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Leader and Fixed field

OCLC	NEW	
Books	Rec stat	n Entered 20150911 Replaced 20150911
Type a	ELvl l	Srcd d Audn
BLvl m	Form	Ctrl
	Cont	Lang eng
Desc i	llls	Conf 0 Biog
		MRec
		GPub LitF 0
		Indx 0
		Dates 2015 ,
		Fest 0 DtSt s

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UH-Mānoa Outreach College
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Describing manifestations: books, pamphlets, printed sheets

Rec status

n=new

Type

a=textual material (non-manuscript)

Elvl

l=full-level input by OCLC member

Srce

d=OCLC member library (i.e., not a national library or a PCC library)

Audn

blank=no specified audience

Ctrl

always blank

Lang

Consult code list at http://www.loc.gov/marc/languages/language_name.html

BLvl

m=monograph

Form

blank=no specified form (i.e., not a print or microform reproduction; not an online resource)

Conf

0=not a conference publication (e.g., proceedings, report, summary of a conference)

Biog

a=autobiography

b=biography

c=collective biography

d=contains biographical information

MRec

always blank

Ctry

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Consult code list at http://www.loc.gov/marc/countries/countries_name.html

Cont

Contains one or more (up to four) of these types of content:
<http://www.oclc.org/bibformats/en/field/cont.html>

GPub

Blank=not a government publication; for codes for gov't publications, see:
<http://www.oclc.org/bibformats/en/field/gpub.html>

LitF

0=not fiction; for codes for fiction various other literary genres, see:
<http://www.oclc.org/bibformats/en/field/litf.html>

Indx

0=no index
1=has index

Desc

i=ISBD (including RDA)

Ills

Contains one or more (up to four) of these types of illustrative content:
<http://www.oclc.org/bibformats/en/field/ills.html>

Fest

0=not a Festschrift

Dates (PublicationStatus, Date1, Date2)

(see also [264 guidelines](#) below)

s=single date; use when a single year is recorded in 264 c. Enter the year in Date 1. Leave Date 2 blank.

Use for a transcribed date or a probable, approximate, or conjectural (uncertain or qualified) date that can be represented by four digits.

Examples:

264 ‡c [1968]

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PublicationStatus: s
Date1,Date2: 1968,_____

264 ‡c [1968?]
PublicationStatus: s
Date1,Date2: 1968,_____

264 ‡c 1697.
500 __ Actual year of publication is 1967.
PublicationStatus: s
Date1,Date2: 1967,_____

264 ‡c anno 18 [1939]
PublicationStatus: s
Date1,Date2: 1939,_____

m=multiple dates. Use for multipart monographs published over a span of more than one calendar year. Use Date 1 for the initial year, Date 2 for the terminal year. If initial year and terminal year are the same, use code s.

264 _1 ‡a Paris : ‡b Editions du Cerf, ‡c 1972-1975.
PublicationStatus: m
Date1,Date2: 1972,1975

264 _1 ‡a London : ‡b Gollancz, ‡c 1943-[1945]
PublicationStatus: m
Date1,Date2: 1943,1945

264 _1 ‡a Boston : ‡b Macmillan, ‡c -1981
PublicationStatus: m
Date1,Date2: uuuu,1981

264 _1 ‡a Boston : ‡b Macmillan, ‡c -[1981]
PublicationStatus: m
Date1,Date2: uuuu,1981

264 _1 ‡a Boston : ‡b Macmillan, ‡c 1981-
PublicationStatus: m
Date1,Date2: 1981,9999

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q=questionable date. A range of years or specific dates is the only date that can be specified (e.g., between 1824 and 1840 or between August 12, 1899 and March 2, 1900).

Give the earliest year in Date 1 and latest in Date 2.

264 ‡c [between 1980 and 1989]
PublicationStatus: q
Date1,Date2: 1980,1989

264 ‡c [between 1900 and 1999]
PublicationStatus: q
Date1,Date2: 1900,1999

264 ‡c [between 1970 and 1979?]
PublicationStatus: q
Date1,Date2: 1970,1979

264 ‡c [not after August 21, 1492]
PublicationStatus: q
Date1,Date2: uuuu,1492

264 ‡c [not before February 3, 1963]
PublicationStatus: q
Date1,Date2: 1963,uuuu

264 ‡c [1971 or 1972]
PublicationStatus: q
Date1,Date2: 1971,1972

264 ‡c [between August 12, 1899 and March 2, 1900]
PublicationStatus: q
Date1,Date2: 1899,1900

r=reprint/reissue date and original date. Enter reprint/reissue date in Date 1 and date of original in Date 2. Make a 500 reprint note. (*Catalog librarian will add a 775 related manifestation entry when finishing the prelim record.*)

264 ‡c 2013.
PublicationStatus: r
Date1,Date2: 2013,1950
500 __ Reprint. Originally published: New York : Samuel French, 1950.

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775 08 †i Reproduction of (manifestation): †a Bristol, Stephen, 1896- †t Crime
photographer †d New York : Samuel French, 1950 †h 104 pages : illustrations ;
19 cm †w (OCoLC)1484217

264 †c [2013?]

PublicationStatus: r

Date1,Date2: 2013,1910

500 __ Facsimile reprint. Originally published: New York : Outing Publishing
Company, 1910.

775 08 †i Reproduction of (manifestation): †a Askins, Charles, 1861-1947 †t
American shotgun †d New York : Outing Publishing Company, 1910 †w
(OCoLC)1417822

t=publication date and copyright date.

Use when publication and copyright are both present and they differ:

264 _1 †a ... :†b ..., †c 2013.

264 _4 †c ©1972

PublicationStatus: t

Date1,Date2: 2013,1972

or when publication and copyright are both present and they are the same:

264 _1 †a ... :†b ..., †c 2013.

264 _4 †c ©2013

PublicationStatus: t

Date1,Date2: 2013,2013

or when only copyright date is present and publication date is inferred from it:

264 _1 †a ... :†b ..., †c [2013]

264 _4 †c ©2013

PublicationStatus: t

Date1,Date2: 2013,2013

Control number and code fields

020

Record (in separate 020 fields) all ISBNs found. Remove hyphens and spaces. When ISBNs for related bindings (e.g., paperback or hardcover) or other physical or non-physical formats (e.g., e-book) are found, include in subfield q following each ISBN a short phrase.

When transcribing multiple ISBNs, transcribe first the number that is applicable to the manifestation being described; transcribe other numbers in the order presented, with appropriate qualification to distinguish.

Record ISBNs in ‡z (Canceled/invalid) of MARC field 020 if they clearly represent a different manifestation from the resource being cataloged and would require a separate record (e.g., an ISBN for the large print version, e-book, or teacher's manual on the record for a regular trade publication).

If separate records would not be made (e.g., most cases where ISBNs are given for both the hardback and paperback simultaneously), or in cases of doubt, record the ISBNs in ‡a.¹

Examples:

020 __ 0060723807 ‡q acid-free paper
020 __ 9780060723804 ‡q acid-free paper

020 __ 0684142589 ‡q bound
020 __ 9780684142586 ‡q bound
020 __ 0684142570 ‡q paperback
020 __ 9780684142579 ‡q paperback
020 __ ‡z 9781134509836 ‡q e-book
020 __ ‡z 1134509839 ‡q e-book

020 __ 0387082662 ‡q U.S.
020 __ 9780387082660 ‡q U.S.
020 __ 3540082662 ‡q Germany
020 __ 9783540082668 ‡q Germany

020 __ 9780123749840 ‡q set
020 __ 0123749840 ‡q set
020 __ 9780124072183 ‡q volume 1
020 __ 0124072186 ‡q volume 1

¹ 2.15.1.7

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020 __ 9780124072176 ‡q volume 2
020 __ 0124072178 ‡q volume 2

040

The LIS program's OCLC symbol is "HUI". Record as follows:

040 __ ‡a HUI ‡b eng ‡e rda ‡c HUI

041

Use only if more than one language is present in the book, or, book is a translation.

