

TO: Joint Steering Committee

FROM: Jennifer Bowen, ALA Representative

SUBJECT: ALA Response to 5JSC/AACR3/1

ALA commends the Editor for his thoughtful and meticulous preparation of the preparation of the draft of Part 1 of AACR3. Members of ALA and other organizations affiliated with ALA through membership on CC:DA have spent many hours carefully reviewing and discussing this document, and we now offer the following consolidation of our comments that represents the ALA response to this document.

This response is based upon the responses to the Draft from the CC:DA Task Forces on Consistency (CC:DA/TF/Consistency/4), Early Printed Monographs (CC:DA/TF/Early Printed Monographs/5), FRBR Terminology (CC:DA/TF/FRBR Terminology/9), and the SMDs (CC:DA/TF/SMDs/4), as well as comments from all CC:DA members and liaisons as entered into CC:DA's Confluence workspace.

The major recommendations contained in this document, and their placement **within the order of the template** supplied for comments (not in order of priority!), are as follows:

1. ALA finds the new **arrangement of Part 1** to be very difficult to use, and recommends that Part 1 of AACR3 be arranged in a single sequence of rules organized in chapters based on the ISBD areas, with chapters A2 and A3 merged into the general rules for each area, and with each supplementary rules placed following the general rule to which it pertains. (Template 2)
2. Whatever approach is taken to **reorganizing Part 1**, ALA strongly recommends that the rules for resources issued in successive parts and integrating resources be merged into the general rules for description (Template 2A)
3. ALA sees no compelling reason why the use of the **numbering area** should be extended beyond serials, and sees many complications potentially caused by its generalization. ALA recommends that it be restricted to serials only. (Template 2A)
4. The artificial restrictions on the scope of **digital media** in chapters C5-C7 should be removed and the rules should give instructions for using multiple chapters in Section C in describing digital resources. (Template 2C)
5. ALA considers the generalization of rules for **source of information**, including chief source, unsuccessful. Selection of sources of information is dependent on the particulars (content type, medium, and type of issuance) of the resource being cataloged. Generally, moving these rules to supplemental chapters in C or otherwise re-orienting the rules to types of content, medium, and issuance is preferred.

- ALA also considers the generalized preference for fullest source unworkable, and recommends returning to the use of prescribed orders. (Template 9)
6. ALA supports the inclusion of GMDs in AACR3, and for GMDs to be repeatable, including both content and carrier terms. ALA suggests that GMDs should be placed independent of any area in the bibliographic record since the GMD refers to the resource as a whole. ALA requests that each GMD term be defined in the glossary, and that the terms in each list should be mutually exclusive. (Template 10)
  7. ALA feels that the ability to distinguish between something that is published vs. something that is unpublished remains an important distinction in all cataloging and it is essential that something be recorded for unknown place of publication and unknown publisher. ALA recommends that the use of the **abbreviations “s.l” and “s.n.”** be reinstated in Area 4. (Template 11)
  8. ALA finds the rules for **technical description** unsatisfactory for both catalogers and users. The organization of the extent statement into separate statements about physical units and/or components yields inconsistent and unsatisfactory results. The current rules in AACR2 are a mixture of descriptive conventions covering content, carrier, component, presentation units, and various aggregations, which are justified by user familiarity, bibliographic conventions, and the language of producers and users alike. An approach to technical description that preserves the current structure of SMDs, possibly restoring the concept of content, should be adopted.” (Template 12)
  9. The review process for drafts of AACR3 needs to be much less restrictive. The JSC and the CoP should discuss again the possibility of making the drafts available for wider, or even for public, review. In particular, metadata communities need to be included in this process. (Template 18)
  10. The review periods need to be longer to allow JSC and its constituencies ample time to think about and discuss major issues related to AACR. ALA found it impossible to have adequate discussions of substantive issues during the rushed review period for Part 1. In particular, ALA would like to see more thorough and extensive discussion surrounding the role of AACR3 in the context of metadata, its relationship to other bibliographic and archival standards, and its role as either a content or a display standard. (Template 18)
  11. ALA members found it extremely difficult to evaluate Part 1 without seeing it in the context of the entire new edition of the rules. ALA recommends that the JSC reconsider its plan to issue each portion of AACR3 separately for review, and instead develop an alternate plan that would allow sufficient time for a detailed **constituency review of the entire document**, even if this would delay the final publication of AACR3. (Template 18)

## AACR3 – Part I

### Comments on the December 2004 Draft

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**Date:** March 28, 2005

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Note: *The chapter designators (A1, A2, A3, B1, etc.) in the draft of part I have been used in order to differentiate chapter and rule numbers for the new edition from those used in AACR2 for purposes of the constituency review. The final form of numbering for chapters and rules will be determined once the complete structure for AACR3 has been finalized.*

## 1. Objectives and principles

General comments on the formulation or application of the objectives and principles established for part I:

ALA recommends reversing the order of these two sections (A. Scope, structure, terminology, etc. and B. Functional Requirements) to emphasize needs of the user over the needs of the catalog.

### A. Scope, structure, terminology, etc.

#### *Objectives:*

##### **Comprehensiveness**

The General Introduction to AACR3 should clearly spell out the intended audience for and scope of AACR3 as well as its relationship to other standards for bibliographic and archival description. The Introduction should specifically cite many of these other standards and acknowledge that catalogers will need to consult them in situations when they need more specific guidance in cataloging a particular type of material than is provided in AACR3. A partial list of these other standards suggested by ALA members for inclusion in the Introduction includes DACS, AMIM, OHA, GM, CCO, DCRM, AMREMM., RLG Guidelines for Chinese rare books). Each should be listed with a reference to its scope, unless it is clear from the title of the other standard.

The concept of Romanization should be explicitly mentioned in the rules. See comments under A1.0E.

### **Consistency**

All optional rules should be readily identifiable and, in the electronic version, retrievable.

### **Clarity**

We have found many concepts and rules that need clarification, and are recommending the addition of several more terms to the glossary (see Template 14).

### **Rationality**

Some arbitrary rules remain. These are not new to AACR3. But do we still need the rule of 3 (e.g., A1.1F5)? Why do we supply information in brackets in the language of the resource in title and statement of responsibility and edition statement (e.g., A1.2B2), but supply bracketed information in English in the publication area (e.g., A1.4C6)?

### **Currency**

To remain viable in today's information environment, AACR3 needs to be revised to keep current with the effects and functionality of technology, while continuing to be usable in a print environment, as well as with expectations of modern users and library staff. If AACR3 does not do this, AACR's credibility will suffer. The current draft does not demonstrate enough of an awareness of metadata principles. It is important for the JSC to take the time to more thoroughly study the needs of metadata communities during the process of preparing AACR3.

### **Compatibility**

This objective as stated is too ambiguous, meaning different things to different readers. It is of course not feasible, appropriate, or even desirable for AACR3 to be compatible with all relevant "internationally established principles, models, and standards." It is important to decide which standards or types of standards AACR3 should be compatible with and to state that in the General Introduction

The distinct lack of compatibility with content standards used in other communities leads to significant levels of intellectual effort that are required to reuse data from those communities. The complex presentation of the rules may make the rules seem as though they are less compatible with other standards than they really are. Interestingly, ISBD(G) is laid out more like a data dictionary, listing data elements very concisely, unlike AACR2/3 in which data elements "get lost" within a sea of very specific, more narrative rules. However, there is more than just a complex presentation that contributes to a lack of compatibility: AACR3 would need to be deconstructed in order to fit into a more structured data environment.

### **Adaptability**

As part of "adaptability," we should add reference to the adaptability of the rules to new and emerging technologies and formats. The rules should state that they are trying to do that.

This objective needs to be clarified. What is meant by "user communities"?

- different demographic groups of end users?
  - AACR3 records do not meet known needs for children users.
- different types of libraries/information collections?
  - AACR3 likely does not meet the needs of the museum, archives, etc., communities.
- countries beyond those directly represented on JSC?

In general the language of the text seems filled with library jargon and is only comprehensible to those already familiar with AACR2. We are concerned that it will not be easy for other communities to use, despite the fact that that is one of the stated objectives.

### **Ease and efficiency of use**

Ease and efficiency of use, because it is applied only to the rules, is a new formulation of Cutter's convenience of the cataloger and refers to the nature of the rules and ease with which they can be applied; by way of omission, this implies that users have no need for efficient catalogs that are easy to use.

The idea of reducing redundancy by moving like rules together is very attractive, since in theory it should be easier to locate pertinent rules. However, in practice, the rules in this draft are more difficult to find and apply.

The goals of the new rules were to make the rules easier to apply, make the principles behind the rules clearer, and to make the rules more widely applicable. These are praiseworthy goals, which most of us would support. However, the product we have been presented with to date does not seem to succeed in those goals. In focusing on the trees of consistency across the chapters, the forest of usability of the rules in the real world seems to have been lost.

### **Format**

The rule numbering is too lengthy and difficult to remember. The print version of the rules is unwieldy to use; the success of an electronic version depends on how it is implemented. It could work well if a lot of work goes into developing it, or it could easily fall short.

**Principles:****Generalization**

Some generalized rules are too book-centric (sources of info). The Technical Description has been generalized too much — it doesn't meet the needs of the user.

**Specificity****Non-redundancy**

Redundancy was not eliminated between A1, A2, and A3. Some rules were eliminated even though they were exactly the same as the retained, often modified, rule

There are still many repetitions of instructions in the rules. For example, each section has "Facsimiles and reproductions" and "Punctuation." Catalogers can be referred back to A1 for instructions. Although repetition can be helpful, it is only if the wording can be kept consistent from section to section. Having detailed instructions in one place minimizes the effort needed for future updates

**Terminology**

We noted that the term **metadata** is not used at all in the Draft of Part 1.

The change from **microform** to **micrographic** was unnecessary — was it meant to convey some difference in meaning? That's what most reviewers assumed, although they didn't understand what the difference might have been.

**Supplementary** as in supplementary rules is not an appropriate term as many of the supplementary rules actually contradict the general rules. Consider the terms **Specific** or **Specialized** instead. **Supplementary** also implies that those rules are optional.

The term **tactile material** is not a clear term and is not a term that would be understandable to other communities. We suggest **tactile representation** or **touch-readable**.

**Publication** should not be used to mean **resource** unless it's for a good reason.

Avoid use of the term **version** when a FRBR term or **resource** can be used instead.

The glossary includes a definition for **facsimile reproduction** while various rules use:

- facsimile(s) and reproduction(s)
- facsimile(s) or reproduction(s)
- facsimile(s), etc.
- facsimile(s)
- reproduction(s)

We recommend selecting one term and using it consistently.

Both **carrier** and **physical carrier** appear in the rules; it is unclear if there is an intended semantic difference between them.

For reasons mentioned under A1.5A6, the phrase **accompanying material** is preferable to **ancillary material**.

**Early Printed Books vs. Early Printed Resources.** In the draft of part I, options are sometimes given for “early printed books, etc.” (and variants) and sometimes for “early printed resources.” The phrase “early printed books, etc.” appears to come from wording in AACR2 2.12-2.18, but when removed from the context of 2.12, the rule giving scope, it becomes quite unclear what “etc.” stands for. In 2.12, the scope is defined as covering early books, pamphlets, and broadsides. We suggest that the phrase throughout AACR3 be “early printed resources,” which covers all the items in 2.12 and also clarifies that the scope is broader than monographs.

The rules currently giving “early printed books, etc.” and variants are:

A1.7B28 (read: “See also supplementary instructions ... for *early printed resources* (C1.7B28), and ...”)

The contents to C1, at C1.7B13.2 (read: “*Early printed resources*”)

The contents to C1, at C1.7B28.1 (read: “*Early printed resources*”)

C1.5B2.1.19 (see below, section 3)

C1.5D1.1 (read: “Optionally, for *early printed resources*, record ...”)

C1.7B13.2 (read: “*Early printed resources*. Make a note ...”)

