Playing speed

Groove characteristic

Track characteristic

Kind of sound

Recording/reproduction characteristic

Film

Aspect ratio

Projection speed

Sound characteristic

Form of print

Videorecording

Videorecording characteristic

Sound characteristic

Computer file

Recording density

Sectoring

Sound characteristic

Graphic content

Colour

Microform

Polarity

Reduction ratio

Alternative format materials

Format

ENTITY/OBJECT: ITEM (continued)

ATTRIBUTES:

PHYSICAL CARRIER

Form of carrier
Extent of carrier
Material
Dimensions of carrier

Printed book
Format

CONTAINER

Form of container
Dimensions of container

If the item described is a particular copy of a document, the attributes of the ITEM correspond to those associated with the entity DOCUMENT and its constituent entities (DOCUMENT PART, CONTENT, CONTENT PART, INFIXION, PHYSICAL CARRIER, and CONTAINER) as listed above, plus the attributes associated with the entity COPY, as follows:

COPY

Annotations, signatures, etc.
Copy number
Lacuna
Access restrictions relating to copy

Printed book / manuscript
Hand colouring
Binding

Videotape
Generation

Computer file
Locally assigned file name

If the item described is a physically separate part of a document, the attributes of the ITEM correspond to those associated with the entity DOCUMENT PART and its constituent entities (CONTENT, CONTENT PART, INFIXION, and PHYSICAL CARRIER) as listed above. If the document part has its own container (i.e., separate from the container for the document as a whole) the attributes of the item also include the attributes of CONTAINER as listed above.

ENTITY/OBJECT: ITEM (continued)

ATTRIBUTES:

If the item described is a collection, the attributes of the ITEM correspond to those associated with the entity COLLECTION, as follows:

COLLECTION

Title of collection
Date of collection
Extent of collection
Unit dimensions

If the item described is an intellectual or artistic component of a document, the attributes of the ITEM correspond to those associated with the entity CONTENT PART, as follows:

CONTENT PART

Content part descriptor
Extent of content part

ENTITY/OBJECT: SERIES

DEFINITION:

"A group of separate items related to one another by the fact that each item bears, in addition to its own title proper, a collective title applying to the group as a whole."--glossary

INCLUDES:

Numbered monographic series
Unnumbered series
Multipart items

Note: The rules for analysis include instructions for recording the title of a multipart item in the series area when the record is for a separately catalogued part of the item or when a multipart item is described in a multilevel description.

EXCLUDES:

Subseries (see SUBSERIES)

ATTRIBUTES:

Title of series
Statement of responsibility relating to series
Series identifier

ENTITY/OBJECT: SERIES
ATTRIBUTE: Title of series

DEFINITION:

[Proposed definition:] A word, phrase, character, or group of characters, normally appearing in an item belonging to a series, that names the series.

INCLUDES:

Chief title of series
Chief title of series in another language and/or script
Variant title of series
Romanized title of series

EXCLUDES:

Title of subseries (see SUBSERIES)

DATA ELEMENTS:

Title proper of series
Parallel title of series
Variant title of series
Romanized title of series

ENTITY/OBJECT: SERIES
ATTRIBUTE: Title of series
DATA ELEMENT: Title proper of series

DEFINITION:

[Proposed definition:] The chief name of a series, including any alternative title but excluding parallel titles and other title information relating to the series.

INCLUDES:

Chief title of the series
Alternative title (i.e., the second part of a two-part title, normally preceded by “or” or its equivalent in another language) (1.6B1, 1.1B1)
Statement of responsibility or the name of a publisher, distributor, etc. that is a grammatically integral part of the title proper of the series (1.6B1, 1.1B2)

EXCLUDES:

Parallel title of series
Variant title of series
Romanized title of series

SOURCE OF INFORMATION:

Prescribed sources of information vary according to the class of materials and type of publication to which the items within the series belong:
Books, pamphlets, and printed sheets: series title page, monograph title page, cover, rest of the publication
Cartographic materials: chief source of information, accompanying printed material
Music: series title page, caption, cover, title page, colophon, other preliminaries
Sound recordings: chief source of information, accompanying textual material, container
Motion pictures and videorecordings: chief source of information, accompanying material
Graphic materials: chief source of information, container, accompanying material
Computer files: chief source of information, the carrier or its labels, information issued by the publisher, creator, etc., container
Three-dimensional artefacts and realia: chief source of information
Microforms: chief source of information, rest of the item, container
Serials: the whole publication (for printed serials); as prescribed by relevant chapter for non-print serials

GENERAL RULES:

General rules applying to all classes of published material cover:
transcription of the title proper of series (1.6B1-1.6B2)

ENTITY/OBJECT: SERIES
ATTRIBUTE: Title of series
DATA ELEMENT: Title proper of series (continued)

SPECIFIC RULES:

N/A

ENTITY/OBJECT: SERIES
ATTRIBUTE: Title of series
DATA ELEMENT: Parallel title of series

DEFINITION:

[Proposed definition:] The title proper of the series in another language and/or script.

INCLUDES:

First parallel title appearing in the prescribed source of information (1.6C1, 1.1D2)
Subsequent parallel title appearing in the prescribed source of information that is in English (1.6C1, 1.1D2)
Subsequent parallel title appearing in the prescribed source of information in a language other than English if both the title proper and the first parallel title are in a nonroman script and there is no parallel title in English (1.6C1, 1.1D2)

EXCLUDES:

Other parallel titles

SOURCE OF INFORMATION:

See source of information for title proper of series

GENERAL RULES:

General rules applying to all classes of published material cover:
transcription of the parallel title of series (1.6C1)

SPECIFIC RULES:

N/A

ENTITY/OBJECT: SERIES
ATTRIBUTE: Title of series
DATA ELEMENT: Variant title of series

DEFINITION:

[Proposed definition:] A series title borne by the item, other than a parallel series title, that varies from the title proper of the series.

INCLUDES:

Series title appearing on a source other than the first of the prescribed sources of information for the series area

EXCLUDES:

SOURCE OF INFORMATION:

See source of information for title proper of series

GENERAL RULES:

General rules applying to all classes of published material cover:
instructions for noting variant titles of series (1.6B2, 1.7B12)

SPECIFIC RULES:

N/A

ENTITY/OBJECT: SERIES
ATTRIBUTE: Title of series
DATA ELEMENT: Romanized title of series

DEFINITION:

[Proposed definition:] The title proper of the series converted to roman alphabet form.

INCLUDES:

Any romanized form of the title proper of the series.

EXCLUDES:

SOURCE OF INFORMATION:

N/A

GENERAL RULES:

General rules applying to all classes of published material cover:
instructions for optionally giving a romanization of the title proper of the series (2.7B12,
3.7B12, etc.)

SPECIFIC RULES:

N/A

ENTITY/OBJECT: SERIES

ATTRIBUTE: Statement of responsibility relating to series

DEFINITION:

[Proposed definition:] A statement normally appearing in items that are part of a series (usually in conjunction with the series title) that names one or more individuals or groups responsible for the series.

INCLUDES:

Statement naming a person responsible for the series
Statement naming a body responsible for issuing or sponsoring the series

EXCLUDES:

Statement of responsibility relating to subseries (see SUBSERIES)

DATA ELEMENTS:

Statement of responsibility relating to series

ENTITY/OBJECT: SERIES
ATTRIBUTE: Statement of responsibility relating to series
DATA ELEMENT: Statement of responsibility relating to series

DEFINITION:

[Proposed definition:] A statement, transcribed from an item within the series, that names one or more individuals or groups responsible for the series.

INCLUDES:

Statement naming a person responsible for the series
Statement naming a body responsible for issuing or sponsoring the series
Parallel statement of responsibility relating to series (1.6E1, 1.1F10-1.1F11) (???)

EXCLUDES:

SOURCE OF INFORMATION:

See source of information for title proper of series

GENERAL RULES:

General rules applying to all classes of material cover:
transcription of the statement of responsibility relating to series (1.6E1, 1.1F1-1.1F13)

SPECIFIC RULES:

N/A

ENTITY/OBJECT: SERIES
ATTRIBUTE: Series identifier

DEFINITION:

[Proposed definition:] A number or code uniquely associated with the series that serves to differentiate that series from any other series.

INCLUDES:

International Standard Serial Number (ISSN)

EXCLUDES:

DATA ELEMENTS:

ISSN of series

ENTITY/OBJECT: SERIES
ATTRIBUTE: Series identifier
DATA ELEMENT: ISSN of series

DEFINITION:

“An eight-figure number including a check digit and preceded by an alphabetic prefix [that] together with the key title uniquely identifies a particular serial title.”--ISBD(G) modified)

INCLUDES:

ISSN for the series

EXCLUDES:

ISSN for subseries (see SUBSERIES)

SOURCE OF INFORMATION:

Any source within the item being described

GENERAL RULES:

General rules applying to all classes of material cover:
transcription of the ISSN for the series (1.6F1)

SPECIFIC RULES:

N/A

ENTITY/OBJECT: SUBSERIES

DEFINITION:

"A series within a series (i.e., a series that always appears in conjunction with another, usually more comprehensive, series of which it forms a section."--glossary

INCLUDES:

Subseries of a numbered monographic series
Subseries of an unnumbered series

EXCLUDES:

ATTRIBUTES:

Title of subseries
Statement of responsibility relating to subseries
Subseries identifier

ENTITY/OBJECT: SUBSERIES
ATTRIBUTE: Title of subseries

DEFINITION:

[Proposed definition:] A word, phrase, character, or group of characters, normally appearing in an item belonging to a subseries, that names the subseries.

INCLUDES:

Chief title of subseries
Chief title of subseries in another language and/or script
Variant title of subseries
Romanized title of subseries

EXCLUDES:

Title of series (see SERIES)

DATA ELEMENTS:

Title proper of subseries
Parallel title of subseries
Variant title of subseries
Romanized title of subseries

ENTITY/OBJECT: SUBSERIES
ATTRIBUTE: Title of subseries
DATA ELEMENT: Title proper of subseries

DEFINITION:

[Proposed definition:] The chief name of a subseries, including any alternative title but excluding parallel titles and other title information relating to the subseries.

INCLUDES:

Chief title of the subseries
Alternative title (i.e., the second part of a two-part title, normally preceded by "or" or its equivalent in another language) (1.6H1, 1.1B1)
Statement of responsibility or the name of a publisher, distributor, etc. that is a grammatically integral part of the title proper of the subseries (1.6H1, 1.1B2)
Alphabetic or numeric designation for the subseries

EXCLUDES:

Parallel title of subseries
Variant title of subseries
Romanized title of subseries

SOURCE OF INFORMATION:

Prescribed sources of information vary according to the class of materials and type of publication to which the items within the series belong:

- Books, pamphlets, and printed sheets: series title page, monograph title page, cover, rest of the publication
- Cartographic materials: chief source of information, accompanying printed material
- Music: series title page, caption, cover, title page, colophon, other preliminaries
- Sound recordings: chief source of information, accompanying textual material, container
- Motion pictures and videorecordings: chief source of information, accompanying material
- Graphic materials: chief source of information, container, accompanying material
- Computer files: chief source of information, the carrier or its labels, information issued by the publisher, creator, etc., container
- Three-dimensional artefacts and realia: chief source of information
- Microforms: chief source of information, rest of the item, container
- Serials: the whole publication (for printed serials); as prescribed by relevant chapter for non-print serials

GENERAL RULES:

General rules applying to all classes of published material cover:
transcription of the title proper of subseries (1.6H1-1.6H2)

ENTITY/OBJECT: SUBSERIES
ATTRIBUTE: Title of subseries
DATA ELEMENT: Title proper of subseries (continued)

SPECIFIC RULES:

N/A

ENTITY/OBJECT: SUBSERIES
ATTRIBUTE: Title of subseries
DATA ELEMENT: Parallel title of subseries

DEFINITION:

[Proposed definition:] The title proper of the subseries in another language and/or script.

INCLUDES:

First parallel title appearing in the prescribed source of information (1.6H3, 1.6C1, 1.1D2)
Subsequent parallel title appearing in the prescribed source of information that is in English (1.6H3, 1.6C1, 1.1D2)
Subsequent parallel title appearing in the prescribed source of information in a language other than English if both the title proper and the first parallel title are in a nonroman script and there is no parallel title in English (1.6H3, 1.6C1, 1.1D2)

EXCLUDES:

Other parallel titles

SOURCE OF INFORMATION:

See source of information for title proper of subseries

GENERAL RULES:

General rules applying to all classes of published material cover:
transcription of the parallel title of subseries (1.6H3)

SPECIFIC RULES:

N/A

ENTITY/OBJECT: SUBSERIES
ATTRIBUTE: Title of subseries
DATA ELEMENT: Variant title of subseries

DEFINITION:

[Proposed definition:] A subseries title borne by the item, other than a parallel subseries title, that varies from the title proper of the subseries.

INCLUDES:

Subseries title appearing on a source other than the first of the prescribed sources of information for the series area

EXCLUDES:

SOURCE OF INFORMATION:

See source of information for title proper of subseries

GENERAL RULES:

General rules applying to all classes of published material cover:
instructions for noting variant titles of subseries (1.6H1, 1.6B2, 1.7B12)

SPECIFIC RULES:

N/A

ENTITY/OBJECT: SUBSERIES
ATTRIBUTE: Title of subseries
DATA ELEMENT: Romanized title of subseries

DEFINITION:

[Proposed definition:] The title proper of the subseries converted to roman alphabet form.

INCLUDES:

Any romanized form of the title proper of the subseries.

EXCLUDES:

SOURCE OF INFORMATION:

N/A

GENERAL RULES:

General rules applying to all classes of published material cover:
instructions for optionally giving a romanization of the title proper of the subseries
(2.7B12, 3.7B12, etc.)

SPECIFIC RULES:

N/A

ENTITY/OBJECT: SUBSERIES

ATTRIBUTE: Statement of responsibility relating to subseries

DEFINITION:

[Proposed definition:] A statement normally appearing in items that are part of a subseries (usually in conjunction with the subseries title) that names one or more individuals or groups responsible for the subseries.

INCLUDES:

Statement naming a person responsible for the subseries
Statement naming a body responsible for issuing or sponsoring the subseries

EXCLUDES:

Statement of responsibility relating to series (see SERIES)

DATA ELEMENTS:

Statement of responsibility relating to subseries

ENTITY/OBJECT: SUBSERIES
ATTRIBUTE: Statement of responsibility relating to subseries
DATA ELEMENT: Statement of responsibility relating to subseries

DEFINITION:

[Proposed definition:] A statement, transcribed from an item within the subseries, that names one or more individuals or groups responsible for the subseries.

INCLUDES:

Statement naming a person responsible for the subseries
Statement naming a body responsible for issuing or sponsoring the subseries
Parallel statement of responsibility relating to subseries (1.6H3, 1.6E1, 1.1F10-1.1F11) (???)

EXCLUDES:

SOURCE OF INFORMATION:

See source of information for title proper of subseries

GENERAL RULES:

General rules applying to all classes of material cover:
transcription of the statement of responsibility relating to subseries (1.6H3, 1.6E1,
1.1F1-1.1F13)

SPECIFIC RULES:

N/A

ENTITY/OBJECT: SUBSERIES
ATTRIBUTE: Subseries identifier

DEFINITION:

[Proposed definition:] A number or code uniquely associated with the subseries that serves to differentiate that subseries from any other subseries.

INCLUDES:

International Standard Serial Number (ISSN)

EXCLUDES:

DATA ELEMENTS:

ISSN of subseries

ENTITY/OBJECT: SUBSERIES
ATTRIBUTE: Subseries identifier
DATA ELEMENT: ISSN of subseries

DEFINITION:

"An eight-figure number including a check digit and preceded by an alphabetic prefix [that] together with the key title uniquely identifies a particular serial title."--ISBD(G) modified)

INCLUDES:

ISSN for the subseries

EXCLUDES:

ISSN for series (see SERIES)

SOURCE OF INFORMATION:

Any source within the item being described

GENERAL RULES:

General rules applying to all classes of material cover:
transcription of the ISSN for the subseries (1.6H4)

SPECIFIC RULES:

N/A

ENTITY/OBJECT: CLASS OF MATERIALS

DEFINITION:

[Proposed definition:]--The broad class or specific class of materials to which an item belongs.

INCLUDES:

Broad classes of materials such as sound recordings, videorecordings, etc.
Specific classes of materials such as sound disc, sound cassette, video disc, video cassette, etc.

EXCLUDES:

ATTRIBUTES:

Class designation

ENTITY/OBJECT: CLASS OF MATERIALS

ATTRIBUTE: Class designation

DEFINITION:

[Proposed definition:] The term used to designate either the broad class or the specific class of materials to which an item belongs.

INCLUDES:

EXCLUDES:

DATA ELEMENTS:

General material designation
Specific material designation

ENTITY/OBJECT: CLASS OF MATERIALS
ATTRIBUTE: Class designation
DATA ELEMENT: General material designation

DEFINITION:

"A term indicating the broad class of material to which an item belongs."--glossary

INCLUDES:

Terms in list 1 under rule 1.1C1
Terms in list 2 under rule 1.1C1

EXCLUDES:

Specific material designation

SOURCE OF INFORMATION:

N/A

GENERAL RULES:

General rules applying to all classes of material cover:
instructions for recording the general material designation for the class to which an item belongs (1.1C1-1.1C3)
instructions for recording the general material designation for a multipart item containing parts belonging to two or more classes of material (1.1C4)

Note: The terms listed as general material designations in list 2 overlap with the specific material designations listed in rules 3.5B1, 8.5B1, and 10.5B1.

SPECIFIC RULES:

N/A

ENTITY/OBJECT: CLASS OF MATERIALS
ATTRIBUTE: Class designation
DATA ELEMENT: Specific material designation

DEFINITION:

"A term indicating the special class of material (usually the class of physical object) to which an item belongs."--glossary

INCLUDES:

Terms such as "sound disc," "sound cassette," "video disc," "video cassette," etc.

EXCLUDES:

General material designation

SOURCE OF INFORMATION:

N/A

GENERAL RULES:

General rules applying to all classes of material cover:
instructions for recording the specific material designation (1.5B1)
instructions for recording the specific material designation for each part of a multipart item (1.10C2)
instructions for preparation of a multilevel description (13.6A)

ENTITY/OBJECT:	CLASS OF MATERIALS
ATTRIBUTE:	Class designation
DATA ELEMENT:	Specific material designation (continued)

SPECIFIC RULES:

Specific rules cover:

- instructions for recording the specific material designation for single-volume printed monographs (2.5B1-2.5B2, 2.5B8-2.5B9)
- instructions for recording the specific material designation for multivolume printed monographs (2.5B17-2.5B21)
- instructions for recording the specific material designation for cartographic materials (3.5B1-3.5B4)
- instructions for recording the specific material designation for manuscripts (4.5B1-4.5B2)
- instructions for recording the specific material designation for music (5.5B1-5.5B2)
- instructions for recording the specific material designation for sound recordings (6.5B1-6.5B3)
- instructions for recording the specific material designation for motion pictures and videorecordings (7.5B1-7.5B3)
- instructions for recording the specific material designation for graphic materials (8.5B1)
- instructions for recording the specific material designation for computer files (9.5B1-9.5B2)
- instructions for recording the specific material designation for three-dimensional artefacts and realia (10.5B1-10.5B2)
- instructions for recording the specific material designation for microforms (11.5B1-11.5B3)
- instructions for recording the specific material designation for serials (12.5B1-12.5B2)

ENTITY/OBJECT: TYPE OF PUBLICATION

DEFINITION:

[Proposed definition:] The category to which a published item belongs with respect to its intended termination (i.e., whether it is intended to be completed in a finite number of parts, or to continue indefinitely).

INCLUDES:

Two categories of publication: monograph and serial

EXCLUDES:

ATTRIBUTES:

Type of publication designation

ENTITY/OBJECT: TYPE OF PUBLICATION
ATTRIBUTE: Type of publication designation

DEFINITION:

[Proposed definition:] A term indicating the category of publication.

INCLUDES:

EXCLUDES:

DATA ELEMENTS:

Note: There are no data elements defined for the type of publication designation. The type of publication is inferred from the presence or absence of data elements such as numbering and frequency.

ENTITY/OBJECT: CHIEF SOURCE OF INFORMATION

DEFINITION:

"The source of bibliographic data to be given preference as the source from which a bibliographic description (or portion thereof) is prepared."--glossary

INCLUDES:

Any of the following sources may be used as the chief source of information, subject to directions given for the class of materials to which the item belongs:

- a title page, "list" title page, analytical title page, cover, caption, masthead, editorial page, colophon, running title, etc.
- a title frame, title card, "header"
- a disc, reel, cassette, or cartridge
- a label on a disc, reel, cassette, cartridge, on the item itself, or on its container
- the item itself
- the container of the item
- accompanying textual material, documentation
- a manuscript copy or a published edition of a manuscript
- a reference source
- any other source

EXCLUDES:

ATTRIBUTES:

Chief source descriptor

ENTITY/OBJECT: CHIEF SOURCE OF INFORMATION

ATTRIBUTE: Chief source descriptor

DEFINITION:

[Proposed definition:] A term indicating the chief source of information used for the title proper.

INCLUDES:

Terms such as "caption," "masthead," "label on disc," "container," etc.
Brief citation for reference source or other source external to the item

EXCLUDES:

DATA ELEMENTS:

Source of title proper

ENTITY/OBJECT:	CHIEF SOURCE OF INFORMATION
ATTRIBUTE:	Chief source descriptor
DATA ELEMENT:	Source of title proper

DEFINITION:
 [Proposed definition:] A note indicating the source of the title proper for the item.

INCLUDES:
 Note indicating the source of the title proper

EXCLUDES:

SOURCE OF INFORMATION:
 N/A

GENERAL RULES:
 General rules applying to all classes of material cover:
 instructions for noting the source of the title proper when it is other than the chief source of information for the class of material to which the item belongs (1.7B3, 3.7B3, 4.7B3, etc.)
Note: Rule 2.7B3 has been revised to instruct the cataloguer to note the source for the title proper if it is a title page substitute.
Query: Should rule .7B3 be revised in other chapters to indicate that a note on the source for the title proper should be made in all cases where the source is one other than the source designated as the first in order of preference as the chief source of information for the class of materials to which the item belongs.

SPECIFIC RULES:
 Specific rules cover:
 instructions for noting the container or accompanying textual material as the source of the title proper for a sound recording where applicable (6.7B3)
 instructions for noting the container as the source of the title proper for a graphic item where applicable (8.7B3)
 instructions for noting the source of the title proper for a computer file in all cases (9.7B3)
 instructions for noting the container or eye-readable matter as the source for the title proper where applicable (11.7B3)
 instructions for noting the title page substitute as the source of the title proper for a printed serial where applicable (12.7B3)
 instructions for noting the issue used as the basis of description for a serial (12.7B23)

ENTITY/OBJECT: DOCUMENT

DEFINITION:

[Proposed definition:] An object that comprises intellectual and/or artistic content and is conceived, produced, and/or issued as an entity.

INCLUDES:

Published documents (including books, pamphlets, broadsides, maps, globes, music, sound recordings, motion pictures, videorecordings, art reproductions, pictures, charts, photographs, technical drawings, flash cards, filmstrips, radiographs, slides, transparencies, computer files, kits, models, dioramas, games, puzzles, toys, sculptures, realia, microscope specimens, microforms, serials, etc.)

Unpublished documents (including manuscript and typescript texts, manuscript music, manuscript cartographic documents, art originals, unedited or unpublished films or videos, stock shots, nonprocessed sound recordings, unpublished computer files, etc.)

Multipart documents

Published collections of documents

EXCLUDES:

Unpublished collections of documents (see COLLECTION)

Physically separate components of a multipart document (see DOCUMENT PART)

ATTRIBUTES:

Title

Statement of responsibility

Statement of attribution

Unpublished document

Version statement

Statement of responsibility relating to a version

Date of manuscript, etc.

Published document

Edition/revision statement

Statement of responsibility relating to an edition/revision

Place of publication/distribution/release

Publisher/distributor

Date of publication/distribution/release

Place of manufacture

Manufacturer

Date of manufacture

Document identifier

Terms of availability

Serial publication

Numbering

Frequency

ENTITY/OBJECT: DOCUMENT

ATTRIBUTE: Title

DEFINITION:

"A word, phrase, character, or group of characters, normally appearing in a [document], that names the [document] or the work contained in it."--glossary (modified)

INCLUDES:

Chief title
Alternative title
Chief title in another language and/or script
Half title, caption title, running title, cover title, spine title, panel title, title block title, title on container, file name, data set name, binder's title
Supplied title, devised title
Key title
Romanized title

EXCLUDES:

Title of separately issued part of a document (see DOCUMENT PART)

DATA ELEMENTS:

Title proper
Parallel title
Variant title
Romanized title
Key-title

ENTITY/OBJECT: DOCUMENT
ATTRIBUTE: Title
DATA ELEMENT: Title proper

DEFINITION:

"The chief name of a [document], including any alternative title but excluding parallel titles and other title information."--glossary (modified)

INCLUDES:

Chief title of the document
Alternative title (i.e., the second part of a two-part title, normally preceded by "or" or its equivalent in another language) (1.1B1)
Statement of responsibility or the name of a publisher, distributor, etc. that is a grammatically integral part of the title proper (1.1B2)
Supplied title (i.e., a title derived from another source in the document, a reference source, or elsewhere, when the document lacks a chief source of information) (1.1B7)
Devised title (i.e., a brief descriptive title devised by the cataloguer when no title can be found in any source) (1.1B7)
Titles of individually titled works in a document lacking a collective title (1.1G)

EXCLUDES:

Parallel title, other title information

SOURCE OF INFORMATION:

The title proper is normally derived from the chief source of information for the document. For a single-part document with more than one chief source of information the title proper is normally derived from the first occurring chief source. (For special cases see CHIEF SOURCE OF INFORMATION).

For a multipart document the title proper is normally derived from the chief source of information for the first part. (For special cases see CHIEF SOURCE OF INFORMATION).

For a serial publication the title proper is normally derived from the chief source of information for the first issue. (For special cases see CHIEF SOURCE OF INFORMATION).

For documents lacking a chief source of information the title proper is derived from any available source.

In the absence of an available source the title proper is devised by the cataloguer.

ENTITY/OBJECT: DOCUMENT
ATTRIBUTE: Title
DATA ELEMENT: Title proper (continued)

GENERAL RULES:

General rules applying to all classes of material cover:

- transcription of the title proper (1.1B1, 1.1B5, 1.1B6)
- criteria for including a statement of responsibility or the name of a publisher, distributor, etc. as part of the title proper (1.1B2)
- use of the name of the person or body responsible for the document as the title proper (1.1B3)
- abridgment of the title proper (1.1B4)
- instructions for supplying or devising a title proper (1.1B7)
- criteria for choosing the title proper when the document bears titles in two or more languages or scripts (1.1B8)
- instructions for recording the title of a part, section, etc. (1.1B9)
- use of a collective title as the title proper (1.1B10)
- the construction of a title proper for a document lacking a collective title (1.1G)
- instructions relating to changes in the title proper of a multipart document (21.2B2)
- instructions relating to changes in the title proper of a serial (21.2C1)

ENTITY/OBJECT: DOCUMENT
ATTRIBUTE: Title
DATA ELEMENT: Title proper (continued)

SPECIFIC RULES:

Specific rules cover:

- instructions for transcribing the opening words of the text for an early printed monograph lacking a title proper (2.14A)
- inclusion of a statement of scale as part of the title proper for cartographic documents (3.1B2)
- inclusion of type of composition, medium of performance, key, date of composition, and number as part of the title proper for music (5.1B1) and for sound recordings containing music (6.1B1)
- exclusion of a file name or data set name from the title proper for a computer file (9.1B3)
- instructions for elements to be included in a devised title--specifically for cartographic documents (3.1B4), manuscript texts (4.1B2), music (5.1B2), music sound recordings (6.1B1), motion pictures and videorecordings (7.1B2)
- instructions for recording the name or abbreviation for a corporate body as part of the title proper of a serial (12.1B3)
- instructions for recording a title proper of a serial when the serial has both a common title and a title for a section or supplement (12.1B4-12.1B6)
- instructions for transcribing the title proper of a serial that includes a date or numbering that varies from issue to issue (12.1B7)

Note: Specific rules normally relate to the content of the document (type of work, etc.) as opposed to the physical form of the document. As a result the specific rule may apply to more than one class of materials (e.g., the specific rule for inclusion of type of composition, etc. in titles for musical works and the specific rule for devising a title for a musical work apply both to music and to sound recordings containing music). By extension the specific rule for devising a title for a cartographic work would apply not only to cartographic documents as a class of materials but also to computer files, graphic documents, three dimensional objects, and microforms presenting cartographic information. Similarly the specific rules for devising titles for manuscript texts would apply not only to such texts in manuscript or typescript but also to those recorded as computer files.

ENTITY/OBJECT: DOCUMENT
ATTRIBUTE: Title
DATA ELEMENT: Parallel title

DEFINITION:

"The title proper in another language and/or script."--glossary

INCLUDES:

Chief title in a language and/or script different from that of the title proper (1.1D1, 1.1D4, 1.7B5))
Original title in a language different from that of the title proper (1.1D3)

EXCLUDES:

Original title in the same language as the title proper (1.1D3)

SOURCE OF INFORMATION:

Chief source of information (for parallel title or original title recorded in the title and statement of responsibility area)
Any source (for parallel title or original title recorded in the note area)

GENERAL RULES:

General rules applying to all classes of material cover:
transcription of the parallel title (1.1D1, 1.1D2)
instructions for recording an original title (1.1D3)
instructions for noting parallel titles appearing outside the chief source of information (1.1D4, 1.7B5)

SPECIFIC RULES:

Specific rules cover:
recording of parallel statements of medium of performance, key, date of composition, and number for music (5.1D1) and for sound recordings containing music (6.1D1)
recording parallel titles for serials with both a common title and a section title (12.1D2)

Note 1: The specific rule for parallel titles of musical works applies both to music and to sound recordings containing music. By extension it would also apply to videorecordings, computer files and microforms containing music.

Note 2: The specific rule for serials with both a common title and a section title would by extension also apply to monographs with both a common title and a section or part title.