Book is in English and German:

041 __ ‡a eng ‡a ger

Book is in Japanese with abstracts in English and French

041 __ ‡a jpn ‡b eng ‡b fre

Book is an English translation of a work originally published in Chinese

041 __ ‡a eng ‡h chi

Subfield ‡a code (or first subfield ‡a code) should match *Lang* in fixed field.

Language code comes from: <http://www.loc.gov/marc/languages/>

Subfield descriptions are at: <http://www.oclc.org/bibformats/en/0xx/041.html>

043

One or more 7-digit codes (with trailing hyphens when necessary) representing the subject content of the resource.

Codes are from: <http://www.loc.gov/marc/geoareas/>

More info about how and when to use 043 at:
<http://www.oclc.org/bibformats/en/0xx/043.html>

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050

LC Classification call number. Non-LC libraries always code indicators:

050 _4

082

Dewey Decimal Classification call number

Variable fields

100, 110, 111, 130

Not part of description. Will cover in Session IV.

245

Also consult [General Rules for Transcription](#).

Also consult [ISBD Punctuation guidelines and examples](#).

‡a=Title proper (NR)

‡b=Remainder of title (NR)

‡c=Statement of responsibility (NR)

‡n=Number of part/section of a work (R)

‡p=Name of part/section of a work (R)

The preferred source of information in resources consisting of one or more pages, leaves, sheets, or cards is the title page when there is one. When there is not title page, use the one of these, in this order, as the preferred source of information:

1. cover
2. caption

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3. masthead
4. colophon²

Enclose information taken from outside the resource in square brackets and include a note about the source of the title:³

245 00 Ꞥa [ARL/UHM UARC source documents].
500 __ Ꞥa Title devised by cataloger.

Transcribe numerals or spelled-out numbers in the form in which they appear on the source of information:

245 #0 \$a Fifty key literary theorists

245 10 \$a Tea time in Alberta : \$b 55 places to discover your favourite tea / \$c Mary Oakwell.

If there are more than 3 entities named as performing the same function in a statement of responsibility, you have two options:

record all entities

OR

record only the first entity followed by the phrase “and # others”:⁴

Example:

Title page reads:

Physical chemistry lectures

By

John Jones, Harvard University
Bill Smith, Massachusetts Institute of Technology
Joe Green, California Polytechnical Institute
Bob Johnson, University of Alaska

Edited by

² 2.2.2.2

³ 2.2.4 and 2.20.2

⁴ 2.4.1.5 (LC practice is generally not to omit any names from a statement of responsibility related to title.)

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Roy Perkins
James Jackson
William Washington

Transcription for second option:

245 00 ‡a Physical chemistry lectures / ‡c by John Jones, Harvard University [and three others] ; edited by Roy Perkins, James Jackson, William Washington.

250 Edition statement

Also consult [General Rules for Transcription](#).

Also consult [ISBD Punctuation guidelines and examples](#).

‡a=Edition statement (NR)

‡b=Remainder of edition statement (NR)

Record edition statements as they appear; transcribe abbreviations, but do not abbreviate words that are spelled out.

If a resource lacks an edition statement but it is known to contain significant changes from other editions, supply a brief statement in the language and script of the title proper and enclose it in square brackets if considered necessary for identification.⁵

Take designations of edition from the following sources, and record all of them in this order:

1. designations appearing on the same source as the title proper
2. designations appearing on another source within the resource itself
3. designations from outside the resource itself (enclose in square brackets)⁶

⁵ 2.5.1.4 and 2.5.2

⁶ 2.5.2.2

Describing manifestations: books, pamphlets, printed sheets

Record statements of responsibility relating to the edition in 250 ¶b. Include titles, epithets, honorifics, etc. in statements of responsibility related to edition, but omit affiliations.

If a designation of edition appears on the source of information in more than one language or script, record the statement in the language and/or script of the title proper. If this criterion does not apply, record the statement that appears first.⁷

Do not record parallel edition statements.

Do not record parallel statements of responsibility pertaining to edition statements.

Record multiple editions statements in multiple 250 fields.

If a designation of edition consists of a letter or letters and/or a number or numbers (expressed either as numerals or as words) without accompanying words, add an appropriate word. Enclose the addition in square brackets.⁸

If:

- a designation of edition is an integral part of the title proper, other title information, or statement of responsibility

or

- the designation is grammatically linked to any of these elements

then:

record the designation of edition as part of the element to which it is integrated or linked. Do not record it again as a designation of edition:

The compact edition of the Oxford English dictionary

Designation of edition integral to title proper. No designation of edition recorded.

Tenth anniversary edition of Economic justice for all

Designation of edition integral to title proper. No designation of edition recorded.

***Bullarum diplomatum et privilegiorum sanctorum Romanorum pontificum
Taurinensis editio***

Designation of edition integral to title proper. No designation of edition recorded.

⁷ 2.5.2.4

⁸ 2.5.2.3

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a revised and augmented edition of the Glossary of biotechnology and genetic engineering

Designation of edition integral to other title information. No designation of edition recorded.

édition française revue par Germaine Meyer-Noire

Designation of edition integral to statement of responsibility. No designation of edition recorded⁹

When transcribing a date as part of an edition statement, transcribe as found. When in doubt about whether a date should be included as part of an edition statement, give the date as found in a quoted 500 note:

500 __ ‡a "10/2/82."

If that date is the only date that appears on the item, infer from it the publication year and supply that year in square brackets in 264 _1 ‡c.

Examples¹⁰

250 __ ‡a Draft.
250 __ ‡a Household ed.
250 __ ‡a Facsim. ed.
250 __ ‡a Neue Aufl.
250 __ ‡a Deuxième édition revue et augmentée.
250 __ ‡a Rev. et corr.
250 __ ‡a Nouvelle édition.
250 __ ‡a World's classics ed., New ed. rev.
250 __ ‡a 1st standard ed.
250 __ ‡a Wyd. 2-gie.
250 __ ‡a 6. Aufl.
250 __ ‡a 2e éd. du recueil noté.
250 __ ‡a Second edition.
250 __ ‡a 52nd edition.
250 __ ‡a Editio secunda auctior et correctior.
250 __ ‡a New ed., rev. and enl.
250 __ ‡a 1st American ed.
250 __ ‡a NORC test ed.
250 __ ‡a Rev. ed. 10/2/82.
250 __ ‡a *** ed.