C1.7B28.1 (see below, section 4; we suggest generalizing this rule)

A variant also appears in the definitions of *explicit* and *incipit* in the glossary (see below, section 2)

### **Reference structure**

As given, references are too wordy, which makes them difficult to follow. We suggest the following format, with references given alphabetically rather than in order of chapters:

For *cartographic resources* see B3.7B1; for *manuscripts* see C1.7B1; for *music* see B2.7B1; for *sound* see B6.7B1.

We need an appropriate balance between providing enough references to ensure usability but without bloating the text. We hope that at least the electronic version will have reciprocal links from Sections B and C back to A

It is important to be consistent in reference structure. For example, A1.0F is appropriately placed in A1.0, which designates that it applies to all of Part I. Some later rules in Part I (such as A1.1B1) refer to A1.0F, while most don't, although whether the reference is present or not has no bearing on the fact that A1.0F still applies to all Part I rules (unless otherwise specified at a specific rule). A1.0F3 obviates the need for references to Appendix B scattered throughout the rules.

## **B. Functional Requirements**

### ***Objectives:***

#### **Responsiveness to user needs**

We note that the changes in the Technical Description area, while perhaps more consistent, do not demonstrate a responsiveness to user needs.

#### **Cost efficiency**

It is not clear how this differs from the Ease and efficiency of use principle earlier in the template. Is this meant to be about the efficiency of the user?

If the overall approach for cartographic resources is changed, based on the new area 5, so that the focus of the description is consistent, each map on a sheet, primary or not, will have to be measured to determine what will generally become a range of sizes which will be meaningless to the users.

#### **Format independence**

We suggest a new objective: **Flexibility**, as an important trait for bibliographic descriptions that may be used in different environments.

And a new Functional Requirement: **Harmony** (Compatibility?) with existing records and catalogs.

### ***Principles:***

#### **Differentiation**

#### **Sufficiency**

#### **Relationships**

#### **Representation**

ALA reaffirms the importance of transcription as the basis of descriptions, but notes problems with this concept for some categories of resources: archival, digital, moving image. The rules need to take into account these differences. In the future, the JSC should continue to discuss ways to facilitate the process

of automated transcription for those resources where transcription continues to be valuable.

The General Introduction should explicitly mention issues related to non-Roman scripts and Romanization, as in AACR2 0.13. This rule, and A1.0E1, implies that Romanization would take place whenever it is not practicable to transcribe the non-Roman script, but the rules do not explicitly address what to do when it is not practicable to transcribe non-Roman scripts, and they should.

### **Accuracy**

### **Uniformity**

AACR3 needs to include principles governing which instructions should be optional (e.g. GMD, technical description) to avoid reducing the effectiveness of sharing records. Library-wide decisions vs. cataloger judgment in individual situations

### **Common usage**

On page 6 in the introductory document, under Common Usage, there is the statement: "Data other than that transcribed from the resource itself should be given in a form that reflects common usage." This is a good theory, but what is "common usage" and who determines what constitutes "common usage?" This can certainly vary by country, for instance. Common usage is also unlikely to be consistent and is almost certain to change over time. Although the final paragraph that follows "Common usage" alludes to the need for balancing principles against each other, it would be prudent to explicitly state this in the context of "common usage." We suggest adding something like the following to the "common usage" sentences: "... where practical and not in conflict with the other objectives and principles."

## 2. Organization of the rules

### Arrangement

ALA recommends that Part 1 of AACR3 be arranged in a single sequence of rules organized in chapters based on the ISBD areas, with chapters A2 and A3 merged into the general rules for each area, and with each supplementary rule placed following the general rule to which it pertains. (Note that this assumes that there would only be a few short general rules for areas 3 and 5.)

Specifically, we recommend the following outline for Part 1:

- Chapter 0: Preliminary rules, sources of information, etc.
- Chapter 1: Title and statement of responsibility area
- Chapter 2: Edition area
- Chapter 3: Material-specific details area,  
general rules followed by subsections for:
  - Numbering [scope to be determined]
  - Musical presentation statement [notated music]
  - Mathematical data [cartographic material]
  - Digital graphic representation [cartographic material]
- Chapter 4: Publication, distribution, etc., area
- Chapter 5: Technical description,  
subdivided into sections for each element:
  - Extent [subdivided by type of media]
  - Other details [subdivided by type of media]
  - Dimensions [subdivided by type of media]
  - Accompanying material [general rules, with a few supplementary rules interspersed]
- Chapter 6: Series area
- Chapter 7: Notes area; subdivided by type of note, with supplementary rules based on type of content or media, as needed
- Chapter 8: Standard numbers
- Chapter 9: Other general rules

### *Rationale:*

Catalogers within ALA who attempted to catalog materials using the draft in its current arrangement found it to be complex and unwieldy. Most catalogers found it to be significantly more difficult to use than AACR3. They complained that separating Sections B and C into "content" and "media" splits important information among the three areas which used to be easily contained in one place, and thus made the cataloging process much more convoluted for materials that previously could easily be cataloged using a single chapter of AACR2.

Catalogers complained about the amount of flipping around between chapters in the draft. While a well-conceived electronic edition may minimize some of these logistical difficulties, we note the following concerns regarding an electronic edition.

1. There is no guarantee that an electronic edition will really have the sophisticated functionality needed to make the need to consult various chapters transparent to catalogers. A badly-conceived electronic edition could be even more difficult to use than the print edition.
2. We anticipate that the electronic edition will not be available when AACR3 is first published (or that at least it will not be fully functional at first, but may be simply a marked-up version of the text). Therefore, all catalogers will need to depend on the print edition for a while.
3. Many small libraries will not be able to afford the electronic edition and so will always depend on using the print edition.

ALA discussed other possibilities for arranging Part 1 in addition to the ISBD-like arrangement that we are proposing. Some catalogers (especially those who catalog only a certain type of material) preferred keeping single chapters for class of materials as in AACR2; a few others felt that merging A2 and A3 into A1 (as discussed below) would be a sufficient improvement. Finally, a very few people did find that the draft was usable in its current arrangement: on the whole, these were catalogers who specifically attempted to use the draft to catalog materials that now require consulting multiple chapters in AACR2.

In the process of attempting to make the rules more consistent from chapter to chapter and simplify the cataloging of resources that require the use of multiple chapters within AACR2, the perceived result has been to complicate the process of cataloging of more traditional, non-problematic resources, especially for catalogers who catalog only a certain types of material. Unfortunately, the prevailing opinion of U.S. catalogers as a result of the review period of Part 1 is that the JSC has (so far) failed in its goal of making the rules simpler and easier to use, but has in fact made them considerably more difficult to use.

We note that there is no obvious solution to this problem. On the whole, ALA finds that the ISBD-like arrangement described above to be the best compromise for use within the print edition in particular. However, with the print edition arranged according to ISBD areas, the electronic edition can then provide additional functionality to restore the benefits of the content/carrier arrangement back to the rules.

**Comments on the scope and organization of the sections and chapters in part I:**

#### **Introduction to Part I [added by ALA]**

The information in the Introduction to Part 1 is extremely important to a cataloger's understanding of how to use Part 1 of the rules. Because of this, ALA strongly recommends that much of the current Introduction be recast into an introductory conceptual chapter including a set of numbered preliminary rules (a "Guide to Using Part 1"), perhaps leaving only background and conceptual information in a brief section still entitled "Introduction." This change would simply acknowledge human nature: most people do not pay attention to a

section entitled "Introduction" and instead skip right over it, even if the Introduction is written in such a way as to seemingly make it indispensable, as this one is. Renaming much of the content in the current Introduction and numbering the sections would clarify that the section is an integral part of the rules. (Numbering of this section would all greatly facilitate the process of creating and reviewing the draft rules!)

An introductory conceptual chapter on description should include the following topics that are now covered in the Introduction to Part 1:

- a clear statement of the arrangement and use of Part 1
- a discussion of a number of key concepts such as the choice of the focus of the description (organized in a more coherent fashion according to suggestions made elsewhere in the ALA response).

We recommend that the following be added:

- a discussion of the taxonomy of the supplementary chapters and other scope issues related to the choice of chapter if the supplemental chapters are retained.
- instructions from AACR2 rule 0.24 about following the more specific (i.e., the supplementary) rules rather than the general rules
- when applicable, instructions for the cataloger to use rules from more than one supplementary chapter when applicable, for example, for digital resources
- instructions on the precedence of rules for materials in multiple media formats

ALA recommends that the introductory conceptual chapter be written in a very accessible style, with many captions, bullets, and concise sentences. During the review period, the formal, academic writing style of the Introduction in the draft put off many catalogers, and even experienced catalogers commented that they found the Introduction difficult to understand. The Introduction to AACR3 Part 1 was unfavorably compared to the Introduction to *Cataloging Cultural Objects* (CCO): for example, where AACR3 Part 1 entitles a section "Applying General and Supplementary Rules" but the parallel section in CCO is entitled simply, "How to Use These Rules."

**Scope paragraph in Introduction.** This paragraph contains the clause "before they are usable as catalogue entries." ALA has previously recommended that this use of the term "entry" be removed from the rules. This rule is an opportunity to focus attention on the catalog as a whole and the role of individual bibliographic descriptions within the catalog.

We suggest rewording as follows:

#### **SCOPE**

The rules in part I provide instructions on formulating bibliographic descriptions. In order to function with a catalogue, access points must be selected appropriate to each description, and the form of such access points must be controlled for consistency. For instructions on the selection of access points, see part II. For instructions on controlling the form of access points, see part III.

## Organization of the Rules

We note that the use of the singular vs. plural use of the term "media" is inconsistent in this section.

There are no instructions to review the scope of the chapter before applying any of the rules. There is a danger that supplementary rules will be applied without the scope of the chapter being read first since the cataloger is instructed to refer to rules that are after the scope. All the references in the general chapter take the cataloger directly to a supplementary rule, bypassing completely the scope statement.

## Options and Omissions

"Multipart resources with numbered issues of parts" could be reworded simply as "Resources issued in numbered issues or parts."

"Resources embodying music in notational form" could be "Notated music" (or, if the phrase needs to include the term resources, "Resources embodying notated music."

Semantically, the parenthetical "(unless a note is specifically stated to be mandatory)" is a concern, as nowhere else in Part I is the term "mandatory" used; that is, there are literally NO notes that are "specifically stated to be mandatory."

**Levels of description.** We suggest changing the section option to: "or b) by drawing up guidelines for the use of two or three levels in a single catalogue depending on the type of resource being described." As currently written, it implies that one shouldn't take the option of using only TWO levels.

## Section A – General rules

### General Comments

As discussed above, ALA recommends that Part 1 of AACR3 be reorganized into one ISBD-based arrangement of chapters. One of important result of such a reorganization would be to reintegrate the rules for resources issued over time in with the general rules. However, if the overall division of Part 1 into A, B, and C is retained, then we strongly recommend that Sections A2 and A3 be reincorporated back into A1.

The arrangement into Sections A, B, and C in most cases will require a catalogers to consult three different chapters in order to catalog a resource. With the division of rules for resources issued over time into Chapter A2 and A3, when cataloging resources that are issued over time, a cataloger will then have to consult a **fourth** chapter just to complete the bibliographic description for such a resource. We consider this to be unworkable in the print edition of the rules. While a well-conceived electronic edition may minimize some of these logistical difficulties, we noted several issues with depending upon an electronic edition to solve these problems above.

Combining A2 and A3 into Chapter A1 would make the remaining supplementary rules easier to use because there would be fewer of them. The nature of the rules in A2 and A3 makes them general: mode of issuance is applicable to all materials. The separation of these rules potentially causes more redundancy in the rules, and has resulted in some convoluted wording in A2 and A3 rules in an attempt to avoid restate the general provisions of the rule from A1 in A2 and A3. Serials catalogers who attempted to use the draft noted significant difficulty because some of the rules that they consult frequently are in A1, and others in A2, in what appears to be a random arrangement.