ENTITY/OBJECT: DOCUMENT
ATTRIBUTE: Title
DATA ELEMENT: Variant title

DEFINITION:

[Proposed definition:] A title borne by the document, other than a parallel title, that varies from the title proper.

INCLUDES:

Half title, caption title, running title, cover title, spine title, panel title, title block title, title on container, file name, data set name, binder's title, etc.
Original title in the same language as the title proper

EXCLUDES:

Alternative title
Parallel title

SOURCE OF INFORMATION:

Any source in the document

GENERAL RULES:

General rules applying to all classes of material cover:
instructions for noting variations in title (1.7B4)

SPECIFIC RULES:

Specific rules cover:
instructions for noting a file name or data set name that differs from the title proper (9.7B4)
instructions for noting special titles for individual issues of a serial (12.7B4)

ENTITY/OBJECT: DOCUMENT
ATTRIBUTE: Title
DATA ELEMENT: Romanized title

DEFINITION:

[Proposed definition:] The title proper converted to roman alphabet form.

INCLUDES:

Any romanized form of the title proper.

EXCLUDES:

SOURCE OF INFORMATION:

N/A

GENERAL RULES:

General rules applying to all classes of material cover:
instructions for optionally giving a romanization of the title proper (2.7B4, 3.7B4, etc.)

SPECIFIC RULES:

N/A

ENTITY/OBJECT: DOCUMENT

ATTRIBUTE: Title

DATA ELEMENT: Key-title

DEFINITION:

"The unique name assigned to a serial by the International Serials Data System (ISDS)."
-- glossary

INCLUDES:

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

General rules applying to all types of serial publications cover:
instructions for recording the key-title (1.8C1)

SPECIFIC RULES:

N/A

ENTITY/OBJECT: DOCUMENT
ATTRIBUTE: Statement of responsibility

DEFINITION:

[Proposed definition:] A statement appearing in the document (usually in conjunction with the title) that names one or more persons responsible for the creation of the intellectual or artistic content of the document or for the performance of the content, or to corporate bodies from which the content emanates.

INCLUDES:

Statement naming a writer, composer, artist, compiler, performer, producer, director, animator, etc.
Lists of cast members and credits

EXCLUDES:

Statement of responsibility relating to a separately issued part of the document (see DOCUMENT PART)
Statement of responsibility relating to the edition
Statement of responsibility relating to a named revision of an edition

DATA ELEMENTS:

Statement of responsibility

ENTITY/OBJECT: DOCUMENT
ATTRIBUTE: Statement of responsibility
DATA ELEMENT: Statement of responsibility

DEFINITION:

"A statement, transcribed from the [document] described, relating to persons responsible for the intellectual or artistic content of the [document], to corporate bodies from which the content emanates, or to persons or corporate bodies responsible for the performance of the content of the [document]."--glossary (modified)

INCLUDES:

Statement of responsibility (1.1F1, 1.1F2)
Statement of responsibility in which no person or body is named (1.1F14)
Parallel statement of responsibility (1.1F10-1.1F11)

EXCLUDES:

Statement of responsibility relating to the edition
Statement of responsibility relating to a named revision of an edition

SOURCE OF INFORMATION:

Prominent source (for statement of responsibility recorded in the title and statement of responsibility area)
Any source (for statement of responsibility recorded in the note area)

GENERAL RULES:

General rules applying to all classes of material cover:
transcription of the statement of responsibility (1.1F1-1.1F7, 1.1F9, 1.1F11-1.1F14)
instructions for adding a word or phrase to clarify the relationship between the title and the person(s) or body (bodies) named in the statement of responsibility (1.1F8)
instructions for recording a statement(s) of responsibility for a document with parallel titles (1.1F10)
instructions for noting variant names of persons or bodies named in statements of responsibility (2.7B6, 3.7B6, etc.)
instructions for noting statements of responsibility not given in the title and statement of responsibility area (2.7B6, 3.7B6, etc.)
instructions for making notes on persons or bodies connected with the work or with previous editions and not otherwise named in the description (2.7B6, 3.7B6, etc.)

ENTITY/OBJECT: DOCUMENT
ATTRIBUTE: Statement of responsibility
DATA ELEMENT: Statement of responsibility (continued)

SPECIFIC RULES:

Specific rules cover:

- instructions for completing or supplying a statement of responsibility for a manuscript (4.1F2-4.1F3)
- instructions for recording statements of responsibility relating to writers, composers, collectors of field material, producers, etc. and performers for sound recordings (6.1F1)
- instructions for noting the names of members of a group, ensemble, company, etc. (6.1F2, 6.7B6)
- instructions for noting the names of performers (6.1F1, 6.7B6, 6.7B18)
- instructions for recording statements of responsibility relating to producers, directors, animators, etc. for motion pictures and videorecordings (7.1F1)
- instructions for recording the name of an agency responsible for the production of a motion picture or videorecording and the agency for which it is produced (7.1F3)
- instructions for noting cast and credits for a motion picture or videorecording (7.1F1, 7.7B6)
- instructions for recording statements of responsibility relating to producers, artists, designers, developers, etc. for graphic materials (8.1F1)
- instructions for noting the names of sponsors, etc. of a computer file (9.1F1, 9.7B6)
- instructions for noting statements of responsibility for editors of serials (12.1F3, 12.7B6)
- instructions for recording statements of responsibility for a serial with both a common title and a section or supplement title (12.1F4)
- instructions for giving the fuller form of the name of a person or body that otherwise appears only in abbreviated form in the description of a serial (12.7B6)

Note 1: Several of the specific rules relate to the nature of the participation of the person(s) or body (bodies) in the creation/production of the content of the document, not to the physical form of the document. As a result the specific rule may by extension apply to more than one class of materials (e.g., the specific rules relating to performers of music on sound recordings would also apply to performances of music in motion pictures and videorecordings).

Note 2: The specific rule for serials with both a common title and a section or supplement title would by extension also apply to monographs with both a common title and a section or part title.

ENTITY/OBJECT: DOCUMENT
ATTRIBUTE: Statement of attribution

DEFINITION:

[Proposed definition:] A statement that names one or more persons attributed with responsibility for the creation of the intellectual or artistic content of the document.

INCLUDES:

Statement attributing authorship, etc.

EXCLUDES:

DATA ELEMENTS:

Statement of attribution

ENTITY/OBJECT: DOCUMENT
ATTRIBUTE: Statement of attribution
DATA ELEMENT: Statement of attribution

DEFINITION:

[Proposed definition:] A statement, taken either from the document itself or from an external source, identifying the probable author of the work contained in a document that lacks a statement of responsibility, or attributing authorship to a person other than the one named in the statement of responsibility.

INCLUDES:

Statement naming the probable author of a work published anonymously
Statement identifying the author based on information derived from other editions of the work
Statement refuting the attribution of authorship reflected in the statement of responsibility

EXCLUDES:

SOURCE OF INFORMATION:

Prominent source (for statement of attribution recorded in the title and statement of responsibility area)
Any source (for statement of attribution recorded in the note area)

GENERAL RULES:

General rules applying to all classes of material cover:
transcription of the statement of attribution taken from a prominent source within the document (1.1F2)
instructions for noting a statement of attribution (1.7B6, 2.7B6, 3.7B6, etc.)

SPECIFIC RULES:

N/A

ENTITY/OBJECT: DOCUMENT
SUB-TYPE: Unpublished document
ATTRIBUTE: Version statement

DEFINITION:

[Proposed definition:] A word, phrase, character, or group of characters, normally appearing in the document, that indicates a difference in content between the document and a related document.

INCLUDES:

Statement indicating revision, updating, etc.

EXCLUDES:

DATA ELEMENTS:

Version statement

ENTITY/OBJECT: DOCUMENT
SUB-TYPE: Unpublished document
ATTRIBUTE: Version statement
DATA ELEMENT: Version statement

DEFINITION:

[Proposed definition:] A word, phrase, character, or group of characters, transcribed from the document being described, that indicates a difference in content between the document and a related document.

INCLUDES:

Words and phrases such as “second draft,” “third script,” etc.

EXCLUDES:

SOURCE OF INFORMATION:

Prescribed source: chief source of information, published copies of manuscript
A version statement may also be supplied by the cataloguer

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules cover:
instructions for recording a version statement for a manuscript text (4.2B1-4.2B3),
manuscript music (5.2A2), and an unpublished graphic document (8.2A2)

Note 1: There is no reference from rule 3.2A to rule 4.2B to parallel the references from rules 5.2A2 and 8.2A2.

Note 2: There are no specific instructions for recording a version statement for non-processed sound recordings, unedited or unpublished film or videorecordings, stock shots, unpublished computer files, unpublished artefacts, or unpublished microforms.

ENTITY/OBJECT: DOCUMENT
SUB-TYPE: Unpublished document
ATTRIBUTE: Statement of responsibility relating to a version

DEFINITION:

[Proposed definition:] A statement of responsibility relating to one or more versions, but not to all versions, of a given work.

INCLUDES:

Statement relating to an editor, etc. of a manuscript

EXCLUDES:

DATA ELEMENTS:

Statement of responsibility relating to the version

ENTITY/OBJECT:	DOCUMENT
SUB-TYPE:	Unpublished document
ATTRIBUTE:	Statement of responsibility relating to a version
DATA ELEMENT:	Statement of responsibility relating to the version

DEFINITION:
[Proposed definition:] A statement of responsibility, transcribed from the document being described, relating to one or more versions, but not to all versions, of a given work.
INCLUDES:
EXCLUDES:
SOURCE OF INFORMATION:
Prescribed source: chief source of information, published copies of manuscript
GENERAL RULES:
N/A
SPECIFIC RULES:
Specific rules cover: instructions for recording a statement of responsibility relating to the version for a manuscript text (4.2C1), manuscript music (5.2A2), and an unpublished graphic document (8.2A2)
Note 1: There is no reference from rule 3.2A to rule 4.2B to parallel the references from rules 5.2A2 and 8.2A2.
Note 2: There are no specific instructions for recording a statement of responsibility relating to the version for non-processed sound recordings, unedited or unpublished film or videorecordings, stock shots, unpublished computer files, unpublished artefacts, or unpublished microforms.

ENTITY/OBJECT: DOCUMENT
SUB-TYPE: Unpublished document
ATTRIBUTE: Date of manuscript, etc.

DEFINITION:

"The date of production (creation, inscription, manufacture, recording, etc.) of an unpublished document (e.g., a manuscript, an art original, an unedited or unpublished film or video, a stock shot, a nonprocessed sound recording, an unpublished computer file)."--derived from rule 1.4F9

INCLUDES:

Year of production
Month and day
Approximate date (probable year or years, decade, or century)

EXCLUDES:

Inclusive dates for a collection of manuscript documents (see COLLECTION)

DATA ELEMENTS:

Date of the manuscript

ENTITY/OBJECT:	DOCUMENT
SUB-TYPE:	Unpublished document
ATTRIBUTE:	Date of manuscript, etc.
DATA ELEMENT:	Date of the manuscript

DEFINITION:	<p>“The date of production (creation, inscription, manufacture, recording, etc.) of an unpublished document (e.g., a manuscript, an art original, an unedited or unpublished film or video, a stock shot, a nonprocessed sound recording, an unpublished computer file).”--derived from rule 1.4F9</p>
INCLUDES:	
EXCLUDES:	<p>Inclusive dates for a collection of manuscript documents (see COLLECTION)</p>
SOURCE OF INFORMATION:	<p>Prescribed source: chief source of information, published copies of manuscript Approximate or probable date may be derived from any source</p>
GENERAL RULES:	<p>General rules applying to all classes of unpublished materials cover: instructions for recording the date of production of the manuscript (1.4F9)</p>
SPECIFIC RULES:	<p>Specific rules cover:</p> <ul style="list-style-type: none"> instructions for recording the date of manuscript books, dissertations, letters, speeches, etc., legal papers, manuscript cartographic documents, and manuscript music (4.4B1) instructions for recording the date of delivery of a speech, sermon, etc. (4.4B2) instructions for recording the date of recording for nonprocessed sound recordings (6.4F3) instructions for recording the date of creation for unedited or unpublished film, video material, and stock shots (7.4F3) instructions for recording the date of creation for art originals, unpublished photographs, and unpublished graphic documents (8.4F2) instructions for recording the date of creation for an unpublished computer file (9.4F2) instructions for recording the date of manufacture for an artefact (10.4F2) instructions for recording the date of creation for an unpublished microform (11.4F2)

ENTITY/OBJECT: DOCUMENT
SUB-TYPE Published document
ATTRIBUTE: Edition/revision statement

DEFINITION:

[Proposed definition:] A word, phrase, character, or group of characters, normally appearing in the document, that indicates a difference in either content or form between the document and a related document previously issued by the same publisher/distributor, or simultaneously issued by either the same publisher/distributor or another publisher/distributor.--*Functional requirements for bibliographic records* (modified)

INCLUDES:

Statement indicating revision, updating, etc. (e.g., "new edition," "second edition revised," "version 2.0")
Statement relating to the format of the edition (e.g., "large print edition," "micro edition," etc.)
Statement relating to a geographically oriented edition (e.g., "western edition")
Statement relating to a special interest edition (e.g., "édition pour le médecin")
Statement relating to a language edition (e.g., "English edition")

EXCLUDES:

DATA ELEMENTS:

Edition statement
Statement relating to a named revision of an edition

ENTITY/OBJECT: DOCUMENT
SUB-TYPE: Published document
ATTRIBUTE: Edition/revision statement
DATA ELEMENT: Edition statement

DEFINITION:

[Proposed definition:] A word, phrase, or group of characters, indicating that a publication belongs to an edition.--*ISBD(G)*

INCLUDES:

Edition statement
Parallel edition statement

EXCLUDES:

Statement relating to a named revision of an edition

SOURCE OF INFORMATION:

Prescribed sources of information vary according to the class of materials to which the document belongs:

- Books, pamphlets, and printed sheets: title page, other preliminaries, colophon
- Cartographic materials: chief source of information, accompanying printed material
- Manuscripts: chief source of information, published copies of manuscript
- Music: chief source of information, caption, cover, colophon, other preliminaries
- Sound recordings: chief source of information, accompanying textual material, container
- Motion pictures and videorecordings: chief source of information, accompanying material
- Graphic materials: chief source of information, container, accompanying material
- Computer files: chief source of information, the carrier or its labels, information issued by the publisher, creator, etc., container
- Three-dimensional artefacts and realia: chief source of information
- Microforms: chief source of information, rest of the document, container
- Serials: title page, other preliminaries, colophon (for printed serials); as prescribed by relevant chapter for non-print serials

Note: There are inconsistencies from one class of materials to another with respect to the sources outside the chief source of information that are included as prescribed sources for the edition statement.

An edition designation derived from a source other than a prescribed source or devised by the cataloguer may be recorded as an edition statement.

ENTITY/OBJECT: DOCUMENT
SUB-TYPE: Published document
ATTRIBUTE: Edition/revision statement
DATA ELEMENT: Edition statement (continued)

GENERAL RULES:

General rules applying to all classes of material cover:
transcription of the edition statement (1.2B1-1.2B3)
instructions for supplying an edition statement (1.2B4)
instructions for recording parallel edition statements (1.2B5)
instructions for recording edition statements associated with individual works within a document lacking a collective title (1.2B6)

SPECIFIC RULES:

Specific rules cover:
instructions relating to an issue of a computer file that incorporates minor changes (9.2B4, 9.7B7)
instructions for recording an edition statement appearing in accompanying material for a computer file (9.2B5)
criteria for inclusion of edition statements for serials (12.2B1)
instructions for recording edition statements for serials that indicate volume numbering or designation, or chronological coverage (12.2B2)
instructions for noting edition statements for serials that indicate regular revision (12.2B2)

ENTITY/OBJECT: DOCUMENT
SUB-TYPE: Published document
ATTRIBUTE: Edition/revision statement
DATA ELEMENT: Statement relating to a named revision of an edition

DEFINITION:

"[A word, phrase, character, or group of characters indicating a] reissue of a particular edition containing changes from that edition."--derived from rule 1.2D1

INCLUDES:

Statement indicating revision, correction, enlargement, etc. of a previously issued edition
Parallel statement relating to a named revision of the edition

EXCLUDES:

SOURCE OF INFORMATION:

See source of information for edition statement

GENERAL RULES:

General rules applying to all classes of material cover:
transcription of the statement relating to a named revision of an edition (1.2D1)
instructions for recording parallel statements relating to a named revision of an edition (1.2D2)
instructions for recording a statement relating to a reissue of an edition that contains no changes (1.2D3)

SPECIFIC RULES:

Specific rules cover:
instructions relating to a named revision of a computer file containing changes of a minor nature (9.2D1, 9.7B7)

ENTITY/OBJECT: DOCUMENT
SUB-TYPE: Published document
ATTRIBUTE: Statement of responsibility relating to an edition/revision

DEFINITION:

"A statement of responsibility relating to one or more editions, but not to all editions, of a given work [or] to one or more named revisions of an edition (but not all such revisions)."--derived from rules 1.2C1 and 1.2E1.

INCLUDES:

EXCLUDES:

Statement relating to an editor who is responsible for all editions of the work contained in the document

DATA ELEMENTS:

Statement of responsibility relating to the edition
Statement of responsibility relating to a named revision of an edition

ENTITY/OBJECT:	DOCUMENT
SUB-TYPE:	Published document
ATTRIBUTE:	Statement of responsibility relating to an edition/revision
DATA ELEMENT:	Statement of responsibility relating to the edition

DEFINITION:	<p>“A statement of responsibility [transcribed from the document being described] relating to one or more editions, but not to all editions, of a given work.”--derived from rule 1.2C1.</p>
INCLUDES:	<p>Statement of responsibility relating to the edition Parallel statement of responsibility relating to the edition</p>
EXCLUDES:	<p>Statement relating to an editor who is responsible for all editions of the work contained in the document</p>
SOURCE OF INFORMATION:	<p>See source of information for edition statement</p>
GENERAL RULES:	<p>General rules applying to all classes of material cover: transcription of a statement of responsibility relating to the edition (1.2C1-1.2C2) instructions for recording parallel statements of responsibility relating to the edition (1.2C3-1.2C5)</p>
SPECIFIC RULES:	<p>Specific rules cover: instructions for recording other statements of responsibility relating to the edition for a computer file (9.2C1, 9.7B7)</p>

ENTITY/OBJECT:	DOCUMENT
SUB-TYPE:	Published document
ATTRIBUTE:	Statement of responsibility relating to an edition/revision
DATA ELEMENT:	Statement of responsibility relating to a named revision of an edition

DEFINITION:	<p>“A statement of responsibility [transcribed from the document being described] relating to one or more named revisions of an edition (but not all such revisions).”--derived from rule 1.2E1</p>
INCLUDES:	<p>Statement of responsibility relating to a named revision of an edition Parallel statement of responsibility relating to a named revision of an edition</p>
EXCLUDES:	<p>Statement relating to an editor responsible for all revisions of an edition or for all editions of the work contained in the document</p>
SOURCE OF INFORMATION:	<p>See source of information for edition statement</p>
GENERAL RULES:	<p>General rules applying to all classes of material cover: transcription of a statement of responsibility relating to a named revision of an edition (1.2E1) instructions for recording parallel statements of responsibility relating to a named revision of the edition (1.2E2-1.2E3)</p>
SPECIFIC RULES:	<p>N/A</p>

ENTITY/OBJECT: DOCUMENT
SUB-TYPE: Published document
ATTRIBUTE: Place of publication/distribution/release

DEFINITION:

[Proposed definition:] The town or other locality associated with the name of a publisher, distributor, or other agency responsible for issuing the document.

INCLUDES:

Local place
State/province/territory and/or country in which the place is located
Full address of the publisher, distributor, etc.
Probable place of publication/distribution/release

EXCLUDES:

Place of manufacture

DATA ELEMENTS:

Place of publication, distribution, etc.

ENTITY/OBJECT: DOCUMENT
SUB-TYPE: Published document
ATTRIBUTE: Place of publication/distribution/release
DATA ELEMENT: Place of publication, distribution, etc.

DEFINITION:

[Proposed definition:] The name of the town or other locality associated with the name of a publisher, distributor, or other agency responsible for issuing the document.

INCLUDES:

EXCLUDES:

Place of manufacture

SOURCE OF INFORMATION:

Prescribed sources of information vary according to the class of materials to which the document belongs:

Books, pamphlets, and printed sheets: title page, other preliminaries, colophon

Cartographic materials: chief source of information, accompanying printed material

Music: chief source of information, caption, cover, colophon, other preliminaries, first page of music

Sound recordings: chief source of information, accompanying textual material, container

Motion pictures and videorecordings: chief source of information, accompanying material

Graphic materials: chief source of information, container, accompanying material

Computer files: chief source of information, the carrier or its labels, information issued by the publisher, creator, etc., container

Three-dimensional artefacts and realia: chief source of information

Microforms: chief source of information, rest of the document, container

Serials: the whole publication (for printed serials); as prescribed by relevant chapter for non-print serials

Note: There are inconsistencies from one class of materials to another with respect to the sources outside the chief source of information that are included as prescribed sources for the publication, distribution, etc. area.

In addition to the prescribed sources of information, any source in the document or an outside source may serve as the source for the place of publication, distribution, etc. (1.4A2)

ENTITY/OBJECT: DOCUMENT
SUB-TYPE: Published document
ATTRIBUTE: Place of publication/distribution/release
DATA ELEMENT: Place of publication, distribution, etc. (continued)

GENERAL RULES:

General rules applying to all classes of published materials cover:
transcription of the place of publication, distribution, etc. (1.4B3-1.4B4, 1.4C1, 1.4C5)
instructions for recording information from a label covering the original publication details (1.4B5)
instructions for recording fictitious publication details (1.4B6)
instructions for supplying another form of the place name (1.4C2)
instructions for recording/supplying the name of the country, state, province, etc. (1.4C3)
instructions for adding the full form of an abbreviated place name (1.4C4)
instructions for supplying the probable place name (1.4C6)
instructions for recording the full address of the publisher, distributor, etc. (1.4C7)

SPECIFIC RULES:

Specific rules cover:
instructions for recording place of publication for early printed monographs (2.16B-2.16C)
instructions for recording place of publication for early cartographic documents (3.4B2)
instructions for recording place of publication for music printed before 1821 (5.4B2)
instructions for noting irregularities in the publication, distribution, etc. details for serials (12.7B9)

Note: A number of the specific rules for recording publication information relate to conventions associated with early printing practice, not with the specific physical form or content of the document. As a result the specific rule may apply to more than one class of material.

ENTITY/OBJECT: DOCUMENT
SUB-TYPE: Published document
ATTRIBUTE: Publisher/distributor

DEFINITION:

[Proposed definition:] The firm or other corporate body or the person identified in the document as being responsible for the distribution of the document to the public, or the agent or agency that has exclusive or shared marketing rights for the document.--*ALA glossary of library and information science* (modified)

INCLUDES:

Bodies and persons responsible for all types of publication, distribution, issuing, and release activities

EXCLUDES:

Bodies and persons responsible only for the physical manufacture of the document

DATA ELEMENTS:

Name of publisher, distributor, etc.
Statement of function of publisher, distributor, etc.

ENTITY/OBJECT: DOCUMENT
SUB-TYPE: Published document
ATTRIBUTE: Publisher/distributor
DATA ELEMENT: Name of publisher, distributor, etc.

DEFINITION:

[Proposed definition:] The name, transcribed from the document described, of the firm or other corporate body or the person responsible for the distribution of the document to the public, or of the agent or agency that has exclusive or shared marketing rights for the document.--*ALA glossary of library and information science* (modified)

INCLUDES:

EXCLUDES:

Names of bodies and persons responsible only for the physical manufacture of the document

SOURCE OF INFORMATION:

See source of information for place of publication, distribution, etc.

GENERAL RULES:

General rules applying to all classes of published materials cover:
transcription of the name of the publisher, distributor, etc. (1.4B3-1.4B4, 1.4D1-1.4D4, 1.4D7-1.4D8)
instructions for recording information from a label covering the original publication details (1.4B5)
instructions for recording fictitious publication details (1.4B6)
instructions for recording the names of two or more publishers, distributors, etc. (1.4D5-1.4D6)

ENTITY/OBJECT:	DOCUMENT
SUB-TYPE:	Published document
ATTRIBUTE:	Publisher/distributor
DATA ELEMENT:	Name of publisher, distributor, etc. (continued)

SPECIFIC RULES:

Specific rules cover:

- instructions for recording the name of the publisher for early printed monographs (2.16D-2.16E)
- instructions for recording the name of the publisher for early cartographic documents (3.4B2)
- instructions for recording the name of the publisher for music printed before 1821 (5.4B2)
- instructions for recording the name of a subdivision, trade name, or brand name used by the publisher of a sound recording (6.4D2-6.4D3)
- instructions for noting irregularities in the publication, distribution, etc. details for serials (12.7B9)

Note: A number of the specific rules for recording publication information relate to conventions associated with early printing practice, not with the specific physical form or content of the document. As a result the specific rule may apply to more than one class of material.

ENTITY/OBJECT:	DOCUMENT
SUB-TYPE:	Published document
ATTRIBUTE:	Publisher/distributor
DATA ELEMENT:	Statement of function of publisher, distributor, etc.

DEFINITION:
[Proposed definition:] A term indicating the function performed by the person(s) or body (bodies) named as a publisher, distributor, etc.
INCLUDES:
Terms such as “distributor,” “publisher,” “producer,” etc.
EXCLUDES:
Words indicating the function performed that are included in the phrase naming the publisher, distributor, etc.
SOURCE OF INFORMATION:
See source of information for place of publication, distribution, etc.
GENERAL RULES:
General rules applying to all classes of published materials cover: addition of a term indicating function (1.4E1)
SPECIFIC RULES:
N/A

ENTITY/OBJECT: DOCUMENT
SUB-TYPE: Published document
ATTRIBUTE: Date of publication/distribution/release

DEFINITION:

[Proposed definition:] The date (normally a year) of public release of the document.--
Functional requirements for bibliographic records (modified)

INCLUDES:

Year of release
Month and day
Approximate date (probable year or years, decade, or century)
Inclusive dates for a multipart document or serial

EXCLUDES:

Inclusive dates for a series (see SERIES) or subseries (see SUBSERIES)
Date or inclusive dates for a collection of published documents (see COLLECTION)

DATA ELEMENTS:

Date of publication, distribution, etc.

ENTITY/OBJECT:	DOCUMENT
SUB-TYPE:	Published document
ATTRIBUTE:	Date of publication/distribution/release
DATA ELEMENT:	Date of publication, distribution, etc.

DEFINITION:

[Proposed definition:] The date (normally a year) of first public release of the document.--
Functional requirements for bibliographic records (modified)

INCLUDES:

Date of publication, distribution, etc.
 Approximate date of publication, distribution, etc. supplied by the cataloguer
 Copyright date or date of manufacture

EXCLUDES:

Date or inclusive dates for a collection of published documents (see COLLECTION)

SOURCE OF INFORMATION:

See source of information for place of publication, distribution, etc.

GENERAL RULES:

General rules applying to all classes of published materials cover:
 transcription of the date of publication, distribution, etc. (1.4B3, 1.4F1-1.4F8)
 instructions for recording information from a label covering the original publication details (1.4B5)
 instructions for recording fictitious publication details (1.4B6)

SPECIFIC RULES:

Specific rules cover:
 instructions for recording the date of publication for early printed monographs (2.16F-2.16G)
 instructions for recording the date of publication for early cartographic documents (3.4B2)
 instructions for recording the date of publication for music printed before 1821 (5.4B2)
 instructions for recording the date of publication for a serial (12.4F1-12.4F2)

Note: A number of the specific rules for recording publication information relate to conventions associated with early printing practice, not with the specific physical form or content of the document. As a result the specific rule may apply to more than one class of material.

ENTITY/OBJECT: DOCUMENT
SUB-TYPE: Published document
ATTRIBUTE: Place of manufacture

DEFINITION:

[Proposed definition:] The town or other locality associated with the name of the manufacturer of the document.

INCLUDES:

Local place
State/province/territory and/or country in which the place is located

EXCLUDES:

DATA ELEMENTS:

Place of manufacture

ENTITY/OBJECT: DOCUMENT
SUB-TYPE: Published document
ATTRIBUTE: Place of manufacture
DATA ELEMENT: Place of manufacture

DEFINITION:

[Proposed definition:] The name of the town or other locality associated with the name of the manufacturer of the document.

INCLUDES:

EXCLUDES:

SOURCE OF INFORMATION:

See source of information for place of publication, distribution, etc.

GENERAL RULES:

General rules applying to all classes of published materials cover:
transcription of the place of manufacture (1.4G1-1.4G2, 1.4G4)

SPECIFIC RULES:

Specific rules cover:
instructions for recording the place of printing for early printed monographs (2.16H)

ENTITY/OBJECT: DOCUMENT
SUB-TYPE: Published document
ATTRIBUTE: Manufacturer

DEFINITION:

[Proposed definition:] The firm or other corporate body or the person identified in the document as being responsible for the manufacture of the document.

INCLUDES:

Bodies and persons responsible for the physical manufacture of the document

EXCLUDES:

DATA ELEMENTS:

Name of manufacturer

ENTITY/OBJECT: DOCUMENT
SUB-TYPE: Published document
ATTRIBUTE: Manufacturer
DATA ELEMENT: Name of manufacturer

DEFINITION:

[Proposed definition:] The name, transcribed from the document being described, of the firm or other corporate body or the person responsible for the manufacture of the document.

INCLUDES:

EXCLUDES:

SOURCE OF INFORMATION:

See source of information for place of publication, distribution, etc.

GENERAL RULES:

General rules applying to all classes of published materials cover:
transcription of the name of the manufacturer (1.4G1-1.4G2, 1.4G4)

SPECIFIC RULES:

Specific rules cover:
instructions for recording the name of the printer for early printed monographs (2.16H)

ENTITY/OBJECT: DOCUMENT
SUB-TYPE: Published document
ATTRIBUTE: Date of manufacture

DEFINITION:

[Proposed definition:] The date (normally a year) of the manufacture of the document.