⁹ 2.5.2.6

¹⁰ Most examples from, or adapted from, RDA 2.5

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250 __ ‡a Somerset ed.
250 __ ‡a World Cup ed.
250 __ ‡a Abridged.
250 __ ‡a Corr. 2nd print.
250 __ ‡a Draft, May 2000.
250 __ ‡a Version 2.5.
250 __ ‡a Northern ed.
250 __ ‡a Éd. pour le médecin.
250 __ ‡a New edition.
250 __ ‡a Second college edition.
250 __ ‡a Troisième édition revue et augmentée.
250 __ ‡a Canadian edition.
250 __ ‡a 3e [édition].
250 __ ‡a [State] B.
250 __ ‡a [Version] 1.1.
250 __ ‡a First [edition].
250 __ ‡a 2nd ed.
250 __ ‡a Special education ed.
250 __ ‡a ICPSR ed., OSIRIS IV version.
250 __ ‡a Medium-high voice ed.
250 __ ‡a Revised as of Jan. 1, 1958.
250 __ ‡a World's classics edition, New edition, rev., reset, and illustrated.
250 __ ‡a Third edition.
250 __ ‡a 4th ed. / ‡b revised by J.G. Le Mesurier and E. McIntosh, Reprinted with corrections.
250 __ ‡a Rev. ed. / ‡b with revisions, an introduction, and a chapter on writing by E.B. White, 2nd ed. / with the assistance of Eleanor Gould Packard.
250 __ ‡a 3rd draft / ‡b edited by Paul Watson.

264 Publication, Distribution, Manufacture, etc.

Also consult [General Rules for Transcription](#).

Also consult [ISBD Punctuation guidelines and examples](#).

This field takes the place of the 260 we used in AACR2 to record information about publication, distribution, manufacture, etc.

The ending punctuation for field 264 in monographic records is a period, square bracket, or hyphen, unless the field ends with a copyright year, in which case there is no punctuation

264 is repeatable and has four different definitions according to which value is input in the second indicator:

- 264 _0 Statement relating to production of an unpublished resource (‡a‡b‡c)
- 264 _1 Statement relating to the publication, release, or issuing of a resource (‡a‡b‡c)
- 264 _2 Statement relating to the distribution of a resource (‡a‡b‡c)
- 264 _3 Statement relating to the printing, duplicating, etc. of a published resource (‡a‡b‡c)
- 264 _4 Copyright notice date (‡c)

Guidelines for recording production, publication, distribution, manufacture, and copyright statements in prelim cataloging for published textual resources.

- Do not record a production statement (264 _0)
- Record a distribution statement (264 _2) only if: place of publication or name of publisher can not be identified in 264 _1.
- Record a manufacture statement (264 _3) only if: after recording a publication statement or a publication statement and a distribution statement, no place or name has yet been identified in 264 _1 or 264 _2.
- When recording a distribution statement (264 _2) and/or manufacture statement (264 _3) in lieu of missing data in the field(s) above it, record the entire statement (‡a‡b‡c)
- Record a copyright year as instructed below.
- Do not record parallel statements in other languages for any elements of any of these statements.
- If there is more than one publisher, etc., record them in the order indicated by the sequence, layout, or typography of the names on the source of information.
- If there are more than three publishers, record only the first three.

Place of publication, etc.

- Take place of publication, distribution, manufacture from the following sources (in order of preference):
 1. the same source as the publisher's name
 2. another source within the resource itself
 3. a source of information outside of the resource itself
- If there is only one publisher, record only one place of publication—either the first named or the most typographically prominent, as applicable.
- Record only one place of publication per publisher.

Describing manifestations: books, pamphlets, printed sheets

- Transcribe places of publication, etc. as they appear on the source of information.¹¹
- Include both the local place name (city, town, etc.) and the name of the larger jurisdiction or jurisdictions (state, province, etc., and/or country) if present on the source of information.¹² (2.8.2.3)
- Supply in square brackets the name of the larger jurisdiction (state, province, etc., and/or country) as part of the local place name if considered important for identification or access.¹³
- If the place of publication appears on the source of information in more than one language or script, record the form that is in the language or script of the title proper. If this criterion does not apply, record the place name in the language or script that appears first.¹⁴
- If the place of publication is not identified in the resource, supply the known or probable place of publication.¹⁵ If you can not even determine a probable country of publication, record “[Place of publication not identified]”.

EXAMPLES

- Köln
- Westport, Connecticut
- Lugduni Batavorum
- Wellington, New Zealand
- Tolworth, England
- Carbondale, Ill.
- Den Haag
- Taunton, Somerset
- Christiania
- Mpls
- Santiago
- New York
- New York, NY
- New York, N.Y.
- New York, New York
- N.Y.C.
- New York City
- Aldershot, Hampshire, England
- Burlington, VT, USA

¹¹ 2.8.1

¹² 2.8.2.3

¹³ 2.8.2.3

¹⁴ 2.8.2.5

¹⁵ 2.8.2.6

- Dublin [Ireland]
- Dublin [Ohio]
- [Toronto]
- [Munich?]
- [Lake Placid?, New York]
- [Sofia, Bulgaria?]
- [Canada]
- [Canada?]
- [Place of publication not identified]

Name of publisher, etc.

Take publishers' names from the following sources (in order of preference):

1. the same source as the title proper
 2. another source within the resource itself
 3. accompanying material (e.g., a leaflet, an "about" file)
 4. a container that is not issued as part of the resource itself (e.g., a box, case made by the owner)
 5. other published descriptions of the resource
 6. any other available source (e.g., a reference source).
- If there are two or three publishers, record them in the order indicated by the sequence, layout, or typography of the names on the source of information.
 - If there are more than three publishers, record only the first three.
 - Transcribe publishers' names as they appear on the source of information; regularize the capitalization of a publisher name appearing in ALL CAPS unless the publisher name is an acronym or initialism or uses deliberately unconventional capitalization (see general guidelines on transcription for more instructions on transcribing acronyms and initialisms and unconventional capitalization).
 - Record words or phrases indicating the function (other than solely publishing) performed by a person, family, or corporate body as they appear on the source of information.¹⁶
 - If the name of a publisher appears on the source of information in more than one language or script, record the form that is in the language or script of the title proper. If this criterion does not apply, record the name in the language or script that appears first.¹⁷
 - Record the publisher's full corporate hierarchy as it appears on the source of information.
 - Include phrases such as "an imprint of" or "is an imprint of."

¹⁶ 2.8.4.4

¹⁷ 2.8.4.6

Describing manifestations: books, pamphlets, printed sheets

- If a phrase such as “A Dial Press book” is found separate from the publishing information being recorded in 264 _1, record the phrase as a quoted note if the imprint or publisher named in it (e.g., “Dial Press” in this case) is not included in the 264 _1 ¶b that you recorded.
- If no publisher is named within the resource itself and the publisher cannot be identified from other sources, record “[publisher not identified]”. The supplied phrase “[publisher not identified]” does not begin with a capital letter.