ALA also notes that if the current arrangement of chapters is retained that there may also be a need for either a chapter on monographs or an explicit statement (in the Introduction to Part 1?) that the general rules in A1 apply to materials that are not issued over time.

An analysis of the rules in A1 and A2 by Carroll Nelson Davis, a member of the CC:DA Consistency Task Force, shows that the splitting of rules for simultaneously issued multipart parts in chapter A1 and for successively issued multipart parts in chapter A2 is not well supported. Most instructions from chapter A2 that apply to multipart monographs issued in successive parts also need to be available in practical circumstances for the cataloging of simultaneously issued multipart monographs. The rules relevant only to simultaneously issued multipart monographs and not to successively issued ones are few and specific; most concern notes. The following rules are truly applicable only to successively-issued multipart parts and not to simultaneously-issued multipart parts as well:

- A2.4F1:** Beginning/ending dates in area 4.
- A2.6G1:** Nonconsecutive series numbering
- A2.7B2:** Frequency notes
- A2.7B11.1:** Period of coverage notes
- A2.7B12.1:** Notes about suspensions and beginning/ending dates
- A2.7B17.1:** Notes about nonconsecutive series numbering
- A2.7B22:** Notes about cumulative indexes (Maybe)

Davis's analysis identifies many specific examples of rules in A2 that could be useful to catalogers of simultaneously issued multipart parts. A few of these follow:

- A2.1B1:** A simultaneously issued multipart part may have obvious typographical errors as well as one that is issued successively.
- A2.1.D6.** Applying this rule to successively issued multipart parts has the same result as applying A1.7B6 to simultaneously issued multipart parts.
- A2.1E7.** Applying this rule to successively issued multipart parts has the same result as applying A1.7B7 to simultaneously issued multipart parts.
- A2.1F16.** Applying this rule to successively issued multipart parts has the same result as applying A1.7B8 to simultaneously-issued multipart parts.
- A2.2B1.** In practice, applying this rule to successively issued multipart parts has the same effect as applying A1.2B. The instructions that go beyond A1.2B only make a difference for serials. Therefore, successively issued multipart parts and simultaneously issued multipart parts are alike.

The principle of generalization and the objective of responsiveness to user needs argue for these rules to be together in the organization of Part I, either in chapter

A1 or in chapter A2. This means that the current scope defined for chapter A2 is questionable: if it continues to exist as a separate chapter, it should either broaden to incorporate simultaneously issued multipart monographs or narrow to exclude multipart monographs (and therefore apply only to serials). If chapters A1-A3 are combined in a single general rules chapter, such redefinition is not necessary.

***Scope and organization of chapter A1 – General rules for description***

**A1.0D1 and A1.0D2.** “See A1.1B ... A1.8B” with a full string of forward references appears very confusing.. Beginning catalogers won’t know where to start, and experienced catalogers know to go to the correct section. Would a general statement, such as “See full description of elements below (A1.1B, etc.)” be less confusing or intimidating? Or, if the intent is to provide linkage to each section, then spell out what each is: e.g. A1.1B Title proper; A1.1C General material designation.

**A1.0F8. Inaccuracies.** We note that chapters A2 and A3 are clearly not supplementary in the case of this rule and go beyond modification to outright contradiction and we question (under comments on A3) whether A3.1B1 is an appropriate rule for that chapter.

**A1.0G. Resources without a collective title.** The substance of this rule is related to the discussion of the focus for the description. We recommend moving it to be included in the General Introduction among those decisions that need to be made before applying the rules.

Do we need these two see references for A1.1G? A1.0G has “see A1.1G1” and “see A1.1G2 and G1.1G3.” And then A1.1G1 has a “see A1.0G”, A1.1G2 has “see A1.0G.”

**A1.0K and A1.0L.** The current presentation of these rules hides the fact there is a relationship between “In” analytics and Multilevel descriptions, which are alternative ways to do analysis. A1.0L is confusing. While Rule A1.11 is written for use with “parts” rather than with “component parts”, A1.0L suggests that multilevel descriptions are an alternative to “In” analytics” which are for use with “component parts.” If multilevel descriptions are intended for use with “In” analytics, then A1.11 needs to be re-written to include them. Or “component parts” should be excluded from A1.0L.

**A1.1B6. Omissions and abridgments.** We note that generalizing this rule from the section on Early Printed Monographs in AACR2 may cause confusion because under A1.1B2 the presence of the conjunction “or” is considered to signal the presence of an alternative title. The two rules seem to conflict — perhaps another rationale for rethinking the treatment of alternative titles as part of the title proper (see A1 1B2 comments under Template 17).

**A1.1B8. Titles in two or more parts.** Most of this section pertains to successive resources, but then there is a reference to see A2.1.B8 for successive resources. Some ALA members who reviewed this found this to be confusing, and to provide additional rationale for integrating A1-A3 into a single section.

Having the rules on supplementary titles generalized in this rule (from AACR2 12.1B4-12.1B6) for all forms of issuance provides for consistency of treatment.

However, we are concerned that there may be confusion between applying A1.1B8 or A1.3A1, especially for those less familiar with multipart resources.

**A1.1B10. Resources without a collective title.** ALA notes that the ISBD confines the title proper to a collective title for the resource; it considers resources without a collective title to be resources without a title proper and gives instructions for formulating the description of such resources. Adding this rule and reference to AACR3 implies that resources without a collective title will still always have a title proper even if that title proper does not relate to the entire resource. We find the references to A1.1G from A1.0G sufficient and suggest that this reference be deleted.

**A1.1F9.** Should the text from A1.2B2 be incorporated here as well? "... in the language and script of the title proper and enclose them in square brackets." While both A1.1F9 and A1.2B2 were taken verbatim from AACR2 rules, this addition would be helpful, since the examples imply this treatment.

**A1.1G.** ALA notes that the placement of these rules that pertain to titles in a separate section of the chapter following rules for statements of responsibility — while technically correct because items without a collective title are considered to not have a title proper — makes the rules more difficult to use because the cataloger must work backward after using these rules to then consult the rules for adding the GMD, parallel title, other title information, and statements of responsibility earlier in the chapter. Plus, these rules tend to get lost in the Table of Contents. The same difficulty appeared in AACR2. We do not have a particular solution to recommend, but would like them to somehow be more prominent.

**A1.1G4 [new rule].** ALA suggests that the provision of AACR2 3.1G5, which allowed the cataloger to supply a title for a large collection of physically separate parts, could be generalized here, perhaps as an option. We note, however, that the word "large" is vague, and suggest alternately that the rule could be worded as follows:

**A1.1G4.** *Optionally*, when describing as a unit a resource lacking a collective title that has no one predominant component part (see A1.0G) and it is not practicable to transcribe the titles of the individually titled component parts, supply a collective title according to A1.1B11 and name the component parts in a contents note (see A1.7B21).

**A1.2B1 and A1.2B3.** The references to resources issued in successive parts and integrating resources should be see also references. Catalogers cannot use the supplementary rules without applying the general rules as well.

**A1.2B3.** We find the concepts in (d), (e), (f) and (g) to be redundant because each of them contains the word "edition" and that is covered by (a). It might be better to rephrase (a) to clarify that the word edition includes a difference in geographic coverage, language, audience and/or format.

The references in the last sentence should be to A2.2B1 and to A3.2B1.

We recommend adding a see reference to B2.3B at the end of this rule to help to differentiate between edition statements and musical presentation statements. Musical presentation statements such as "miniature score" could be mistakenly seen as indications of a "difference in content" or a "difference in version."

It is not clear why special interest edition statements and reprint/reissue statements from AACR2 chapter 12 were excluded here. In A1.2B3, the enumeration of types of edition statements to record (e.g., local edition statements, language editions) has better wording than exists in AACR2 12.2B1, but the instruction on which types of edition statements to record for serials is lacking and we think it should be added here. Also, AACR2 12.2B1a)ii) special interest edition statements, and AACR2 12.2B1a)v) reprint or reissue statements indicating a reissue or revision of the serial as a whole are lacking in A1.2B3 or A2.2B3.

**A1.2F. Change in edition information.** Some resources issued in “simultaneous” parts by the publisher have varying edition information. The publisher will issue, as a set, parts with varying edition statements. Some parts will have been revised while others have not. The publisher intends this to be ‘a’ manifestation of a work and the cataloging rules should permit a cataloger to treat it as ‘a’ manifestation. It is not exactly an integrating resource; nor is it issued in successive parts. Merging chapters A1-A3 into a single chapter might make it easier to address the situation of varying edition information.

### **A1.3**

**Scope of A1.3.** ALA sees no compelling reason why the use of the numbering area should be extended beyond serials, and sees many complications potentially caused by its generalization. ALA strongly recommends that it be restricted to serials only.

ALA sees no perceived benefit of using the numbering area for multipart monographs, other than the abstract goal of total consistency of treatment. For simultaneously issued multipart, we see this as a needless complication to the cataloging process, at an additional cost to libraries. Before this data area is extended to ALL materials issued in more than one part, usability studies should be done to see if catalog users really understand and benefit from the information recorded in the numbering area. Some libraries have opted to not display this information to patrons because it is so often confused with holdings information and leads catalog users to assume that the library owns volumes that it actually does not.

ALA also questions the application of this data to any multipart monographs, even those issued over time. Multipart monographs may not be issued in numerical order, which complicates the recording of numbering. Many libraries routinely add the individual volumes of a monographic set to a contents note, making the numbering area redundant. Similar information about the extent of a multipart monograph appears in Area 5, and is not needed in Area 3.

Map series offer additional problems because they may have numbering that identifies an individual sheet and provides its location within the entire multi-sheet resource. In this situation the “first and/or last” has little meaning because the numbering is essentially a grid to fit the sheets together.

**Organization of A1.3.** ALA finds the organization of A1.3 very confusing. If chapter A2 is retained and numbering is applied only within that chapter, then the ambiguity in A1.3A is removed. However, any other solution would require that rule A1.3 continue to be both a general rule and a rule for the numbering area. If this is the case, we offer the following outline for these rules, including a new preliminary rule:

## **A1.3. MATERIAL (OR TYPE OF PUBLICATION) SPECIFIC DETAILS AREA**

### **A1.3A. Preliminary rule**

**A1.3A1. Application.** This area is used to record details that are special to a particular class of material or type of publication. The area is used in these rules only for music (musical presentation statement), cartographic materials (mathematical data and digital graphic representation), and multipart resources with numbered issues or parts (numbering). Additionally, this area is used for any class of material if any of these material specific details is applicable.

If more than one type of material specific details area is applicable, record separate areas for each in the order in which they are presented in A1.3B–A1.3E.

Scale 1:3,000,000 at 45° N ; polar stereographic  
proj. (W 140°–W 52°/N 78°–N 41°). – 1st ed. (1976)-  
[3.3F1]

Full score. – Vol. 1- [new]

### **A1.3B. Musical presentation statement area**

For *music*, record the musical presentation statement as instructed in B2.3.

### **A1.3C. Mathematical data area**

For *cartographic resources*, record the mathematical data statement as instructed in B3.3B.

### **A1.3D. Digital graphic representation area**

For *cartographic resources*, record the digital graphic representation statement as instructed in B3.3C.

### **A1.3E. Numbering area**

#### **A1.3E1. Preliminary rule**

**A1.3E1.1. Application.** For *multipart resources* with numbered issues or parts, whether issued simultaneously or successively, this area is used for numbering information (see A1.3B to A1.3G). [1.3A (2004 amendments)]

Vol. 1, no. 1 (Jan./Mar. 1974)- [12.3C4]

**A1.3E1.2. Sources of information.** Take numbering information recorded in this area from any source within the resource. Enclose information supplied from any other source in square brackets. [new; based on 12.0B3]

**A1.3E1.3. Facsimiles and reproductions.** In describing a facsimile or reproduction that has numbering information pertaining to the original manifestation, record the information pertaining to the original in the numbering area. [new]

**A1.3E1.4. Punctuation**

For instructions on the use of spaces before and after prescribed punctuation, see A1.0C. [12.3A2]

Precede this area, or each occurrence of this area, by a full stop, space, dash, space.