INCLUDES:

Year of manufacture
Month and day of manufacture

EXCLUDES:

DATA ELEMENTS:

Date of manufacture

ENTITY/OBJECT: DOCUMENT
SUB-TYPE: Published document
ATTRIBUTE: Date of manufacture
DATA ELEMENT: Date of manufacture

DEFINITION:

[Proposed definition:] The date (normally a year) of the manufacture of the document.

INCLUDES:

EXCLUDES:

SOURCE OF INFORMATION:

See source of information for place of publication, distribution, etc.

GENERAL RULES:

General rules applying to all classes of published materials cover:
transcription of the date of manufacture (1.4F6, 1.4G3-1.4G4)

SPECIFIC RULES:

Specific rules cover:
instructions for recording the date of printing for early printed monographs (2.16F)

ENTITY/OBJECT: DOCUMENT
SUB-TYPE: Published document
ATTRIBUTE: Document identifier

DEFINITION:

[Proposed definition:] A number or code uniquely associated with the document that serves to differentiate that document from any other document.--*Functional requirements for bibliographic records* (modified)

INCLUDES:

Standard number (ISBN, ISSN, ISMN, etc.)
Number/code assigned by publisher, distributor, etc. (publisher's number, stock number, etc.)
Number/code assigned by national bibliographic agency (legal deposit number, etc.)
Number/code assigned by bibliographer, musicologist, etc. (thematic index number, etc.)

EXCLUDES:

Copy identifier (see COPY)

DATA ELEMENTS:

Standard number
Other number

ENTITY/OBJECT: DOCUMENT
SUB-TYPE: Published document
ATTRIBUTE: Document identifier
DATA ELEMENT: Standard number

DEFINITION:

“The International Standard Number (ISN), (e.g., International Standard Book Number (ISBN), International Standard Serial Number (ISSN)) or any internationally agreed upon standard number that identifies a [document] uniquely.”--glossary (modified)

INCLUDES:

ISBN, ISSN, ISMN, etc.
CODEN (???)

EXCLUDES:

Other number

SOURCE OF INFORMATION:

A standard number may be derived from any source within or outside the document

GENERAL RULES:

General rules applying to all classes of published materials cover:
transcription of the standard number (1.8B1)
instructions for recording the standard number when the document bears two or more such numbers (1.8B2)
instructions for recording an incorrectly printed standard number (1.8B4)

SPECIFIC RULES:

N/A

ENTITY/OBJECT:	DOCUMENT
SUB-TYPE:	Published document
ATTRIBUTE:	Document identifier
DATA ELEMENT:	Other number
DEFINITION:	
<p>[Proposed definition:] A number or code, other than a standard number, that is uniquely associated with the document and serves to differentiate that document from any other document.</p>	
INCLUDES:	
<p>Number/code assigned by publisher, distributor, etc. (publisher's number, stock number, etc.) Number/code assigned by national bibliographic agency (legal deposit number, etc.) Number/code assigned by bibliographer, musicologist, etc. (thematic index number, etc.)</p>	
EXCLUDES:	
<p>Standard number Copy identifier (see COPY)</p>	
SOURCE OF INFORMATION:	
<p>Other numbers may be derived from any source within the document, from accompanying material, or from the container of the document</p>	
GENERAL RULES:	
<p>General rules applying to all classes of published materials cover: instructions for noting the reference number for a bibliographic description of the document (1.7B15) instructions for noting other numbers borne by the document (1.7B19, 1.8B3)</p>	
SPECIFIC RULES:	
<p>Specific rules cover: instructions for noting reference numbers for bibliographic descriptions of incunabula and other early printed books (2.18C1) instructions for noting publishers' numbers and plate numbers for music (5.7B19) instructions for noting the publisher's stock number for sound recordings (6.7B19)</p> <p>Query: Is the plate number for music unique to the published document <i>per se</i> or is it associated with a printing master that could be used to produce more than one document?</p>	

ENTITY/OBJECT: DOCUMENT
SUB-TYPE: Published document
ATTRIBUTE: Terms of availability

DEFINITION:

"The terms on which the document is available."--derived from rule 1.8D1

INCLUDES:

Price
Terms indicating availability to a restricted market, group, etc.
Terms indicating availability through rental, licence, etc.

EXCLUDES:

Access restrictions on individual copy or copies owned by a library, etc. (see COPY)

DATA ELEMENTS:

Terms of availability

ENTITY/OBJECT: DOCUMENT
SUB-TYPE: Published document
ATTRIBUTE: Terms of availability
DATA ELEMENT: Terms of availability

DEFINITION:

"The terms on which the document is available."--derived from rule 1.8D1

INCLUDES:

Terms and phrases such as "\$18.95," "Free to students of the college," etc.

EXCLUDES:

Access restrictions on individual copy or copies owned by a library, etc. (see COPY)

SOURCE OF INFORMATION:

Any source within the document or outside

GENERAL RULES:

General rules applying to all classes of published materials cover:
instructions for recording terms of availability (1.8D1, 18E2))

SPECIFIC RULES:

N/A

ENTITY/OBJECT: DOCUMENT
SUB-TYPE: Serial publication
ATTRIBUTE: Numbering

DEFINITION:

[Proposed definition:] The designation of volume/issue, etc. and/or date appearing in the issues of a serial publication.

INCLUDES:

Numeric and/or alphabetic designation
Chronological designation

EXCLUDES:

DATA ELEMENTS:

Numeric and/or alphabetic designation
Chronological designation

ENTITY/OBJECT:	DOCUMENT
SUB-TYPE:	Serial publication
ATTRIBUTE:	Numbering
DATA ELEMENT:	Numeric and/or alphabetic designation

DEFINITION:

[Proposed definition:] The numeric and/or alphabetic designation for a volume/issue, etc. of a serial publication.

INCLUDES:

Numeric designations such as "volume 1, number 1," "issue no. 46," "75/1," etc.

EXCLUDES:

SOURCE OF INFORMATION:

Prescribed sources of information: the whole publication (for printed serials); undefined (for nonprint serials)

Note: For nonprint serials rule 12.0B2 references subrule .0B in the relevant chapter for the class of material to which the serial belongs for instructions on prescribed sources of information, but subrule .0B in chapters 3 through 10 contains no instructions that are relevant to the numeric and/or alphabetic, chronological, or other designation area.

GENERAL RULES:

General rules applying to all classes of serials cover:

- instructions for recording numeric and/or alphabetic designation (12.3B1-12.3B3, 12.3D1, 12.3E1, 12.3F1, 12.3G1)
- instructions for noting irregularities in numbering (12.7B8)

SPECIFIC RULES:

N/A

ENTITY/OBJECT: DOCUMENT
SUB-TYPE: Serial publication
ATTRIBUTE: Numbering
DATA ELEMENT: Chronological designation

DEFINITION:

[Proposed definition:] The chronological designation for a volume/issue, etc. of a serial publication.

INCLUDES:

Chronological designations such as "Jan/Feb 1964," "May 1977," etc.

EXCLUDES:

SOURCE OF INFORMATION:

Prescribed sources of information: the whole publication (for printed serials); undefined (for nonprint serials)

Note: For nonprint serials rule 12.0B2 references subrule .0B in the relevant chapter for the class material to which the serial belongs for instructions on prescribed sources of information, but subrule .0B in chapters 3 through 10 contain no instructions that are relevant to the numeric and/or alphabetic, chronological, or other designation area.

GENERAL RULES:

General rules applying to all classes of serials cover:
instructions for recording chronological designation (12.3B1-12.3B3, 12.3F1, 12.3G1)
instructions for noting irregularities in numbering (12.7B8)

SPECIFIC RULES:

N/A

ENTITY/OBJECT: DOCUMENT
SUB-TYPE: Serial publication
ATTRIBUTE: Frequency

DEFINITION:

[Proposed definition:] The interval at which individual issues of a serial publication are anticipated to be released.

INCLUDES:

EXCLUDES:

DATA ELEMENTS:

Frequency designation

ENTITY/OBJECT: DOCUMENT
SUB-TYPE: Serial publication
ATTRIBUTE: Frequency
DATA ELEMENT: Frequency designation

DEFINITION:

[Proposed definition:] A term or phrase indicating the interval at which individual issues of a serial publication are anticipated to be released.

INCLUDES:

Terms and phrases such as "monthly," "quarterly," "monthly (except August)," etc.

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

General rules applying to all classes of serials cover:
instructions for noting the frequency of issue (12.7B1)

SPECIFIC RULES:

N/A

ENTITY/OBJECT: DOCUMENT PART

DEFINITION:

[Proposed definition:] A physically separate component of a document.

INCLUDES:

Each physically separate component of a multipart document
Any component issued with and intended to be used with a document (accompanying material)
An individual issue of a serial

EXCLUDES:

Supplementary material issued as a separate document

ATTRIBUTES:

Title of document part
Statement of responsibility relating to document part
Statement of attribution relating to document part
Document part designation

Unpublished document part
Version statement relating to document part
Statement of responsibility relating to a version of document part
Date of manuscript part, etc.

Published document part
Edition/revision statement relating to document part
Statement of responsibility relating to an edition/revision of document part
Place of publication/distribution/release of document part
Publisher/distributor of document part
Date of publication/distribution/release of document part
Place of manufacture of document part
Manufacturer of document part
Date of manufacture of document part
Document part identifier
Terms of availability of document part

Serial publication
Numbering relating to document part
Frequency relating to document part

ENTITY/OBJECT: DOCUMENT PART
ATTRIBUTE: Title of document part

DEFINITION:

[Proposed definition]: A word, phrase, character, or group of characters, normally appearing in a document part, that names the document part or the work contained in it.

INCLUDES:

Chief title of the document part
Alternative title of the document part
Supplied title, or devised title pertaining to the document part
Chief title pertaining to the document part in another language and/or script
Half title, caption title, running title, cover title, spine title, panel title, title block title, title on container, special titles for individual issues of a serial, file name, data set name, binder's title, etc. pertaining to the document part
Romanized title pertaining to the document part

EXCLUDES:

Title of the document as a whole (see DOCUMENT)

DATA ELEMENTS:

Title proper of document part
Parallel title of document part
Variant title of document part
Romanized title of document part

ENTITY/OBJECT: DOCUMENT PART
ATTRIBUTE: Title of document part
DATA ELEMENT: Title proper of document part

DEFINITION:

[Proposed definition:] The chief name of a document part, including any alternative title but excluding parallel titles and other title information pertaining to the document part.

INCLUDES:

Chief title of the document part
Alternative title (i.e., the second part of a two-part title, normally preceded by "or" or its equivalent in another language) (1.1B1)
Statement of responsibility or the name of a publisher, distributor, etc. that is a grammatically integral part of the title proper of the document part (1.1B2)
Supplied title (i.e., a title derived from another source in the document part, a reference source, or elsewhere, when the document part lacks a chief source of information) (1.1B7)
Devised title (i.e., a brief descriptive title for the document part devised by the cataloguer when no title can be found in any source) (1.1B7)
Titles of individually titled works in a document part lacking a collective title (1.1G)

EXCLUDES:

Parallel title, other title information pertaining to the document part

SOURCE OF INFORMATION:

The title proper of the document part is normally derived from chief source of information for the document part.
For a document part with more than one chief source of information the title proper of the document part is normally derived from the first occurring chief source. (For special cases see CHIEF SOURCE OF INFORMATION).
For a document part lacking a chief source of information the title proper of the document part is derived from any available source.
In the absence of an available source the title proper of the document part is devised by the cataloguer.

GENERAL RULES:

General rules applying to all classes of material cover:
instructions for noting details of accompanying material (1.5E1, 1.7B11, 2.7B11, etc.)
instructions for preparation of an analytic entry for a document part of a multipart item (13.3A)
instructions for preparation of a multilevel description (13.6A)

See also general rules listed under title proper of DOCUMENT

SPECIFIC RULES:

See specific rules listed under title proper of DOCUMENT

ENTITY/OBJECT: DOCUMENT PART
ATTRIBUTE: Title of document part
DATA ELEMENT: Parallel title of document part

DEFINITION:

[Proposed definition:] The title proper of the document part in another language and/or script.

INCLUDES:

Chief title of the document part in a language and/or script different from the title proper (1.1D1, 1.1D4, 1.7B5)
Original title of the document part in a language different from that of the title proper (1.1D3)

EXCLUDES:

Original title of the document part in the same language as the title proper of the document part (1.1D3)

SOURCE OF INFORMATION:

Chief source of information for the document part (for parallel title or original title of the document part recorded in the title and statement of responsibility area for the document part)
Any source (for parallel title or original title recorded in the note area for the document part)

GENERAL RULES:

General rules applying to all classes of material cover:
instructions for noting details of accompanying material (1.5E1, 1.7B11, 2.7B11, etc.)
instructions for preparation of an analytic entry for a part of a multipart item (13.3A)
instructions for preparation of a multilevel description (13.6A)

See also general rules listed under parallel title of DOCUMENT

SPECIFIC RULES:

See specific rules listed under parallel title of DOCUMENT

ENTITY/OBJECT: DOCUMENT PART
ATTRIBUTE: Title of document part
DATA ELEMENT: Variant title of document part

DEFINITION:

[Proposed definition:] A title borne by the document part, other than a parallel title, that varies from the title proper of the document part.

INCLUDES:

Half title, caption title, running title, cover title, spine title, panel title, title block title, title on container, special titles for individual issues of a serial, file name, data set name, binder's title, etc. pertaining to the document part
Original title of the document part in the same language as the title proper of the document part

EXCLUDES:

Alternative title of the document part
Parallel title of the document part

SOURCE OF INFORMATION:

Any source in the document part

GENERAL RULES:

General rules applying to all classes of material cover:
instructions for preparation of an analytic entry for a part of a multipart item (13.3A)
instructions for preparation of a multilevel description (13.6A)

See also general rules listed under variant title of DOCUMENT

SPECIFIC RULES:

See specific rules listed under variant title of DOCUMENT

ENTITY/OBJECT: DOCUMENT PART
ATTRIBUTE: Title of document part
DATA ELEMENT: Romanized title of document part

DEFINITION:

[Proposed definition:] The title proper of the document part converted to roman alphabet form.

INCLUDES:

Any romanized form of the title proper of the document part.

EXCLUDES:

SOURCE OF INFORMATION:

N/A

GENERAL RULES:

General rules applying to all classes of material cover:
instructions for preparation of an analytic entry for a part of a multipart item (13.3A)
instructions for preparation of a multilevel description (13.6A)

See also general rules listed under romanized title of DOCUMENT

SPECIFIC RULES:

N/A

ENTITY/OBJECT: DOCUMENT PART

ATTRIBUTE: Statement of responsibility relating to document part

DEFINITION:

[Proposed definition:] A statement appearing in the document part (usually in conjunction with the title) that names one or more persons responsible for the creation of the intellectual or artistic content of the document part or for the performance of the content, or to corporate bodies from which the content emanates.

INCLUDES:

Statement naming a writer, composer, artist, compiler, performer, producer, director, animator, etc. responsible for the content of the document part

EXCLUDES:

Statement of responsibility relating to the document as a whole (see DOCUMENT)
Statement of responsibility relating to the edition of the document part
Statement of responsibility relating to a named revision of an edition of the document part

DATA ELEMENTS:

Statement of responsibility relating to document part

ENTITY/OBJECT: DOCUMENT PART
ATTRIBUTE: Statement of responsibility relating to document part
DATA ELEMENT: Statement of responsibility relating to document part

DEFINITION:

[Proposed definition:] A statement, transcribed from the document part described, relating to persons responsible for the intellectual or artistic content of the document part, to corporate bodies from which the content emanates, or to persons or corporate bodies responsible for the performance of the content of the document part.

INCLUDES:

Statement of responsibility (1.1F1, 1.1F2)
Statement of responsibility for the document part in which no person or body is named (1.1F14)
Parallel statement of responsibility relating to document part (1.1F10-1.1F11)

EXCLUDES:

Statement of responsibility relating to the edition of the document part
Statement of responsibility relating to a named revision of an edition of the document part

SOURCE OF INFORMATION:

Prominent source for the document part (for statement of responsibility recorded in the title and statement of responsibility area)
Any source (for statement of responsibility relating to the document part recorded in the note area)

GENERAL RULES:

General rules applying to all classes of material cover:
instructions for noting details of accompanying material (1.5E1, 1.7B11, 2.7B11, etc.)
instructions for preparation of an analytic entry for a part of a multipart item (13.3A)
instructions for preparation of a multilevel description (13.6A)

See also general rules listed under statement of responsibility for DOCUMENT

SPECIFIC RULES:

See specific rules listed under statement of responsibility for DOCUMENT

ENTITY/OBJECT: DOCUMENT PART

ATTRIBUTE: Statement of attribution relating to document part

DEFINITION:

[Proposed definition:] A statement that names one or more persons attributed with responsibility for the creation of the intellectual or artistic content of the document part.

INCLUDES:

Statement attributing authorship, etc. of the content of the document part

EXCLUDES:

DATA ELEMENTS:

Statement of attribution relating to document part

ENTITY/OBJECT: DOCUMENT PART
ATTRIBUTE: Statement of attribution relating to document part
DATA ELEMENT: Statement of attribution relating to document part

DEFINITION:

[Proposed definition:] A statement, taken either from the document part itself or from an external source, identifying the probable author of the work contained in a document part that lacks a statement of responsibility, or attributing authorship to a person other than the one named in the statement of responsibility.

INCLUDES:

Statement naming the probable author of a work published anonymously
Statement identifying the author based on information derived from other editions of the work
Statement refuting the attribution of authorship reflected in the statement of responsibility

EXCLUDES:

SOURCE OF INFORMATION:

Prominent source (for statement of attribution recorded in the title and statement of responsibility area)
Any source (for statement of attribution recorded in the note area)

GENERAL RULES:

General rules applying to all classes of material cover:
instructions for preparation of an analytic entry for a part of a multipart item (13.3A)
instructions for preparation of a multilevel description (13.6A)

See also general rules listed under statement of attribution for DOCUMENT

SPECIFIC RULES:

N/A

ENTITY/OBJECT: DOCUMENT PART
ATTRIBUTE: Document part designation

DEFINITION:

[Proposed definition:] A term or phrase designating an individual document part.

INCLUDES:

Terms and phrases such as "teacher's guide," "pamphlet," etc.

EXCLUDES:

DATA ELEMENTS:

Document part designation

ENTITY/OBJECT: DOCUMENT PART
ATTRIBUTE: Document part designation
DATA ELEMENT: Document part designation

DEFINITION:

[Proposed definition:] A term or phrase designating an individual document part.

INCLUDES:

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

General rules applying to all classes of material cover:
instructions for recording the name of the accompanying material (1.5E1)

SPECIFIC RULES:

N/A

ENTITY/OBJECT: DOCUMENT PART
SUB-TYPE: Unpublished document part
ATTRIBUTE: Version statement relating to document part

DEFINITION:

[Proposed definition:] A word, phrase, character, or group of characters, normally appearing in the document part, that indicates a difference in content between the document part and a related document part.

INCLUDES:

Statement indicating revision, updating, etc.

EXCLUDES:

DATA ELEMENTS:

Version statement relating to document part

ENTITY/OBJECT: DOCUMENT PART
SUB-TYPE: Unpublished document part
ATTRIBUTE: Version statement relating to document part
DATA ELEMENT: Version statement relating to document part

DEFINITION:

[Proposed definition:] A word, phrase, character, or group of characters, transcribed from the document part being described, that indicates a difference in content between the document part and a related document part.

INCLUDES:

Terms and phrases such as "second draft," "third script," etc.

EXCLUDES:

SOURCE OF INFORMATION:

Prescribed source: chief source of information, published copies of manuscript
Statement supplied by the cataloguer

GENERAL RULES:

General rules applying to all classes of material cover:
instructions for noting details of accompanying material (1.5E1, 1.7B11, 2.7B11, etc.)
instructions for preparation of an analytic entry for a part of a multipart item (13.3A)
instructions for preparation of a multilevel description (13.6A)

See also general rules listed under statement of version for DOCUMENT

SPECIFIC RULES:

See specific rules listed under statement of version for DOCUMENT

ENTITY/OBJECT: DOCUMENT PART
SUB-TYPE: Unpublished document part
ATTRIBUTE: Statement of responsibility relating to a version of document part

DEFINITION:

[Proposed definition:] A statement of responsibility relating to one or more versions, but not to all versions, of a given work.

INCLUDES:

Statement relating to an editor, etc. of a manuscript

EXCLUDES:

DATA ELEMENTS:

Statement of responsibility relating to the version of document part

ENTITY/OBJECT: DOCUMENT PART
SUB-TYPE: Unpublished document part
ATTRIBUTE: Statement of responsibility relating to a version of document part
DATA ELEMENT: Statement of responsibility relating to the version of document part

DEFINITION:

[Proposed definition:] A statement of responsibility, transcribed from the document part being described, relating to one or more versions, but not to all versions, of a given work.

INCLUDES:

EXCLUDES:

SOURCE OF INFORMATION:

Prescribed source: chief source of information, published copies of manuscript

GENERAL RULES:

General rules applying to all classes of material cover:
instructions for noting details of accompanying material (1.5E1, 1.7B11, 2.7B11, etc.)
instructions for preparation of an analytic entry for a part of a multipart item (13.3A)
instructions for preparation of a multilevel description (13.6A)

See also general rules listed under statement of responsibility relating to the version for DOCUMENT

SPECIFIC RULES:

See specific rules listed under statement of responsibility relating to the version for DOCUMENT

ENTITY/OBJECT: DOCUMENT PART
SUB-TYPE: Unpublished document part
ATTRIBUTE: Date of manuscript document part, etc.

DEFINITION:

[Proposed definition:] The date of production (creation, inscription, manufacture, recording, etc.) of an unpublished document part (e.g., a manuscript, an art original, an unedited or unpublished film or video, a stock shot, a nonprocessed sound recording, an unpublished computer file).

INCLUDES:

Year of production of document part
Month and day of production of document part
Approximate date (probable year or years, decade, or century)

EXCLUDES:

DATA ELEMENTS:

Date of the manuscript document part

ENTITY/OBJECT: DOCUMENT PART
SUB-TYPE: Unpublished document part
ATTRIBUTE: Date of manuscript document part, etc.
DATA ELEMENT: Date of the manuscript document part

DEFINITION:

[Proposed definition:] The date of production (creation, inscription, manufacture, recording, etc.) of an unpublished document part (e.g., a manuscript, an art original, an unedited or unpublished film or video, a stock shot, a nonprocessed sound recording, an unpublished computer file).

INCLUDES:

EXCLUDES:

SOURCE OF INFORMATION:

Prescribed source: chief source of information for the document part, published copies of manuscript document part
Approximate or probable date of the document part may be derived from any source

GENERAL RULES:

General rules applying to all classes of material cover:
instructions for noting details of accompanying material (1.5E1, 1.7B11, 2.7B11, etc.)
instructions for preparation of an analytic entry for a part of a multipart item (13.3A)
instructions for preparation of a multilevel description (13.6A)

See also general rules listed under date of the manuscript for DOCUMENT

SPECIFIC RULES:

See specific rules listed under date of the manuscript for DOCUMENT

ENTITY/OBJECT: DOCUMENT PART
SUB-TYPE: Published document part
ATTRIBUTE: Edition/revision statement relating to document part

DEFINITION:

[Proposed definition:] A word, phrase, character, or group of characters, normally appearing in the document part, that indicates a difference in either content or form between the document part and a related document part previously issued by the same publisher/distributor, or simultaneously issued by either the same publisher/distributor or another publisher/distributor.

INCLUDES:

Statement indicating revision, updating, etc. relating to the document part (e.g., "new edition," "second edition revised," "version 2.0")
Statement relating to the format of the edition of the document part (e.g., "large print edition")
Statement relating to a geographically oriented edition of the document part (e.g., "western edition")
Statement relating to a special interest edition (e.g. "édition pour le médecin")
Statement relating to a language edition (e.g., "English edition")

EXCLUDES:

DATA ELEMENTS:

Edition statement relating to document part
Statement relating to a named revision of an edition of document part

ENTITY/OBJECT: DOCUMENT PART
SUB-TYPE Published document part
ATTRIBUTE: Edition/revision statement relating to document part
DATA ELEMENT: Edition statement relating to document part

DEFINITION:

[Proposed definition:] A word, phrase, or group of characters, indicating that a document part belongs to an edition.

INCLUDES:

Edition statement relating to the document part
Parallel edition statement relating to the document part

EXCLUDES:

Statement relating to a named revision of an edition of the document part

SOURCE OF INFORMATION:

Prescribed sources of information vary according to the class of materials to which the document part belongs (see sources of information listed under edition/revision statement for DOCUMENT)

An edition designation derived from a source other than a prescribed source or devised by the cataloguer may be recorded as an edition statement.

GENERAL RULES:

General rules applying to all classes of material cover:
instructions for noting details of accompanying material (1.5E1, 1.7B11, 2.7B11, etc.)
instructions for preparation of an analytic entry for a part of a multipart item (13.3A)
instructions for preparation of a multilevel description (13.6A)

See also general rules listed under edition statement for DOCUMENT

SPECIFIC RULES:

See specific rules listed under edition statement for DOCUMENT

ENTITY/OBJECT:	DOCUMENT PART
SUB-TYPE:	Published document part
ATTRIBUTE:	Edition/revision statement relating to document part
DATA ELEMENT:	Statement relating to a named revision of an edition of document part

DEFINITION:

[Proposed definition:] A word, phrase, character, or group of characters indicating a reissue of a particular edition of the document part containing changes from that edition.

INCLUDES:

Statement indicating revision, correction, enlargement, etc. of a previously issued edition of the document part
 Parallel statement relating to a named revision of an edition of the document part

EXCLUDES:

SOURCE OF INFORMATION:

See source of information for the edition statement pertaining to document part

GENERAL RULES:

General rules applying to all classes of material cover:
 instructions for noting details of accompanying material (1.5E1, 1.7B11, 2.7B11, etc.)
 instructions for preparation of an analytic entry for a part of a multipart item (13.3A)
 instructions for preparation of a multilevel description (13.6A)

See also general rules listed under statement relating to a named revision of an edition for DOCUMENT

SPECIFIC RULES:

See specific rules listed under statement relating to a named revision of an edition for DOCUMENT

ENTITY/OBJECT: DOCUMENT PART
SUB-TYPE Published document part
ATTRIBUTE: Statement of responsibility relating to an edition/revision of document part

DEFINITION:

[Proposed definition]: A statement of responsibility relating to one or more editions, but not to all editions, of the work contained in the document part [or] to one or more named revisions of an edition (but not all such revisions) of the document part.

INCLUDES:

EXCLUDES:

Statement relating to an editor who is responsible for all editions of the work contained in the document part

DATA ELEMENTS:

Statement of responsibility relating to the edition of document part
Statement of responsibility relating to a named revision of an edition of document part

ENTITY/OBJECT:	DOCUMENT PART
SUB-TYPE:	Published document part
ATTRIBUTE:	Statement of responsibility relating to an edition/revision of document part
DATA ELEMENT:	Statement of responsibility relating to the edition of document part

DEFINITION:

[Proposed definition:] A statement of responsibility, transcribed from the item being described, relating to one or more editions, but not to all editions, of the work contained in the document part.

INCLUDES:

Statement of responsibility relating to the edition of document part
 Parallel statement of responsibility relating to the edition of the document part

EXCLUDES:

Statement relating to an editor who is responsible for all editions of the work contained in the document part

SOURCE OF INFORMATION:

See source of information for edition statement relating to document part

GENERAL RULES:

General rules applying to all classes of material cover:
 instructions for noting details of accompanying material (1.5E1, 1.7B11, 2.7B11, etc.)
 instructions for preparation of an analytic entry for a part of a multipart item (13.3A)
 instructions for preparation of a multilevel description (13.6A)

See also general rules listed under statement of responsibility relating to the edition of DOCUMENT

SPECIFIC RULES:

See specific rules listed under statement of responsibility relating to the edition of DOCUMENT

ENTITY/OBJECT:	DOCUMENT PART
SUB-TYPE:	Published document part
ATTRIBUTE:	Statement of responsibility relating to an edition/revision of document part
DATA ELEMENT:	Statement of responsibility relating to a named revision of an edition of document part

DEFINITION:

[Proposed definition:] A statement of responsibility, transcribed from the item being described, relating to one or more named revisions of an edition (but not all such revisions) of the document part

INCLUDES:

Statement of responsibility relating to a named revision of an edition of document part
 Parallel statement of responsibility relating to a named revision of an edition of the document part

EXCLUDES:

Statement relating to an editor responsible for all revisions of an edition or for all editions of the work contained in the document part

SOURCE OF INFORMATION:

See source of information for edition statement relating to document part

GENERAL RULES:

General rules applying to all classes of material cover:
 instructions for noting details of accompanying material (1.5E1, 1.7B11, 2.7B11, etc.)
 instructions for preparation of an analytic entry for a part of a multipart item (13.3A)
 instructions for preparation of a multilevel description (13.6A)

See also general rules listed under statement of responsibility relating to a named revision of an edition of DOCUMENT

SPECIFIC RULES:

N/A

ENTITY/OBJECT: DOCUMENT PART
SUB-TYPE: Published document part
ATTRIBUTE: Place of publication/distribution/release of document part

DEFINITION:

[Proposed definition:] The town or other locality associated with the name of a publisher, distributor, or other agency responsible for issuing the document part.

INCLUDES:

Local place
State/province/territory and/or country in which the place is located
Full address of the publisher, distributor, etc.
Probable place of publication/distribution/release

EXCLUDES:

Place of manufacture of the document part

DATA ELEMENTS:

Place of publication, distribution, etc. of document part

ENTITY/OBJECT:	DOCUMENT PART
SUB-TYPE:	Published document part
ATTRIBUTE:	Place of publication/distribution/release of document part
DATA ELEMENT:	Place of publication, distribution, etc. of document part

DEFINITION:

[Proposed definition:] The name of the town or other locality associated with the name of a publisher, distributor, or other agency responsible for issuing the document part.