EXAMPLES¹⁸

- Oxford University Press
- World Health Organization
- University of Leeds, Dept. of Spanish
- University of Leeds, Department of Spanish
- Universal Edition
- University of Toronto Press
- Penguin Books
- McGraw-Hill
- Grolier
- Bridge Records, Inc.
- H.M.S.O.
- John Lane, the Bodley Head
- Institut géographique international
- Hébert
- Supraphon
- Tactus
- Educational Productions
- Public Works and Government Services Canada
- SAGE Publications on behalf of McGill University (**Source of information reads: *Published by SAGE Publications on behalf of McGill University***)
- Published for the American Astronautical Society by Univelt
- In Kommission by O. Harrassowitz
- Éditions du peuple
- Health Canada, Pest Management Regulatory Agency
- Pyr, an imprint of Prometheus Books
- Seventh Street Books, an imprint of Prometheus Books
- Academic Press, an imprint of Elsevier
- Butterworth-Heinemann is an imprint of Elsevier

¹⁸ Examples from RDA and from Library of Congress RDA records (compiled by Deborah Fritz in an e-mail to RDA-L May 21, 2013)

Describing manifestations: books, pamphlets, printed sheets

- Elsevier, Morgan Kaufmann is an imprint of Elsevier
- Syngress is an imprint of Elsevier
- Marvelous Spirit Press, an imprint of Loving Healing Press
- CRC Press, part of the Taylor & Francis imprint, a member of the Taylor & Francis Group
- CRC Press, an imprint of the Taylor & Francis Group
- ALA Editions, an imprint of the American Library Association
- ALA TECHSOURCE, an imprint of the American Library Association
- Neal-Schuman, an imprint of the American Library Association
- Lawrence Hill Books, an imprint of Chicago Review Press, Incorporated
- Smart Pop, an imprint of BenBella Books, Inc.
- Children's Press, an imprint of Scholastic Inc.
- Wiley-Blackwell is an imprint of John Wiley & Sons
- Pinata Books, an imprint of Arte Public Press, University of Houston
- Dial Books, an imprint of Penguin Group (USA) Inc.
- Walden Pond Press, an imprint of HarperCollinsPublishers
- William Morrow, an imprint of Harper Collins Publishers
- [publisher not identified]

Date of publication, etc.

- Take date of publication, etc. from the following sources (in order of preference):
 1. the same source as the title proper
 2. another source within the resource itself
 3. accompanying material (e.g., a leaflet, an "about" file)
 4. a container that is not issued as part of the resource itself (e.g., a box, case made by the owner)
 5. other published descriptions of the resource
 6. any other available source (e.g., a reference source).
- Record only a year or years in 264 ‡c. Do not record months or days for published textual resources.¹⁹
- Record a copyright date in 264 _4 ‡c whenever one is present on the resource, whether it matches the publication year or not.
- When a copyright year is recorded, only ‡c is used in 264 _4. Names of copyright holders and places associated with them are not recorded.
- If no year of publication, distribution, manufacture appears on the resource and a copyright year does appear on the resource, infer the year of publication from the copyright year, and record the inferred year of publication in square brackets in 264 _1 ‡c.

¹⁹ 2.8.6.3 and local policy decision

Describing manifestations: books, pamphlets, printed sheets

- If both a year of publication, distribution, manufacture **and** a year of copyright are recorded, code 008/DtSt as “t” and record both years, with year of publication, distribution, manufacture in Date1 and copyright year in Date2.
- If no year of publication, distribution, manufacture, or copyright is found, supply a probable or conjectural year, decade, century or range of years. It is not acceptable in RDA to use a hyphen to represent an unknown year, decade, or century, as we did in AACR2.²⁰
- If an item is received in the year before the year of publication and/or copyright printed in the item, record the year printed in the item.
- Do not record roman numerals in 264 ‡c. If the year of publication appears as a roman numeral on the source of information, record in Arabic numerals *without* square brackets.²¹
- Substitute numerals for years expressed as words.²²
- If the date as it appears in the resource is not of the Gregorian or Julian calendar, add the corresponding date or dates of the Gregorian or Julian calendar in square brackets.
 - 4308 [1975]
 - Minguo 28 [1939]
 - 5730 [1969 or 1970]
 - Heisei 1 [1989]
 - anno 18 [1939]²³
- The distinction made in LCRI 2.7B9 between a date of publication and a “date of release or transmittal” is not carried over into RDA (in RDA, date of publication subsumes date of release or transmittal), so there is no need to give a date of release or transmittal in a 500 quoted note and no need to enclose the year portion of such a date in square brackets in 264 _1 ‡c.

EXAMPLES²⁴

Date of publication appears as MDCCXXXIII

008 = s 1733, _____

264 _1 ‡a ‡b ‡c 1733.

²⁰ See also examples in [fixed field date instructions](#).

²¹ 2.8.6.3 and 1.8.2 and local policy decision

²² 1.8.3

²³ 2.8.6.3

²⁴ Most of these examples from, or adapted from, the examples in the LC-PCC PS for 2.8.6.6.

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NOTE: If roman numerals appear in the 264 ꜛc field of a copy cataloging record, UHM prelim catalogers will change to Arabic numerals.

Publication date appears as May 7, 2000

008 = s 2000,____
264 _1 ꜛa ꜛb ꜛc 2000.

NOTE: If a month or month and day the 264 ꜛc field of a copy cataloging record for a published textual resource, UHM prelim catalogers will remove everything except the year.

Date appears as 平成 25 年 5 月 28 日

008 = s 2013,____
264 _1 ꜛa ꜛb ꜛc 平成 25 [2013]
264 _1 ꜛa ꜛb ꜛc Heisei 25 [2013]

“First edition June 2009” and “Copyright ©2009” appear on t.p. verso

008 = t 2009,2009
250 __ ꜛa First edition.
264 _1 ꜛa ꜛb ꜛc 2009.
264 _4 ꜛc ©2009

- Here you have a publication year which is the same as the copyright year. UHM policy is to record both. Note that when a copyright year is the last element in 264, the field does not end with a period.

No publication date appears on item, “Copyright ©2009” appears on t.p. verso, preface signed “June 2009”

008 = t 2009,2009
264 _1 ꜛa ꜛb ꜛc [2009]
264 _4 ꜛc ©2009

- Here you don't have a publication date, but you can infer the publication date from the copyright date and other information, so you record the inferred date in square brackets in 264 _1 and record the copyright year even though it is the same as the inferred publication year.

Title page has 2013; verso of title page has ©1972

008 = t 2013,1972

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264 _1 †a ... †b ..., †c 2013.
264 _4 †c ©1972

- Publication date and copyright date are both present, so record both.

Book is received in 2015 and has no publication date; has copyright year of ©2016

008 = t 2016,2016
264 _1 †a †b †c [2016]
264 _4 †c ©2016

- If the copyright date is for the year following the year in which the publication is received, supply in square brackets a year of publication that corresponds to the copyright date. Record the copyright year in 264 _4 †c.

Book is received in 2015 and has publication date of 2016; also has copyright year of ©2016

008 = t 2016,2016
264 _1 †a †b †c 2016
264 _4 †c ©2016

- Record publication date as found; record copyright date as found.

No publication date is given; t.p. verso has ©1980 // 1980 printing

008 = s 1980
264 _1 †a †b †c [1980]

- Here you infer the publication date from the copyright date and date of manufacture. Do not record copyright year in 264 _4 †c. Record the year of manufacture (in a separate 264 _3) only if a manufacture statement is being recorded in lieu of missing publication data.

No publication date is given; no information about publisher can be determined;

t.p. verso has “Distributed in North America by InBook/LPC Group, Chicago, IL, 2008; bibliography includes citations to 2007 publications;”²⁵

²⁵ Note: this is adapted from an example in LC PCC PS 2.8.6.6 in which the publisher data are available and distributor data are recording optionally. UHM prelim catalogers will only be recording distribution and/or manufacture statements when place and name data are still missing after recording the 264 _1 (or after recording the 264 _1 and 264 _2)

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008 = s 2008,_____

264 _1 ‡a [Place of publication not identified] : ‡b [publisher not identified], ‡c [2008]

264 _2 ‡a Chicago, IL : ‡b Distributed in North America by InBook/LPC Group, ‡c 2008.