Follow the numbering of the first issue or part of a resource by a hyphen.

Precede the numbering by a hyphen when only the numbering of the last issue or part of a resource is recorded.

Enclose a date following a numeric and/or alphabetic designation in parentheses.

Precede an alternative numbering system by an equals sign when more than one system of designation is used.

Precede a new sequence of numbering by a semicolon.

**A1.3E2. Numeric and/or alphabetic designation**

[etc.]

In addition to clarifying the distinction between general rules and rules relating to numbering, this organization has some additional advantages.

1. There is now a rule called "Numbering area"; in the current draft, there is no such rule, although there are a number of rules that refer to the "numbering area" [A1.0J, A1.3A3, A2.2B3, and A2.7B27.1 a) and c)]
2. This is a better way of dealing with sources of information and punctuation; there are in fact no general rules here, and these rules belong with the particular definition of area 3.

**A1.3A1. Application.** Although we prefer the organization of the rules given above, if the current text is retained, we recommend the following change to emphasize that there are two distinct definitions of area 3 in chapter B3:

For cartographic resources this area is used for mathematical data and for digital graphic representation (see B3.3).

As noted previously under A1.1B8, there may be confusion, especially for those less familiar with multipart resources, between applying A1.1B8 or A1.3A1.

An important general instruction was removed from AACR2 12.3A1: "Give this area for serials (with the exception of unnumbered monographic series) if cataloguing from the first and/or last issue or part." The general "if cataloguing from the first and/or last issue or part" instruction should be restored, in the rule stating the general application of the numbering area, since we believe it is

necessary to have the first and/or last issue in hand when you record numbering information. If a version of the first paragraph of draft A1.3A1 continues to be used, the general instruction can be incorporated there: "This area is used for numbering information if cataloguing from the first and/or last issue or part."

**A1.3A2.** Remove the word "numbering" from this rule, since it is broader than just numbering as it includes musical presentation statements, mathematical data for cartographic materials, etc.

**A1.7B14, paragraph 4.** The specific rules and examples in the fourth paragraph are about manuscripts in particular, not about unpublished resources in general. They probably belong in either chapter B1 or chapter C1; while we may think of manuscripts as text, ancillary material is part of the technical description, so this rule should probably go in chapter C1. [comment repeated under Template 4]

**A1.7B26.** Consider combining this rule with A1.7A4 so that a cataloger does not have to consult both rules in order to construct one note

#### ***Scope and organization of chapter A2 – Resources issued in successive parts***

**A2.0A1.** In AACR2 12.10A, instructions preclude the use of multilevel descriptions for sections of continuing resources; such sections are to be described as separate resources. These instructions do not appear in AACR3; unless there is a convincing reason to the contrary, ALA recommends that they be restored.

**A2.3. Numbering Area.** As described above under A1.3, if separate chapters are retained for A2 and A3, ALA strongly recommends that rules related to the numbering area be moved to Chapter A2 as rules A2.3. We would like to see these rules be designated as applying to serials only, as in AACR2 12.3.

#### ***Scope and organization of chapter A3 – Integrating resources***

**General comment.** Having to flip between A1, A3 and then to C1 to find the basic rules for description of loose-leafs makes the process too complex. ALA recommends that instructions for relationships, as for example, A1.7B9 for continuations and A3.7B9 for mergers, should appear together in the rules. Although there is intellectual justification for these separations, in practice they make it difficult to use the document.

**A3.1B1.** Is A3.1B1 appropriate for this chapter? This is not really a "supplementary" rule because it directly contradicts the instruction in Chapter 1. While this contradiction is justified in the case of successively-issued resources where the description represents the entire resource, in the case of integrating resources, the description represents the latest iteration and the rules for transcribing any other single source should apply.

#### ***Section B – Supplementary rules applicable to specific types of content***

**General comment.** We question why some types of content are adjectival, while others are nouns. Shouldn't this be more uniform?

***Scope and organization of chapter B1 – Text***

**Scope (B1.0A).** Clearly this rule was not meant to encompass music in notated form; however, a score of a song fits this description. To remedy this situation, consider adding the following sentence as the 2nd paragraph in the rule:

For content in which words are represented by means of alphabetic and numeric characters, etc., accompanied by music notation, see Chapter B2.

***Scope and organization of chapter B2 – Music***

**Scope (B2.0A).** The definition of “musical notation” in this rule needs some revision. We suggest using the scope note in MARC 21 documentation for field 007/00 value “q” as a starting point. It read, “Indicates that the item is a notated music, which is defined as graphic, non-realized representations of musical works, both in printed and digitized manifestations. It includes musical scores and/or parts, diagrammatic representations, tablature, instructions for chance compositions, pictures or paintings intended as musical compositions, square note notation, klavirskribo, chant notation, neumes, braille, and other ways of representing the four components of musical sound: pitch, duration, timbre, and loudness.” At a minimum, “lute” needs to be removed from B2.0A and “plainsong notation” could be changed to “neumes” to better reflect musicologists’ usage.

We also note that LC practice has been to consider volumes of chord diagrams to be books rather than notated music.

***Scope and organization of chapter B3 – Cartographic resources***

**Scope (B3.0A).** Delete “other” preceding “celestial”; replace “cross-section model” with “sections”; delete “etc.,” preceding “digitally”.

**B3.1G2.** See ALA’s comments regarding the creation of a new A1.1G4 that would generalize the option of supplying a title for a large collection. If that rule is not generalized, then reinstate the final paragraph of 3.1G5:

**B3.1G2.** If a cartographic resource lacking a collective title consists of a large number of physically separate parts, (e.g., a map series, an assembled collection) supply a collective title as instructed in A1.1B11

**Arrangement of B3.3.** We suggest changing the captions at B3.3 and B3.7B11 to “Mathematical data and digital graphic representation area.” Further, we suggest the following outline for the B3.3 rules:

- B3.3A. Preliminary rule
- B3.3B. Mathematical data
  - B3.3B1. Statement of scale [with the subrules as decimals, e.g., B3.3B1.1]
  - B3.3B2. Statement of projection
  - B3.3B3. Statement of coordinates and equinox
- B3.3C. Digital graphic representation

The ALA/CC:DA Task Force on Technical Description of Digital Media is considering whether digital graphic representation should continue to be applicable only to digital cartographic resources or more generally to digital media (chapter C7).

#### ***Scope and organization of chapter B4 – Graphics***

**Scope (B4.0A).** The scope statement for this chapter does not contain wording from AACR2 8.0A1 to exclude “visual material on film and intended to create the illusion of movement.” We suggest adding language to make it clear that for moving image material see B7.

The scope says it applies to two-dimensional representations. Are holograms and stereographs to be considered two-dimensional or three-dimensional? We think that these would be covered in this chapter, but the scope seems to exclude them.

“For two-dimensional representations of the earth ... or a celestial body ... see chapter B3.” This seems to imply that a photograph of the moon or Saturn should be treated as a map. Was that the intent of this scope?

**B4.1B11. Supplied or devised title.** This rule could just as easily be put in A1.1B11, since it is not particular to graphics and is similar to examples in the earlier section, e.g., a collection of recruitment posters. Its presence here, and its wording to only supply a title for an assembled collection of graphic resources, implies that it is not possible to supply a title for a single graphic resource (e.g. a single slide) when it is missing, and this is not the case.

#### ***Scope and organization of chapter B5 – Three-dimensional resources***

**Scope (B5.0A).** Some ALA members seemed confused about how holograms and stereographs should be treated (and concerned that they might have been omitted), i.e. whether they are considered three-dimensional or two-dimensional. While we assume that the content would be considered three-dimensional but the medium two-dimensional, we suggest that they be specifically mentioned in the rules to avoid any ambiguity. [same comment under C4 scope]

The term “realia” seems to have been lost, and we wonder for what purpose. We recommend putting it back in the interest of continuity with AACR2.

#### ***Scope and organization of chapter B6 – Sound***

#### ***Scope and organization of chapter B7 – Moving images***

### ***Section C – Supplementary rules applicable to specific types of media***

**General comment on the scope of the chapters in Section C.** ALA finds the artificial restrictions in the scope of some chapters to be unsatisfactory. We strongly prefer that each chapter address the description of a particular type of media, and that all applicable chapters be applied in describing a given resource. We did not find the application of multiple chapters in AACR2 to be a problem,

*provided* that sufficient guidance were given as to *how* this was to be done; the problem was that such guidance was seldom sufficient.

We prefer that each of the chapters in Section C address the description of a particular type of media, and that all applicable chapters be applied in describing a given resource. In the case of multimedia, we believe that the description of the separate components according to the rules in the appropriate chapter should be allowed.

The primary category affected by this recommendation is digital media. In the sections below, we propose removing the restrictions in the scope of chapters C5 (Audio media), C6 (Projected media) and C7 (Digital media). In section 12 of the template, we make recommendations and comments concerning the technical description of digital media.

#### ***Scope and organization of chapter C1 – Print and graphic media***

**Scope.** ALA believes that the inclusion of both printed and graphic media in the same chapter causes unnecessary complexity and confusion. For most catalogers, these are distinct categories (as are media containing cartographic resources and those containing music notation). Furthermore, the existing SMDs also fall into distinct categories. We strongly recommend that this chapter be broken up into more specific categories.

The treatment of graphics in the scope of chapters C1 and C6 is confusing. The definition in the glossary includes both opaque and projected graphics, but in Section C the rules are rather arbitrarily divided between the two chapters.

We do not find the inclusion of manuscript material in the scope of this chapter convincing, although it does not seem to fit any other category.

In the 2nd paragraph, the term “image” should not be used with reference to cartographic materials; to users of such material, a cartographic image is a remote-sensing image. This also applies to rule 2.0A.

**Name.** Consider using the term “printed” rather than “print” to distinguish the term in the scope of this chapter from the use of the term “print” used as the qualifier used in special format characteristics to mean text (e.g., “print and Braille”, “print and tactile”). See also C3.5C2.1 where print is defined as “eye-readable print.”

#### ***Scope and organization of chapter C2 – Micrographic media***

**Scope.** The rationale for including some types of film in this chapter and other types of film in other chapters is not clear.

**Name.** “Microform” is still a useful term, and ALA sees no reason to devise another, more complex term, such as “micrographic media.”

#### ***Scope and organization of chapter C3 – Tactile media***

#### ***Scope and organization of chapter C4 – Three-dimensional media***

**Scope.** Some ALA members seemed confused about how holograms and stereographs should be treated (and concerned that they might have been omitted), i.e. whether they are considered three-dimensional or two-dimensional. While we assume that the content would be considered three-dimensional but the medium two-dimensional, we suggest that they be specifically mentioned in the rules to avoid any ambiguity. [same comment under B5 scope]

#### ***Scope and organization of chapter C5 – Audio media***

**Scope (5.0A):** As noted above, ALA finds the artificial restrictions in the scope of this chapter to be unsatisfactory. We strongly prefer that this chapter cover **all** audio media, even if this means that the scope overlaps with that of other chapters, particularly chapter C7, Digital media. We propose the following change to rule C5.0A:

**C5.0A. Scope.** ... Audio media are those conveying recordings of sound ~~produced for use with audio devices such as turntables, audiocassette players, CD players, etc. This chapter does not cover media that convey recorded sound as an integral component of a moving image (see chapter C6) or as an integral component of a multimedia resource produced for use with a computer (see chapter C7).~~

The scope note here does not include the following sentence present in AACR2: "They do not cover specifically recordings in other forms (e.g., wires, cylinders) or in various experimental media, though the use of appropriate specifications in the physical description (see 6.5) and special notes will furnish a sufficiently detailed description for such items." Is there any reason to assume that the rules in AACR3 are any more appropriate for describing such media? We suggest that it might be a good idea to reinstate this sentence.