INCLUDES:

EXCLUDES:

Place of manufacture of the document part

SOURCE OF INFORMATION:

Prescribed sources of information vary according to the class of materials to which the document part belongs (see sources of information listed under place of publication, distribution, etc. for DOCUMENT)

In addition to the prescribed sources of information, any source in the document part or an outside source may serve as the source for the place of publication, distribution, etc. (1.4A2)

GENERAL RULES:

General rules applying to all classes of material cover:
instructions for noting details of accompanying material (1.5E1, 1.7B11, 2.7B11, etc.)
instructions for preparation of an analytic entry for a part of a multipart item (13.3A)
instructions for preparation of a multilevel description (13.6A)

See also general rules listed under place of publication, distribution, etc. for DOCUMENT

SPECIFIC RULES:

See specific rules listed under place of publication, distribution, etc. for DOCUMENT

ENTITY/OBJECT: DOCUMENT PART
SUB-TYPE: Published document part
ATTRIBUTE: Publisher/distributor of document part

DEFINITION:

[Proposed definition:] The firm or other corporate body or the person identified in the document part as being responsible for the distribution of the document part to the public, or the agent or agency that has exclusive or shared marketing rights for the document part.

INCLUDES:

Bodies and persons responsible for all types of publication, distribution, issuing, and release activities

EXCLUDES:

Bodies and persons responsible only for the physical manufacture of the document part

DATA ELEMENTS:

Name of publisher, distributor, etc. of document part
Statement of function of publisher, distributor, etc. of document part

ENTITY/OBJECT:	DOCUMENT PART
SUB-TYPE:	Published document part
ATTRIBUTE:	Publisher/distributor of document part
DATA ELEMENT:	Name of publisher, distributor, etc. of document part

DEFINITION:

[Proposed definition:] The name, transcribed from the document part being described, of the firm or other corporate body or the person responsible for the distribution of the document part to the public, or of the agent or agency that has exclusive or shared marketing rights for the document part.

INCLUDES:

EXCLUDES:

Names of bodies and persons responsible only for the physical manufacture of the document part

SOURCE OF INFORMATION:

See source of information for place of publication, distribution, etc. of document part

GENERAL RULES:

General rules applying to all classes of material cover:
instructions for noting details of accompanying material (1.5E1, 1.7B11, 2.7B11, etc.)
instructions for preparation of an analytic entry for a part of a multipart item (13.3A)
instructions for preparation of a multilevel description (13.6A)

See also general rules listed under name of publisher, distributor, etc. for DOCUMENT

SPECIFIC RULES:

See specific rules listed under name of publisher, distributor, etc. for DOCUMENT

ENTITY/OBJECT:	DOCUMENT PART
SUB-TYPE:	Published document part
ATTRIBUTE:	Publisher/distributor of document part
DATA ELEMENT:	Statement of function of publisher, distributor, etc. of document part

DEFINITION:
[Proposed definition:] A term indicating the function performed by the person(s) or body (bodies) named as a publisher, distributor, etc. of the document part.
INCLUDES:
Terms such as “distributor,” “publisher,” etc.
EXCLUDES:
Words indicating the function performed that are included in the phrase naming the publisher, distributor, etc. of the document part
SOURCE OF INFORMATION:
See source of information for place of publication, distribution, etc. of document part
GENERAL RULES:
<p>General rules applying to all classes of material cover:</p> <ul style="list-style-type: none"> instructions for noting details of accompanying material (1.5E1, 1.7B11, 2.7B11, etc.) instructions for preparation of an analytic entry for a part of a multipart item (13.3A) instructions for preparation of a multilevel description (13.6A) <p>See also general rules listed under name of publisher, distributor, etc. for DOCUMENT</p>
SPECIFIC RULES:
N/A

ENTITY/OBJECT: DOCUMENT PART
SUB-TYPE: Published document part
ATTRIBUTE: Date of publication/distribution/release of document part

DEFINITION:

[Proposed definition:] The date (normally a year) of public release of the document part.

INCLUDES:

Year of release of the document part
Month and day of release of the document part
Approximate date (probable year or years, decade, or century)

EXCLUDES:

Inclusive dates for a multipart item
Inclusive dates for a serial

DATA ELEMENTS:

Date of publication, distribution, etc. of document part

ENTITY/OBJECT:	DOCUMENT PART
SUB-TYPE:	Published document part
ATTRIBUTE:	Date of publication/distribution/release of document part
DATA ELEMENT:	Date of publication, distribution, etc. of document part

DEFINITION:

[Proposed definition:] The date (normally a year) of first public release of the document part.

INCLUDES:

Date of publication, distribution, etc.
 Approximate date of publication, distribution, etc. supplied by the cataloguer
 Copyright date or date of manufacture of the document part

EXCLUDES:

Inclusive dates for a multipart document
 Inclusive dates for a serial

SOURCE OF INFORMATION:

See source of information for place of publication, distribution, etc. of document part

GENERAL RULES:

General rules applying to all classes of material cover:
 instructions for noting details of accompanying material (1.5E1, 1.7B11, 2.7B11, etc.)
 instructions for preparation of an analytic entry for a part of a multipart item (13.3A)
 instructions for preparation of a multilevel description (13.6A)

See also general rules listed under date of publication, distribution, etc. for DOCUMENT

SPECIFIC RULES:

See specific rules listed under date of publication, distribution, etc. for DOCUMENT

ENTITY/OBJECT: DOCUMENT PART
SUB-TYPE: Published document part
ATTRIBUTE: Place of manufacture of document part

DEFINITION:

[Proposed definition:] The town or other locality associated with the name of the manufacturer of the document part.

INCLUDES:

Local place
State/province/territory and/or country in which the place is located

EXCLUDES:

DATA ELEMENTS:

Place of manufacture of document part

ENTITY/OBJECT: DOCUMENT PART
SUB-TYPE: Published document part
ATTRIBUTE: Place of manufacture of document part
DATA ELEMENT: Place of manufacture

DEFINITION:

[Proposed definition:] The name of the town or other locality associated with the name of the manufacturer of the document part.

INCLUDES:

EXCLUDES:

SOURCE OF INFORMATION:

See source of information for place of publication, distribution, etc. of document part

GENERAL RULES:

General rules applying to all classes of material cover:
instructions for preparation of an analytic entry for a part of a multipart item (13.3A)
instructions for preparation of a multilevel description (13.6A)

See also general rules listed under place of manufacture for DOCUMENT

SPECIFIC RULES:

See specific rules listed under place of manufacture for DOCUMENT

ENTITY/OBJECT: DOCUMENT PART
SUB-TYPE: Published document part
ATTRIBUTE: Manufacturer of document part

DEFINITION:

[Proposed definition:] The firm or other corporate body or the person identified in the item as being responsible for the manufacture of the document part.

INCLUDES:

Bodies and persons responsible for the physical manufacture of the document part

EXCLUDES:

DATA ELEMENTS:

Name of manufacturer of document part

ENTITY/OBJECT: DOCUMENT PART
SUB-TYPE: Published document part
ATTRIBUTE: Manufacturer of document part
DATA ELEMENT: Name of manufacturer of document part

DEFINITION:

[Proposed definition:] The name, transcribed from the item being described, of the firm or other corporate body or the person responsible for the manufacture of the document part.

INCLUDES:

EXCLUDES:

SOURCE OF INFORMATION:

See source of information for place of publication, distribution, etc. of document part

GENERAL RULES:

General rules applying to all classes of material cover:
instructions for preparation of an analytic entry for a part of a multipart item (13.3A)
instructions for preparation of a multilevel description (13.6A)

See also general rules listed under name of manufacturer for DOCUMENT

SPECIFIC RULES:

See specific rules listed under name of manufacturer for DOCUMENT

ENTITY/OBJECT: DOCUMENT PART
SUB-TYPE: Published document part
ATTRIBUTE: Date of manufacture of document part

DEFINITION:

[Proposed definition:] The date (normally a year) of the manufacture of the document part.

INCLUDES:

Year of manufacture of document part
Month and day of manufacture of document part

EXCLUDES:

DATA ELEMENTS:

Date of manufacture of document part

ENTITY/OBJECT: DOCUMENT PART
SUB-TYPE: Published document part
ATTRIBUTE: Date of manufacture of document part
DATA ELEMENT: Date of manufacture of document part

DEFINITION:

[Proposed definition:] The date (normally a year) of the manufacture of the document part.

INCLUDES:

EXCLUDES:

SOURCE OF INFORMATION:

See source of information for place of publication, distribution, etc. of document part

GENERAL RULES:

General rules applying to all classes of material cover:
instructions for preparation of an analytic entry for a part of a multipart item (13.3A)
instructions for preparation of a multilevel description (13.6A)

See also general rules listed under name of manufacturer for DOCUMENT

SPECIFIC RULES:

See specific rules listed under date of manufacture for DOCUMENT

ENTITY/OBJECT: DOCUMENT PART
SUB-TYPE: Published document part
ATTRIBUTE: Document part identifier

DEFINITION:

[Proposed definition:] A number or code uniquely associated with the document part that serves to differentiate that document part from any other document part.

INCLUDES:

Standard number (ISBN, ISSN, ISMN, etc.)
Number/code assigned by publisher, distributor, etc. (publisher's number, stock number, etc.)
Number/code assigned by national bibliographic agency (legal deposit number, etc.)
Number/code assigned by bibliographer, musicologist, etc. (thematic index number, etc.)

EXCLUDES:

Copy identifier for document part (see COPY)

DATA ELEMENTS:

Standard number for document part
Other number for document part

ENTITY/OBJECT:	DOCUMENT PART
SUB-TYPE:	Published document part
ATTRIBUTE:	Document part identifier
DATA ELEMENT:	Standard number for document part

DEFINITION:

[Proposed definition:] The International Standard Number (ISN), (e.g., International Standard Book Number (ISBN), International Standard Serial Number (ISSN)) or any internationally agreed upon standard number that identifies the document part uniquely.

INCLUDES:

ISBN, ISSN, ISMN, etc. pertaining to the document part
 CODEN pertaining to the document part (???)

EXCLUDES:

Other number for document part

SOURCE OF INFORMATION:

A standard number may be derived from any source within or outside the document part

GENERAL RULES:

General rules applying to all classes of material cover:
 instructions for noting details of accompanying material (1.5E1, 1.7B11, 2.7B11, etc.)
 instructions for preparation of an analytic entry for a part of a multipart item (13.3A)
 instructions for preparation of a multilevel description (13.6A)

See also general rules listed under standard number for DOCUMENT

SPECIFIC RULES:

N/A

ENTITY/OBJECT:	DOCUMENT PART
SUB-TYPE:	Published document part
ATTRIBUTE:	Document part identifier
DATA ELEMENT:	Other number for document part

DEFINITION:

[Proposed definition:] A number or code, other than a standard number, that is uniquely associated with the document part and serves to differentiate that document part from any other document part.

INCLUDES:

Number/code assigned by publisher, distributor, etc. (publisher's number, stock number, etc.)
 Number/code assigned by national bibliographic agency (legal deposit number, etc.)
 Number/code assigned by bibliographer, musicologist, etc. (thematic index number, etc.)

EXCLUDES:

Standard number
 Copy identifier for document part (see COPY)

SOURCE OF INFORMATION:

Other numbers may be derived from any source within the document part

Query: Is this a valid interpretation of restriction implied by the term “numbers borne by the item,” (2.7B19, etc.) or does the prescribed source of information for the note area (i.e., any source) take precedence?

GENERAL RULES:

General rules applying to all classes of material cover:
 instructions for noting details of accompanying material (1.5E1, 1.7B11, 2.7B11, etc.)
 instructions for preparation of an analytic entry for a part of a multipart item (13.3A)
 instructions for preparation of a multilevel description (13.6A)

See also general rules listed under other number for DOCUMENT

SPECIFIC RULES:

See specific rules listed under other number for DOCUMENT

ENTITY/OBJECT: DOCUMENT PART
SUB-TYPE: Published document part
ATTRIBUTE: Terms of availability of document part

DEFINITION:

[Proposed definition:] The terms on which the document part is available.

INCLUDES:

Price of document part
Terms indicating availability to a restricted market, group, etc.
Terms indicating availability through rental, licence, etc.

EXCLUDES:

Access restrictions on individual copy or copies owned by a library, etc. (see COPY)

DATA ELEMENTS:

Terms of availability of document part

ENTITY/OBJECT: DOCUMENT PART
SUB-TYPE: Published document part
ATTRIBUTE: Terms of availability of document part
DATA ELEMENT: Terms of availability of document part

DEFINITION:

[Proposed definition:] The terms on which the document part is available.

INCLUDES:

Terms and phrases such as "\$18.95," "Free to students of the college," etc.

EXCLUDES:

Access restrictions on individual copy or copies owned by a library, etc. (see COPY)

SOURCE OF INFORMATION:

Any source within the document part or outside

GENERAL RULES:

General rules applying to all classes of material cover:
instructions for preparation of an analytic entry for a part of a multipart item (13.3A)
instructions for preparation of a multilevel description (13.6A)

See also general rules listed under terms of availability for DOCUMENT

SPECIFIC RULES:

N/A

ENTITY/OBJECT: DOCUMENT PART
SUB-TYPE: Serial publication
ATTRIBUTE: Numbering relating to document part

DEFINITION:

[Proposed definition:] The designation of volume/issue, etc. and/or date relating to a physically separate part of a serial publication.

INCLUDES:

Numeric and/or alphabetic designation relating to document part
Chronological designation relating to document part

EXCLUDES:

DATA ELEMENTS:

Numeric and/or alphabetic designation relating to document part
Chronological designation relating to document part

ENTITY/OBJECT:	DOCUMENT PART
SUB-TYPE:	Serial publication
ATTRIBUTE:	Numbering relating to document part
DATA ELEMENT:	Numeric and/or alphabetic designation relating to document part

DEFINITION:	[Proposed definition:] The numeric and/or alphabetic designation relating to a physically separate part of a serial publication.
INCLUDES:	Numeric designations such as "volume 1, number 1," "issue no. 46," "75/1," etc.
EXCLUDES:	
SOURCE OF INFORMATION:	<p>Prescribed sources of information: the whole publication (for printed serials); undefined (for nonprint serials)</p> <p>Note: For nonprint serials rule 12.0B2 references subrule .0B in the relevant chapter for the class of material to which the serial belongs for instructions on prescribed sources of information, but subrule .0B in chapters 3 through 10 contains no instructions that are relevant to the numeric and/or alphabetic, chronological, or other designation area.</p>
GENERAL RULES:	<p>General rules applying to all classes of serials cover:</p> <ul style="list-style-type: none"> instructions for recording numeric and/or alphabetic designation (12.3B1-12.3B3, 12.3D1, 12.3E1, 12.3F1, 12.3G1) instructions for noting irregularities in numbering (12.7B8)
SPECIFIC RULES:	N/A

ENTITY/OBJECT:	DOCUMENT PART
SUB-TYPE:	Serial publication
ATTRIBUTE:	Numbering relating to document part
DATA ELEMENT:	Chronological designation relating to document part

DEFINITION:
[Proposed definition:] The chronological designation relating to a physically separate part of serial publication.
INCLUDES:
Chronological designations such as "Jan/Feb 1964," "May 1977," etc.
EXCLUDES:
SOURCE OF INFORMATION:
Prescribed sources of information: the whole publication (for printed serials); undefined (for nonprint serials)
Note: For nonprint serials rule 12.0B2 references subrule .0B in the relevant chapter for the class material to which the serial belongs for instructions on prescribed sources of information, but subrule .0B in chapters 3 through 10 contain no instructions that are relevant to the numeric and/or alphabetic, chronological, or other designation area.
GENERAL RULES:
General rules applying to all classes of serials cover: instructions for recording chronological designation (12.3B1-12.3B3, 12.3F1, 12.3G1) instructions for noting irregularities in numbering (12.7B8)
SPECIFIC RULES:
N/A

ENTITY/OBJECT: DOCUMENT PART
SUB-TYPE: Serial publication
ATTRIBUTE: Frequency relating to document part

DEFINITION:

[Proposed definition:] The interval at which individual issues of a serial publication that forms a physically separate part of another serial are anticipated to be released.

INCLUDES:

EXCLUDES:

DATA ELEMENTS:

Frequency designation relating to document part

ENTITY/OBJECT: DOCUMENT PART
SUB-TYPE: Serial publication
ATTRIBUTE: Frequency relating to document part
DATA ELEMENT: Frequency designation relating to document part

DEFINITION:

[Proposed definition:] A term or phrase indicating the interval at which individual issues of a serial publication that forms a physically separate part of another serial are anticipated to be released.

INCLUDES:

Terms and phrases such as "monthly," "quarterly," "monthly (except August)," etc.

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

General rules applying to all classes of serials cover:
instructions for noting the frequency of issue (12.7B1)

SPECIFIC RULES:

N/A

ENTITY/OBJECT: CONTENT

DEFINITION:

[Proposed definition:] The intellectual or artistic substance contained in a document or document part.

INCLUDES:

Text, data, music, recorded sound, fixed image (including cartographic image), moving image, three-dimensional representation of an artefact or object, or any combination thereof

EXCLUDES:

ATTRIBUTES:

Nature of content
Scope of content
Purpose
Intended audience
Language of content
Content summary
Restrictions relating to content

Literary content
Literary form

Cartographic content
Scale
Projection
Coordinates
Equinox
Magnitude

Musical content
Form of composition
Medium of performance
Musical presentation
Form of notation
Duration

Cinematographic content
Cinematographic form
Duration

Graphic content
Artistic form

ENTITY/OBJECT: CONTENT (continued)

ATTRIBUTES:

Data content
Extent of file
File structure
Variables

Computer program content
Extent of file

ENTITY/OBJECT: CONTENT
ATTRIBUTE: Nature of content

DEFINITION:

[Proposed definition:] The general character of the content of a document or document part.

INCLUDES:

EXCLUDES:

DATA ELEMENTS:

Nature of content descriptor

ENTITY/OBJECT: CONTENT
ATTRIBUTE: Nature of content
DATA ELEMENT: Nature of content descriptor

DEFINITION:

[Proposed definition:] A term or phrase indicating the overall character of the content of a document or document part.

INCLUDES:

Terms and phrases such as "historical time-chart," "field recording of birdsong," "game," "computer program," etc.

EXCLUDES:

Literary form, form of composition, cinemagraphic form, artistic form

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

General rules applying to all classes of material cover:
instructions for noting the nature of the content of the document or document part
(1.7B1, 2.7B1, 3.7B1, etc.)

SPECIFIC RULES:

N/A

ENTITY/OBJECT: CONTENT
ATTRIBUTE: Scope of content

DEFINITION:

[Proposed definition:] The extent of coverage of the content of a document or document part.

INCLUDES:

EXCLUDES:

DATA ELEMENTS:

Scope of content descriptor

ENTITY/OBJECT: CONTENT
ATTRIBUTE: Scope of content
DATA ELEMENT: Scope of content descriptor

DEFINITION:

[Proposed definition:] A term or phrase indicating the extent of coverage of the content of a document or document part.

INCLUDES:

Terms and phrases such as “shows all of western Europe and some of eastern Europe,” etc.

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

General rules applying to all classes of material cover:
instructions for noting the scope of the content of the document or document part
(1.7B1, 2.7B1, 3.7B1, etc.)

SPECIFIC RULES:

Specific rules cover:
instructions for supplying as other title information a word or brief phrase indicating the area covered if such is not included in the title proper or other title information for cartographic documents (3.1E2)
instructions for noting the date(s) covered by the content of a computer data file (9.7B7)
instructions for noting the period covered by a volume, etc. of a serial publication issued annually or less frequently (12.7B8)

ENTITY/OBJECT: CONTENT

ATTRIBUTE: Purpose

DEFINITION:

[Proposed definition:] The purpose for which the content of the document or document part was created.

INCLUDES:

EXCLUDES:

DATA ELEMENTS:

Dissertation note

ENTITY/OBJECT: CONTENT
ATTRIBUTE: Purpose
DATA ELEMENT: Dissertation note

DEFINITION:

[Proposed definition:] A note indicating that the content of the document or document part is a dissertation or thesis presented as part of the requirements for an academic degree.

INCLUDES:

Degree for which the author was a candidate
Name of the institution or faculty to which the thesis was presented
Year in which the degree was granted

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

General rules applying to all classes of material cover:
instructions for noting details pertaining to a dissertation or thesis (1.7B13)

SPECIFIC RULES:

N/A

ENTITY/OBJECT: CONTENT

ATTRIBUTE: Intended audience

DEFINITION:

[Proposed definition:] The class of user for which the content of the document or document part is intended, as defined by age group (e.g., children, young adults, adults, etc.), educational level (primary, secondary, etc.), or other categorization.--*Functional requirements for bibliographic records* (modified)

INCLUDES:

Age group of intended audience
Educational level of intended audience
Other categorization of intended audience

EXCLUDES:

DATA ELEMENTS:

Audience note

ENTITY/OBJECT: CONTENT
ATTRIBUTE: Intended audience
DATA ELEMENT: Audience note

DEFINITION:

[Proposed definition:] A note indicating the audience for which the content of the document or document part is intended.

INCLUDES:

Note indicating the age group, educational level, etc. of the intended audience

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

General rules applying to all classes of material cover:
instructions for noting the intended audience (1.7B14, 2.7B14, 3.7B14, etc.)

SPECIFIC RULES:

ENTITY/OBJECT: CONTENT
ATTRIBUTE: Language of content

DEFINITION:

[Proposed definition:] The language in which the content of a document or document part is expressed.--*Functional requirements for bibliographic records* (modified)

INCLUDES:

Language of written text
Language of spoken word
Language of captions on graphic or cartographic materials
Language of subtitles on film, etc.

EXCLUDES:

Programming language (9.7B2)

DATA ELEMENTS:

Language note

ENTITY/OBJECT: CONTENT
ATTRIBUTE: Language of content
DATA ELEMENT: Language note

DEFINITION:

[Proposed definition:] A note indicating the language in which the content of the document or document part is expressed.

INCLUDES:

Note indicating the language(s) of the text, spoken word, captions, subtitles, etc.

EXCLUDES:

Note indicating the relationship of a translation to an original text (see TRANSLATION relationships)

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

General rules applying to all classes of material cover:
instructions for noting the language of the content (1.7B2, 2.7B2, 3.7B2, etc.)

SPECIFIC RULES:

ENTITY/OBJECT: CONTENT
ATTRIBUTE: Summary of content

DEFINITION:

[Proposed definition:] "A factual, non-evaluative account of the subject coverage of a document or document part."--*ISBD(NBM)*

INCLUDES:

EXCLUDES:

DATA ELEMENTS:

Summary note

ENTITY/OBJECT: CONTENT
ATTRIBUTE: Summary of content
DATA ELEMENT: Summary note

DEFINITION:

[Proposed definition:] A note providing a factual, non-evaluative account of the subject coverage of a document or document part.

INCLUDES:

EXCLUDES:

Nature of content descriptor
Scope of content descriptor

SOURCE OF INFORMATION:

Any source (including a summary appearing in the document or document part itself or on its container, a summary derived from another source, or a summary devised by cataloguer)

GENERAL RULES:

General rules applying to all classes of material cover:
instructions for providing a summary of the content of the document or document part
(1.7B17, 2.7B17, 3.7B17, etc.)

SPECIFIC RULES:

N/A

ENTITY/OBJECT: CONTENT
ATTRIBUTE: Restrictions relating to content

DEFINITION:

[Proposed definition:] Limitations on use of the intellectual or artistic content of a document.

INCLUDES:

Access restrictions imposed by the creator or donor of the document
Reservations pertaining to literary rights

EXCLUDES:

Restrictions on physical access to a copy of a document (see COPY)

DATA ELEMENTS:

Note on restrictions relating to content

ENTITY/OBJECT: CONTENT
ATTRIBUTE: Restrictions relating to content
DATA ELEMENT: Note on restrictions relating to content

DEFINITION:

[Proposed definition:] A note indicating restrictions on use of the intellectual or artistic content of a document or document part.

INCLUDES:

Notes such as "accessible after 2008," "open to researchers under restrictions imposed by donor," "file closed until January 1999," "information on literary rights available," etc.

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules cover:
instructions for noting restrictions relating to a manuscript or collection of manuscripts
(4.7B14)

ENTITY/OBJECT: CONTENT
SUB-TYPE: Literary content
ATTRIBUTE: Literary form

DEFINITION:

[Proposed definition:] The form of a literary text.

INCLUDES:

EXCLUDES:

DATA ELEMENTS:

Literary form designation

ENTITY/OBJECT: CONTENT
SUB-TYPE: Literary content
ATTRIBUTE: Literary form
DATA ELEMENT: Literary form designation

DEFINITION:

[Proposed definition:] A term or phrase indicating the form of a literary text.

INCLUDES:

Terms and phrases such as "novel," "three-act play," etc.

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules cover:
instructions for noting the literary form of the content of a printed monograph (2.7B1),
a manuscript (4.7B1), a sound recording (6.7B1), or a microform (11.7B1)

ENTITY/OBJECT: CONTENT
SUB-TYPE: Cartographic content
ATTRIBUTE: Scale

DEFINITION:

[Proposed definition:] "The ratio of distances on a map, globe, relief model, or (vertical) section to the actual distances they represent."--*Cartographic materials: a manual of interpretation for AACR2*

INCLUDES:

Horizontal scale, vertical scale, angular scale

EXCLUDES:

DATA ELEMENTS:

Statement of scale

ENTITY/OBJECT:	CONTENT
SUB-TYPE:	Cartographic content
ATTRIBUTE:	Scale
DATA ELEMENT:	Statement of scale

DEFINITION:
[Proposed definition:] A statement, normally transcribed from the document or document part, indicating the ratio of distances on a map, globe, relief model, or (vertical) section to the actual distances they represent.
INCLUDES:
EXCLUDES:
SOURCE OF INFORMATION:
Prescribed source of information: chief source of information, accompanying printed material Statement of scale may also be taken from other sources within the document or document part, from an external source, or the scale may be computed by the cataloguer from a bar graph, grid, etc.
GENERAL RULES:
N/A
SPECIFIC RULES:
Specific rules cover: instructions for recording a statement of scale for the cartographic content of a map, etc. (3.3B1-3.3B8), or a microform (11.3A1) instructions for noting additional mathematical data for cartographic materials (3.7B8)
Note: There is no specific rule for recording mathematical data for graphic material, a computer file, or a three-dimensional artefact containing cartographic content.

ENTITY/OBJECT: CONTENT
SUB-TYPE: Cartographic content
ATTRIBUTE: Projection

DEFINITION:

[Proposed definition:] "Any systematic arrangement of meridians and parallels, portraying the curved surface of the sphere or spheroid upon a plane."--*Cartographic materials: a manual of interpretation for AACR2*

INCLUDES:

EXCLUDES:

DATA ELEMENTS:

Statement of projection

ENTITY/OBJECT:	CONTENT
SUB-TYPE:	Cartographic content
ATTRIBUTE:	Projection
DATA ELEMENT:	Statement of projection

DEFINITION:

[Proposed definition:] A statement, normally transcribed from the document or document part, indicating the system used for the map projection.

INCLUDES:

Statement of projection
 Phrase associated with the projection relating to meridian, parallels, ellipsoid, etc.

EXCLUDES:

SOURCE OF INFORMATION:

Prescribed source of information: chief source of information, accompanying printed material

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules cover:
 instructions for recording a statement of projection for the cartographic content of a map, etc. (3.3C1-3.3C2), or a microform (11.3A1)
 instructions for noting additional mathematical data for cartographic materials (3.7B8)

Note: There is no specific rule for recording mathematical data for graphic material, a computer file, or a three-dimensional artefact containing cartographic content.

ENTITY/OBJECT: CONTENT
SUB-TYPE: Cartographic content
ATTRIBUTE: Coordinates

DEFINITION:

[Proposed definition:] "Coordinates in terms of latitude and longitude (for terrestrial maps) or ascension and declination (for celestial charts)."--*Cartographic materials: a manual of interpretation for AACR2* (modified)

INCLUDES:

EXCLUDES:

DATA ELEMENTS:

Statement of coordinates

ENTITY/OBJECT:	CONTENT
SUB-TYPE:	Cartographic content
ATTRIBUTE:	Coordinates
DATA ELEMENT:	Statement of coordinates

DEFINITION:

[Proposed definition:] A statement indicating the coordinates delimiting the extent of the area covered.

INCLUDES:

Coordinates for a terrestrial map, etc.
Coordinates for a celestial chart

EXCLUDES:

SOURCE OF INFORMATION:

Prescribed source of information: chief source of information, accompanying printed material

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules cover:

- instructions for recording a statement of coordinates for the cartographic content of a map, etc. (3.3D1), or a celestial chart (3.3D2)
- instructions for noting additional mathematical data for cartographic materials (3.7B8)

Note: There is no specific rule for recording mathematical data for graphic material, a computer file, or a three-dimensional artefact containing cartographic content.

ENTITY/OBJECT: CONTENT
SUB-TYPE: Cartographic content
ATTRIBUTE: Equinox

DEFINITION:

[Proposed definition:] "One of the two points of intersection of the ecliptic and celestial equator, occupied by the sun when its declination is 0 degrees"--*Cartographic materials: a manual of interpretation for AACR2*

INCLUDES:

EXCLUDES:

DATA ELEMENTS:

Statement of equinox

ENTITY/OBJECT:	CONTENT
SUB-TYPE:	Cartographic content
ATTRIBUTE:	Equinox
DATA ELEMENT:	Statement of equinox

DEFINITION:
[Proposed definition:] A statement indicating the equinox for a celestial chart.
INCLUDES:
Equinox for a celestial chart
EXCLUDES:
SOURCE OF INFORMATION:
Prescribed source of information: chief source of information, accompanying printed material
GENERAL RULES:
N/A
SPECIFIC RULES:
<p>Specific rules cover:</p> <ul style="list-style-type: none"> instructions for recording a statement of equinox for the cartographic content of a celestial chart (3.3D2) instructions for noting additional mathematical data for cartographic materials (3.7B8) <p>Note: There is no specific rule for recording mathematical data for graphic material, a computer file, or a three-dimensional artefact containing cartographic content.</p>

ENTITY/OBJECT: CONTENT
SUB-TYPE: Cartographic content
ATTRIBUTE: Magnitude

DEFINITION:

[Proposed definition:] The relative brightness of a celestial body.