- Here you are inferring the date of publication from the distribution date and other information. The distribution date is probably not important in its own right, but is recorded in 264 _2 in this case because: a) you have a distribution statement; b) the place of distribution and name of distributor are “core” elements in this case because those elements are lacking in 264 _1; and, c) our UHM policy (like LC’s policy) is to always record the full statement (‡a‡b‡c) when recording a distribution or manufacture statement.

No publication date is given; t.p. verso has Published by Gay Mens Press, London, Distributed in the USA in 1999; preface signed London, January 1993

008 = q 1993,1999

264 _1 ‡a London : ‡b Gay Mens Press, ‡c [between 1993 and 1999]

- In this case, it does not seem reasonable to infer that the publication date is the same as the distribution date, so you are supplying a probable range of dates based on the information you have. No distribution statement is recorded in this case because all publication data are present in 264 _1.

No publication date is given; t.p. verso has First Printing 1980.

008 = s 1980,_____

264 _1 ‡a : ‡b ..., ‡c [1980]

- Here you are inferring the date of publication from the manufacture date. An additional manufacture statement (264 _3) is not recorded unless after recording a publication statement or a publication statement and distribution statement, place and name data are still lacking and the manufacture statement can provide the missing data.

No publication date is given; t.p. verso has ©1978 // Sixth Printing 1980; preface is signed June 1978

008 = s 1978

264 _1 ‡a ‡b ‡c [1978]

588 ___ ‡a Description based on sixth printing, 1980.

- Here you are inferring the date of publication from the copyright date and the information in the preface. The printing date is probably not important in its own right, but can be noted in a 588 field as above. It is not recorded in 008 or 264 _1. If the place of printing and/or name of printer appeared in the resource and one or both of those elements were lacking in 264 _1 or in a combination of 264 _1 and 264 _2, you would record a manufacture statement in addition to the publication statement.

No publication date is given; t.p. verso has 15th Impression 1980

008 = q uuuu,1980

264 _1 ‡a ‡b ‡c [not after 1980]

588 ___ ‡a Description based on 15th impression, 1980.

- Here you are inferring the latest possible date of publication from the manufacture date. An additional manufacture statement (264 _3) is not recorded unless after recording a publication statement or a publication statement and distribution statement, place and name data are still lacking and the manufacture statement can provide the missing data.

300 Physical Description

300 Extent (300 ‡a)

Also consult [ISBD Punctuation guidelines and examples](#).

For a multipart monograph that is not yet complete, record **volumes** in 300 ‡a. Do not leave leading spaces. Do not supply the latest volume received in angle brackets.

Resources with numbered pages, leaves, or columns

For a resource consisting of a single volume, record the extent in terms of pages, leaves, or columns according to the type of sequence used in the resource. Apply the following general guidelines if the pages, leaves, or columns are numbered, ignoring short unnumbered sequences that are judged to be insignificant:²⁶

²⁶ Adapted from 3.4.5.2 and 3.4.5.8

a) If the volume is paginated (i.e., if there are page numbers on both sides of the leaves), record the number of pages.

300 __ ‡a 327 pages

b) If the volume is foliated (i.e., if there are leaf numbers on only one side of the leaves), record the number of leaves.

300 __ ‡a 321 leaves

c) If the volume consists of pages with more than one column to a page and is numbered in columns, record the number of columns.

300 __ ‡a 381 columns

d) If the volume consists of sequences of numbered leaves and pages, or numbered pages and numbered columns, or numbered leaves and numbered columns, record each sequence if there are three sequences or fewer. If there are four or more sequences, record **1 volume (various pagings)**:

300 __ ‡a xvii, 323 pages

300 __ ‡a 27 pages, 300 leaves

300 __ ‡a 1 volume (various pagings)

e) If the resource has complicated or irregular paging, etc., record **1 volume (various pagings)**:

300 __ ‡a 1 volume (various pagings)

f) Record pages, etc., that are lettered inclusively in the form, e.g.:

300 __ ‡a A–K pages

300 __ ‡a a–d leaves

300 __ ‡a A–Z pages

Resources with unnumbered pages, leaves, or columns

If the resource consists entirely of unnumbered pages, leaves, or columns, apply the following:

a) if there appear to be 50 or fewer pages or 25 or fewer leaves, count the pages* and/or leaves and record, e.g.: **24 unnumbered pages**

* When counting pages or leaves in a volume with fewer than 50 pages, count every page/leaf inside the covers (including t.p., t.p. verso, advertising pages, etc.); exclude only the four pages of the cover in your count. If the cover material is of the same paper stock as the rest of the pages, include the four pages of the cover in your page count.

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b) if there appear to be more than 50 pages or 25 leaves, do not bother to count the pages. Instead record: **1 volume (unpaged)**²⁷

Resources with numbered and unnumbered pages, leaves, or columns

If the resource consists of both numbered and unnumbered sequences of pages, leaves, or columns, disregard the unnumbered sequences, unless:

a) an unnumbered sequence constitutes a substantial part of the resource

or

b) an unnumbered sequence includes pages, etc., that are referred to in a note.²⁸

300 __ ‡a 33 leaves, 31 unnumbered leaves
300 __ ‡a 8 unnumbered pages, 155 pages (*Here you are including the unnumbered sequence because a bibliography referred to in a note appears on 6th preliminary page.*)

As in AACR2, if the form of numbering within a sequence changes (e.g., from roman to arabic numerals), ignore the numbering of the first part of the sequence.²⁹

Pages numbered: i–xii, 13–176
300 __ ‡a 176 pages

Misleading Numbering

In some cases, the numbering on the last page, leaf, or column of a sequence does not represent the total number in that sequence. When this occurs, do not correct it unless it gives a completely false impression of the extent of the resource (e.g., when only alternate pages are numbered or when the number on the last page, leaf, or column of the sequence is misprinted).

When correcting misleading numbering, record the numbering as it appears on the last page or leaf followed by **that is** and the correct number.³⁰

300 __ ‡a 48, that is, 96 pages

²⁷ 3.4.5.3, including local option decision

²⁸ 3.4.5.3.1

²⁹ 3.4.5.4

³⁰ 3.4.5.5

300 __ Ꞥa 329, that is, 392 pages

Pages, Etc., Numbered as Part of a Larger Sequence

If the pages, etc., are numbered as part of a larger sequence (e.g., as part of the continuous paging for a multivolume resource), record the first and last numbers of the pages, etc., preceded by the appropriate term:³¹

300 __ Ꞥa pages 713–797

Leaves or Pages of Plates

If the leaves or pages of plates in a resource are not included in the numbering for a sequence or sequences of pages or leaves of text, etc., record the number of leaves or pages of plates at the end of the sequence or sequences of pagination, etc. Record the number of leaves or pages of plates after the pagination, etc., whether the plates are found together or distributed throughout the resource:³²

300 __ Ꞥa 246 pages, 32 pages of plates
300 __ Ꞥa x, 32, 73 pages, 1 leaf of plates

If the resource contains both leaves and pages of plates, record the number in terms of whichever is predominant:

300 __ Ꞥa 323 pages, 19 unnumbered pages of plates
Resource contains 16 pages and 3 leaves of plates

Folded Leaves

If leaves are folded, record that they are folded:³³

300 __ Ꞥa 122 folded leaves
300 __ Ꞥa 230 pages, 25 leaves of plates (some folded)
300 __ Ꞥa 25 folded leaves of plates

Duplicated Paging, Etc.