#### ***Scope and organization of chapter C6 – Projected graphic, film, and video media***

**Scope (6.0A):** As noted above, ALA finds the artificial restrictions in the scope of this chapter to be unsatisfactory. We strongly prefer that this chapter cover **all** projected moving image media, even if this means that the scope overlaps with that of other chapters, particularly chapter C7, Digital media. We propose the following change to rule C5.0A:

**C6.0A. Scope.** ... Projected graphic, film, and video media are those conveying moving or still images produced for use with projection devices or electronic devices such as television receivers, videocassette players, DVD players, etc. ~~This chapter does not cover media that convey recordings of moving or still images as an integral component of a multimedia resource produced for use with a computer (see chapter C7).~~

#### ***Scope and organization of chapter C7 – Digital media***

**Scope (7.0A):** As noted above, ALA finds the artificial restrictions on the scope of this chapter to be unsatisfactory. We strongly prefer that this chapter cover **all** digital media, even if this means that the scope overlaps with that of the other chapters in Section C. e propose the following change to rule C5.0A:

**C7.0A. Scope. ...** Digital media are those conveying digital representations in the form of notation (text, music, etc.), still images (including cartographic images), structures, sound, moving images, data, or computer programs. ~~This chapter covers media conveying both character-based and image-based digital representations of textual, numeric, or graphic information, and digital resources combining notation, graphics, sound, and/or moving images in a form designed to be processed by a computer with multimedia capabilities. This chapter does not cover digitally encoded sound produced for use with audio devices such as CD players, etc., (see chapter C5), or digital recordings of moving or still images produced for use with electronic devices such as DVD players, etc., (see chapter C6).~~

### 3. Focus of the description

#### Comments on instructions in the Introduction and in rule A1.0A1 on focus of the description:

The new rules regarding the Focus for the Description combine two different decision-making processes into a single set of options. ALA members who tested the rules found the wording of this section confusing and very difficult to follow. Having to make two decisions at the same time makes the process more complicated than it needs to be. We recommend separating the two processes to make them conceptually clear and distinct.

First, the cataloger must decide *what* is being cataloged. We would prefer to see instructions for this integrated into a separate preliminary section of the rules that deals with this and other pre-cataloging decisions such as a discussion of various methods for doing analytics. We would like to see this section written as instructions rather than a narrative, and be numbered as with any other rules, so that there can be no doubt about their importance as a part of the document itself. (See our additional recommendations for general introductory matter under Template 18).

Once a cataloger has decided *what* to catalog, the next decision is to determine the *mode of issuance* of the resource to be cataloged.

ALA members found the term "focus for the description" confusing — several people mentioned that they would prefer that this section simply refer to the "resource being described", or the "resource being catalogued." Some catalogers also had difficulty reading and understanding this section of the Introduction, and attributed this to the formal, academic writing style, especially in comparison with the draft standard, *Cataloging Cultural Objects*, which is written in a much more informal style. (CCO entitles the comparable section of its introduction "What Are You Cataloging?" as opposed to AACR3's "Determining the Focus for the Description").

If the term Focus for the Description is retained, we strongly recommend adding it to the glossary.

In the list of options in the Introduction on p. I-2 and I-3, it is unclear to some what the difference is between

- a) "a single part of a resource comprising two or more parts" and
- e) "a separately titled component part ... within a part of a multipart resource."

The glossary definitions clarify that "part" refers to a physical unit while "component part" refers to a unit of content, but this is not understandable from reading this section of the rules. This distinction should be spelled out very clearly here — at the very least by referring the cataloger directly to the glossary for these two terms.

Another possible approach would be to reword these instructions as follows:

- a) a ***single-part resource*** (or a single part of a resource comprising two or more **physically-separate** parts)
- e) a ***separately titled component part*** (i.e. a discrete unit of content) contained within a single-part resource or contained within a part of a multipart resource

ALA would like to see some mention of multimedia resources within the Focus for the Description to refer the cataloger back to the rules in A1.9.

ALA notes that specialists in cartographic materials cataloging find that the only category listed under the Focus for the Description that is appropriate for map series is multipart monographs, and that the practices that now result from the inclusion of rules for these materials in with A2 is not compatible with current cartographic cataloging practices to date. A sheet map also presents difficulties in determining whether a single map on multiple sheets is a single-part resource or whether multiple maps on a single sheet are multiple resources issued simultaneously. ALA does not have a specific recommendation that would resolve these issues.

**A1.0A1 a) vs. A1.0A1 b).** The distinction between options (a) and (b) is unclear because "single-part resource" is not defined in the Glossary. Would a two-CD set in a single jewel case be considered a "single-part resource" or a "resource comprising two or more parts issued simultaneously"?

In A1.0A1(b) the order of preference could be improved by moving the current "v" higher in the list and possibly combining iii and iv. One possible order would be i, ii, v, iii/iv combined; another would be v, iii, iv, ii, i. Either would be preferable to the current order.

**A1.0A1 c).** ALA notes that the distinction made regarding the first or earliest part is not always easy to apply in practice. What would be done with a resource that is numbered, but the first (i.e., the lowest numbered) issue does not bear the earliest publication date? Would the first issue still be chosen as the source of the chief source? This is not a hypothetical situation: many numbered multi-parts issued successively in Japan don't start with vol. 1: vol. 1 would come at the end of series.

ALA notes an issue that may need further discussion in the future: What is the most appropriate chief source for a remote access serial — the source associated with the actual first/earliest issue, or the source for the resource as a whole? If catalog users start to consider the electronic version of the resource as the one that is better known, the choice of chief source may need to be revisited.

## 4. Resources in an unpublished form

Comments on the scope and placement of rules pertaining to resources in an unpublished form:

**General rules (A1.1B11, A1.2A1, A1.4C8, A1.4D9, A1.4F8, A1.7B12.2, A1.7B14, A1.7B30)**

**A1.1B11. Supplied or devised title.** Even when the entire resource is the chief source it can still lack a title. We suggest revising the introductory phrase from "For a resource lacking a chief source of information" to "For a resource lacking a title."

The last sentence of the first paragraph instructs the cataloger to record the source of a supplied title in a note, but not to record the source of a title composed (shouldn't that be "devised"?) by the cataloger. We wonder why notes such as "Title supplied [devised?] by cataloger" are not allowed, as they could be very useful in some situations. The cataloger should be allowed to judge when to include such notes.

We suggest splitting up the long paragraph by breaking it up into several shorter ones: a new paragraph for the instructions about devising a title, possibly for the sentence about collections, definitely for the rule and option about language and script, and definitely for the rule on the source of title note (the latter to follow directly after the paragraph about supplying a title).

**A1.2A1. Application.** We suggest changing the final sentence to read: "Examples are different manuscript drafts of a text or musical composition and moving images that have not been commercially released or broadcast." This wording would broaden the rule to cover motion picture or television programs, which are commercially released or broadcast, rather than "published."

**A1.4C8 (do not record for unpublished material).** See comments above for A1.2A1. We recommend changing the statement in the list after the "e.g." related to "unedited or unpublished film or video" to "moving images not broadcast or released commercially."

Cataloging guidelines and data dictionaries for the description of art originals, visual materials, and unpublished materials in general (e.g. CCO, VRA Core, CDWA, CIMI, and AMREMM) routinely include the place and date of creation as data elements. This information may appear on the item (in the form of markings or inscriptions) or it may be ascertained from external sources (inventories, catalogues raisonnés, etc.) If the city in which the item was created is unknown, then a region or country may be given instead. Rule 1.4C8 includes the instruction to exclude the place of creation from the publication, distribution, etc. area. It seems illogical to include the date of creation in this area, but to not allow the place of creation. We suggest that the rule be revised to include an optional provision that for unpublished material, place of creation information may be included in the Publication, Distribution, etc. when it is known. In the rare instances when this information actually appears on the item the information should be recorded without brackets.

The reference in the second paragraph reads as if the place in which an unpublished resource was produced is always given in a note, whereas the rule

referred to actually says to do this only under certain conditions. Is there a better way to word references such as this?

See also comments above for A1.2A1. We recommend changing the statement in the list after the "e.g." related to "unedited or unpublished film or video" to "moving images not broadcast or released commercially."

**A1.4F8 (dates for unpublished resources).** The examples should follow the first paragraph of the rule. Because they all have dates, they do not illustrate the second paragraph

Many ALA members were puzzled by the meaning of "artefacts that are not intended primarily for communication."

**A1.7B12.2 (provide name of place produced for unpublished resource).**

The rule specifies that the place where an unpublished resource was produced (i.e. written, drawn, filmed, etc.) may be recorded in a note only when it appears in the resource. Sometimes information concerning the place in which a resource in unpublished form was produced is not available on the resource itself but is available from other sources of information that can be documented. It would be helpful if this rule were reworded as such: "For a resource in an *unpublished* form, provide the name of the place in which the resource was produced (i.e., written, drawn, filmed, etc.) if is not recorded elsewhere in the description. Record the source of the information."

**A1.7B14, paragraph 4.** The specific rules and examples in the fourth paragraph are about manuscripts in particular, not about unpublished resources in general. They probably belong in either chapter B1 or chapter C1; while we may think of manuscripts as text, ancillary material is part of the technical description, so this rule should probably go in chapter C1. [comment repeated under Template 2]

#### **Supplementary rules applicable to text (B1.1B11, B1.1E6, B1.4F8)**

**B1.1B11. Ancient, medieval ... manuscripts lacking a title page.** The order of options should be reversed. If no source furnishes a title proper, supply a title by which the work is known, and give the incipit in a note. If the work is not known by a common title, devise a title, and give the incipit in a note.

The rules for supplying titles for collections need to be revised using similar wording to that in A1.1B11, and the examples updated accordingly. This rule should call for the inclusion of the name/s of the creator or collector of the materials if available. A title like "Records" helps no one. [these comments repeated under Template 7, Assembled collections]

**Rule B1.4F8 and A1.7B12.** The reference to A1.7B12 is presumably to A1.7B12.1 which is a very general rule. On the other hand, A1.7B12.2 deals explicitly with unpublished resources, but only with place of production. We suggest that the reference should be to rule A1.7B9, Edition and history. This rule refers to a date of delivery, which is more relevant to the history of the resource than to its publication, distribution, etc.

#### **Rules on resources in an unpublished form from AACR2 omitted from the draft of AACR3**

## 5. Resources issued in successive parts

Comments on rules pertaining to resources issued in successive parts:

### Numbering area (A1.3)

**A1.3A4. Punctuation.** We suggest including instructions here for recording spans of numbers/dates, as follows: "In a numeric and/or alphabetic designation for a span of numbers, replace a hyphen with a forward slash (e.g., give "no. 1-2" as "no. 1/2")" (This would require the modification of some examples, most notably the last one under A1.3C4.) Such instructions would improve the clarity of the display of such spans of numbers in an online display: "1995/1996-1996/1997" is much easier to read than "1995-1996-1996-1997."

**A1.3B1.** The second to last sentence of the first paragraph: "In describing a facsimile ..." is redundant, repeating A1.3A3.

**A1.3C2.** We recommend that this rule include a provision for choosing the Gregorian/Julian date when both non-Gregorian/Julian and Gregorian/Julian dates appear.

**A1.3E1. Alternative numbering systems.** This rule repeats the current AACR2 12.3E1: if the resource has more than one separate system of designation, record the systems in the order in which they are presented. We suggest that recording the volume and number system first may be preferable to the current rule.

Sometimes when multiple numbering schemes occur, they do not all identify at the same level (one may go deeper than another). In that situation, it would seem beneficial to record the deepest scheme here, followed by any additional schemes that are at the same level. But since there is not a one-to-one correspondence between schemes that go to different levels, a note seems a better place for those other schemes, we recommend that those be recorded in a note.