INCLUDES:

EXCLUDES:

DATA ELEMENTS:

Statement of magnitude

ENTITY/OBJECT:	CONTENT
SUB-TYPE:	Cartographic content
ATTRIBUTE:	Magnitude
DATA ELEMENT:	Statement of magnitude

DEFINITION:
<p>[Proposed definition:] A statement indicating in logarithmic form the magnitude of a celestial body represented in a celestial chart.</p>
INCLUDES:
EXCLUDES:
SOURCE OF INFORMATION:
<p>Prescribed source of information: chief source of information, accompanying printed material</p>
GENERAL RULES:
<p>N/A</p>
SPECIFIC RULES:
<p>Specific rules cover: instructions for noting the magnitude for the cartographic content of a celestial chart (3.7B8)</p>

ENTITY/OBJECT: CONTENT
SUB-TYPE: Musical content
ATTRIBUTE: Form of composition

DEFINITION:

[Proposed definition:] The structure of a musical composition--*Thorin*

INCLUDES:

EXCLUDES:

DATA ELEMENTS:

Form of composition designation

ENTITY/OBJECT:	CONTENT
SUB-TYPE:	Musical content
ATTRIBUTE:	Form of composition
DATA ELEMENT:	Form of composition designation

DEFINITION:

[Proposed definition:] A term or phrase indicating the structure of a musical composition.

INCLUDES:

Terms and phrases such as "carol," "opera in two acts," etc.

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules cover:
instructions for noting the form of composition for the musical content in a document or document part containing music (5.7B1) or musical content in a sound recording (6.7B1)

Note: There is no specific rule for recording form of composition for musical content in a computer file or microform.

ENTITY/OBJECT: CONTENT
SUB-TYPE: Musical content
ATTRIBUTE: Medium of performance

DEFINITION:

[Proposed definition:] "The instruments, voices, etc. used in the realization of a musical work."--*Cataloguing music*

INCLUDES:

EXCLUDES:

DATA ELEMENTS:

Medium of performance designation

ENTITY/OBJECT: CONTENT
SUB-TYPE: Musical content
ATTRIBUTE: Medium of performance
DATA ELEMENT: Medium of performance designation

DEFINITION:

[Proposed definition:] A term or phrase indicating the instruments, voices, etc. used in the realization of a musical work.

INCLUDES:

Medium of performance indicated in a score, document part, or other piece of printed music
Medium of a recorded performance on a sound recording

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules cover:
instructions for noting the medium of performance for the musical content in a document or document part containing music (5.7B1) or musical content in a sound recording (6.7B1)

Note: There is no specific rule for recording form of composition for musical content in a computer file or microform.

ENTITY/OBJECT: CONTENT
SUB-TYPE: Musical content
ATTRIBUTE: Musical presentation

DEFINITION:

[Proposed definition:] The form in which a document containing printed music is presented.

INCLUDES:

Presentation forms such as score and parts, playing score, etc.

EXCLUDES:

DATA ELEMENTS:

Musical presentation statement

ENTITY/OBJECT: CONTENT
SUB-TYPE: Musical content
ATTRIBUTE: Musical presentation
DATA ELEMENT: Musical presentation statement

DEFINITION:

“A term or phrase found in the chief source of information of a publication of printed music or a music manuscript that indicates the presentation of the music.”--glossary (modified)

INCLUDES:

Statements such as “score and set of parts,” “playing score,” etc.

EXCLUDES:

Statement relating to arrangement or edition of a musical work

SOURCE OF INFORMATION:

Chief source of information

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules cover:
instructions for recording a musical presentation statement for printed music and music manuscripts (5.3B1)
instructions for recording a musical presentation statement for the musical content of a microform (11.3B1)

Note: There is no specific rule for recording a musical presentation statement for musical content in a computer file.

ENTITY/OBJECT: CONTENT
SUB-TYPE: Musical content
ATTRIBUTE: Form of notation

DEFINITION:

[Proposed definition:] The method used for writing down music.--*Thorin* (modified)

INCLUDES:

EXCLUDES:

DATA ELEMENTS:

Notation designation

ENTITY/OBJECT:	CONTENT
SUB-TYPE:	Musical content
ATTRIBUTE:	Form of notation
DATA ELEMENT:	Notation designation

DEFINITION:
[Proposed definition:] A term or phrase indicating the form of notation used in a document.
INCLUDES:
Terms and phrases such as “lute tablature,” “plainsong notation,” “tonic sol-fa notation,” etc.
EXCLUDES:
SOURCE OF INFORMATION:
Any source
GENERAL RULES:
N/A
SPECIFIC RULES:
Specific rules cover: instructions for noting the form of notation used for the musical content of a document (5.7B8)

ENTITY/OBJECT: CONTENT
SUB-TYPE: Musical content
ATTRIBUTE: Duration

DEFINITION:

[Proposed definition:] The playing time of a musical work.--*Cataloguing music / Smiraglia*

INCLUDES:

Duration of performance
Playing time

EXCLUDES:

DATA ELEMENTS:

Duration of performance
Playing time

ENTITY/OBJECT: CONTENT
SUB-TYPE: Musical content
ATTRIBUTE: Duration
DATA ELEMENT: Duration of performance

DEFINITION:

[Proposed definition:] A measurement indicating the length of time or approximate length of time required to perform a piece of music.

INCLUDES:

Measurements such as "18 minutes," "approximately 1 hour, 10 minutes," etc.

EXCLUDES:

Playing time for a recorded performance

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules cover:
instructions for noting the duration of performance for a music document (5.7B10)

ENTITY/OBJECT: CONTENT
SUB-TYPE: Musical content
ATTRIBUTE: Duration
DATA ELEMENT: Playing time

DEFINITION:

[Proposed definition:] A measurement indicating the length of time or approximate length of time required to play back a recorded musical performance.

INCLUDES:

Measurements such as "50 minutes," "approximately 90 minutes," etc.

EXCLUDES:

Duration of performance for a piece of written music

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

General rules applying to all classes of material for which playing time is applicable cover:
instructions for recording playing time (1.5B4)

SPECIFIC RULES:

Specific rules cover:
instructions for recording the playing time for sound recordings (6.5B2)

ENTITY/OBJECT: CONTENT
SUB-TYPE: Cinemagraphic content
ATTRIBUTE: Cinemagraphic form

DEFINITION:

[Proposed definition:] The approach chosen by the film maker to develop a theme or to convey the intended subject matter of the film.

INCLUDES:

Forms such as documentary, newsreel, feature film, etc.

EXCLUDES:

DATA ELEMENTS:

Cinemagraphic form designation

ENTITY/OBJECT:	CONTENT
SUB-TYPE:	Cinematographic content
ATTRIBUTE:	Cinematographic form
DATA ELEMENT:	Cinematographic form designation

DEFINITION:

[Proposed definition:] A term or phrase indicating the form of a cinematographic work contained in a document or document part.

INCLUDES:

Terms and phrases such as “documentary,” “TV play,” etc.

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules cover:

instructions for noting the form of the cinematographic content in motion picture or videorecording (7.7B1)

instructions for supplying as other title information the term “trailer” for a cinematic document containing extracts from a larger film (7.1E2)

Note: There is no specific rule for recording the form of cinematographic content in a computer file.

ENTITY/OBJECT: CONTENT
SUB-TYPE: Cinemagraphic content
ATTRIBUTE: Duration

DEFINITION:

[Proposed definition:] The time required to project or play a moving image in its entirety at normal running speed.

INCLUDES:

Playing time

EXCLUDES:

DATA ELEMENTS:

Playing time

ENTITY/OBJECT: CONTENT
SUB-TYPE: Cinemagraphic content
ATTRIBUTE: Duration
DATA ELEMENT: Playing time

DEFINITION:

[Proposed definition:] A measurement indicating the length of time or approximate length of time required to play back the cinemagraphic content of a document.

INCLUDES:

Measurements such as "4 minutes, 30 seconds," "approximately 75 minutes," etc.

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

General rules applying to all classes of material for which playing time is applicable cover:
instructions for recording playing time (1.5B4)

SPECIFIC RULES:

Specific rules cover:
instructions for recording the playing time for motion pictures and videorecordings
(7.5B2)

ENTITY/OBJECT: CONTENT
SUB-TYPE: Graphic content
ATTRIBUTE: Artistic form

DEFINITION:

[Proposed definition:] The form used by the artist to convey the subject matter or theme of an artistic work.

INCLUDES:

Forms such as portrait, landscape, abstract, sculpture, etc.

EXCLUDES:

DATA ELEMENTS:

Artistic form designation

ENTITY/OBJECT: CONTENT
SUB-TYPE: Graphic content
ATTRIBUTE: Artistic form
DATA ELEMENT: Artistic form designation

DEFINITION:

[Proposed definition:] A term or phrase indicating the artistic form of a graphic work contained in a document or document part.

INCLUDES:

Terms and phrases such as "portrait," "triptych," etc.

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules cover:
instructions for noting the artistic form of the content in a graphic document or document part (8.7B1)

Note: There is no specific rule for recording artistic form for graphic content in a computer file.

ENTITY/OBJECT: CONTENT
SUB-TYPE: Data content
ATTRIBUTE: Extent of file

DEFINITION:

[Proposed definition:] The size of a data file measured in logical units.

INCLUDES:

EXCLUDES:

DATA ELEMENTS:

Number of records

ENTITY/OBJECT: CONTENT
SUB-TYPE: Data content
ATTRIBUTE: Extent of file
DATA ELEMENT: Number of records

DEFINITION:

[Proposed definition:] The number of logical records contained in a data file.

INCLUDES:

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules cover:
instructions for noting the number of records in a computer data file (9.3B2)

ENTITY/OBJECT: CONTENT
SUB-TYPE: Data content
ATTRIBUTE: File structure

DEFINITION:

[Proposed definition:] The logical structure by which a data file is organized.

INCLUDES:

Logical structures such as hierarchical, relational, etc.

EXCLUDES:

DATA ELEMENTS:

File structure designation

ENTITY/OBJECT: CONTENT
SUB-TYPE: Data content
ATTRIBUTE: File structure
DATA ELEMENT: File structure designation

DEFINITION:

[Proposed definition:] A term or phrase indicating the structure of a data file contained in a document or document part.

INCLUDES:

Terms and phrases such as "hierarchical file structure," etc.

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules cover:
instructions (inferred from examples) for noting the file structure of the data content in a computer file (9.7B8)

ENTITY/OBJECT: CONTENT
SUB-TYPE: Data content
ATTRIBUTE: Variables

DEFINITION:

[Proposed definition:] In statistics, observable and measurable traits, characteristics, or other phenomena of objects, events, or individuals that have no fixed value and can assume any of the values of a specified set.--*ALA glossary of library and information science*

INCLUDES:

EXCLUDES:

DATA ELEMENTS:

Number of variables

ENTITY/OBJECT: CONTENT
SUB-TYPE: Data content
ATTRIBUTE: Variables
DATA ELEMENT: Number of variables

DEFINITION:

[Proposed definition:] A phrase indicating the number of variables in a data file contained in a document or document part.

INCLUDES:

Phrases such as "number of variables: 960," etc.

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules cover:
instructions (inferred from examples) for noting the number of variables in the data content in a computer file (9.7B8)

ENTITY/OBJECT: CONTENT
SUB-TYPE: Computer program content
ATTRIBUTE: Extent of file

DEFINITION:

[Proposed definition:] The size of a computer program measured in logical units.

INCLUDES:

EXCLUDES:

DATA ELEMENTS:

Number of statements

ENTITY/OBJECT: CONTENT
SUB-TYPE: Computer program content
ATTRIBUTE: Extent of file
DATA ELEMENT: Number of statements

DEFINITION:

[Proposed definition:] The number of statements in a computer program file contained in a document or document part.

INCLUDES:

Phrases such as "2150 statements," etc.

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules cover:
instructions for noting the number of statements in a computer program file (9.3B2)

ENTITY/OBJECT: CONTENT PART

DEFINITION:

[Proposed definition:] An individual component of the intellectual or artistic content of a document or document part.

INCLUDES:

Any intellectual or artistic component of the content such as a work, section, chapter, figure, table, index, etc.

EXCLUDES:

Physically separate parts of a document (see DOCUMENT PART)
Units and components of the physical carrier of a document or document part (see PHYSICAL CARRIER)

ATTRIBUTES:

Content part descriptor
Extent of content part

ENTITY/OBJECT: CONTENT PART
ATTRIBUTE: Content part descriptor

DEFINITION:

[Proposed definition:] A term, phrase, title, etc. designating an individual intellectual or artistic component of the content of a document or document part.

INCLUDES:

Terms and phrases such as "bibliography," "includes index," etc.
Title and statement of responsibility relating to an individual work, section, chapter, etc. contained in a document or document part

EXCLUDES:

Title, etc. of a separate physical component of a document (see DOCUMENT PART)

DATA ELEMENTS:

Title of content part
Statement of responsibility relating to content part
Content part designation

ENTITY/OBJECT: CONTENT PART
ATTRIBUTE: Content part descriptor
DATA ELEMENT: Title of content part

DEFINITION:

[Proposed definition:] A word, phrase, character, or group of characters that names the content part.

INCLUDES:

EXCLUDES:

Generic terms such as “bibliography,” “index,” etc.

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

General rules applying to all classes of material cover:
instructions for making a separate description for a separately titled work in an item lacking a collective title (1.1G2)
instructions for noting the intellectual or artistic components of the content of the document or document part (1.7B18, 2.7B18, 3.7B18, etc.)

SPECIFIC RULES:

Specific rules cover:
instructions for making a separate description for a separately titled part of a cartographic document (3.1G1, 3.1G4)
instructions for making a separate description for a separately titled part of a sound recording (6.1G1, 6.1G4)
instructions for making a separate description for a separately titled part of a motion picture or videorecording (7.1G1, 7.1G4)
instructions for making a separate description for a separately titled part of a computer file (9.1G1, 9.1G4)
instructions for making a separate description for a separately titled part of a microform (11.1G1, 11.1G4)

ENTITY/OBJECT: CONTENT PART
ATTRIBUTE: Content part descriptor
DATA ELEMENT: Statement of responsibility relating to content part

DEFINITION:

[Proposed definition:] A statement, transcribed from the document being described, relating to persons responsible for the intellectual or artistic content of a component of the content.

INCLUDES:

Statement of responsibility relating to the content part

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

General rules applying to all classes of material cover:
instructions for noting the intellectual or artistic components of the content of the document or document part (1.7B18, 2.7B18, 3.7B18, etc.)

SPECIFIC RULES:

N/A

ENTITY/OBJECT:	CONTENT PART
ATTRIBUTE:	Content part descriptor
DATA ELEMENT:	Content part designation

DEFINITION:	[Proposed definition:] A term or phrase designating an individual intellectual or artistic component of the content of a document or document part.
INCLUDES:	Terms and phrases such as “bibliography,” “includes index,” etc.
EXCLUDES:	Title and statement of responsibility relating to an individual work, section, chapter, etc. contained in a document or document part
SOURCE OF INFORMATION:	Any source
GENERAL RULES:	N/A
SPECIFIC RULES:	<p>Specific rules cover:</p> <ul style="list-style-type: none"> instructions for recording the presence of illustrations in printed monographs (2.5C1-2.5C6) instructions for recording the specific type of illustrations in early printed monographs (2.17B1, 2.18E1) instructions for recording the number of maps on a sheet or sheets (3.5B2) instructions for recording the number of maps in an atlas (3.5C2) instructions for recording the presence of illustrations in a manuscript (4.5C2) instructions for noting details of illustrations in ancient, medieval and Renaissance manuscripts (4.7B23) instructions for noting the presence of illustrations in music (5.5C1) instructions for noting action and length of shot for film of unedited material, newsfilm, and stock shots (7.7B18) instructions for noting the presence of cumulative indexes for serials (12.7B17)

ENTITY/OBJECT: CONTENT PART
ATTRIBUTE: Extent of content part

DEFINITION:

[Proposed definition:] The extent of a content part relative to the extent of the physical carrier for the document as a whole.

INCLUDES:

EXCLUDES:

DATA ELEMENTS:

Relative extent of content part

ENTITY/OBJECT: CONTENT PART
ATTRIBUTE: Extent of content part
DATA ELEMENT: Relative extent of content part

DEFINITION:

[Proposed definition:] A phrase indicating the extent of the content part relative to the extent of the physical carrier for the document as a whole.

INCLUDES:

Phrases such as “on sheet 3 of 4 maps,” “on 1 side of 2 sound discs,” etc.

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules cover:

- instructions for recording the extent of a separately titled component of a cartographic document catalogued separately (3.5B4)
- instructions for the extent of a separately titled component of a sound recording catalogued separately (6.5B3)
- instructions for recording the extent of a separately titled component of a motion picture or videorecording catalogued separately (7.5B3)
- instructions for recording the extent of a separately titled component of a computer file catalogued separately (9.5B2)
- instructions for recording the extent of a separately titled component of a microform catalogued separately (11.5B3)

ENTITY/OBJECT: INFIXION

DEFINITION:

[Proposed definition:] The formatting of intellectual or artistic content.

INCLUDES:

Formatting of recorded sound, images, data, and text.

EXCLUDES:

ATTRIBUTES:

Sound recording

Type of recording

Playing speed

Groove characteristic

Track characteristic

Kind of sound

Recording/reproduction characteristic

Film

Aspect ratio

Projection speed

Sound characteristic

Form of print

Videorecording

Videorecording characteristic

Sound characteristic

Computer file

Recording density

Sectoring

Sound characteristic

Graphic content

Colour

Microform

Polarity

Reduction ratio

Alternative format materials

Format

ENTITY/OBJECT: INFIXION
SUB-TYPE: Sound recording
ATTRIBUTE: Type of recording

DEFINITION:

"The way in which the sound is encoded in the document."--derived from rule 6.5C2

INCLUDES:

Encoding modes such as analog, digital, etc.

EXCLUDES:

DATA ELEMENTS:

Type of recording designation

ENTITY/OBJECT: INFIXION
SUB-TYPE: Sound recording
ATTRIBUTE: Type of recording
DATA ELEMENT: Type of recording designation

DEFINITION:

[Proposed definition:] A term indicating the way in which the sound is encoded on the document.

INCLUDES:

Terms such as "analog," "digital," "optical track," "magnetic track," etc.

EXCLUDES:

Method of recording used to produce the master (see PRODUCTION)

SOURCE OF INFORMATION:

Prescribed source of information: any source

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules cover:
instructions for giving the type of recording for a sound disc, sound tape, or sound track film (6.5C2)

ENTITY/OBJECT: INFIXION
SUB-TYPE: Sound recording
ATTRIBUTE: Playing speed

DEFINITION:

[Proposed definition:] The speed at which the carrier must be operated to produce the sound intended.--*Functional requirements for bibliographic records*

INCLUDES:

Speed of operation for analog discs, digital discs, analog tapes, sound track films, etc.

EXCLUDES:

DATA ELEMENTS:

Playing speed designation

ENTITY/OBJECT: INFIXION
SUB-TYPE: Sound recording
ATTRIBUTE: Playing speed
DATA ELEMENT: Playing speed designation

DEFINITION:

[Proposed definition:] A measurement indicating the speed at which the carrier must be operated to produce the sound intended.

INCLUDES:

Measurements such as "33 1/3 rpm," "7 1/2 ips," "24 fps," etc.

EXCLUDES:

SOURCE OF INFORMATION:

Prescribed source of information: any source

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules cover:
instructions for recording the playing speed for a sound disc, sound tape, or a sound track film (6.5C3)

ENTITY/OBJECT: INFIXION
SUB-TYPE: Sound recording
ATTRIBUTE: Groove characteristic

DEFINITION:

[Proposed definition:] The width and kind of cutting used to produce the grooves on a sound disc or cylinder.

INCLUDES:

Groove width
Kind of cutting

EXCLUDES:

DATA ELEMENTS:

Groove width
Kind of cutting

ENTITY/OBJECT:	INFIXION
SUB-TYPE:	Sound recording
ATTRIBUTE:	Groove characteristic
DATA ELEMENT:	Groove width

DEFINITION:
[Proposed definition:] A term indicative of the number of grooves per inch cut on a sound disc or cylinder.-- <i>Functional requirements for bibliographic records</i>
INCLUDES:
Terms such as "microgroove" (indicating 200 grooves per inch), etc.
EXCLUDES:
SOURCE OF INFORMATION:
Prescribed source of information: any source
GENERAL RULES:
N/A
SPECIFIC RULES:
Specific rules cover: instructions for recording the groove characteristic of an analog disc (6.5C4)

ENTITY/OBJECT: INFIXION
SUB-TYPE: Sound recording
ATTRIBUTE: Groove characteristic
DATA ELEMENT: Kind of cutting

DEFINITION:

[Proposed definition:] A term or phrase indicating the direction in which the grooves are cut on a sound disc or cylinder.--*Functional requirements for bibliographic records*

INCLUDES:

Terms such as "lateral," "vertical," "cut from inside outward," etc.

EXCLUDES:

SOURCE OF INFORMATION:

Prescribed source of information: any source

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules cover:
instructions for noting the kind of cutting for an analog disc or cylinder (6.7B10)

ENTITY/OBJECT: INFIXION
SUB-TYPE: Sound recording
ATTRIBUTE: Track characteristic

DEFINITION:

[Proposed definition:] The number of tracks on a sound tape or the track configuration on a sound track film.

INCLUDES:

Number of tracks on a tape cartridge, cassette, or reel
Track configuration on a sound track film

EXCLUDES:

DATA ELEMENTS:

Number of tracks
Track configuration

ENTITY/OBJECT: INFIXION
SUB-TYPE: Sound recording
ATTRIBUTE: Track characteristic
DATA ELEMENT: Number of tracks

DEFINITION:

[Proposed definition:] A term indicating the number of tracks on a tape cartridge, cassette, or reel.

INCLUDES:

Terms such as "2 track," "8 track," etc.

EXCLUDES:

SOURCE OF INFORMATION:

Prescribed source of information: any source

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules cover:
instructions for recording the number of tracks on a tape cartridge, cassette, or reel
(6.5C6)

ENTITY/OBJECT: INFIXION
SUB-TYPE: Sound recording
ATTRIBUTE: Track characteristic
DATA ELEMENT: Track configuration

DEFINITION:

[Proposed definition:] A term indicating the placement of the sound track on a sound track film.

INCLUDES:

Terms such as "centre track," "edge track," etc.

EXCLUDES:

SOURCE OF INFORMATION:

Prescribed source of information: any source

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules cover:
instructions for recording the track configuration on a sound track film (6.5C5)

ENTITY/OBJECT: INFIXION
SUB-TYPE: Sound recording
ATTRIBUTE: Kind of sound

DEFINITION:

[Proposed definition:] The number of sound channels used to make a sound recording.

INCLUDES:

Number of channels used to make the recording

EXCLUDES:

DATA ELEMENTS:

Number of sound channels

ENTITY/OBJECT: INFIXION
SUB-TYPE: Sound recording
ATTRIBUTE: Kind of sound
DATA ELEMENT: Number of sound channels

DEFINITION:

[Proposed definition:] An abbreviation indicative of the number of sound channels on the recording.

INCLUDES:

Terms such as "mono." "stereo." "quad." etc.

EXCLUDES:

SOURCE OF INFORMATION:

Prescribed source of information: any source

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules cover:
instructions for recording the number of channels on a sound recording (6.5C7)

ENTITY/OBJECT: INFIXION
SUB-TYPE: Sound recording
ATTRIBUTE: Recording/reproduction characteristic

DEFINITION:

[Proposed definition:] The equalization system, noise reduction system, etc. used in making a recording.--*Functional requirements for bibliographic records*

INCLUDES:

Equalization system
Noise reduction system

EXCLUDES:

DATA ELEMENTS:

Recording/reproduction characteristic designation

ENTITY/OBJECT: INFIXION
SUB-TYPE: Sound recording
ATTRIBUTE: Recording/reproduction characteristic
DATA ELEMENT: Recording/reproduction characteristic designation

DEFINITION:

[Proposed definition:] A term indicating the equalization system, noise reduction system, etc. used to make the recording.

INCLUDES:

Terms such as "Dolby processed," "NAB standard," etc.

EXCLUDES:

SOURCE OF INFORMATION:

Prescribed source of information: any source

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules cover:
instructions for recording the recording/reproduction characteristics of a sound recording (6.5C8, 6.7B10)

ENTITY/OBJECT: INFIXION
SUB-TYPE: Film
ATTRIBUTE: Aspect ratio

DEFINITION:

[Proposed definition:] The width-to-height ratio of a motion picture frame.--*Glossary of film terms / Mercer*

INCLUDES:

Aspect ratio

EXCLUDES:

DATA ELEMENTS:

Aspect ratio designation

ENTITY/OBJECT: INFIXION
SUB-TYPE: Film
ATTRIBUTE: Aspect ratio
DATA ELEMENT: Aspect ratio designation

DEFINITION:

[Proposed definition:] A term or phrase indicating the aspect ratio of a film.

INCLUDES:

Terms indicating aspect ratio ("anamorphic," "techniscope," etc.)

EXCLUDES:

SOURCE OF INFORMATION:

Prescribed source of information: any source

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules cover:
instructions for recording aspect ratio of a film (7.5C2)

ENTITY/OBJECT: INFIXION
SUB-TYPE: Film
ATTRIBUTE: Projection speed

DEFINITION:

[Proposed definition:] The speed at which the carrier must be operated to produce the moving image intended.

INCLUDES:

Projection speed for a film

EXCLUDES:

DATA ELEMENTS:

Projection speed designation

ENTITY/OBJECT: INFIXION
SUB-TYPE: Film
ATTRIBUTE: Projection speed
DATA ELEMENT: Projection speed designation

DEFINITION:

[Proposed definition:] A measurement indicating the speed at which the carrier must be operated to produce the moving image intended.

INCLUDES:

Measurements such as "25 fps," etc.

EXCLUDES:

SOURCE OF INFORMATION:

Prescribed source of information: any source

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules cover:
instructions for recording projection speed for a film (7.5C5)

ENTITY/OBJECT: INFIXION
SUB-TYPE: Film
ATTRIBUTE: Sound characteristic

DEFINITION:

[Proposed definition:] The technical nature of the sound component of a film.

INCLUDES:

EXCLUDES:

DATA ELEMENTS:

Sound characteristic designation

ENTITY/OBJECT: INFIXION
SUB-TYPE: Film
ATTRIBUTE: Sound characteristic
DATA ELEMENT: Sound characteristic designation

DEFINITION:

[Proposed definition:] A term or phrase indicating the presence or absence of sound or the technical nature of the sound component of a film.

INCLUDES:

Terms indicating whether the film contains sound or is silent
Terms and phrases indicating the way in which the sound is encoded ("optical," "magnetic," etc.)
Phrases indicating whether the sound track is physically integrated with the film or is on a separate recording

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules cover:
instructions for recording the presence or absence of sound for films (7.5C3)
instructions for noting other sound characteristics for films (7.7B10)

ENTITY/OBJECT: INFIXION
SUB-TYPE: Film
ATTRIBUTE: Form of print

DEFINITION:

[Proposed definition:] The state of a film print as it relates to the stage of laboratory processing involved in the production of the print.

INCLUDES:

States resulting from processing states ranging from the uncut negative to the final print suitable for viewing or projection

EXCLUDES:

DATA ELEMENTS:

Form of print designation

ENTITY/OBJECT:	INFIXION
SUB-TYPE:	Film
ATTRIBUTE:	Form of print
DATA ELEMENT:	Form of print designation

DEFINITION:
[Proposed definition:] A term or phrase indicating the form of print for a film.
INCLUDES:
Terms such as “reversal internegative,” “colour separation,” “fine grain duplicating negative,” etc.
EXCLUDES:
SOURCE OF INFORMATION:
Prescribed source of information: any source
GENERAL RULES:
N/A
SPECIFIC RULES:
Specific rules cover: instructions for noting the form of print for a film (7.7B10)

ENTITY/OBJECT: INFIXION
SUB-TYPE: Videorecording
ATTRIBUTE: Videorecording characteristic

DEFINITION:

[Proposed definition:] The recording system, etc. used to produce a videorecording.

INCLUDES:

Videorecording system

EXCLUDES:

DATA ELEMENTS:

Videorecording system/standard designation

ENTITY/OBJECT: INFIXION
SUB-TYPE: Videorecording
ATTRIBUTE: Videorecording characteristic
DATA ELEMENT: Videorecording system/standard designation

DEFINITION:

[Proposed definition:] A term or phrase indicating the system or standard used to produce a videorecording.

INCLUDES:

Terms such as "Beta," "VHS Hi-fi," "LaserVision CAV," etc.
Specifications such as "Standard: 405 lines, 50 field, high band"

EXCLUDES:

SOURCE OF INFORMATION:

Prescribed source of information: any source

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules cover:
instructions for noting the videorecording system and specifications (7.7B10)

ENTITY/OBJECT: INFIXION
SUB-TYPE: Videorecording
ATTRIBUTE: Sound characteristic

DEFINITION:

[Proposed definition:] The technical nature of the sound component of a videorecording.

INCLUDES:

EXCLUDES:

DATA ELEMENTS:

Sound characteristic designation

ENTITY/OBJECT: INFIXION
SUB-TYPE: Videorecording
ATTRIBUTE: Sound characteristic
DATA ELEMENT: Sound characteristic designation

DEFINITION:

[Proposed definition:] A term or phrase indicating the presence or absence of sound or the technical nature of the sound component of a videorecording.

INCLUDES:

Terms indicating whether the videorecording contains sound or is silent

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules cover:
instructions for recording the presence or absence of sound for videorecordings (7.5C3)
instructions for noting other sound characteristics for videorecordings (7.7B10)

ENTITY/OBJECT: INFIXION
SUB-TYPE: Computer file
ATTRIBUTE: Recording density

DEFINITION:

[Proposed definition:] The amount of data which can be contained in a specific amount of area or space, usually measured in bits per inch or characters per inch.--*ALA glossary of library and information science*

INCLUDES:

Density of storage medium

EXCLUDES:

DATA ELEMENTS:

Recording density designation

ENTITY/OBJECT: INFIXION
SUB-TYPE: Computer file
ATTRIBUTE: Recording density
DATA ELEMENT: Recording density designation

DEFINITION:

[Proposed definition:] A term or phrase indicating the recording density of the computer file.