If the paging is duplicated (e.g., in some books with parallel texts), record both pagings and make an explanatory note³⁴

³¹ 3.4.5.7

³² 3.4.5.9

³³ 3.4.5.10

³⁴ 3.4.5.12

300 __ ‡a xii, 35, 35 pages ...
500 __ ‡a Opposite pages have duplicate numbering.

300 __ ‡a xi, EN185, FR189 pages ...
500 __ ‡a English to French terms followed by French to English terms separately paged.
(EN and FR appear as part of the numbering on the resource)

Pages Numbered in Opposite Directions

If the resource has groups of pages numbered in opposite directions (e.g., in some books with texts in two languages), record all the pagings. Record the pagings of the various groups in order, starting from the title page selected for the description: ³⁵

300 __ ‡a iv, 127, 135, vii pages
Text is in English and French on inverted pages; English title page selected

300 __ ‡a ix, 155, 126, x pages
Text is in English and Hebrew; English title page selected

Single Sheet

Record the extent of a resource consisting of a single sheet as **1 sheet**. ³⁶

300 __ ‡a 1 sheet

If the sheet is designed to be read in pages when folded, record the extent as **1 folded sheet** followed by the number of pages laid out on the sheet, in parentheses.

300 __ ‡a 1 folded sheet (8 pages)

300 Illustrative content (300 ‡b)³⁷

If the resource contains illustrative content, record *illustration* or *illustrations* and/or *map* or *maps*, as appropriate (in that order, separated by comma-space).

³⁵ 3.4.5.13

³⁶ 3.4.5.14

³⁷ Adapted from 7.15 and 7.17.1.3 and LC-PCC PS 7.17.1.3

Tables containing only words and/or numbers are not considered as illustrative content. Disregard illustrated title pages, etc., and minor illustrations.³⁸

If the content of the resource is in colors other than black and white or shades of grey, record the presence of color using an appropriate term. Disregard colored matter outside the actual content of the resource (e.g., the border of a map):

- 300 __ ‡a ... : ‡b color illustrations ;**
- 300 __ ‡a ... : ‡b illustrations (some color) ;**
- 300 __ ‡a ... : ‡b illustrations (chiefly color) ;**
- 300 __ ‡a ... : ‡b color illustrations, maps ;**
- 300 __ ‡a ... : ‡b color illustrations, color maps ;**
- 300 __ ‡a ... : ‡b illustrations (some color), maps (some color) ;**
- 300 __ ‡a ... : ‡b illustrations (chiefly color), maps ;**

If the resource consists of only illustrations (with or without captions and excluding bibliographic data, etc.) or chiefly illustrations, make a 500 note (in addition to the 300 ‡b statement):

- 500 __ All illustrations.**
- 500 __ Chiefly illustrations.**

and add a 336 for the illustrative content (see below).

300 Dimensions (300 ‡c): Volumes³⁹

Record the height of the volume. If the volume measures less than 10 centimeters, record the height in millimeters and use the metric symbol *mm*.

- 300 __ ‡a ... : ‡b ... ; ‡c 22 cm**
- 300 __ ‡a ... : ‡b ... ; ‡c 95 mm**

Exceptions:

If the width of the volume is either less than half the height or greater than the height, record the height x width.

- 300 __ ‡a ... : ‡b ... ; ‡c 20 x 8 cm**

³⁸ LC practice is to generally record all illustrative content as “illustrations.” UHM prelim catalogers will record illustrations and maps when appropriate. UHM original catalogers may add other RDA-approved terms (charts, coats of arms, facsimiles, forms, genealogical tables, graphs, illuminations, music, photographs, plans, portraits, samples) at the cataloger’s discretion.

³⁹ 3.5.1.4.14

300 __ ‡a ... : ‡b ... ; ‡c 20 x 32 cm

If the carriers⁴⁰ are of the same type but differ in size, record the dimensions of the smallest or smaller and the largest or larger size.

300 __ ‡a ... : ‡b ... ; ‡c 24–28 cm

Dimensions of the smallest and largest volumes in a resource consisting of 6 volumes of differing height.

300 Dimensions (300 ‡c): Sheets⁴¹

Record the height x width of the sheet, excluding any frame or mount.

300 __ ‡a ... : ‡b ... ; ‡c 28 x 22 cm

Dimensions of a sheet of text.

If the sheet is designed to be read in pages when folded, record only the height of the sheet when folded.

For other folded sheets, record the height x width when extended followed by the height x width when folded:

300 __ ‡a ... : ‡b ... ; ‡c 48 x 30 cm folded to 24 x 15 cm

300 Accompanying materials (300 ‡e)

In records formulated according to ISBD principles, subfield \$e follows a "plus sign" (+) and contains all remaining data in the field.

33X fields (content/media/carrier)⁴²

The standard array for 33X fields for a bound published textual monograph will be:

336 __ ‡a text ‡2 rdacontent

337 __ ‡a unmediated ‡2 rdamedia

⁴⁰ RDA “carrier types” you will encounter in published textual monograph cataloging are “volume(s)” and “sheet(s)”

⁴¹ 3.5.1.4

⁴² It is not necessary to add the content, media, and carrier type codes in ‡b of 33X in PRELIM cataloging, but they can be retained when received in copy cataloging.

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338 __ †a volume †2 rdacarrier

For an unbound published textual monograph (e.g., a poster or a single sheet or multiple sheets in a portfolio), the array will be:

336 __ †a text †2 rdacontent
337 __ †a unmediated †2 rdamedia
338 __ †a sheet †2 rdacarrier

If the content of a bound published textual monograph is chiefly illustrations, add an additional 336 with “still image” for the illustrative content:

336 __ †a text †2 rdacontent
336 __ †a still image †2 rdacontent
337 __ †a unmediated †2 rdamedia
338 __ †a volume †2 rdacarrier

If in doubt about whether the primary content of an item is textual or still image (i.e., whether it should be cataloged on a books template or graphic materials template), consult the cataloger of the week.

Do not add an additional 336 for a map or illustration in a pocket.

For published textual monographs that have accompanying materials noted in 300 †e, use †3 to specify the material to which the 33X pertains, and list as follows, e.g., with main item 33Xes first, accompanying 33Xes next:

336 __ †3 book †a text †2 rdacontent
337 __ †3 book †a unmediated †2 rdamedia
338 __ †3 book †a volume †2 rdacarrier
336 __ †3 DVD †a two-dimensional moving image †2 rdacontent
337 __ †3 DVD †a video †2 rdamedia
338 __ †3 DVD †a videodisc †2 rdacarrier

UHM Cataloging Department will maintain a list of local-use †3 terms on Treepad.
[LINK TO TREEPAD DOC HERE]

490

Also consult [General Rules for Transcription](#).

Also consult [ISBD Punctuation guidelines and examples](#).

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Transcribe in 490 1_ the information for any comprehensive publication (monographic series, other serial, multipart monograph, integrating resource) of which the resource being cataloged is a part.⁴³

Order of subfields is generally ‡a ‡x ‡v. ‡a is repeatable when a subseries is separated from the main series by the numbering of the main series in subfield ‡v or by the ISSN in subfield ‡x. Subfield ‡x is repeatable when the main series and subseries have different ISSNs.

Include initial articles.

Regularize the capitalization of series statements to sentence case with proper nouns capitalized.

Record statements of responsibility associated with the series title only if considered necessary for identification of the series. Take statements of responsibility relating to a series from the same source as the title proper of the series.

Include subseries titles proper and subseries numbering if found.