**A1.3F. Ceased multipart resources.** The word "ceased" seems more applicable to serials and integrating resources. Since it is known that a multipart monograph will eventually end (they are considered to be finite), perhaps it would be better to phrase this rule as:

#### **A1.3F. Ceased or completed multipart resources**

**A1.3F1.** In describing a multipart resource that has ceased or completed publication ...

### Title and statement of responsibility area (A2.1)

**A2.1B12. Change in title proper.** It is common practice in the cataloging of map series to record either the current title or the most predominant title in the statement of responsibility area, with other titles given in notes. This practice is described in first "Application" section under 1B1 in the ALA publication *Cartographic Materials : a manual of interpretation for AACR2, 2002 revision*.

Since there is not broad support for extending this practice to other types of resources, ALA recommends that this practice continue to be advocated within the specialized manual but not be discussed in AACR3. However, this (and other areas in which specialized cataloging communities use other resources in addition to, or instead of, AACR) does bring up a question regarding the intended audience of AACR3, and whether mention should be made in the general introduction about the use of such interpretive or alternative resources.

**A2.1E1.** The provision for recording other title information is too broad. Other title information for serials is highly subject to change, and it can be confusing for users to see statements of responsibility remain as other title information when no longer relevant. Most other title information would be better given in notes. ALA recommends that transcription of other title information be made optional, except for category a) covering the acronym or initialism that appears with the full form of the title.

**A2.1F16. Change in statements of responsibility.** The wording of this rule inadvertently refers to the addition of something that is already there to begin with. ALA recommends changing the first sentence to: "If a responsible person or body is added or deleted on a subsequent issue or part and this change does not require a new description (see XX.XX), record the name of the later person or body in a note or make a note of the deletion (see A2.7B8)."

#### **Edition area (A2.2)**

**A2.2B3.** The wording of the second sentence does not make it clear that it is relevant only to serials.

#### **Publication, distribution, etc., area (A2.4)**

**A2.4F1.** No guidelines are given for recording multiple dates when the years are not in Gregorian or Julian calendar. For example:

Showa 60-Heisei 3 [1985-1991]  
vs. Showa 60 [1985]-Heisei 3 [1991]

and:

Heisei 16- [2004- ]  
vs. Heisei 16 [2004]-

ALA recommends the former construction in each case.

#### **Technical description area (A2.5)**

##### **A2.5B1. Number of physical units**

- **Physical vs. bibliographic units.** It is not clear whether the units in question should be interpreted as physical or bibliographic units. See our discussion of this issue in relation to the term "volume" in Template #15 (Glossary). [Comment repeated under Template 12]

- **Completed resource.** It may not be easy for the cataloger to determine the actual number of units (either physical or bibliographic) for a completed resource. ALA recommends that the second paragraph in rule A2.5B1 be changed to: "*Optionally*, when the resource is complete, add the number of units if it can be readily ascertained."
- **Specific material designation.** For printed serials, the specific material designation has traditionally been recorded as "v.", per AACR2 12.5B1. ALA recommends that the following sentence be added to the first paragraph: "For *printed serials*, use the specific material designation v."
- **"Publication" vs. "resource."** In the last paragraph of A2.5B1, the use of the word "publication" twice in the first sentence is somewhat confusing; in most cases, "publication" has been changed to "resource" and "publication" used only to refer to the process. ALA recommends that the sentence be changed to: "If a resource was planned to consist of more than one volume, but not all have been published and it appears that publication will not be continued, describe the incomplete set as appropriate (i.e., record the number of volumes)."

**A2.5D4. Change in dimensions.** This rule consists of a complicated sentence that is not easy to grasp. Also, part of the rule ("multiple parts differ in size") is already covered in A1.5D3, and the other part of the rule ("if the dimensions of a resource change") seems to pertain to integrating resources, not resources issued in successive parts. Moreover, there are no .5D4 rules that would override this rule ("unless otherwise instructed in rule .5D"). ALA recommends that this rule be removed, and the reference to it be removed from A1.5D4.

### **Series area (A2.6)**

**A2.6B1 [new rule].** There is no provision for handling a situation where the numbering is an integral part of the series title and different parts of the resource bear different numbers within the series (e.g., "Monograph no. 9 of the Cataloging Section", "Monograph no. 12 of the Cataloging Section", etc.) . This is an oversight also in AACR2, and has been addressed in LCRI 21.20L. ALA recommends that the following rule be added (along with a reference from A1.6B1):

#### **A2.6B. Title proper of series**

**A2.6B1.** If the title proper includes numbering as an integral part of the title proper of the series, and individual parts of the resource bear different numbers within the series, omit the numbering from the title proper. Indicate the omission by the mark of omission (...). Record the numbering after the title (see A2.6G).

**A2.6G1.** Guidance on *how* to record the first and last numbers in a continuous run is found only in the example, not in the text of the rule. ALA recommends that the phrase "separated by a hyphen" be added in the first paragraph:

**A2.6G1.** If the parts of a *multipart monograph* are separately numbered within a series, record the first and the last numbers, separated by a hyphen, if the numbering is continuous. Otherwise, record all the numbers.

While usually series numbering is not recorded for a serial, there are times when it may be valuable to do so. There appears to be a conflict between A2.6G1 ("For serials, do not record series numbering if each issue or part is separately numbered within the series.") and A2.7B17.1 ("Make notes on details of the numbering within a series if the numbering varies from issue to issue and is considered to be important."), and there is no reference between the two rules. The latter rule is taken from AACR2 and thus seems to be intended for serials. ALA recommends that the second paragraph of A2.6G1 be changed to:

For *serials*, generally do not record series numbering if each issue or part is separately numbered within the series. *Optionally*, make a note on details of the numbering (see A2.7B17.2).

#### Note area (A2.7)

**A2.7B2. Frequency.** Successively issued multipart resources may sometimes have a regular frequency of issue until they are complete. If that frequency is known, there does not seem to be a reason to exclude such information from the description. ALA recommends that the restriction "For *serials*," be removed from the rule.

ALA recommends that the phrase "is apparent from the content of the title and statement of responsibility area or" be removed from the rule so that frequency can be recorded even if it is included in the title and statement of responsibility area.

It would be helpful to include instruction on the order of frequency information. ALA recommends that the second sentence be changed to: "Also make notes on changes in frequency, stating the frequencies and their respective dates in chronological order."

**A2.7B4. Source of title proper.** No rule exists under this number. AACR2 12.7B3 (Source of title proper) is very important for serials catalogers, as the source of the title proper is one factor in determining whether or not a new record is needed. This importance could also apply to non-serial multipart resources. There has been a great deal of discussion about chief source of information, but whatever changes may or may not be made in those rules, there is strong support for including a note on source of title proper regardless of the source. ALA recommends that the following rule be added:

**A2.7B4. Source of title proper.** Make a note on the source of title proper.

#### [examples]

If the description is not based on the first issue or part, include the note on source of title proper with the note on issue or part described (see A2.7B27.1).

**A2.7B6.1. Change in parallel title.** The wording of the rule ("changes in parallel title") might be read to imply that a parallel title must be on the first/earliest issue or part in order for the rule to apply, whereas the rule referenced (A2.1D6) talks about parallel titles "added, deleted, or changed." ALA recommends that the first sentence be changed to: "Make notes on parallel titles that are added, deleted, or changed after the first/earliest issue or part if considered to be important (see A2.1D6)."

**A2.7B8.2. Change in statements of responsibility.** This rule, as stated, appears to be new for non-serial multipart. In order to clarify that this is talking about changes to what has been recorded in the statement of responsibility area (and not statements of responsibility recorded elsewhere, such as in contents notes), ALA recommends that the first sentence be changed to: "Make notes on changes in statements of responsibility recorded in the statement of responsibility area that occur after the first/earliest issue or part if considered to be important (see A2.1F16)."

**A2.7B9. Edition and history.** The division of types of relationships (especially "Continuation or sequel" in A1, and "Merger", "Split", and "Absorption" in A2) seems arbitrary and confusing to those dealing with serials. If A1, A2, and A3 are not combined into a single section, dealing with serials. If A1, A2, and A3 are not combined into a single section, ALA recommends that the information on "Continues" and "Continued by" be duplicated in or moved to this rule.

The rule for handling the "issued with" relationship (AACR2 12.7B22) has not been carried over into AACR3. This relationship is different from the one handled in A1.7B25. Serials may be issued separately at some times and with other serials at other times, or they may be "issued with" different serials at different times; there is no "resource lacking a collective title" of which any of the serials involved may be said to be a component. ALA recommends that another category be added to A2.7B9:

- x) *Issued with.* If the description is of a resource issued with, or included in, one or more other resources, make a note beginning *Issued with:* and listing the other resource(s).

**A2.7B12.1.** Serials catalogers have a long-standing tradition of putting the first and/or last numbers and/or dates in a note when those issues are not in hand. This practice was finally codified in the 2002 revision of AACR2 (12.3A1 and additional examples in 12.7B11.1). Not having the first and/or last issue in hand is a very common situation, but it seems not to have been considered in the drafting of AACR3. ALA recommends that:

1. the following provision from AACR2 12.3A1 be restored to A1.3A1:

Give this area for serials (with the exception of unnumbered monographic series) if cataloging from the first and/or last issue or part

and:

2. the second paragraph of A2.7B12.1 be changed to: "Make notes on beginning and/or ending dates of publication not recorded in the publication, distribution, etc., area (see A2.4F1) and beginning and/or ending numbering not recorded in the numbering area (see A1.3A1)."

The situation in the second paragraph occurs much more often than suspensions. Although the information is presented here in the same order as it was in AACR2, ALA recommends that the order of the paragraphs in this rule be reversed.

**A2.7B13.1.** The situation this rule is addressing seems to be covered in A2.7B12.1. ALA recommends that the rule be deleted, and that appropriate references be made between A2.5B1 and A2.7B12.1.

**A2.7B17.2. Change in series.** This rule should be synchronized with A2.6K1. ALA recommends that the first sentence be changed to: "Make notes on additions, deletions, or changes in series statements that occur after the first/earliest issue or part, if these changes cannot be stated clearly in the series area and are considered to be important."

**A2.7B27. Issue, part, or iteration described.** The word "iteration", as used in AACR3, applies only to integrating resources, not resources issued in successive parts. ALA recommends that the caption of this rule be changed to "Issue or part described."

In section a) Numbered serials, an example uses the phrase "title from cover." As currently drafted, the rules on chief source of information (A1.0A2) include the cover as a possible chief source, so this phrase would not be needed. However, ALA is recommending that a note on source of title proper be given in all cases (see A2.7B4), so this note would be appropriate if that change is accepted.

The "Latest issue consulted" (LIC) note is considered mainly a "cataloger's note" not of much interest to the general catalog user — perhaps even of less interest than the "Description based on" (DBO) note. There is some current discussion of finding ways to keep the "cataloger's notes" out of the OPAC display. It is believed by some that keeping the notes separate, with standardized wording at the beginning of the note, would facilitate recognition by people and machines and make the notes easier to manage. ALA recommends that the rules be changed to:

- a) **Numbered serials.** If the description is not based on the first issue or part, make a note on the earliest issue or part on which the description is based. Combine this note with the note on the source of title proper (see A2.7B4). If more than one issue or part has been consulted, and the last issue or part is not recorded in the numbering area (see A1.3F1), make a note of the latest issue or part consulted in making the description. *Optionally*, combine information about earliest and latest issues or parts consulted in a single note if both are appropriate.

**[examples]**

- b) **Unnumbered serials.** Make a note of the earliest issue or part consulted (citing the issue or part as instructed in A1.7A4) and its date of publication. Combine this note with the note on the source of title proper (see A2.7B4). If other issues or parts have also been consulted and the latest issue or part can be identified, also record the latest issue or part consulted and its date. *Optionally*, combine information about earliest and latest issues or parts consulted in a single note if both are appropriate.