INCLUDES:

Terms such as "single density," "double density," etc.
Specifications such as "6,250 bpi"

EXCLUDES:

SOURCE OF INFORMATION:

Prescribed source of information: any source

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules cover:
instructions for giving the recording density of a computer file (9.5C2)

ENTITY/OBJECT: INFIXION
SUB-TYPE: Computer file
ATTRIBUTE: Sectoring

DEFINITION:

[Proposed definition:] The identification of boundaries of addressable subdivisions of a track or band on a magnetic disk, magnetic drum, or optical disk.

INCLUDES:

Soft sectoring
Hard sectoring

EXCLUDES:

DATA ELEMENTS:

Sectoring designation

ENTITY/OBJECT: INFIXION
SUB-TYPE: Computer file
ATTRIBUTE: Sectoring
DATA ELEMENT: Sectoring designation

DEFINITION:

[Proposed definition:] A term or phrase indicating the sectoring of the computer file.

INCLUDES:

Terms such as "soft sectored," etc.

EXCLUDES:

SOURCE OF INFORMATION:

Prescribed source of information: any source

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules cover:
instructions for recording the sectoring of a computer file (9.5C2)

ENTITY/OBJECT: INFIXION
SUB-TYPE: Computer file
ATTRIBUTE: Sound characteristic

DEFINITION:

[Proposed definition:] The technical nature of the sound component of a computer file.

INCLUDES:

EXCLUDES:

DATA ELEMENTS:

Sound characteristic designation

ENTITY/OBJECT: INFIXION
SUB-TYPE: Computer file
ATTRIBUTE: Sound characteristic
DATA ELEMENT: Sound characteristic designation

DEFINITION:

[Proposed definition:] A term or phrase indicating a computer file is encoded to produce sound.

INCLUDES:

The term "sound"

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules cover:
instructions for recording the presence of sound for computer files (9.5C1)

ENTITY/OBJECT: INFIXION
SUB-TYPE: Graphic content
ATTRIBUTE: Colour

DEFINITION:

[Proposed definition:] One or more of the constituents into which light decomposes.

INCLUDES:

EXCLUDES:

DATA ELEMENTS:

Colour designation

ENTITY/OBJECT:	INFIXION
SUB-TYPE:	Graphic content
ATTRIBUTE:	Colour
DATA ELEMENT:	Colour designation

DEFINITION:
[Proposed definition:] A term or phrase indicating the colour characteristic of the graphic content of a document or document part.
INCLUDES:
Terms and phrases such as “black and white,” “colour,” “sepia,” etc.
EXCLUDES:
SOURCE OF INFORMATION:
Any source
GENERAL RULES:
N/A
SPECIFIC RULES:
Specific rules cover: <ul style="list-style-type: none">instructions for recording the colour characteristics of the graphic content for motion pictures and videorecordings (7.5C4)instructions for recording the colour characteristics of the content in a graphic (8.5C2)instructions for recording the colour characteristics of the graphic content for computer files (9.5C2)instructions for recording the colour characteristics for three-dimensional artefacts and realia (10.5C2)

ENTITY/OBJECT: INFIXION

SUB-TYPE: Microform

ATTRIBUTE: Polarity

DEFINITION:

[Proposed definition:] An expression of change in image tone between generations of copies.-
-*ALA glossary of library and information science*

INCLUDES:

Polarity

EXCLUDES:

DATA ELEMENTS:

Polarity designation

ENTITY/OBJECT: INFIXION
SUB-TYPE: Microform
ATTRIBUTE: Polarity
DATA ELEMENT: Polarity designation

DEFINITION:

[Proposed definition:] A term or phrase indicating the polarity of the microform.

INCLUDES:

Terms such as “negative,” “positive,” etc.

EXCLUDES:

SOURCE OF INFORMATION:

Prescribed source of information: any source

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules cover:
instructions for recording the polarity of a microform (11.5C1)

ENTITY/OBJECT: INFIXION
SUB-TYPE: Microform
ATTRIBUTE: Reduction ratio

DEFINITION:

[Proposed definition:] An expression of the number of times a document or other object has been reduced to form a photographic image.--*ALA glossary of library and information science*

INCLUDES:

Reduction ratio

EXCLUDES:

DATA ELEMENTS:

Reduction ratio designation

ENTITY/OBJECT: INFIXION
SUB-TYPE: Microform
ATTRIBUTE: Reduction ratio
DATA ELEMENT: Reduction ratio designation

DEFINITION:

[Proposed definition:] A term or phrase indicating the reduction ratio of the microform.

INCLUDES:

Terms such as "low reduction," "high reduction," "very high reduction," etc.
Specification of ratio (e.g., 150X)

EXCLUDES:

SOURCE OF INFORMATION:

Prescribed source of information: any source

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules cover:
instructions for noting the reduction ratio of a microform (11.7B10)

ENTITY/OBJECT: INFIXION
SUB-TYPE: Alternate format materials
ATTRIBUTE: Format

DEFINITION:

[Proposed definition:] The format of material designed specifically to facilitate use by persons with visual impairments.

INCLUDES:

Materials in braille and other tactile formats

EXCLUDES:

DATE ELEMENTS:

Format designation

ENTITY/OBJECT:	INFIXION
SUB-TYPE:	Alternate format materials
ATTRIBUTE:	Format
DATA ELEMENT:	Format designation

DEFINITION:
[Proposed definition:] A term of phrase indicating the system of representation, etc. used in material formatted specifically to facilitate use by persons with visual impairments.
INCLUDES:
Terms and phrases such as “braille,” “Moon type,” “press braille,” “tactile,” “thermoform,” etc.
EXCLUDES:
SOURCE OF INFORMATION:
Any source
GENERAL RULES:
N/A
SPECIFIC RULES:
<p>Specific rules cover:</p> <ul style="list-style-type: none"> instructions for recording the specific material designation for printed monographs in braille or other tactile formats (2.5B23) instructions for recording the specific material designation for printed monographs in large print (2.5B24) instructions for recording the specific material designation for cartographic materials in braille or other tactile formats (3.5B5) instructions for recording the specific material designation for manuscripts in braille or other tactile formats (4.5B3) instructions for recording the specific material designation for music in braille or other tactile formats (5.5B3) instructions for recording the specific material designation for music in large print (5.5B3) instructions for recording the specific material designation for graphic materials in a raised image format (8.5B6) instructions for recording the specific material designation for serials in braille or other tactile formats (12.5B3)

ENTITY/OBJECT: PHYSICAL CARRIER

DEFINITION:

"A physical medium in which data, sound, images, etc., are stored. For certain categories of material, the physical carrier consists of a storage medium (e.g., tape, film) sometimes encased in a plastic, metal, etc., housing (e.g., cassette, cartridge) that is an integral part of the [document]."--glossary (modified)

INCLUDES:

Any form of physical object used as the carrier for the intellectual or artistic content of the document or document part

EXCLUDES:

Container (see CONTAINER)

ATTRIBUTES:

Form of carrier
Extent of carrier
Material
Dimensions of carrier

Printed book
Book format

ENTITY/OBJECT: PHYSICAL CARRIER

ATTRIBUTE: Form of carrier

DEFINITION:

[Proposed definition:] The physical form of the carrier for the content of a document or document part.

INCLUDES:

EXCLUDES:

DATA ELEMENTS:

Form of carrier designation

ENTITY/OBJECT: PHYSICAL CARRIER
ATTRIBUTE: Form of carrier
DATA ELEMENT: Form of carrier designation

DEFINITION:

[Proposed definition:] A term or phrase indicating the form of the physical carrier.

INCLUDES:

Terms such as "sound disc," "sound cassette," "video disc," "video cassette," etc.

EXCLUDES:

SOURCE OF INFORMATION:

Prescribed sources of information vary according to the class of materials to which the document or document part belongs:

books, pamphlets, and printed sheets: the whole publication
printed serials: the whole publication
all other classes of materials: any source

GENERAL RULES:

General rules applying to all classes of material cover:
instructions for recording the form of carrier (1.5B1)
instructions for recording the form of carrier for each part of a multipart item (1.10C2)
instructions for preparation of a multilevel description (13.6A)

ENTITY/OBJECT: PHYSICAL CARRIER
ATTRIBUTE: Form of carrier
DATA ELEMENT: Form of carrier designation (continued)

SPECIFIC RULES:

Specific rules cover:

- instructions for recording the form of carrier for single-volume printed monographs (2.5B1-2.5B2, 2.5B8-2.5B9)
- instructions for recording the form of carrier for multivolume printed monographs (2.5B17-2.5B21)
- instructions for recording the form of carrier for cartographic materials (3.5B1-3.5B4)
- instructions for recording the form of carrier for manuscripts (4.5B1-4.5B2)
- instructions for recording the form of carrier for music (5.5B1-5.5B2)
- instructions for recording the form of carrier for sound recordings (6.5B1-6.5B3)
- instructions for recording the form of carrier for motion pictures and videorecordings (7.5B1-7.5B3)
- instructions for recording the form of carrier for graphic materials (8.5B1)
- instructions for recording the form of carrier for computer files (9.5B1-9.5B2)
- instructions for recording the form of carrier for three-dimensional artefacts and realia (10.5B1-10.5B2)
- instructions for recording the form of carrier for microforms (11.5B1-11.5B3)
- instructions for recording the form of carrier for serials (12.5B1-12.5B2)

Note: Not all terms listed in rule .5B1 pertain to the form of the physical carrier. Terms such as “map” in rule 3.5B1, “score,” etc. in rule 5.5B1, “art original,” etc. in rule 8.5B1, and “art reproduction,” etc. in rule 10.5B1 pertain to an intellectual or artistic unit or form (see CONTENT PART). For the treatment of such terms, as well as of terms pertaining to the form of the physical carrier, as specific material designations see CLASS OF MATERIALS.

ENTITY/OBJECT: PHYSICAL CARRIER

ATTRIBUTE: Extent of carrier

DEFINITION:

[Proposed definition:] The number of physical units and/or the number of components within a unit making up a document or document part.

INCLUDES:

Number of discrete physical units (volumes, discs, etc.) making up the document or document part
Number of components (pages, leaves, frames, etc.) within a unit

EXCLUDES:

DATA ELEMENTS:

Number of units
Number of components

ENTITY/OBJECT: PHYSICAL CARRIER

ATTRIBUTE: Extent of carrier

DATA ELEMENT: Number of units

DEFINITION:

[Proposed definition:] The number of separate physical units making up a document or document part.

INCLUDES:

Number of discrete physical units (volumes, discs, etc.) making up the document or document part

EXCLUDES:

Number of components (pages, leaves, frames, etc.) within a unit

SOURCE OF INFORMATION:

Prescribed sources of information vary according to the class of materials to which the document or document part belongs:

books, pamphlets, and printed sheets: the whole publication

printed serials: the whole publication

all other classes of materials: any source

GENERAL RULES:

General rules applying to all classes of material cover:

instructions for recording the number of units in the document (1.5B1)

instructions for recording the number of units in a multipart document (1.5B5)

instructions for recording the extent of each part of a multipart document (1.10C2)

instructions for preparation of a multilevel description (13.6A)

ENTITY/OBJECT: PHYSICAL CARRIER
ATTRIBUTE: Extent of carrier
DATA ELEMENT: Number of units (continued)

SPECIFIC RULES:

Specific rules cover:

- instructions for recording the number of units for single-volume printed monographs (2.5B1, 2.5B8-2.5B9)
- instructions for recording the number of units for multivolume printed monographs (2.5B17-2.5B19, 2.5B22)
- instructions for recording the number of units for cartographic materials (3.5B1-3.5B4)
- instructions for recording the number of units for manuscripts (4.5B1-4.5B2)
- instructions for recording the number of units for music (5.5B1-5.5B2)
- instructions for recording the number of units for sound recordings (6.5B1-6.5B3)
- instructions for recording the number of units for motion pictures and videorecordings (7.5B1-7.5B3)
- instructions for recording the number of units for graphic materials (8.5B1)
- instructions for recording the number of units for computer files (9.5B1-9.5B2)
- instructions for recording the number of units for three-dimensional artefacts and realia (10.5B1)
- instructions for recording the number of units for microforms (11.5B1, 11.5B3)
- instructions for recording the number of units for serials (12.5B1-12.5B2)

ENTITY/OBJECT: PHYSICAL CARRIER
ATTRIBUTE: Extent of carrier
DATA ELEMENT: Number of components

DEFINITION:

[Proposed definition:] The number of components within a unit or units making up a document or document part.

INCLUDES:

Number of components (pages, leaves, frames, etc.) within a unit or units

EXCLUDES:

Number of discrete physical units (volumes, discs, etc.) making up the document or document part
Number of discrete intellectual or artistic components of the content of the document of document part (see CONTENT PART)

SOURCE OF INFORMATION:

Prescribed sources of information vary according to the class of materials to which the document or document part belongs:
books, pamphlets, and printed sheets: the whole publication
printed serials: the whole publication
all other classes of materials: any source

GENERAL RULES:

General rules applying to all classes of material cover:
instructions for recording the number of components in the document (1.5B3)
instructions for recording the extent of each part of a multipart document (1.10C2)
instructions for preparation of a multilevel description (13.6A)

ENTITY/OBJECT: PHYSICAL CARRIER
ATTRIBUTE: Extent of carrier
DATA ELEMENT: Number of components (continued)

SPECIFIC RULES:

Specific rules cover:

- instructions for recording the number of components for single-volume printed monographs (2.5B1-2.5B9)
- instructions for recording the number of components for multivolume printed monographs (2.5B20-2.5B21)
- instructions for noting signatures for early printed monographs (2.18D1)
- instructions for recording the number of components for cartographic materials (3.5B2-3.5B4)
- instructions for recording the number of components for manuscripts (4.5B1-4.5B2)
- instructions for noting collation of ancient, medieval and Renaissance manuscripts (4.7B23)
- instructions for recording the number of components for music (5.5B1-5.5B2)
- instructions for recording the number of components for sound recordings (6.5B3)
- instructions for recording the number of components for motion pictures and videorecordings (7.5B2)
- instructions for recording the number of components for graphic materials (8.5B2-8.5B5)
- instructions for recording the number of components for three-dimensional artefacts and realia (10.5B2)
- instructions for recording the number of components for microforms (11.5B2)

ENTITY/OBJECT: PHYSICAL CARRIER

ATTRIBUTE: Material

DEFINITION:

[Proposed definition:] The type of material from which the physical carrier of the document or document part is produced.

INCLUDES:

Base material for the storage medium (e.g., paper, wood, plastic, metal, etc.)
Material applied to the base (e.g., oil paint applied to canvas, a chemical emulsion applied to a film base, etc.)

EXCLUDES:

DATA ELEMENTS:

Material descriptor

ENTITY/OBJECT:	PHYSICAL CARRIER
ATTRIBUTE:	Material
DATA ELEMENT:	Material descriptor

DEFINITION:	[Proposed definition:] A word or phrase describing the material from which the document or document part is made.
INCLUDES:	Words such as "plastic," "silk," "wood," vellum," "polystyrene," etc. Phrases such as "oil on canvas," "plywood and papier mâché," "plastic, on metal stand," etc.
EXCLUDES:	
SOURCE OF INFORMATION:	Prescribed sources of information vary according to the class of materials to which the document or document part belongs: books, pamphlets, and printed sheets: the whole publication printed serials: the whole publication all other classes of materials: any source
GENERAL RULES:	N/A
SPECIFIC RULES:	Specific rules cover: instructions for recording the material from which a cartographic document is made and the material for the mounting (3.5C4-3.5C5) instructions for recording the material on which a manuscript is written (4.5C1) instructions for noting the film base for motion pictures (7.7B10) instructions for recording the medium and base material for an art original (8.5C1) instructions for recording the material from which a three-dimensional artefact or a microscope slide is made (10.5C1) instructions for noting the film base for microforms (11.7B10)

ENTITY/OBJECT: PHYSICAL CARRIER

ATTRIBUTE: Dimensions of carrier

DEFINITION:

[Proposed definition:] The measurements of the physical components of the document or document part.

INCLUDES:

Height, width, depth, diameter

EXCLUDES:

DATA ELEMENTS:

Measurements

ENTITY/OBJECT: PHYSICAL CARRIER
ATTRIBUTE: Dimensions of carrier
DATA ELEMENT: Measurements

DEFINITION:

[Proposed definition:] The measurements of the document or document part.

INCLUDES:

Measurements of height, width, depth, diameter

EXCLUDES:

SOURCE OF INFORMATION:

Prescribed sources of information vary according to the class of materials to which the document or document part belongs:
books, pamphlets, and printed sheets: the whole publication
printed serials: the whole publication
all other classes of materials: any source

GENERAL RULES:

N/A

ENTITY/OBJECT: PHYSICAL CARRIER
ATTRIBUTE: Dimensions of carrier
DATA ELEMENT: Measurements (continued)

SPECIFIC RULES:

Specific rules cover:

instructions for recording the measurements of printed monographs, atlases, and printed music (2.5D1-2.5D5, 3.5D2, 5.5D1)
instructions for recording the measurements of a map, plan, etc. (3.5D1)
instructions for recording the measurements of a relief model (3.5D3)
instructions for recording the measurements of a globe (3.5D4)
instructions for recording the measurements of a manuscript (4.5D1)
instructions for recording the measurements of a score and parts (5.5D1)
instructions for recording the measurements of sound discs (6.5D2), sound track films (6.5D3), sound cartridges (6.5D4), sound cassettes (6.5D5), sound tape reels (6.5D6), and rolls (6.5D7)
instructions for recording the measurements of a motion picture (7.5D2), a videotape (7.5D3,), and a videodisc (7.5D4)
instructions for noting the length of a film or tape (7.7B10)
instructions for recording the measurements of a filmstrip or filmstrip (8.5D2), a stereograph (8.5D3), and art original, art print, art reproduction, or transparency (8.5D4), a slide (8.5D5), a technical drawing or wall chart (8.5D6), and other graphic materials (8.5D1)
instructions for recording the measurements of a computer disk, computer cartridge, computer cassette, computer reel, and other carriers for a computer file (9.5D1-9.5D2)
instructions for recording the measurements of a three-dimensional artefact or object (10.5D1)
instructions for recording the measurements of aperture cards (11.5D2), microfiche (11.5D3), microfilms (11.5D4), and microopaques (11.5D5)

ENTITY/OBJECT: PHYSICAL CARRIER

SUB-TYPE: Printed book

ATTRIBUTE: Book format

DEFINITION:

"The number of times the printed sheet has been folded to make the leaves of a book."--
glossary

INCLUDES:

Format for early printed books

EXCLUDES:

DATA ELEMENTS:

Book format designation

ENTITY/OBJECT: PHYSICAL CARRIER
SUB-TYPE: Printed book
ATTRIBUTE: Book format
DATA ELEMENT: Book format designation

DEFINITION:

[Proposed definition:] An abbreviation indicating the number of times the printed sheet has been folded to make the leaves of a book.

INCLUDES:

Abbreviations such as "fol.," "4to," "8vo," etc.

EXCLUDES:

SOURCE OF INFORMATION:

Prescribed source of information: the whole publication

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules cover:
instructions for recording the format of an early printed book (2.17C)

ENTITY/OBJECT: CONTAINER

DEFINITION:

"Any housing for a [document], a group of [documents], or part of a [document] that is physically separable from the material being housed."--glossary

INCLUDES:

EXCLUDES:

Housing that is an integral part of the document (see PHYSICAL CARRIER)

ATTRIBUTES:

Form of container
Dimensions of container

ENTITY/OBJECT: CONTAINER
ATTRIBUTE: Form of container

DEFINITION:

[Proposed definition:] The physical form of the container of a document, group of documents, or document part.

INCLUDES:

EXCLUDES:

DATA ELEMENTS:

Container designation

ENTITY/OBJECT: CONTAINER
ATTRIBUTE: Form of container
DATA ELEMENT: Container designation

DEFINITION:

[Proposed definition:] A term or phrase indicating the form of the container of a document, group of documents, or document part.

INCLUDES:

Terms and phrases such as "box," "case," etc.

EXCLUDES:

SOURCE OF INFORMATION:

Prescribed sources of information vary according to the class of materials to which the document or document part belongs:
books, pamphlets, and printed sheets: the whole publication
printed serials: the whole publication
all other classes of materials: any source

GENERAL RULES:

General rules applying to all classes of published material cover:
instructions for naming the container (1.5D2)

SPECIFIC RULES:

N/A

ENTITY/OBJECT: CONTAINER
ATTRIBUTE: Dimensions of container

DEFINITION:

[Proposed definition:] The measurements of the container of a document, group of documents, or document part.

INCLUDES:

Height, width, depth, diameter

EXCLUDES:

Dimensions of document or document part (see PHYSICAL CARRIER)

DATA ELEMENTS:

Measurements

ENTITY/OBJECT: CONTAINER
ATTRIBUTE: Dimensions of container
DATA ELEMENT: Measurements

DEFINITION:

[Proposed definition:] The measurements of the container of a document, group of documents, or document part.

INCLUDES:

Measurements of height, width, depth, diameter

EXCLUDES:

SOURCE OF INFORMATION:

Prescribed sources of information vary according to the class of materials to which the document or document part belongs:
books, pamphlets, and printed sheets: the whole publication
printed serials: the whole publication
all other classes of materials: any source

GENERAL RULES:

General rules applying to all classes of published material cover:
instructions for recording the dimensions of the container (1.5D2)

SPECIFIC RULES:

Specific rules cover:
instructions for recording the dimensions of the containers within a collection of manuscripts (4.5D2)

ENTITY/OBJECT: PERSON

DEFINITION:

[Proposed definition:] An individual

INCLUDES:

Creators of intellectual or artistic content (authors, composers, artists, etc.)
Producers of unpublished documents and publication masters (scribes, engravers, recording technicians, etc.)
Owners and donors of unpublished documents

EXCLUDES:

Named groups of persons (see CORPORATE BODY)

ATTRIBUTES:

Name of person

Note: Additional attributes will be added as the model is developed to reflect the rules in Part II of the code. For the purposes of analyzing Part I, the single attribute “name of person” is all that is required.

ENTITY/OBJECT: PERSON
ATTRIBUTE: Name of person

DEFINITION:

[Proposed definition:] A word, character, or group of words and/or characters by which the person is known.

INCLUDES:

Forenames or given names
Matronymics, patronymics, family names or surnames
Dynastic names, etc.
Sobriquets, etc.

EXCLUDES:

DATA ELEMENTS:

Name of person

ENTITY/OBJECT: PERSON
ATTRIBUTE: Name of person
DATA ELEMENT: Name of person

DEFINITION:

[Proposed definition:] A word, character, or group of words and/or characters by which the person is known.

INCLUDES:

EXCLUDES:

Personal name heading

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

General rules applying to all types of material cover:
instructions for noting the name of the person to whom the work contained in a document has been attributed (1.7B6, 2.7B6, 3.7B6, etc.)
instructions (inferred from examples) for noting the names of persons responsible for the physical production of the document (1.7B6, 2.7B6, 3.7B6, etc.)

SPECIFIC RULES:

Specific rules cover:
instructions for noting the name of the donor or previous owners of a manuscript or manuscript collection (4.7B7)
instructions for noting the name of the donor or previous owners of an original graphic item (8.7B6)

ENTITY/OBJECT: CORPORATE BODY

DEFINITION:

"An organization or group of persons that is identified by a particular name and that acts, or may act, as an entity."--glossary

INCLUDES:

Creators of intellectual or artistic content (named groups of musicians, etc.)
Producers of unpublished documents and publication masters (recording companies, etc.)
Owners and donors of unpublished documents (foundations, corporations, etc.)

EXCLUDES:

Unnamed groups of persons

ATTRIBUTES:

Name of corporate body

ENTITY/OBJECT: CORPORATE BODY
ATTRIBUTE: Name of corporate body

DEFINITION:

[Proposed definition:] A word, character, or group of words and/or characters by which the corporate body is known.

INCLUDES:

Names of associations, institutions, business firms, non-profit enterprises
Names of governments, government agencies
Names of religious bodies, local churches, synagogues, mosques, etc.
Names of conferences, etc.

EXCLUDES:

DATA ELEMENTS:

Name of corporate body

ENTITY/OBJECT: CORPORATE BODY
ATTRIBUTE: Name of corporate body
DATA ELEMENT: Name of corporate body

DEFINITION:

[Proposed definition:] A word, character, or group of words and/or characters by which the corporate body is known.

INCLUDES:

EXCLUDES:

Corporate name heading

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

General rules applying to all types of material cover:
instructions for noting the name of the body to whom the work contained in a document has been attributed (1.7B6, 2.7B6, 3.7B6, etc.)
instructions (inferred from examples) for noting the names of bodies responsible for the physical production of the document (1.7B6, 2.7B6, 3.7B6, etc.)

SPECIFIC RULES:

Specific rules cover:
instructions for noting the name of the donor or previous owners of a manuscript or manuscript collection (4.7B7)
instructions for noting the name of the donor or previous owners of an original graphic item (8.7B6)

ENTITY/OBJECT: PRODUCTION

DEFINITION:

[Proposed definition:] The act of physically creating a document.

INCLUDES:

Writing, inscribing, typesetting, keyboarding, etc.
Recording, filming, photographing, etc.
Drawing, painting, sculpting, crafting, etc.

EXCLUDES:

Abstract intellectual acts such as conceptualizing, etc.
Acts involving the replication or making of copies of a document (see MANUFACTURE)

ATTRIBUTES:

Place of production
Date of production
Recording system

Query: Is the concept inherent in the term “holograph” an attribute of PRODUCTION?

ENTITY/OBJECT: PRODUCTION
ATTRIBUTE: Place of production

DEFINITION:

[Proposed definition:] The town or other locality in which the act of production takes place.

INCLUDES:

Local place
State/province/territory and/or country in which the place is located
Institution, studio, etc.

EXCLUDES:

Place of replication (see MANUFACTURE)

DATA ELEMENTS:

Place of production

ENTITY/OBJECT: PRODUCTION
ATTRIBUTE: Place of production
DATA ELEMENT: Place of production

DEFINITION:

[Proposed definition:] The name of the town or other locality in which the act of production takes place.

INCLUDES:

Local place name
Name of state/province/territory and/or country in which the place is located
Name of an institution, studio, etc.

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules cover:
instructions for noting the place of writing of a manuscript (4.7B8)
instructions (inferred from examples) for noting the place of recording for a sound recording (6.7B7)

Query: Can we infer that place of production could also be noted for other types of documents (e.g., motion pictures and videorecordings, graphic materials, three-dimensional artefacts, etc.)

ENTITY/OBJECT: PRODUCTION
ATTRIBUTE: Date of production

DEFINITION:

[Proposed definition:] The date or dates on which the act of production takes place.

INCLUDES:

Year of production
Month and day of production
Inclusive dates for a multipart document or set of documents

EXCLUDES:

Date of replication (see MANUFACTURE)

DATA ELEMENTS:

Date of production

ENTITY/OBJECT: PRODUCTION
ATTRIBUTE: Date of production
DATA ELEMENT: Date of production

DEFINITION:

[Proposed definition:] The date on which the act of production takes place.

INCLUDES:

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

General rules applying to all types of unpublished documents cover:
instructions for recording the date of production of the document (1.4F9)

SPECIFIC RULES:

Specific rules cover:

- instructions for recording the date of production of a map manuscript (3.4F2)
- instructions for recording the date of writing of a letter, postcard, telegram, radiogram, etc. as part of the title proper for a manuscript (4.1B2)
- instructions for recording the date of production of a manuscript (4.4B1)
- instructions for recording the date of production of a music manuscript (5.4F2)
- instructions for recording the date of recording of a nonprocessed sound recording (6.4F3)
- instructions (inferred from examples) for noting the date of recording for a sound recording (6.7B7)
- instructions for noting the date of original production of a published motion picture or videorecording (7.4F2, 7.7B9)
- instructions for recording the date of production of unedited or unpublished film or video material and stock shots (7.4F3)
- instructions for recording the date of production of an art original, unpublished photograph, or other unpublished graphic document (8.4F2)
- instructions for recording the inclusive dates of production for a collection of graphic materials (8.4F3)
- instructions for recording the date of production of an unpublished computer file (9.4F2)
- instructions for recording the date of production of an unpublished microform (11.4F2)

ENTITY/OBJECT: PRODUCTION
ATTRIBUTE: Recording system

DEFINITION:

[Proposed definition:] The system, process, technique, etc. used to record colour, sound, video images, etc. in a document

INCLUDES:

EXCLUDES:

DATA ELEMENTS:

Recording system designation

ENTITY/OBJECT: PRODUCTION
ATTRIBUTE: Recording system
DATA ELEMENT: Recording system designation

DEFINITION:

[Proposed definition:] A term or phrase indicating the system, process, technique, etc. used to record colour, sound, video images, etc. in a document.

INCLUDES:

Terms and phrases such as "Technicolor," "SECAM," "acoustic recording," "Beta," "LaserVision CAV," etc.

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules cover:

- instructions for recording the recording characteristics for a sound recording (6.5C8)
- instructions for noting the recording characteristics for a sound recording (6.7B10)
- instructions for noting the colour recording system used to produce a motion picture or videorecording (7.7B10)
- instructions for noting the videorecording system used to produce a videorecording (7.7B10)
- instructions for noting the process used to produce an art print (8.5C1)

ENTITY/OBJECT: CREATION

DEFINITION:

[Proposed definition]: The act of originating intellectual or artistic content.

INCLUDES:

Creative acts of an intellectual or artistic nature such as writing, composing, drawing, etc.

EXCLUDES:

Physical acts related to the creative content of a document (see PRODUCTION)

ATTRIBUTES:

Date of creation

ENTITY/OBJECT: CREATION
ATTRIBUTE: Date of creation

DEFINITION:

[Proposed definition]: The date on which the content of the item described was originally created.