Do not record:

- parallel titles proper of series
- other title information of series
- parallel other title information of series
- parallel statements of responsibility relating to series
- parallel titles proper of subseries
- other title information of subseries
- parallel other title information of subseries
- statements of responsibility relating to subseries
- parallel statements of responsibility relating to subseries

If in doubt about whether a statement found on a resource is a series statement or not, give the statement as a quoted note if it is not already recorded in 264 ‡b.

If a series-like phrase is found that has already been recorded in 264 ‡b, apply the following:

- if the statement is a numbered or unnumbered statement of a commercial publisher recorded in 264 ‡b or includes a sub-imprint name or name of a

⁴³ LC-PCC PS for 2.12

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subsidiary, a division, etc., of a publishing firm recorded in 264 ‡b, ignore the statement:

On resource: DAW Books No. 761
264 _1 ‡a New York : ‡b DAW Books, ‡c 1991.
Ignore the statement "DAW Books No. 761".

On resource: A Raccoon Pamphlet
264 _1 ‡a Memphis, Tenn. : ‡b Raccoon Books, ‡c 1982.
Ignore the statement "A Raccoon Pamphlet".

- if the statement includes the name of a publisher, etc. not recorded in 264 ‡b, give the statement as quoted note in a 500 field.

On resource: An Interscience publication
264 _1 ‡a New York : ‡b Wiley, ‡c 1993.
Give 500 note:
500 __ ‡a "An Interscience publication."

If a series-like phrase that is not already recorded in 264 ‡b includes the name of an in-house editor or the name or designation of some other official of the firm, etc., give the phrase as a quoted note:

500 __ ‡a "A Helen and Kurt Wolff book."

If some parts of a multipart monograph are in different series, give each series statement in a separate 490 field. Indicate in 490 subfield ‡3 the parts in each series:⁴⁴

300 __ ‡a 5 volumes ; ‡c 14 cm.
490 1_ ‡3 volumes 1, 3-5: ‡a Music bibliographies ; ‡v 12, 15, 21-22
490 1_ ‡3 volume 2: ‡a Baroque musical studies ; ‡v 2
Volumes of multipart monograph are in different series

300 __ ‡a 10 volumes : ‡b illustrations ; ‡c 28 cm.
490 1_ ‡3 volumes 1-8: ‡a Anthropological monographs ; ‡v no. 23-30
490 1_ ‡3 volumes 9-10: ‡a Art and anthropological monographs ;
‡v no. 31-32
Title of series changed with no. 31

⁴⁴ LC-PCC PS for 2.12..1.5

If all the parts appear in one series and some of the parts appear also in another series, precede the second series title with an indication of the particular parts, issues, or iterations applicable to that title: ⁴⁵

300 __ †a 3 volumes ; †c 20 cm.
490 1_ †a Testi del Risorgimento ; †v 4-6
490 1_ †3 volume 2: †a Saggi e documentazioni ; †v 17

If some parts of a multipart monograph are in a series and others are not, indicate in 490 subfield †3 the parts in that series: ⁴⁶

300 __ †a 2 volumes ; †c 28 cm.
490 1_ †3 volume 1: †a Dance and dancers to-day ; †v 13

Record ISSNs for series and subseries.

Numbering within series can include a numeral, a letter, any other character, or the combination of these. Numbering is often but not always accompanied by a caption (volume, number, etc.) and/or a chronological designation. ⁴⁷

Take the numbering within a series from any source within the resource. When numbering appears as part of series title proper or subseries title proper, record the numbering as it appears on the source of information.

When recording ordinal numbers in 490 †v, (whether they appear as numerals or as words), record them as numerals and indicate that they are ordinal numbers following standard usage for the language:

- English language source. When recording ordinal numbers from an English-language source, record them as numerals in the form 1st, 2nd, 3rd, 4th, etc.
- Chinese, Japanese, or Korean language source. When recording ordinal numerals from a source in Chinese, Japanese, or Korean, record them as numerals accompanied by the character indicating that the numeral is ordinal (e.g., 第 8)

⁴⁵ LC-PCC PS for 2.12..1.5

⁴⁶ LC-PCC PS for 2.12..1.5

⁴⁷ 2.12.9.1

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- Source in a language other than English, Chinese, Japanese, or Korean. When recording ordinal numerals from a source in another language, record them as numerals and indicate that they are ordinal numbers following the usage of the language, if ascertainable:

1er, 1re, 2e, 3e, etc.
French

1., 2., 3., etc.
German

1o, 1a, 2o, 2a, 3o, 3a, etc.
Italian

If the usage of a language cannot be ascertained, use the form 1., 2., 3., etc.

When transcribing roman numerals in 490 ‡v, transcribe in ALL CAPS.

If necessary for clarity, substitute a slash for a hyphen in series or subseries numbering.

If the title proper of the series includes numbering as an integral part of the title, transcribe the numbering as part of the title proper of the series if you are cataloging a single-part monograph; record ellipses if you are cataloging a multipart monograph, the integral numbering is different on each part:

490 1_ ‡a Publication #122 of the Social Science Education Consortium
490 1_ ‡a The twenty-sixth L. Ray Buckendale lecture
490 1_ ‡a Cuaderno número G del instituto
490 1_ ‡a Publication ... of the Indiana University Research Center in Anthropology, Folklore, and Linguistics

Do not capitalize (i.e. record in lower case no matter how found) a term that is part of the numbering within a series or subseries unless capitalization is required according to language rules. Capitalize other words and alphabetic devices according to the usage on the resource.⁴⁸

⁴⁸ A.7

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490 1_ ; ‡v Band 33
490 1_ ; ‡v group 4
490 1_ ; ‡v no. 16
490 1_ ; ‡v program 1
490 1_ ; ‡v volume 14
490 1_ ; ‡v NSRDS-NBS 5

If the numbering consists of a year and a number that is a division of the year, record the year before the number:⁴⁹

2000, no. 3
**Numbering appears on the source of information as: no. 3, 2000;
numbering restarts each year**

If the numbering that appears on the source of information is known to be incorrect, transcribe it as it appears. Make a note giving the correct numbering:⁵⁰

490 _1 ; ‡v Bd. 24
500 __ ‡a Series numbering should read: Bd. 25.

If the numbering appears on the source of information in more than one language or script, record the numbering that is in the language or script of the title proper of the series. If this criterion does not apply, record the numbering that appears first.⁵¹

Include wording intended to differentiate a new sequence of numbering (wording such as new series):⁵²

490 _1 ; ‡v new series, v. 3
490 _1 ; ‡v 4th series, 30

Supply in square brackets the phrase **new series** or another appropriate term if a new sequence of numbering has the same numbering as an earlier sequence **and** the new sequence of numbering is not accompanied by wording such as new series.

⁴⁹ 2.12.9.3

⁵⁰ 2.12.9.3

⁵¹ 2.12.9.5

⁵² 2.12.9.6

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490 _1 ; ‡v [new series], no. 1
490 _1 ; ‡v [neue Folge], Heft 1

Record the first and the last numbers, separated by a hyphen if parts of a multipart monograph are separately numbered within a series and the numbering is continuous:⁵³

490 _1 ; ‡v v. 11–15
490 _1 ; ‡v disc 3–4

If the numbering is not continuous, record all the numbers.

490 _1 ; ‡v v. 131, 145, 152

Subseries

Take the title proper of a subseries from the following sources (in order of preference):⁵⁴

- a) the series title page
- b) another source within the resource itself
- c) accompanying material (e.g., a leaflet, an "about" file)
- d) a container that is not issued as part of the resource itself (e.g., a box, case made by the owner)
- e) other published descriptions of the resource
- f) any other available source (e.g., a reference source).