**[examples]**

- c) **Multipart monographs.** If the description is not based on the first issue or part, make a note on the earliest issue or part on which the description is based (citing the part as instructed in A1.7A4 and/or its number or publication date, as appropriate). If more

than one part has been consulted, and the last issue or part is not recorded in the numbering area (see A1.3F1), make a note of the latest issue or part consulted in making the description. *Optionally*, combine information about earliest and latest issues or parts consulted in a single note if both are appropriate.

**[examples]**

## 6. Integrating resources

Comments on rules pertaining to integrating resources:

### **Preliminary rules (A3.0) [added by ALA]**

**A30.A1.** Change "those" to "resources" in the first sentence.

*Problem:* Replacement volume sets are not included in the rules. We suggest incorporating rules for these in the rules as an integrating resource. In an effort to integrate this type of material into the rules, we suggest a glossary term for replacement volumes, a slight change in the glossary term for integrating resources, and a way to add replacement volumes to the scope.

We suggest adding:

**A3.0A2.** Apply the rules for integrating resources to replacement volume sets.

Alternatively, replacement volume sets could be added to the scope of A3.0A1 after updating Web sites, although this would require the addition of the word generally before discrete. The parenthetical part of the sentence would read: "(i.e. those that are added to or changed by means of updates that are integrated into the whole and that generally do not remain discrete, such as updating loose-leafs, updating Web sites, and replacement volume sets)."

### **Title and statement of responsibility area (A3.1)**

**A3.1D6, etc.** There are a number of places (A3.1D6, A3.1E7, A3.1F16, A3.4C9, A3.4G5, A3.5C14, A3.5D4, and A3.6K1) where it says something like, "If ... is added, deleted, or changed on a subsequent iteration, change the ... area to reflect the current iteration and record any earlier ... in a note if considered to be important." It is not clear whether "if considered to be important" refers to the whole sentence or only to the part about making a note. This would be clearer if the sentences read something like "If ... is added, deleted, or changed on a subsequent iteration, change the ... area to reflect the current iteration and if considered to be important, record any earlier ... in a note."

**A3.1E1 c).** We note that additions such as these are inconsistent with the way we treat most other sorts of resources (perhaps unnecessarily so), A1.1E6 notwithstanding. More consistent with the rules and less subject to the whims of changing terminology and practices would be application of A1.7B1 in rare cases.

Following c) there is an instruction that says, "Do not transcribe other title information that consists solely of words relating to the currency of the contents or the frequency of updating." This gives the wrong impression that frequency is not an important element of description for an integrating resource. At best the instruction in this rule is misleading or confusing when taken in conjunction with A7. At worst, despite what it says in A7 the cataloger may decide that frequency is not important and leave frequency out. We suggest using the following here instead: "Do not transcribe here other title information that consists solely of

words relating to the currency of the contents or the frequency of updating. Instead transcribe this information in a note."

**A3.1E7. Change in other title information.** This rule would be better written as:

**A3.1E7. Change in other title information.** If other title information is recorded in the title and statement of responsibility area and that information changes on a subsequent iteration, either change the title and statement of responsibility area to reflect the current iteration or delete the other title information from the title and statement of responsibility area. Make a note if the change is considered to be important (see A3.7B7).

This suggestion is based on the fact that you actually have two options when you find that other title information has changed: change the other title information to reflect the current iteration, or decide that the other title information is no longer important to transcribe and delete what was there but don't update it to reflect the current iteration. The rule should provide both options.

#### **Edition area (A3.2)**

#### **Publication, distribution, etc., area (A3.4)**

#### **Technical description area (A3.5)**

**A3.5B1.** A somewhat theoretical question: one can imagine a digital version of an updating loose-leaf (e.g., a PDF version). When the replacement pages are issued, the PDF version is also updated. The examples here presume that extent would only be recorded for print loose-leaves, but what if one wanted to apply the option of giving a physical extent for a remote access integrating resource? Will the rules as given here be able to be applied to that as well?

#### **Series area (A3.6)**

#### **Note area (A3.7)**

**A3.7B2. Frequency.** "Frequency varies" should be "Frequency of updates varies" in order to distinguish this note from that for serials in A2.7B2.

**A3.7B5.1. Change in title proper.** Is there a reason why the terminology "Title history", "Former title", and "Former titles" were chosen for the notes rather than (or in addition to) "Title varies"? This information is typically recorded in MARC field 247, which has the display constant "Title varies."

**A3.7B12.1.** Need clarification: The 2nd paragraph says, "Make notes on beginning and/or ending dates of publication not recorded in the publication, distribution, etc., area." We note that this conflicts with what is currently being taught in the SCCTP Integrating Resources Cataloging Workshop, which instructs

to make a note if you can make some kind of guess. Otherwise, do not make a note.

**A3.7B27. Issue, part, or iteration being described.** This caption should be "Iteration described," because issue and part are appropriate to A2.7B27, but not A3.7B27.

**Standard number and terms of availability area (A3.8)**

**A3.8E1.** Does this rule apply to both ISSN and ISBN? Integrating resources are eligible to have both. It seems highly unlikely that there would ever be two ISSN or two ISBN in a single record (one for loose-leaf, one for non-loose-leaf) since these would be described in separate records. What is the purpose of adding (loose-leaf) as a qualifier for an integrating resource if there would not be multiple ISBN/ISSN in the record? [see also comment at A1.8E1]

## 7. Assembled collections

Comments on the scope and placement of rules pertaining to assembled collections:

### General rules (A1.4C8, A1.4D9, A1.4F8, A1.5B5, A1.5D3)

#### Supplementary rules applicable to text (B1.1B11)

**B1.1B11. Ancient, medieval ... manuscripts lacking a title page.** The order of options should be reversed. If no source furnishes a title proper, supply a title by which the work is known, and give the incipit in a note. If the work is not known by a common title, devise a title, and give the incipit in a note.

The rules for supplying titles for collections need to be revised using similar wording to that in A1.1B11, and the examples updated accordingly. This rule should call for the inclusion of the name/s of the creator or collector of the materials if available. A title like "Records" helps no one. [comment repeated under Template 4, Unpublished materials]

**A1.5B5. Assembled collections.** Since not all materials that may come under this rule are filed on shelves, revise A1.5B5 to substitute "storage space" for "shelf space" once in each paragraph.

In footnote 1, the term "item" is used in its traditional archival sense, which happens to correspond roughly to the FRBR definition because it applies to a unique exemplar. We question whether "resource" is the appropriate term to use in this definition, because the resource that is the focus of the description in this case is the assembled collection, *not* the item(s).

[Comment repeated under Template 12]

#### Supplementary rules applicable to print and graphic media (C1.5D3)

**A1.5D3. Multipart resources and assembled collections.** The final paragraph refers to a supplementary rule for "printed maps, etc." but the scope of that rule (C1.5D3) is not limited to printed maps. Delete "printed" from A1.5D3. **Note:** We have not checked the draft thoroughly for differences in scope between rules and references, but this should be done at some point.

The see also reference at the bottom of the page should be a see, rather than see also. The supplementary rule is used instead of the general rule.

[Comment repeated under Template 12]

## 8. Early printed resources

Comments on the scope, placement, and application of rules pertaining to early printed resources:

ALA agrees with the reports of the *ALCTS/ACRL Task Force on Cataloging Rules for Early Printed Monographs* that supplemental rules or options are needed in AACR for dealing with early printed resources. The major issues concern transcription and technical description. Cataloging practice for early printed resources calls for fuller and more precise transcription and technical description than does practice for more current materials. The reason for this is that early printed resources usually exhibit a fair degree of variation between individual items within a given manifestation, or indeed, variation unrecorded in standard cataloging practice may indicate the presence of different manifestations. Users of catalog records for early printed resources rely on fuller transcription and more precise technical description to determine if the record represents the item they have in hand. Many of the specific comments below deal with this issue.

[*Note*: other comments related to cataloging Early Printed Resources in the ALA response appear in the following areas of the template:

Section 1, under Terminology

Section 9, Sources of Information

Section 11, Area 4 [*Note*: all relevant comments repeated here except for discussion on omission of *S.l.* : *s.n.*]

Section 18, discussion of General Introduction (scope of rules)]

The intent of the following recommendations is not to duplicate *Descriptive Cataloging of Rare Materials (Books)* (DCRM(B)) within AACR3, but to include the most important points and, in most cases, to ensure that the practices of the two standards do not conflict.

### General rules (A1.4D1, A1.4G1, )

#### **A1.4D2 (record the publisher name in shortest understandable form).**

The first sentence of this rule is highly unrealistic. For many cataloging situations, it is unclear how to even go about determining how a publisher "can be understood and identified internationally." Technologically, there is no need to limit the length of each field in an online environment. We recommend transcribing the publisher, distributor, etc. as found. Such an approach supports the potential use of publisher-supplied data without further intervention by the cataloger.

We recommend replacing the existing first sentence of this rule with the following:

Record the name of the publisher, distributor, etc in the form in which it appears on the source of information.

To support the cataloging of early printed resources, ALA alternatively proposes the following addition:

**A1.4D2.** *Optionally*, for early printed resources, fully record the name of the publisher, distributor, etc. If omissions are made, indicate them by the mark of omission.

Gedruckt in Hamburg : durch Georg Rebenlein

London : Imprinted by Robt. Barker and by the assigns of  
John Bill

We note, however, that if our suggestion for rewriting the first sentence of the rule is accepted, that this optional provision will not be necessary. [comment repeated under Template 11]

**A1.4D4 (two or more publishers).** We recommend deleting item d) of this rule, which deals with a subsequently named publisher, distributor, etc. in the home country of the cataloging agency. This provision discourages international sharing of records.

To support the cataloging of early printed resources, ALA proposes the following addition:

**A1.4D4.** *Optionally*, for early printed resources, record publishers, distributors, etc., beyond the first in the order in which they appear, whether or not they are given prominence or are in the home country of the cataloging agency. If second or subsequent publishers, distributors, etc., are omitted, add *[etc.]*. Separate parts of a complex statement only if they are presented separately in the item.

London : Printed for the author and sold by J. Parsons  
[etc.]

Paris : Ex officina Ascensiana : Impendio Joannis Parvi

We note that, if d) is deleted, the phrase "or are in the home country of the cataloging agency" will not be needed in the optional addition. [comment repeated under Template 11]

**A1.4F7 (no date on resource).** What is the rationale for restricting the use of the "between ... and ..." technique for cases fewer than 20 years apart? There are many other situations where it would be very useful. For example, many early printed Japanese resources are known to be published some time during the mid-Tokugawa period (1688-1781). As long as the "between ... and ..." technique is limited to cases with fewer than 20 years apart, such publications will continue to receive [1---] as a date, which is not at all helpful. Furthermore, there is no provision for dates that span more than a century, which happens frequently to earlier printed resources. If ranges of dates are not expanded for all materials, we recommend at least adding an option for earlier printed resources to the rule. [comment repeated under Template 11]

**A1.4G1, A1.4G4.** The optional instructions in these two rules are the same. We recommend that the condition in A1.4G4 be treated as a specific example of the general case in A1.4G1 (deleting A1.4G4):

*Optionally*, record the place, name of manufacturer, and/or date of manufacture if they appear on the source of information and differ from the place, name of publisher, distributor, etc., and date of publication, distribution, etc., and are considered to be important, e.g., for early printed resources, if the printer is named separately and can clearly be distinguished from the publisher or bookseller. [1.4G4, 2.16H]

London : Arts Council of Great Britain, 1976 (Twickenham : CTD Printers, 1974)

Harmondsworth : Penguin, 1949 (1963 printing)

Madrid : Real Academia de Bellas Artes de San Fernando, [1890] (Madrid : Tip. de las Huérfanos) [5.4G2]

London : H.M.S.O., 1976 (London : UDO (Litho)) [10.4G3]

[comment repeated under Template 11]

**Supplementary rules applicable to print and graphic media (C1.5B2.1.19, C1.5D1.1, C1.7B13.2, C1.7B28.1)**

**C1.5B2.1.19.** This rule, lifted from AACR2 2.17A1, amplifies C1.5B2.1.1. There are two differences in application between the main rule and the option for early printed resources.