INCLUDES:

Date of original creation

EXCLUDES:

DATA ELEMENTS:

Date of creation

ENTITY/OBJECT: CREATION
ATTRIBUTE: Date of creation
DATA ELEMENT: Note on date of creation

DEFINITION:

[Proposed definition]: A note indicating the year or years in which the content of the item described was originally created.

INCLUDES:

Notes such as "begun by . . . in 1817," "plotted by . . . 1965," "data collected May-Aug. 1981," etc.

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

General rules applying to all types of material cover:
instructions (inferred from examples) for noting the year in which the content of the item described was originally created (1.7B6, 2.7B6, 3.7B6, etc.)

SPECIFIC RULES:

N/A

ENTITY/OBJECT: OWNERSHIP

DEFINITION:

[Proposed definition]: Legal title to an object of physical property.

INCLUDES:

Ownership of a document, set of documents, collection, etc.

EXCLUDES:

ATTRIBUTES:

Date of transfer
Period of ownership

ENTITY/OBJECT: OWNERSHIP
ATTRIBUTE: Date of transfer

DEFINITION:

[Proposed definition]: The date on which ownership of the item described was transferred from the previous owner to the current owner.

INCLUDES:

Date of transfer from the donor to the institution holding the object

EXCLUDES:

DATA ELEMENTS:

Date of accession

ENTITY/OBJECT: OWNERSHIP
ATTRIBUTE: Date of transfer
DATA ELEMENT: Date of accession

DEFINITION:

[Proposed definition]: The date (normally a year or years) of accessioning by the institution currently holding the item.

INCLUDES:

Year or years of accession

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules cover:
instructions for noting the year or years of accession of a manuscript or manuscript collection (4.7B7)
instructions for noting the year or years of accession of an original graphic item (8.7B6)

ENTITY/OBJECT: OWNERSHIP
ATTRIBUTE: Period of ownership

DEFINITION:

[Proposed definition]: The dates of ownership pertaining to a previous owner of the item described.

INCLUDES:

Inclusive years of ownership

EXCLUDES:

DATA ELEMENTS:

Dates of ownership

ENTITY/OBJECT: OWNERSHIP
ATTRIBUTE: Period of ownership
DATA ELEMENT: Dates of ownership

DEFINITION:

[Proposed definition]: The dates (normally a range of years) of ownership pertaining to a previous owner of the item described.

INCLUDES:

Inclusive years of ownership

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules cover:
instructions for noting the years of ownership pertaining to a previous owner of a manuscript or manuscript collection (4.7B7)
instructions for noting the years of ownership pertaining to a previous owner of an original graphic item (8.7B6)

ENTITY/OBJECT: EQUIPMENT

DEFINITION:

[Proposed definition:] A device used to play, project, operate, or use a document whose content cannot otherwise be accessed by the unaided senses.

INCLUDES:

Machines such as disc players, tape players, film projectors, slide projectors, computers, microform readers, etc.
Devices such as game paddles, etc.

EXCLUDES:

ATTRIBUTES:

Film
Projection requirement

Computer file
System requirement

Microform
Reader

ENTITY/OBJECT: EQUIPMENT
SUB-TYPE: Film
ATTRIBUTE: Projection requirement

DEFINITION:

[Proposed definition:] A requirement for non-standard projection equipment.

INCLUDES:

Requirements for a special type of projector
Requirements for a special lens or filter
Requirements for multiple projectors

EXCLUDES:

DATA ELEMENTS:

Projection requirement designation

ENTITY/OBJECT:	EQUIPMENT
SUB-TYPE:	Film
ATTRIBUTE:	Projection requirement
DATA ELEMENT:	Projection requirement designation

DEFINITION:

[Proposed definition:] A term or phrase indicating projection requirements for a film.

INCLUDES:

Terms and phrases indicating projection requirements such as "Panavision," "Cinerama," etc.
Terms and phrases such as "multiprojector," etc.

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules cover:
instructions for noting special projection requirements for a film (7.7B10)

ENTITY/OBJECT: EQUIPMENT
SUB-TYPE: Computer file
ATTRIBUTE: System requirement

DEFINITION:

[Proposed definition:] A specific type of hardware or software required to access, run, and/or interact with a data file or computer program.

INCLUDES:

Make and model of computer
Amount of memory required
Operating system
Software requirements (including programming language)
Peripherals

EXCLUDES:

DATA ELEMENTS:

System requirement designation

ENTITY/OBJECT:	EQUIPMENT
SUB-TYPE:	Computer file
ATTRIBUTE:	System requirement
DATA ELEMENT:	System requirement designation

DEFINITION:

[Proposed definition:] A term or phrase indicating software or hardware requirements for a computer file.

INCLUDES:

Make and model names such as "Apple," "IBM," "Commodore Super PET SP9000," etc.
 Specifications for memory (e.g., "48K RAM")
 Names and releases of operating systems such as "DOS 3.3," etc.
 Names of programming languages (e.g., "Applesoft BASIC")
 Terms for software or firmware components (e.g., "colour card," "CD-ROM driver")
 Terms for peripherals (e.g., "game paddles," "CD-ROM player")

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules cover:
 instructions for noting system requirements for computer files (9.7B1)

ENTITY/OBJECT: EQUIPMENT

SUB-TYPE: Microform

ATTRIBUTE: Reader

DEFINITION:

[Proposed definition:] A device which magnifies microforms for reading with the unaided eye.
--*ALA glossary of library and information science*

INCLUDES:

Hand readers, lap readers, desktop readers, floor model readers, reader printers

EXCLUDES:

DATA ELEMENTS:

Reader designation

ENTITY/OBJECT: EQUIPMENT
SUB-TYPE: Microform
ATTRIBUTE: Reader
DATA ELEMENT: Reader designation

DEFINITION:

[Proposed definition:] A phrase indicating the reader on which a microform cassette or cartridge is to be used.

INCLUDES:

Phrases such as "for Information Design reader," etc.

EXCLUDES:

SOURCE OF INFORMATION:

Prescribed source of information: any source

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules cover:
instructions for noting the reader required for a microform cassette or cartridge
(11.7B10)

ENTITY/OBJECT: MANUFACTURE

DEFINITION:

[Proposed definition:] The act of making copies of a document by means of a mechanical or electronic process.

INCLUDES:

Printing of copies of a text, map, graphic, photograph, etc.
Manufacture of copies of a sound recording, film, videorecording, etc.
Manufacture of copies of a model, sculpture, etc.

EXCLUDES:

The production of an original document (see PRODUCTION)

ATTRIBUTES:

Method of replication

ENTITY/OBJECT: MANUFACTURE
ATTRIBUTE: Method of replication

DEFINITION:

[Proposed definition:] The process by which copies of a master document are replicated.

INCLUDES:

Reprographic processes such as photocopying, blueline printing, lithography, photogravure, collotype, etc.

EXCLUDES:

DATA ELEMENTS:

Method of replication designation

ENTITY/OBJECT: MANUFACTURE
ATTRIBUTE: Method of replication
DATA ELEMENT: Method of replication designation

DEFINITION:

[Proposed definition:] A term or phrase indicating the mechanical or electronic process used to make copies of a document.

INCLUDES:

Terms and phrases such as “carbon copy,” “photocopy,” “blueprint,” “lithograph,” “photogravure,” “collotype”, etc.

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules cover:

- instructions for noting the method of replication for a cartographic document (3.7B10)
- instructions for noting the method of replication for a copy of a manuscript (4.7B1)
- instructions for recording the method of replication for an art reproduction (8.5C1)

Query: Is method of replication relevant for other types of documents (e.g., three-dimensional artefacts)?

ENTITY/OBJECT: RELEASE

DEFINITION:

[Proposed definition:] The act of making copies of a document available to the public.

INCLUDES:

Publication of a book, map, printed music, art reproduction, photograph, filmstrip, computer file, game, model, kit, microform, periodical, etc.
Release of a sound recording or videorecording
Theatrical release of a motion picture (???)
Online dissemination of a computer file (???)

EXCLUDES:

ATTRIBUTES:

Place of release
Date of release

ENTITY/OBJECT: **RELEASE**
ATTRIBUTE: **Place of release**

DEFINITION:

[Proposed definition:] The country in which the act of release takes place.

INCLUDES:

Country of release

EXCLUDES:

DATA ELEMENTS:

Country of release

ENTITY/OBJECT: RELEASE
ATTRIBUTE: Place of release
DATA ELEMENT: Country of release

DEFINITION:

[Proposed definition:] The name of the country in which the document is released.

INCLUDES:

Name of country

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules cover:
instructions for noting the country of original release of a motion picture or
videorecording (7.7B9)

Query: Is country of release relevant for other types of documents (e.g., sound recordings)?

ENTITY/OBJECT: RELEASE
ATTRIBUTE: Date of release

DEFINITION:

[Proposed definition:] The date on which the act of release takes place.

INCLUDES:

Year of release
Month and day of release
Inclusive dates for a multipart document or set of documents

EXCLUDES:

DATA ELEMENTS:

Date of release

ENTITY/OBJECT: RELEASE
ATTRIBUTE: Date of release
DATA ELEMENT: Date of release

DEFINITION:

[Proposed definition:] The date on which the act of release takes place.

INCLUDES:

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules cover:
instructions (inferred from example) for noting the date of first release of a graphic document (8.7B9)

Query: Is date of release relevant for other types of documents (e.g., sound recordings, motion pictures and videorecordings)?

ENTITY/OBJECT: COPY

DEFINITION:

[Proposed definition:] "A single specimen of a document."--*ALA glossary of library and information science*

INCLUDES:

Single copy of a published document
Replication of an unpublished document

EXCLUDES:

ATTRIBUTES:

Annotations, signatures, etc.
Copy number
Lacuna
Access restrictions relating to copy

Printed book / manuscript
Hand colouring
Binding

Videotape
Generation

Computer file
Locally assigned file name

Note: The copy also "inherits" the attributes of the "parent" document (see DOCUMENT)

ENTITY/OBJECT: COPY
ATTRIBUTE: Annotations, signatures, etc.

DEFINITION:

[Proposed definition:] A note, signature, etc. added to a copy of a document by the author, an owner of the document, etc. sometime after the copy was produced or manufactured.

INCLUDES:

Annotations, marginalia
Handwritten dedications, etc.
Signatures, inscriptions, identifying marks, etc.

EXCLUDES:

DATA ELEMENTS:

Note on annotations, signatures, etc.

ENTITY/OBJECT: COPY
ATTRIBUTE: Annotations, signatures, etc.
DATA ELEMENT: Note on annotations, signatures, etc.

DEFINITION:

[Proposed definition:] A note indicating the presence of annotations, signatures, etc. in the copy being described.

INCLUDES:

Notes such as "signed with marginalia by the author," "signed by artist," etc.

EXCLUDES:

SOURCE OF INFORMATION:

Any source within the copy

GENERAL RULES:

General rules applying to all types of materials cover:
instructions for noting details of the copy being described (1.7B20)

SPECIFIC RULES:

Specific rules cover:
instructions for noting owner's annotations on manuscripts (4.7B23)

ENTITY/OBJECT: COPY
ATTRIBUTE: Copy number

DEFINITION:

[Proposed definition:] A number assigned to the copy by the manufacturer.

INCLUDES:

Copy numbers, print numbers, etc. for limited edition books, lithographs, etc.

EXCLUDES:

DATA ELEMENTS:

Note on copy number

ENTITY/OBJECT: COPY
ATTRIBUTE: Copy number
DATA ELEMENT: Note on copy number.

DEFINITION:

[Proposed definition:] A note indicating the number assigned by the manufacturer to the copy being described.

INCLUDES:

Notes such as "no. 45," etc.

EXCLUDES:

SOURCE OF INFORMATION:

Any source within the copy

GENERAL RULES:

General rules applying to all types of materials cover:
instructions for noting details of the copy being described (1.7B20)

SPECIFIC RULES:

N/A

ENTITY/OBJECT: COPY

ATTRIBUTE: Lacuna

DEFINITION:

[Proposed definition:] A physical unit or component of a document that is missing from the copy being described.

INCLUDES:

Missing pages, footage of tape or film, etc.

EXCLUDES:

DATA ELEMENTS:

Note on lacunae

ENTITY/OBJECT: COPY
ATTRIBUTE: Lacuna
DATA ELEMENT: Note on lacunae

DEFINITION:

[Proposed definition:] A note indicating lacunae in the copy being described.

INCLUDES:

Notes such as "library's copy lacks appendices, p. 245-260," "library's set lacks third reel," etc.

EXCLUDES:

SOURCE OF INFORMATION:

Any source within the copy

GENERAL RULES:

General rules applying to all types of materials cover:
instructions for noting details of the copy being described (1.7B20)

SPECIFIC RULES:

N/A

ENTITY/OBJECT: COPY

ATTRIBUTE: Access restrictions relating to copy

DEFINITION:

[Proposed definition:] "Limitations placed on physical access to the copy."--*Functional requirements for bibliographic records* (modified)

INCLUDES:

Restrictions pertaining to loan
Restrictions pertaining to access criteria

EXCLUDES:

Restrictions on access or use of the intellectual or artistic content of the copy (see CONTENT)

DATA ELEMENTS:

Note on access restrictions relating to copy

ENTITY/OBJECT: COPY
ATTRIBUTE: Access restrictions relating to copy
DATA ELEMENT: Note on access restrictions relating to copy

DEFINITION:

[Proposed definition:] A note indicating restrictions on access to and/or use of the copy being described.

INCLUDES:

Notes such as "supervised on-site use only," "for use by graduate students only," etc.

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

General rules applying to all types of materials cover:
instructions for noting restrictions on use of the copy being described (1.7B20)

SPECIFIC RULES:

N/A

ENTITY/OBJECT: COPY
SUB-TYPE: Printed book / manuscript
ATTRIBUTE: Hand colouring

DEFINITION:

[Proposed definition:] Colouring produced by hand on an individual copy or copies of a document.

INCLUDES:

EXCLUDES:

DATA ELEMENTS:

Note on hand colouring

ENTITY/OBJECT:	COPY
SUB-TYPE:	Printed book / manuscript
ATTRIBUTE:	Hand colouring
DATA ELEMENT:	Note on hand colouring

DEFINITION:
[Proposed definition:] A term or phrase indicating hand colouring in the copy of the book or manuscript being described.
INCLUDES:
Terms and phrases such as “illustrations and part of borders hand coloured,” “rubricated in red and blue,” etc.
EXCLUDES:
SOURCE OF INFORMATION:
Any source
GENERAL RULES:
N/A
SPECIFIC RULES:
Specific rules cover: instructions for noting hand colouring in the copy of the book being described (2.18F1) instructions for noting hand colouring of the copy of the manuscript being described (4.7B23)

ENTITY/OBJECT: COPY
SUB-TYPE: Printed book / manuscript
ATTRIBUTE: Binding

DEFINITION:

[Proposed definition:] The cover of a volume.--*ALA glossary of library and information science*

INCLUDES:

EXCLUDES:

DATA ELEMENTS:

Note on hand binding

ENTITY/OBJECT: COPY
SUB-TYPE: Printed book / manuscript
ATTRIBUTE: Binding
DATA ELEMENT: Note on binding

DEFINITION:

[Proposed definition:] A term or phrase describing the binding of the copy of the book or manuscript being described.

INCLUDES:

Terms and phrases such as “contemporary doeskin over boards,” “blind stamped pigskin binding (1644) with initials,” etc.

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules cover:
instructions for noting details on binding of the copy of the book being described
(2.18F1)
instructions for noting details of binding of the copy of the manuscript being described
(4.7B23)

ENTITY/OBJECT: COPY
SUB-TYPE: Videotape
ATTRIBUTE: Generation

DEFINITION:

[Proposed definition:] The relationship between an original document and copies made from it.--*ALA glossary of library and information science*

INCLUDES:

EXCLUDES:

DATA ELEMENTS:

Generation designation

ENTITY/OBJECT: COPY
SUB-TYPE: Videotape
ATTRIBUTE: Generation
DATA ELEMENT: Generation designation

DEFINITION:

[Proposed definition:] A term or phrase indicating the generation of the copy of the videotape being described.

INCLUDES:

Terms and phrases such as "second generation," "show copy," etc.

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules cover:
instructions for noting the generation of the copy of the videotape being described
(7.7B10)

ENTITY/OBJECT: COPY
SUB-TYPE: Computer file
ATTRIBUTE: Locally assigned file name

DEFINITION:

[Proposed definition:] The name assigned to a computer file by the institution holding the copy of the file described.

INCLUDES:

File name or data set name assigned to the copy being described

EXCLUDES:

File name or data set name applying to all copies of the file

DATA ELEMENTS:

Note on locally assigned file name

ENTITY/OBJECT:	COPY
SUB-TYPE:	Computer file
ATTRIBUTE:	Locally assigned file name
DATA ELEMENT:	Note on locally assigned file name

DEFINITION:
[Proposed definition:] A note indicating a file name or data set name assigned locally to the copy of the computer file being described.
INCLUDES:
Notes such as "Local data set name: RBBIT.1," etc.
EXCLUDES:
SOURCE OF INFORMATION:
Any source
GENERAL RULES:
N/A
SPECIFIC RULES:
Specific rules cover: instructions for noting the locally assigned file name or data set name of the copy of the computer file being described (9.7B4, 9.7B20)

ENTITY/OBJECT: IMPRESSION

DEFINITION:

"All copies of an edition of a [document manufactured] at one time."--glossary (modified)

INCLUDES:

EXCLUDES:

ATTRIBUTES:

Impression designation

ENTITY/OBJECT: IMPRESSION
ATTRIBUTE: Impression designation

DEFINITION:

[Proposed definition:] A word, phrase, character, or group of characters naming the impression.

INCLUDES:

Words, phrases, etc. identifying the impression relative to a sequence of impressions of an edition

EXCLUDES:

DATA ELEMENTS:

Impression designation

ENTITY/OBJECT: IMPRESSION
ATTRIBUTE: Impression designation
DATA ELEMENT: Impression designation

DEFINITION:

[Proposed definition:] A word, phrase, character, or group of characters naming the impression.

INCLUDES:

Words, phrases, etc. such as "second impression," "1994 printing," etc.

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

General rules applying to all classes of material cover:
instructions for supplying an impression designation for a document lacking an edition statement (1.2B4)

SPECIFIC RULES:

N/A

ENTITY/OBJECT: ISSUE

DEFINITION:

"Copies of an edition forming a distinct group that are distinguished from other copies of that edition by minor but well-defined variations."--glossary

INCLUDES:

EXCLUDES:

ATTRIBUTES:

Issue designation

ENTITY/OBJECT: ISSUE
ATTRIBUTE: Issue designation

DEFINITION:

[Proposed definition:] A word, phrase, character, or group of characters naming the issue.

INCLUDES:

Words, phrases, etc. identifying the issue relative to a sequence of issues of an edition

EXCLUDES:

DATA ELEMENTS:

Issue designation

ENTITY/OBJECT: ISSUE
ATTRIBUTE: Issue designation
DATA ELEMENT: Issue designation

DEFINITION:

[Proposed definition:] A word, phrase, character, or group of characters naming the issue.

INCLUDES:

Words, phrases, etc. such as "second (corrected) impression," etc.

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

General rules applying to all classes of material cover:
instructions for supplying an issue designation for a document lacking an edition
statement (1.2B4)

SPECIFIC RULES:

N/A

ENTITY/OBJECT: EDITION

DEFINITION:

"All copies produced from essentially the same [image or master copy] and issued by the same entity."--glossary (modified)

Note: The modified definition would accommodate the definitions given in the glossary for the term "edition" as it pertains to books, pamphlets, fascicles, single sheets, etc., to "other materials," and perhaps to unpublished items, but not as it pertains to computer files.

INCLUDES:

Impressions, reissues, etc. produced from the same master

EXCLUDES:

ATTRIBUTES:

Edition designation

ENTITY/OBJECT: EDITION
ATTRIBUTE: Edition designation

DEFINITION:

[Proposed definition:] A word, phrase, character, or group of characters naming the edition.

INCLUDES:

Words, phrases, etc. identifying the edition relative to a sequence of updated issues of a document
Words, phrases, etc. identifying the format of the edition
Words, phrases, etc. identifying the edition relative to a set of geographically oriented versions of a document
Words, phrases, etc. identifying the edition relative to versions of a document aimed at various audiences or special interest groups
Words, phrases, etc. identifying the language of the edition

EXCLUDES:

DATA ELEMENTS:

Edition designation

ENTITY/OBJECT: EDITION
ATTRIBUTE: Edition designation
DATA ELEMENT: Edition designation

DEFINITION:

[Proposed definition:] A word, phrase, character, or group of characters naming the edition.

INCLUDES:

Words, phrases, etc. such as "second edition," "new edition," etc.
Words, phrases, etc. such as "large print edition," "micro edition," etc.
Words, phrases, etc. such as "western edition," etc.
Words, phrases, etc. such as "édition pour le médecin," etc.
Words, phrases, etc. such as "English edition," etc.

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

General rules applying to all classes of material cover:
instructions for supplying an edition designation for a document lacking an edition
statement (1.2B4)

SPECIFIC RULES:

N/A

ENTITY/OBJECT: COLLECTION

DEFINITION:

[Proposed definition:] A collection of documents, normally formed by or around a person, family, corporate body, or subject, assembled by a library or by a previous owner.

INCLUDES:

Collections of published documents (including books, pamphlets, broadsides, maps, globes, music, sound recordings, motion pictures, videorecordings, art reproductions, pictures, charts, photographs, technical drawings, flash cards, filmstrips, radiographs, slides, transparencies, computer files, kits, models, dioramas, games, puzzles, toys, sculptures, realia, microscope specimens, microforms, serials, etc.)

Collections of unpublished documents or copies thereof (including manuscript and typescript texts, manuscript music, manuscript cartographic documents, art originals, unedited or unpublished films or videos, stock shots, nonprocessed sound recordings, unpublished computer files, etc.)

Collections containing a mix of both published and unpublished documents

EXCLUDES:

Published collections (see DOCUMENT)

ATTRIBUTES:

Title of collection
Date of collection
Extent of collection
Unit dimensions

ENTITY/OBJECT: COLLECTION
ATTRIBUTE: Title of collection

DEFINITION:

[Proposed definition:] A word or phrase naming a collection.

INCLUDES:

Generic terms such as "letters," "correspondence," "records," etc.
Descriptive phrases such as "dance posters," etc.
Phrases incorporating the name of the originator, the collector or the subject (e.g., "Bertram Russell papers," "maps of Denmark")

EXCLUDES:

DATA ELEMENTS:

Title of collection

ENTITY/OBJECT: COLLECTION
ATTRIBUTE: Title of collection
DATA ELEMENT: Title of collection

DEFINITION:

[Proposed definition:] A word or phrase used to name a collection.

INCLUDES:

Title supplied or devised by the cataloguer

EXCLUDES:

SOURCE OF INFORMATION:

Any available source

GENERAL RULES:

General rules applicable to all types of collections cover:
instructions relating to sources of information for collections (1.0A2)

SPECIFIC RULES:

Specific rules cover:
instructions for devising a title for a collection of cartographic materials (3.1G5)
instructions for devising a title for a collection of manuscript texts (4.1B2)
instructions for devising a title for a collection of graphic materials (8.1B3)

Note: Specific rules relate to the content of the collection as opposed to the physical form of the documents in the collection. As a result the specific rule may apply to more than one class of materials.

ENTITY/OBJECT: COLLECTION
ATTRIBUTE: Date of collection

DEFINITION:

[Proposed definition:] The year or years in which the materials contained in a collection were produced.

INCLUDES:

EXCLUDES:

DATA ELEMENTS:

Date of collection

ENTITY/OBJECT: COLLECTION
ATTRIBUTE: Date of collection
DATA ELEMENT: Date of collection

DEFINITION:

[Proposed definition:] The year or years in which the materials contained in a collection were produced.

INCLUDES:

Inclusive dates for the contents of the collection

EXCLUDES:

SOURCE OF INFORMATION:

Any available source

GENERAL RULES:

General rules applicable to all types of collections cover:
instructions for recording the date or inclusive dates for collections (1.4F10)

SPECIFIC RULES:

Specific rules cover:
instructions for recording the inclusive dates for a collection of graphic materials
(8.4F3)

ENTITY/OBJECT: COLLECTION
ATTRIBUTE: Extent of collection

DEFINITION:

[Proposed definition:] The number of separate physical units contained in a collection and/or the number of linear feet of shelf space occupied by the collection.

INCLUDES:

Number of separate manuscripts, pamphlets, posters, etc.
Number of bound volumes
Number of containers
Measure of shelf space in linear feet

EXCLUDES:

DATA ELEMENTS:

Number of units
Shelf measure

ENTITY/OBJECT: COLLECTION
ATTRIBUTE: Extent of collection
DATA ELEMENT: Number of units

DEFINITION:

[Proposed definition:] The number of separate physical units in a collection.

INCLUDES:

Number of separate manuscripts, pamphlets, posters, etc.
Number of bound volumes
Number of containers

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules cover:
instructions for recording the number of units in a collection of manuscripts (4.5B2)

ENTITY/OBJECT: COLLECTION
ATTRIBUTE: Extent of collection
DATA ELEMENT: Shelf measure

DEFINITION:

[Proposed definition:] The number of linear feet of shelf space occupied by a collection.

INCLUDES:

Measure of shelf space in linear feet

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules cover:
instructions for recording the number of linear feet of shelf space occupied by a collection of manuscripts (4.5B2)

Note: Shelf measure may not be appropriate to all types of manuscript material (e.g. manuscript cartographic documents).

ENTITY/OBJECT: COLLECTION
ATTRIBUTE: Unit dimensions

DEFINITION:

[Proposed definition:] The dimensions of the individual physical units within a collection.

INCLUDES:

Dimensions of individual sheets, volumes, containers, etc.

EXCLUDES:

DATA ELEMENTS:

Measurements

ENTITY/OBJECT: COLLECTION
ATTRIBUTE: Unit dimensions
DATA ELEMENT: Measurements

DEFINITION:

[Proposed definition:] The measurements of separate physical units in a collection.

INCLUDES:

Measurements of height, width, depth, diameter

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules cover:
instructions for recording the dimensions of the units within a collection of manuscripts
(4.5D2)

ITEM ⇔ ITEM RELATIONSHIPS

RELATIONSHIP TYPES:

OTHER EDITION
SIMULTANEOUS PUBLICATION
SUPPLEMENT
OTHER FORMAT
REPRODUCTION
PUBLISHED VERSION
PUBLISHED INDEX/CALENDAR
ISSUED WITH
CONTINUATION
MERGER
SPLIT
ABSORPTION
INDEX
WHOLE/PART

RELATIONSHIP TYPE: OTHER EDITION (ITEM ↔ ITEM)

DEFINITION:

[Proposed definition:] The relationship between two items, one or both of which bear an edition statement that implicitly or explicitly references the other item.

INCLUDES:

Relationship between an item bearing an edition statement indicating revision, updating, enlargement, etc. of its content and another item containing an earlier or later version of that content

Relationship between an item bearing an edition statement indicating that its content is presented in a particular format and another item with the same or similar content presented in a different format

Relationship between an item bearing an edition statement indicating that its content is oriented toward a particular geographic area and another item with similar content oriented toward a different geographic area

Relationship between an item bearing an edition statement indicating that its content is oriented toward a particular audience interest and another item with similar content oriented toward a different audience interest

Relationship between an item bearing an edition statement indicating that its content is in a particular language and another item with the same or similar content in a different language

EXCLUDES:

Relationship between items with the same or similar content published simultaneously by different publishers (see SIMULTANEOUS PUBLICATION)

Relationship between items with the same or similar content presented in different formats, neither of which bears an edition statement relating to the format (see OTHER FORMAT)

Relationship between items with the same or similar content in different languages, neither of which bears an edition statement relating to language (see TRANSLATION)

DATA ELEMENTS:

Note citing another edition

RELATIONSHIP TYPE: OTHER EDITION (ITEM ↔ ITEM)

DATA ELEMENT: Note citing another edition

DEFINITION:

[Proposed definition:] A note that indicates the relationship between the item being described and another item implicitly or explicitly referenced through its edition statement, and gives details relating to the other item.

INCLUDES:

Notes such as “previous edition: Harmondsworth : Penguin, 1950”
Notes such as “reprint in reduced format of the full score: Berlin : Harmonie, 1910”
Notes such as “also issued by the same publisher: Northern edition”
Notes such as “also issued by the same publisher: édition pour le médecin”
Notes such as “English edition of: Bulletin critique du livre français”

EXCLUDES:

Note identifying another format in which the content of the item being described is available that is not presented as another edition (see OTHER FORMAT)
Note identifying another language in which the content of the item being described is available that is not presented as another edition (see TRANSLATION)

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

General rules applying to all types of published materials cover:

- instructions for citing another edition (1.7A4, 1.7B7, 2.7B7, 3.7B7, etc.)

SPECIFIC RULES:

Specific rules cover:

- instructions for noting details of minor changes in the content of a computer file (9.2B4, 9.7B7)

RELATIONSHIP TYPE: SIMULTANEOUS PUBLICATION (ITEM ⇔ ITEM)

DEFINITION:

[Proposed definition:] The relationship between two items with the same or similar content published by arrangement between two or more publishers, or by a publisher and its subsidiary, at more or less the same time for release in different geographic markets.

INCLUDES:

Relationship between items simultaneously released in different geographic markets

EXCLUDES:

DATA ELEMENTS:

Note on simultaneous publication

RELATIONSHIP TYPE: SIMULTANEOUS PUBLICATION (ITEM ⇔ ITEM)

DATA ELEMENT: Note on simultaneous publication

DEFINITION:

[Proposed definition:] A note that indicates the relationship between the item being described and another item released simultaneously by another publisher or subsidiary in another geographic market.

INCLUDES:

Notes such as “distributed in the U.S. by: Stamford, Conn. : Educational Dimensions”

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

General rules applying to all types of published materials cover:

- instructions (inferred from example) for noting simultaneous publication (1.7B9, 2.7B9, etc.)