In case of doubt about whether a series title is a subseries or a separate series, treat it as a separate series.

If there is no intervening data (ISSN or volume numbering) to record between the main series and subseries, record both in a single subfield ‡a separated by period-space:

490 1_ ‡a Department of State publication. East Asian and Pacific series
490 1_ ‡a Acta Universitatis Stockholmiensis. Stockholm studies in the history of literature
490 1_ ‡a Standard radio super sound effects. Trains
490 1_ ‡a Three centuries of drama. English, 1642–1700

⁵³ 2.12.9.8

⁵⁴ 2.12.10.2

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490 1_ ‡a Cambridge studies in international and comparative law. New series

If the subseries has a numeric and/or alphabetic designation and no title, record the designation as the subseries title: ⁵⁵

490 1_ ‡a Music for today. Series 2

If the subseries has a title as well as a designation, record the title following the designation:

490 1_ ‡a Viewmaster science series. 4, Physics
490 1_ ‡a Communications of the Dublin Institute for Advanced Studies. Series D, Geophysical bulletin

EXAMPLES of SERIES STATEMENTS

490 _1 ‡a Buckinghamshire Record Society ; ‡v no. 21
490 _1 ‡a HAZ ; ‡v 6
490 _1 ‡a Pierpont Morgan Library music manuscript reprint series
490 _1 ‡a Reprints in Canadian history
490 _1 ‡a Supplement to Word ; ‡v monograph number 3
490 _1 ‡a Journal of ultrastructure research. Supplement ; ‡v 7
490 _1 ‡a Bartholomew world travel series
490 _1 ‡a Great sacred choruses
490 _1 ‡a Allstate simulation film library
490 _1 ‡a Sahitya Akademi archives of Indian literature film series
490 _1 ‡a Listening, looking, and feeling
490 _1 ‡a An anthology of South-East Asian music
490 _1 ‡a Practicorp no-nonsense software
490 _1 ‡a PCMI collection
490 _1 ‡a How the health are you?
490 _1 ‡a H.C.
490 _1 ‡a Journal of physics
490 _1 ‡a The Oxford history of England
490 _1 ‡a A1 street atlas series
490 _1 ‡a Map supplement / Association of American Geographers
490 _1 ‡a Technical memorandum / Beach Erosion Board
490 _1 ‡a Sämtliche Werke / Thomas Mann
490 _1 ‡a Nouvelle collection / Maurice Le Lannou

⁵⁵ 2.12.10.6

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490 _1 ‡a Occasional papers / University of Sussex Centre for Continuing Education
490 _1 ‡a Publicación / Universidad de Chile, Departamento de Geología
490 1_ ‡a Department of State publication ; ‡v 7846. ‡a Department and Foreign Service series ; ‡v 128
490 1_ ‡a Mémoire du BRGM, ‡x 0071-8246 ; ‡v no 123
490 1_ ‡a Bulletin / U.S. Department of Labor, Bureau of Labor Statistics
490 1_ ‡3 v. 9-10: ‡a MPCHT art and anthropological monographs ; ‡v no. 35
490 1_ ‡a Detroit area study, 1971 ; ‡v no. 19
490 1_ ‡a Policy series / CES ; ‡v 1
490 1_ ‡3 1972/73-1975/76: ‡a Research report / National Education Association Research
490 1_ ‡a Department of State publication ; ‡v 7846. ‡a Department and Foreign Service series ; ‡v 128
490 1_ ‡a Annual census of manufactures, ‡x 0315-5587
490 1_ ‡a Papers and documents of the I.C.I. Series C, Bibliographies ; ‡v no. 3

SERIES NUMBERING EXAMPLES

490 1_ ; ‡v no. 8
490 1_ ; ‡v v. 12
490 1_ ; ‡v 4
490 1_ ; ‡v 63-2
490 1_ ; ‡v tome 3, partie 2
490 1_ ; ‡v v. 12, part 3, fasc. 1-2
490 1_ ; ‡v set 1
490 1_ ; ‡v reel A-4
490 1_ ; ‡v imleabhar 11
490 1_ ; ‡v Bd. 8
490 1_ ; ‡v May 1996
490 1_ ; ‡v album 15
490 1_ ; ‡v A
490 1_ ; ‡v NSRDS-NBS 5
490 1_ ; ‡v MCE 329
490 1_ ; ‡v 1245A
490 1_ ; ‡v L-510
490 1_ ; ‡v tome III

EXAMPLES OF QUOTED NOTES

500 __ ‡a "Stephanos Nirmalendu Ghose lectures on comparative religion, 1972-73"--3rd preliminary page.
500 __ ‡a "UC-13."
500 __ ‡a "CRN 780206-00050."

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500 __ ‡a "SP-MN."
500 __ ‡a "Published also as v. 17, no. 1/2, 1993 of the Cataloging and classification quarterly."
500 __ ‡a Special number of Malaysian journal of tropical geography.
500 __ ‡a "Supplemento all'Annuario statistico italiano"--Title page verso.
500 __ ‡a "Allegato al n. 7/85 di Musica jazz."
500 __ ‡a "An Evangelical Theological Society publication." **(264 does not include Evangelical Theological Society)**

5XX

Also consult [General Rules for Transcription](#).

Also consult [ISBD Punctuation guidelines and examples](#).

The most significant changes in the RDA rules for 5XX notes that apply to published textual resources are that abbreviations for locations of data found (p., t.p., pref., prelim.etc.) are no longer prescribed, and square brackets are no longer used to denote unnumbered pages when citing the location of data found.

Also, there is no prescribed order of notes in RDA. UHM policy for note order will be to generally record notes in numerical order, except when a particular note is judged to be of more or less relative importance than the one(s) above or below it.

Unformatted note examples:

500 __ Map of Australia on endpapers.
500 __ "Supplemento all'Annuario statistico italiano"--Title page verso.
500 __ "CRN 780206-00050."
500 __ "Stephanos Nirmalendu Ghose lectures on comparative religion, 1972-73"--3rd preliminary page.

Formatted note examples:

502 __ \$b Ph.D \$c University of Louisville \$d 1997.

504 __ Includes bibliographical references (pages 859–910) and index.

505 0_ How these records were discovered -- A short sketch of the Talmuds -- Constantine's letter.

505 0_ pt. 1. Carbon -- pt. 2. Nitrogen -- pt. 3. Sulphur -- pt. 4. Metals.

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505 00 Quark models / J. Rosner -- Introduction to gauge theories of the strong, weak, and electromagnetic interactions / C. Quigg -- Deep inelastic leptognucleon scattering / D.H. Perkins -- Jet phenomena / M. Jacob -- An accelerator design study / R.R.Wilson -- Lectures in accelerator theory / M. Month.

505 00 \$t Quark models / \$r J. Rosner -- \$t Introduction to gauge theories of the strong, weak, and electromagnetic interactions / \$r C. Quigg -- \$t Deep inelastic leptognucleon scattering / \$r D.H. Perkins -- \$t Jet phenomena / \$r M. Jacob -- \$t An accelerator design study / \$r R.R.Wilson -- \$t Lectures in accelerator theory / \$r M. Month.

505

Include statements of responsibility where applicable. In 505 statements of responsibility, titles, epithets, honorifics should be included, but affiliations can be omitted.