SPECIFIC RULES:

N/A

RELATIONSHIP TYPE: SUPPLEMENT (ITEM ↔ ITEM)

DEFINITION:

[Proposed definition:] The relationship between two separately issued items, the content of one of which is intended to complement the other by bringing it up-to-date or otherwise continuing it or by containing a special feature not included in the original.--derived from the definition of "supplement" in the glossary

INCLUDES:

Relationship between a supplement and the item it is intended to supplement
Relationship between an item and its supplement

EXCLUDES:

Relationship between an item and accompanying material issued with the item (see DOCUMENT PART)

DATA ELEMENTS:

Note on supplement

RELATIONSHIP TYPE: SUPPLEMENT (ITEM ↔ ITEM)

DATA ELEMENT: Note on supplement

DEFINITION:

[Proposed definition:] A note that indicates the relationship between the item being described and another item intended to supplement it or between the item being described and another item that it is intended to supplement.

INCLUDES:

Notes such as “supplement: Journal of the Royal Numismatic Society”

Notes such as “supplement to: Philosophical magazine”

EXCLUDES:

Dependent description of supplementary material recorded as part of a multilevel description (see DOCUMENT PART)

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

General rules applying to all types of published materials cover:

- instructions (inferred from caption and example) for noting a supplement (1.7B11)

Note: The term “supplement” is omitted from the caption for rule .7B11 in subsequent chapters, and there are no explicit instructions or examples relating to supplements under that rule in subsequent chapters.

SPECIFIC RULES:

Specific rules cover:

- instructions for noting the name of a serial that the serial described supplements (12.7B7)
- instructions for noting the name of a serial that supplements the serial described (12.7B7)

RELATIONSHIP TYPE: OTHER FORMAT (ITEM ↔ ITEM)

DEFINITION:

[Proposed definition:] The relationship between an item in a particular physical format and another item with the same or similar content issued in a different physical format.

INCLUDES:

Relationship between items with the same or similar content presented in different formats, neither of which bears an edition statement relating to the format

EXCLUDES:

Relationship between an item bearing an edition statement indicating that its content is presented in a particular format and another item with the same content presented in a different format (see OTHER EDITION)

DATA ELEMENTS:

Note on other formats

RELATIONSHIP TYPE: OTHER FORMAT (ITEM ↔ ITEM)

DATA ELEMENT: Note on other formats

DEFINITION:

[Proposed definition:] A note that indicates that the content of the item being described has also been issued in another format or formats, and gives details relating to the other format(s).

INCLUDES:

Notes such as “also issued as cassette (VHS or Sony U-Matic)”

EXCLUDES:

Note citing another edition in a different format (see OTHER EDITION)
Combined notes relating to the original (see REPRODUCTION)

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

General rules applying to all types of items cover:

- instructions for noting other formats in which the item has been issued (1.7B16)

SPECIFIC RULES:

N/A

RELATIONSHIP TYPE: REPRODUCTION (ITEM ⇔ ITEM)

DEFINITION:

[Proposed definition:] The relationship between an original item and an item derived from the original by mechanical, photographic, or electronic means.

INCLUDES:

Relationship resulting from any form of reprographic reproduction

EXCLUDES:

Relationship between an original item and copies of that item resulting from the original manufacturing process.
Relationship resulting from the reproduction of a sound recording, film, or videorecording (???)
Relationship resulting from the electronic reproduction of a digital object (???)

DATA ELEMENTS:

Combined notes relating to the original

RELATIONSHIP TYPE: REPRODUCTION (ITEM ⇔ ITEM)
DATA ELEMENT: Combined notes relating to the original

DEFINITION:

[Proposed definition:] A note that indicates the relationship between the item being described and the original item from which it was reproduced, and gives details identifying the original.

INCLUDES:

Notes such as “reproduction of: Endymion / by the Author of Lothair. London : Longmans, Green, 1880. 3v. ; 20 cm.”

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

General rules applying to reproductions of printed texts, maps, manuscripts, printed music, and graphic materials cover:

- instructions for constructing combined notes relating to the original (1.7A4, 1.7B22, 1.11A-1.11F)

Note 1: The general rules do not apply to reproductions of sound recordings, motion pictures and videorecordings, computer files, and three-dimensional artefacts and realia.

Note 2: The examples under rule 10.7B7 do include a note indicating a relationship between a three-dimensional artefact and the original from which it was reproduced.

SPECIFIC RULES:

N/A

RELATIONSHIP TYPE: PUBLISHED VERSION (ITEM ↔ ITEM)

DEFINITION:

[Proposed definition:] The relationship between an unpublished item and a published item that embodies the same intellectual or artistic content.

INCLUDES:

Relationship between an unpublished item and a completed published version
Relationship between an unpublished item and a published version in progress

EXCLUDES:

DATA ELEMENTS:

Note on published version

RELATIONSHIP TYPE: PUBLISHED VERSION (ITEM ↔ ITEM)

DATA ELEMENT: Note on published version

DEFINITION:

[Proposed definition:] A note that indicates the relationship between the unpublished item being described and a published version of the item, and gives details relating to the published item.

INCLUDES:

Notes such as “published as: The life of George Romney. London : T. Payne, 1809”

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules applying to unpublished items cover:

- instructions for noting a published version of a manuscript (4.7B9)

RELATIONSHIP TYPE: PUBLISHED INDEX/CALENDAR (ITEM ↔ ITEM)

DEFINITION:

[Proposed definition:] The relationship between a collection of unpublished items and a published item that contains an index or calendar to the collection.

INCLUDES:

Relationship between a collection of unpublished items and a published index or calendar

Note: The reciprocal relationship is not reflected in the rules.

EXCLUDES:

DATA ELEMENTS:

Note on published index/calendar

RELATIONSHIP TYPE: PUBLISHED INDEX/CALENDAR (ITEM ↔ ITEM)

DATA ELEMENT: Note on published index/calendar

DEFINITION:

[Proposed definition:] A note that indicates the relationship between the collection of unpublished items being described and a published index or calendar to the collection, and gives details relating to the published index or calendar.

INCLUDES:

Notes such as “calendar: Spanish manuscripts concerning Peru, 1531-1651. Washington, D.C. : Library of Congress, 1932”

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

General rules applying to all types of materials cover:

- instructions for making reference to published descriptions of the item described (1.7B15)

Note: There are no references to rule 1.7B15 in any of the subsequent chapters other than chapter 4.

SPECIFIC RULES:

Specific rules applying to a collection of unpublished items cover:

- instructions for identifying a published index or calendar to a collection of manuscripts (4.7B15)

RELATIONSHIP TYPE: ISSUED WITH (ITEM ↔ ITEM)

DEFINITION:

[Proposed definition:] The relationship between two or more intellectual or artistic components issued as part of the same document but catalogued as separate items.

INCLUDES:

Relationship between separately catalogued components issued as part of the same document

EXCLUDES:

Relationship between components described dependently within the description of the document as a whole (see CONTENT PART)

DATA ELEMENTS:

“With” note

RELATIONSHIP TYPE: ISSUED WITH (ITEM ↔ ITEM)

DATA ELEMENT: "With" note

DEFINITION:

[Proposed definition:] A note that identifies one or more separately catalogued components issued with the component being described as part of the same document.

INCLUDES:

Notes such as "with: Candles at night / Alexandra Napier"

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

General rules applying to all types of material cover:

- instructions for noting separately catalogued components issued as part of the same document (1.7B21)

SPECIFIC RULES:

N/A

RELATIONSHIP TYPE: CONTINUATION (ITEM ↔ ITEM)

DEFINITION:

[Proposed definition:] The relationship between two serials, one of which continues the other.

INCLUDES:

Relationship between a serial and its predecessor
Relationship between a serial and its successor

EXCLUDES:

DATA ELEMENTS:

Note on a preceding serial
Note on a succeeding serial

RELATIONSHIP TYPE: CONTINUATION (ITEM ⇔ ITEM)

DATA ELEMENT: Note on preceding serial

DEFINITION:

[Proposed definition:] A note that identifies the predecessor to the serial being described.

INCLUDES:

Notes such as “continues: Monthly Scottish news bulletin”

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

N/A

SPECIFIC RULES:

- Specific rules applying to all serial publications cover:
- instructions for noting the name of the preceding serial (12.7B7)

RELATIONSHIP TYPE: CONTINUATION (ITEM ⇔ ITEM)

DATA ELEMENT: Note on succeeding serial

DEFINITION:

[Proposed definition:] A note that identifies the successor to the serial being described.

INCLUDES:

Notes such as "continued by: Regina"

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules applying to all serial publications cover:

- instructions for noting the name of the succeeding serial (12.7B7)

RELATIONSHIP TYPE: MERGER (ITEM ⇔ ITEM)

DEFINITION:

[Proposed definition:] The relationship between serials that merge with each other or between those serials and the serial resulting from the merger.

INCLUDES:

Relationship between a serial and another serial with which it is merged
Relationship between a serial resulting from a merger and a serial involved in the merger

EXCLUDES:

DATA ELEMENTS:

Note on serial merger

RELATIONSHIP TYPE: MERGER (ITEM ⇔ ITEM)

DATA ELEMENT: Note on serial merger

DEFINITION:

[Proposed definition:] A note that identifies the serials involved in a merger resulting in the serial being described, or the other serial(s) merged with the serial being described and the serial resulting from the merger.

INCLUDES:

Notes such as “merger of: British abstracts. B1 [etc.] and: British abstracts. B2 [etc.]”
Notes such as “merged with: Journal / British Ceramic Society, to become: Transactions and journal of the British Ceramic Society”

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules applying to all serial publications cover:

- instructions for noting the name of the serials involved in a merger resulting in the serial being described (12.7B7)
- instructions for noting the name of the other serial(s) merged with the serial being described and the name of the resulting serial (12.7B7)

RELATIONSHIP TYPE: SPLIT (ITEM ⇔ ITEM)

DEFINITION:

[Proposed definition:] The relationship between a serial that splits into two or more serials and the serials resulting from the split.

INCLUDES:

Relationship between a serial and the serials into which it split
Relationship between a serial resulting from a split and the serial from which it split

EXCLUDES:

DATA ELEMENTS:

Note on serial split

RELATIONSHIP TYPE: SPLIT (ITEM ⇔ ITEM)

DATA ELEMENT: Note on serial split

DEFINITION:

[Proposed definition:] A note that identifies the serial from which the serial being described was split or separated, or the serials resulting from the split of the serial being described.

INCLUDES:

Notes such as “split into: Report on research and development / Department of Energy, and: Report on research and development / Department of Industry”
Notes such as “continues in part: Proceedings / the Institution of Mechanical Engineers”

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules applying to all serial publications cover:

- instructions for noting the name of the serial from which the serial being described was split or separated (12.7B7)
- instructions for noting the name of the serials resulting from the split of the serial being described (12.7B7)

RELATIONSHIP TYPE: ABSORPTION (ITEM ↔ ITEM)

DEFINITION:

[Proposed definition:] The relationship between a serial and another serial that it absorbs.

INCLUDES:

Relationship between a serial and a serial it absorbs
Relationship between a serial and a serial that absorbs it

EXCLUDES:

DATA ELEMENTS:

Note on serial absorption

RELATIONSHIP TYPE: ABSORPTION (ITEM ↔ ITEM)

DATA ELEMENT: Note on serial absorption

DEFINITION:

[Proposed definition:] A note that identifies the serial absorbed by the serial being described, or the serial that absorbs the serial being described.

INCLUDES:

Notes such as “absorbed: The morning post”
Notes such as “absorbed by: Quarterly review of marketing”

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules applying to all serial publications cover:

- instructions for noting the name of the serial absorbed by the serial being described (12.7B7)
- instructions for noting the name of the serial by which the serial being described was absorbed (12.7B7)

RELATIONSHIP TYPE: INDEX (ITEM ↔ ITEM)

DEFINITION:

[Proposed definition:] The relationship between a serial and a separately published index.

INCLUDES:

Relationship between a serial and a separately published index

Note: The reciprocal relationship is not reflected in the rules.

EXCLUDES:

Index published as part of the serial (see DOCUMENT PART)

DATA ELEMENTS:

Note on separately published index

RELATIONSHIP TYPE: INDEX (ITEM ↔ ITEM)
DATA ELEMENT: Note on separately published index

DEFINITION:

[Proposed definition:] A note that identifies a separately published index to the serial being described.

INCLUDES:

Notes such as "indexes issued with title: Consolidated index-digest of reports of the Interstate Commerce Commission involving motor carrier operating rights"

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules applying to all serial publications cover:

- instructions for noting the name of a separately published index to the serial being described (12.7B17)

RELATIONSHIP TYPE: WHOLE/PART (ITEM ↔ ITEM)

DEFINITION:

[Proposed definition:] The relationship between an aggregate of items and an individual item forming part of the aggregate.

INCLUDES:

Relationship between a collection and an item contained in the collection
Relationship between an item and the collection containing the item
Relationship between a multipart document and an individual part of the multipart document
Relationship between an individual part of a multipart document and the multipart document as a whole

EXCLUDES:

Relationship between a series and a subseries within the series (see WHOLE/PART (SERIES ↔ SUBSERIES))
Relationship between a series and an item with the series (see WHOLE/PART (SERIES ↔ ITEM))
Relationship between a subseries and an item within the subseries (see WHOLE/PART (SUBSERIES ↔ ITEM))

DATA ELEMENTS:

Multilevel description for a collection
Multilevel description for a multipart document

RELATIONSHIP TYPE: WHOLE/PART (ITEM ↔ ITEM)

DATA ELEMENT: Multilevel description for a collection

DEFINITION:

[Proposed definition:] A description divided into two or more levels, with information relating to the collection as a whole given at the first level, and information relating to a group of items or an individual item given at the second and subsequent levels.

INCLUDES:

Descriptions such as the following:

[Plans of the Rideau Canal from Kingston Bay to Ottawa] / [signed by] John By ... [et al.]. — Scales vary. — 1827-1828. — 28 ms. maps : col. ; 74 x 234 cm. or smaller.
Sheet AA29 : Locks and dams at Merrick Mills, sect. no. 5. — Scale [1:1,050]. — 1827 Oct. 25. — 1 ms. map : col. ; 65 x 75 cm. — Provenance stamps: Board of Ordnance, Inspector General of Fortifications.

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

General rules applying to all types of materials cover:

- instructions for preparation of a multilevel description (13.6A)

SPECIFIC RULES:

Specific rules cover:

- instructions for describing a collection of maps as a whole together with descriptions of the individual parts in a multilevel description (3.0J1)

RELATIONSHIP TYPE: WHOLE/PART (ITEM ↔ ITEM)
DATA ELEMENT: Multilevel description for a multipart document

DEFINITION:

[Proposed definition:] A description divided into two or more levels, with information relating to the multipart document as a whole given at the first level, and information relating to a group of document parts or an individual document part given at the second and subsequent levels.

INCLUDES:

Descriptions such as the following:

Remembrance of things past / Marcel Proust ; translated by C.K. Scott Moncrieff. — London : Chatto & Windus, 1957. — 12 v. ; 19 cm. — Translation of : À la recherche du temps perdu. Vols. 1-2 : Swann's way / illustrated by Philippe Jullian. — Translation of: Du côté de chez Swann. — This translation originally published in 1912..
Pt. 1 : 1957 (1973 printing). — 303 p., 4 leaves of plates : ill. — ISBN 0-7011-1048-1.

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

General rules applying to all types of materials cover:
▪ instructions for preparation of a multilevel description (13.6A)

SPECIFIC RULES:

SERIES ⇔ SUBSERIES RELATIONSHIPS

RELATIONSHIP TYPES:

WHOLE/PART

RELATIONSHIP TYPE: WHOLE/PART (SERIES ↔ SUBSERIES)

DEFINITION:

[Proposed definition:] The relationship between a series as a whole and a series within that series.

INCLUDES:

Relationship between the series as a whole and a series within that series
Relationship between a series within a series and the series as a whole

EXCLUDES:

DATA ELEMENTS:

Series/subseries statement

RELATIONSHIP TYPE: WHOLE/PART (SERIES ↔ SUBSERIES)

DATA ELEMENT: Series/subseries statement

DEFINITION:

[Proposed definition:] A statement combining the details pertaining to a series with those pertaining to a subseries of that series.

INCLUDES:

Statements such as “(Acta Universitatis Stockholmiensis. Studia Hungarica Stockholmiensia ...)”

EXCLUDES:

SOURCE OF INFORMATION:

See prescribed sources of information under SUBSERIES

GENERAL RULES:

General rules applying to all types of materials cover:

- instructions for formulating a series/subseries statement (1.6A1-1.6J1)

SPECIFIC RULES:

N/A

SERIES ⇔ ITEM RELATIONSHIPS

RELATIONSHIP TYPES:

WHOLE/PART

RELATIONSHIP TYPE: WHOLE/PART (SERIES ↔ ITEM)

DEFINITION:

[Proposed definition:] The relationship between a series as a whole and an item within that series.

INCLUDES:

Relationship between the series as a whole and an item within that series
Relationship between an item within a series and the series as a whole

EXCLUDES:

DATA ELEMENTS:

Series statement

RELATIONSHIP TYPE: WHOLE/PART (SERIES ↔ ITEM)

DATA ELEMENT: Series statement

DEFINITION:

[Proposed definition:] A statement giving the details pertaining to a series to which the item described belongs, and the numbering of the item within the series.

INCLUDES:

Statements such as “(Environment science research ; v. 6)”

EXCLUDES:

SOURCE OF INFORMATION:

See prescribed sources of information under SERIES

GENERAL RULES:

General rules applying to all types of materials cover:

- instructions for formulating a series statement (1.6A1-1.6G3)

SPECIFIC RULES:

N/A

SUBSERIES ↔ ITEM RELATIONSHIPS

RELATIONSHIP TYPES:

WHOLE/PART

RELATIONSHIP TYPE: WHOLE/PART (SUBSERIES ⇔ ITEM)

DEFINITION:

[Proposed definition:] The relationship between a subseries as a whole and an item within that subseries.

INCLUDES:

Relationship between the subseries as a whole and an item within that subseries
Relationship between an item within a subseries and the subseries as a whole

EXCLUDES:

DATA ELEMENTS:

Subseries statement

RELATIONSHIP TYPE: WHOLE/PART (SUBSERIES ⇔ ITEM)

DATA ELEMENT: Subseries statement

DEFINITION:

[Proposed definition:] A statement giving the details pertaining to a subseries to which the item described belongs, and the numbering of the item within the subseries.

INCLUDES:

Statements such as "(Department of State publication ; 8583. East Asian and Pacific series ; 199)"

Note: The subseries statement per se includes only the latter segment of the data, "East Asian ... [etc.]"

EXCLUDES:

SOURCE OF INFORMATION:

See prescribed sources of information under SERIES

GENERAL RULES:

General rules applying to all types of materials cover:

- instructions for formulating a subseries statement (1.6H1-1.6H5)

SPECIFIC RULES:

N/A

DOCUMENT ↔ DOCUMENT PART RELATIONSHIPS

RELATIONSHIP TYPES:

WHOLE/PART

RELATIONSHIP TYPE: WHOLE/PART (DOCUMENT ⇔ DOCUMENT PART)

DEFINITION:

[Proposed definition:] The relationship between a multipart document and a physically separate component of the document (i.e., a document part).

INCLUDES:

Relationship between a multipart document and a document part
Relationship between a document part and a multipart document

EXCLUDES:

DATA ELEMENTS:

Analytical entry for part of a multipart document
Accompanying material designation
Note on accompanying material and supplements

RELATIONSHIP TYPE: WHOLE/PART (DOCUMENT ⇔ DOCUMENT PART)

DATA ELEMENT: Analytical entry for part of a multipart document

DEFINITION:

“An entry for part of [a multipart document] for which a comprehensive entry is also made.”--
glossary (modified)

INCLUDES:

Entries such as the following:

English history, 1914-1945 / A.J.P. Taylor. — Oxford : Clarendon Press, 1965. — xxvii, 709 p.,
[1] folded leaf of plates : ill., maps ; 23 cm. — (The Oxford history of England ; v. 15). —
Bibliography: p. 602-639

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

General rules applying to all types of materials cover:

- instructions for preparation of an analytical entry for a multipart monograph (13.3A)

SPECIFIC RULES:

N/A

RELATIONSHIP TYPE: WHOLE/PART (DOCUMENT ⇔ DOCUMENT PART)
DATA ELEMENT: Accompanying material designation

DEFINITION:

[Proposed definition:] A term or phrase indicating the nature of a physically separate component of multipart document.

INCLUDES:

Terms and phrases such as "1 set of teacher's notes," "1 atlas," etc.

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

General rules applying to all types of materials cover:
▪ instructions for recording accompanying material (1.5E1)

SPECIFIC RULES:

N/A

RELATIONSHIP TYPE: WHOLE/PART (DOCUMENT ⇔ DOCUMENT PART)
DATA ELEMENT: Note on accompanying materials and supplements

DEFINITION:

[Proposed definition:] A note giving descriptive details on a physically separate component of a multipart document.

INCLUDES:

Notes such as "accompanied by: A demographic atlas of north-west Ireland. 39 p. : col. maps ; 36 cm. Previously published separately in 1956"

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

General rules applying to all types of materials cover:
▪ instructions for noting details of accompanying material (1.5E1, 1.7B11)

SPECIFIC RULES:

N/A

CONTENT ⇔ CONTENT RELATIONSHIPS

RELATIONSHIP TYPES:

TRANSLATION
ADAPTATION
SEQUEL

RELATIONSHIP TYPE: TRANSLATION (CONTENT ↔ CONTENT)

DEFINITION:

[Proposed definition:] The relationship between original intellectual or artistic content and a translation of the original.

INCLUDES:

Relationship between a translation and the original on which it is based

Note: The reciprocal relationship is not reflected in the rules.

EXCLUDES:

Relationship between an item bearing an edition statement indicating that its content is in a particular language and another item with the same or similar content in a different language (see OTHER EDITION)

DATA ELEMENTS:

Translation note

RELATIONSHIP TYPE: TRANSLATION (CONTENT ↔ CONTENT)

DATA ELEMENT: Translation note

DEFINITION:

[Proposed definition:] A note that identifies the original content on which the translation contained in the item being described is based.

INCLUDES:

Notes such as “translation of: La muerte de Artemio Cruz”

EXCLUDES:

Notes citing other language editions (e.g., “English edition of: Bulletin critique du livre français”)

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

General rules applying to all types of material cover:

- instructions for noting the original on which a translation is based (1.7B2)

SPECIFIC RULES:

Specific rules cover:

- instructions for noting the name of the original when the serial being described is a translation of a previously published serial (12.7B7)

RELATIONSHIP TYPE: ADAPTATION (CONTENT ↔ CONTENT)

DEFINITION:

[Proposed definition:] The relationship between original intellectual or artistic content and derivative content representing a distinctive alteration of the original.

INCLUDES:

Relationship between an adaptation and the original on which it is based

Note: The reciprocal relationship is not reflected in the rules.

EXCLUDES:

Relationship between editions (see OTHER EDITION)
Relationship between an original and its translation (see TRANSLATION)

DATA ELEMENTS:

Note on original

RELATIONSHIP TYPE: ADAPTATION (CONTENT ↔ CONTENT)

DATA ELEMENT: Note on original

DEFINITION:

[Proposed definition:] A note that identifies the original content on which the content of the item being described is based.

INCLUDES:

Notes such as “based on the novel by Nicholas Mosley”

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

General rules applying to all types of material cover:

- instructions (inferred from examples) for noting the original on which an adaptation is based (1.7B7, 2.7B7, 3.7B7, etc.)

Note: Examples of “based on . . .” notes are shown variously under rules for note on statements of responsibility and rules for note on edition and history.

SPECIFIC RULES:

N/A

RELATIONSHIP TYPE: SEQUEL (CONTENT ↔ CONTENT)

DEFINITION:

[Proposed definition:] The relationship between original intellectual or artistic content and content that continues the original.

INCLUDES:

Relationship between a sequel and the predecessor that it continues

Note: The reciprocal relationship is not reflected in the rules.

EXCLUDES:

Relationship between a serial and its successor (see CONTINUATION)

DATA ELEMENTS:

Note on predecessor

RELATIONSHIP TYPE: SEQUEL (CONTENT ⇔ CONTENT)

DATA ELEMENT: Note on predecessor

DEFINITION:

[Proposed definition:] A note that identifies the predecessor content that the content of the item being described continues.

INCLUDES:

Notes such as "sequel to: Mémoires d'un médecin"

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

General rules applying to all types of material cover:

- instructions (inferred from examples) for noting the predecessor to a sequel (1.7B7, 2.7B7, etc.)

SPECIFIC RULES:

N/A

CONTENT ⇔ CONTENT PART RELATIONSHIPS

RELATIONSHIP TYPES:

WHOLE/PART

RELATIONSHIP TYPE: WHOLE/PART (CONTENT ⇔ CONTENT PART)

DEFINITION:

[Proposed definition:] The relationship between the content of a document or document part, as a whole, and an individual intellectual or artistic component of the content.

INCLUDES:

Relationship between the content as a whole and a component of the content
Relationship between a component of the content and the content as a whole

EXCLUDES:

DATA ELEMENTS:

Note on contents

RELATIONSHIP TYPE: WHOLE/PART (CONTENT ⇔ CONTENT PART)

DATA ELEMENT: Note on contents

DEFINITION:

[Proposed definition:] A note describing the components of the content of a document or document part.

INCLUDES:

Notes such as “contents: Love and peril / the Marquis of Lorne — To be or not to be / Mrs. Alexander — The melancholy hussar / Thomas Hardy”

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

General rules applying to all types of materials cover:

- instructions for formulating a note on contents (1.7B18, 2.7B18, 3.7B18, etc.)

SPECIFIC RULES:

N/A

PERSON / CORPORATE BODY ⇔ PRODUCTION RELATIONSHIPS

RELATIONSHIP TYPES:

PRODUCTION RESPONSIBILITY

RELATIONSHIP TYPE: PRODUCTION RESPONSIBILITY (PERSON / CORPORATE BODY ⇔ PRODUCTION)

DEFINITION:

[Proposed definition:] The relationship between a person or corporate body and an act of physical production for which that person or corporate body is responsible.

INCLUDES:

Relationship between a person or corporate body and an act of physical production for which that person or corporate body is responsible
Relationship between an act of physical production and a person or corporate body responsible for that act

EXCLUDES:

DATA ELEMENTS:

Note on statements of responsibility

RELATIONSHIP TYPE: PRODUCTION RESPONSIBILITY (PERSON / CORPORATE BODY ⇔ PRODUCTION)
DATA ELEMENT: Note on statements of responsibility

DEFINITION:

[Proposed definition:] A note that indicates the relationship between the item being described and a person or corporate body responsible for its physical production.

INCLUDES:

Notes such as “engraved by T. J. Newman”

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

General rules applying to all types of material cover:

- instructions (inferred from examples) for noting persons or bodies responsible for the physical production of the item (1.7B6, 2.7B6, 3.7B6)

SPECIFIC RULES:

N/A

PERSON / CORPORATE BODY ⇔ CREATION RELATIONSHIPS

RELATIONSHIP TYPES:

CREATION RESPONSIBILITY

RELATIONSHIP TYPE: CREATION RESPONSIBILITY (PERSON / CORPORATE BODY ↔ CREATION)

DEFINITION:

[Proposed definition:] The relationship between a person or corporate body and an act of intellectual or artistic creation for which that person or corporate body is responsible.

INCLUDES:

Relationship between a person or corporate body and an act of intellectual or artistic creation for which that person or corporate body is responsible
Relationship between an act of intellectual or artistic creation and a person or corporate body responsible for that act

EXCLUDES:

DATA ELEMENTS:

Note on statements of responsibility

RELATIONSHIP TYPE: CREATION RESPONSIBILITY (PERSON / CORPORATE BODY ↔ CREATION)

DATA ELEMENT: Note on statements of responsibility

DEFINITION:

[Proposed definition:] A note that indicates the relationship between the content of the item being described and a person or corporate body responsible for its intellectual or artistic creation.

INCLUDES:

Notes such as “attributed to Thomas Dekker,” “begun by Jane Austen in 1817 ... completed, some 160 years later, by another lady,” etc.

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

General rules applying to all types of material cover:

- instructions (inferred from examples) for noting persons or bodies responsible for the intellectual or artistic creation of the content of the item (1.7B6, 2.7B6, 3.7B6)

SPECIFIC RULES:

N/A

PERSON / CORPORATE BODY ⇔ OWNERSHIP RELATIONSHIPS

RELATIONSHIP TYPES:

OWNERSHIP TRANSFER

RELATIONSHIP TYPE: OWNERSHIP TRANSFER (PERSON / CORPORATE BODY ↔ OWNERSHIP)

DEFINITION:

[Proposed definition:] The relationship between a person or corporate body and ownership in an item transferred by that person or corporate body to another person or corporate body.

INCLUDES:

Relationship between a person or corporate body and ownership in an item transferred by that person or corporate body
Relationship between ownership in an item and a person or corporate body transferring that ownership

EXCLUDES:

DATA ELEMENTS:

Note on previous owner(s)
Note on donor

RELATIONSHIP TYPE: OWNERSHIP TRANSFER (PERSON / CORPORATE BODY ↔ OWNERSHIP)
DATA ELEMENT: Note on previous owner(s)

DEFINITION:

[Proposed definition:] A note that indicates the relationship between the item being described and a previous owner of the item.

INCLUDES:

Notes such as “previously owned by L. McGarry, 1951-1963”

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules cover:

- instructions for noting a previous owner(s) of a manuscript or manuscript collection (4.7B7)
- instructions for noting a previous owner(s) of an original graphic item (8.7B6)

RELATIONSHIP TYPE: OWNERSHIP TRANSFER (PERSON / CORPORATE BODY ↔ OWNERSHIP)
DATA ELEMENT: Note on donor

DEFINITION:

[Proposed definition:] A note that indicates the relationship between the item being described and the donor of the item.

INCLUDES:

Notes such as "gift of Worthington C. Ford, 1907"

EXCLUDES:

SOURCE OF INFORMATION:

Any source

GENERAL RULES:

N/A

SPECIFIC RULES:

Specific rules cover:

- instructions for noting the donor of a manuscript or manuscript collection (4.7B7)
- instructions for noting the donor of an original graphic item (8.7B6)