First, "... in the ... form presented" in C1.5B2.1.19 has the principal effect of calling for exact transcription of roman numerals (i.e., upper case or lower case as found in the source).

Second, the second sentence, "If the volume is printed in pages but numbered as leaves, record the numbering as leaves," results in a different statement than would be recorded for the same situation under C1.5B2.1 and C1.5B2.1.3. Under the main rules, a modern book with numbered leaves but with printing on both sides (e.g. an art book where every leaf is numbered but there is text printed on the back) would be given an extent statement similar to the first example of C1.5B2.1.3:

1 v. (48 [i.e. 96] p.)

An early printed book with the same physical makeup would be given the following extent statement under C1.5B2.1.19:

1 v. (48 leaves)

We see no need for two different ways of recording this same situation, but would like to argue that the rule for early printed resources should become the general rule for all print and graphic media. For the situation in question, the present general rule is more complex, arguably less logical, produces a result that is more difficult for library users to understand, and produces a less precise result than the rule reflecting early printed resources practice. The situation in question is also far more common in early printed resources than it is in modern printed resources. A full argument for this recommendation is given in the report of the

Task Force on the Cataloging Rules for Early Printed Monographs  
[\[http://www.libraries.psu.edu/tas/jca/ccda/docs/tf-epm3.pdf\]](http://www.libraries.psu.edu/tas/jca/ccda/docs/tf-epm3.pdf).

We therefore propose the following revisions:

**C1.5B2.1. Pages, leaves, etc.** Record the number of pages, ~~or~~ leaves, or columns in the resource in accordance with the terminology suggested by the volume, etc. That is, describe a volume, etc., with leaves numbered on both sides in terms of pages; describe a volume, etc., with leaves numbered on one side only in terms of leaves; ~~That is, describe a volume, etc., with leaves ... on only one side in terms of leaves;~~ describe a volume, etc., that has more than one column to a page and is numbered in columns in terms of columns.

**C1.5B2.1.3.** If the number on the last page or leaf of a sequence does not represent the total number of pages or leaves in that sequence, let it stand uncorrected unless it gives a completely false impression of the extent of the resource, as, for instance, when ~~only alternate pages are numbered or when~~ the number on the last page or leaf of the sequence is misprinted. Supply corrections in such cases in square brackets.

~~1 v. (48 [i.e. 96] p.)~~

1 v. (329 [i.e. 392] p.)

[Comment repeated in Template 12]

There is another important issue that needs to be taken up. We have argued that the rule embodied in the second sentence of C1.5B2.1.19 should be made general practice. However, C1.5B2.1.19 taken as a whole does not, in fact, represent standard cataloging practice for early printed resources. This practice differs from practice for other printed resources, in that it takes account in the technical description of all leaves within the printed text block, not just the last numbered page or leaf. This is an important practice — again, because of the need to precisely identify resources that were often produced with multiple variants — that ought to be included in AACR3 as an option for early printed resources.

We therefore propose the following revisions:

**C1.5B2.1.19.** In recording the pagination of a single volume *early printed resource*, record each sequence of leaves, pages, or columns in the terms and form presented. Record the complete number of units, including unnumbered units preceding or following sequences. Count unnumbered units in the terms used to describe adjoining numbered sequences. Do not count leaves added as part of the binding, or the binding itself.

1 v. (xi, [1], 32 p., 86 leaves)

1 v. ([1], 13 leaves)

1 v. (99, [1] p.)

1 v. (XII, 120 leaves)

1 v. (232, 221-252 p.)

If the whole volume is unpaginated, record the total number of pages or leaves in arabic numerals in square brackets. State the total in terms of pages or leaves, but not of both. Count from the first printed leaf to the last printed leaf.

1 v. ([104] p.)

1 v. ([88] leaves)

**NOTES:**

1. The second paragraph is somewhat duplicative of C1.5B2.1.6. It is needed here to emphasize that this is always done when cataloging early printed resources, not only when the number is "readily ascertainable."
2. The special procedure for technical description in early printed resources only departs from standard practice for single volume resources, so C1.5B2.1.19 only needs to cover single volumes. The common practice of giving all sequences of pagination in early printed multipart monographs is covered by the option in C1.5B2.1.18.

**C1.7B13.2.** Change the caption from "Early printed books, etc." to "Early printed resources." The details in the second paragraph could apply to any printed resource, not just a book.

AACR2 rule 2.18D1 and 2.18E1 were rearranged as C1.7B13.2. The example about woodcuts on leaves B2<sup>b</sup> was misplaced. It is a note illustrating "fuller details of the illustrations," *not* "details of the signatures." It should be replaced in its original position, with the second set of examples in the second half of the rule.

Note also that superscripts must be given in the examples as superscripts:

Signatures: a-v<sup>8</sup> x<sup>6</sup>

Note also that there is no comma in the signature statement in current cataloging practice (so this should be revised from the way the example appears in AACR2 2.18D1 and the draft of C1.7B13.2).

With respect to the misplaced woodcuts example, the TF suggests that current practice would call for the following note (v [verso] instead of b in B2b and C5b):

Woodcuts on leaves B2v and C5v signed: b

This example should be so given in AACR3. Clean copy:

**C1.7B13.2. Early printed resources.** Make a note giving details of the signatures, if considered to be important.

Signatures: a-v<sup>8</sup> x<sup>6</sup>

Provide the number of columns or lines and the type measurements, if considered to be important. Provide fuller details of the illustrations if considered to be important. Make a note on colour printing.

24 lines

Woodcuts on leaves B2v and C5v signed: b

Woodcuts: ill., initials, publisher's and printer's devices

Title and headings printed in red

**C1.7B28.1.** ALA believes that the rule is applicable not only to books, but to all early printed resources. Furthermore, we believe that it should be expanded to embrace all printed resources. We suggest that the rule could be generalized by eliminating rubrication and illumination (as examples of hand colouring), and the addition of examples clearly pertinent to more recent materials. We suggest the following revision:

**C1.7B28. Item being described and library's holdings**

**C1.7B28.1.** Make notes on special features of the copy in hand. These include hand colouring, manuscript additions, binding (if noteworthy), provenance, and imperfections.

Autograph: Alex. Pope

Inscription on inside of front cover by the author, dated 1992

Hand illumination by Valenti Angelo

Bound in contemporary doeskin over boards, with clasps

Leaves I5-6 incorrectly bound between h3 and h4

Library copy damaged: art prints have been removed

ALA notes that this rule could also be generalized to apply beyond C1, Print and Graphic Media. Two possibilities exist:

- Adding an equivalent CX.7B28 in the (some?) other chapters in Section C. This has already been done for digital media (C7.7B28).
- Putting all or most of the contents of C1.7B28.1 into A1.7B28. The problem with this is either A1.7B28 would be inordinately expanded to include examples from all sorts of formats, or it would be watered down to the point where important examples from particular formats would be left out. Since all the features listed in C1.7B28.1, and all of the examples except the first, apply only to print and graphic media and not to other media, perhaps they belong best in C rather than A.

ALA tentatively prefers the first option for future expansion of this rule, but does not offer specific recommendations for revision at this time.

### **Rules on early printed monographs from AACR2 omitted from the draft of AACR3**

The following is a summary of the changes between AACR2 and AACR3. Our specific comments on the rules that were omitted are described in pages following the chart.

<b>AACR2</b>	<b>Draft AACR3 Part I</b>
2.12. Scope	Not in Draft. Comments under General Intro, Template 18
2.13. Chief source of information	Mostly in A1.0A2; no revision proposed
2.14A Title and statement of responsibility area	Not in Draft; we are not opposed to this change
2.14B	Not in Draft, but covered by general rules for abridging
2.14C	Not in Draft, but covered by general rules for title transcription (A1.1F15)
2.14D	Moved to A1.1B6
2.14E	Not in Draft. See A1.0F5.
2.14F	Not in Draft. Other title information part covered by A1.1E3; statement of responsibility part (allowing abridgement) not covered in the general rules. We are not opposed to this change.
2.15. Edition area	Not in Draft. Comments under A1.2B1.
2.16. Publication, etc., area	Partly in Draft, but mostly not. See section 6 A1.4B3, A1.4C5
2.17A. Physical description area. Extent	C1.5B2.1.19. See above
2.17B. Id. Illustrations	A1.5C9.1 (generalized)
2.17C. Id. Dimensions	C1.5D1.1. Examples need revision.
2.18A	Not in Draft, but covered by general rules for notes.
2.18B. Source of title proper	Not in Draft. See Template 9.
2.18C. Bibliographic references	Examples, but not rule, in A1.7B23. No special rules for incunabula in Draft. We do not oppose this change.
2.18D. Signatures	C1.7B13.2 (but examples need revision)
2.18E. Physical description	C1.7B13.2 (but examples need revision)
2.18F. Copy being described	C1.7B28.1. We suggest this rule be generalized and reworded slightly. See above

**A1.0F3. Transcription of I/J, U/V [new rule; formerly 2.14E].** ALA is concerned about the deletion of the I/J U/V instructions in AACR2 2.14E. While these instructions may have been deleted on the grounds that they were inconsistent with the general rules of transcription, i.e., the principles of accuracy and representation, we note that it is AACR's practice of transcribing upper case as lower case (another inconsistency with literal transcription) that created a need for this rule in the first place.

According to formal typographic conventions — most typically seen in Latin but also used in other languages — capital V stands for both lowercase “u” and “v”. Capital I can also stand for lowercase “i” and “j”. This is not merely a problem for early printed resources, as the following examples demonstrate (using the transcription conventions in AACR2 2.14E). The title page I CLAVDIA WOMEN IN ANCIENT ROME. (New Haven : Yale University Art Gallery, 1996) would be transcribed *I, Claudia : women in ancient Rome*. Similarly, the title page HYGIVS FABVLAE (Munich : Saur, 2002) would be transcribed *Fabulae / Hyginus*.

The problem is that catalog users would not search for “I Claudia” by searching “I Clavdia” or “Fabulae” as “Fabvlae”, and the resulting bibliographic record would likely be less legible if literal transcription takes place.

We propose reinstating AACR2 Rule 2.14E as follows (and renumbering existing rules A1.OF3-F8):

**A1.OF3. Transcription of certain letters.** When the capital letters I, J, U, V, or VV are found in the source without regard to their vocalic or consonantal value, regularize them as follows:

- use v for consonants, e.g., vox, Victoria;
- use u for vowels, e.g., uva, Ursa Major;
- use w for consonantal VV, e.g., Windelia;

Transcribe “i” and “j” as they appear.

I, Claudia  
(*source of information reads: I CLAVDIA*)

Fabulae / Hyginus  
(*source of information reads: HYGIVS FABVLAE*)

*Optionally, for early printed resources, transcribe capitals that are to be converted to lowercase according to the lowercase usage of the text within the resource being described.*

**A1.2B1.** The early printed resource rules for the edition area were omitted from the draft of AACR3 Part I. Fuller transcription of the edition area is essential to the identification of early printed resources. We do not believe that the practices for early printed materials that ask the cataloger to record more than what is called for in the general rule is incompatible with the general rule. We suggest the following:

**A1.2B1.** [No changes to the rule as it stands, except add, after the examples and before “For instructions on recording edition statements for resources issued in successive parts ...”:]

*Optionally, for early printed resources, transcribe an edition statement as it appears on the source of information, without abbreviating.*

The second edition

Cinquiesme édition, reueuë, corrigée, & augmentée

*Note:* AACR2 2.15A was confusing as written "In general," don't abbreviate, but "otherwise," abbreviate. We are not surprised that this was omitted from the draft of AACR3 Part I. By allowing abbreviation ("otherwise," whatever that means) in the edition area for early printed resources, AACR2 2.15A does not follow DCRM(B) practice. The proposed option for A1.2B1 has therefore been written to take DCRM(B) practice into account (i.e., no abbreviation).

**A1.4B3 (recording names as they appear).** Full and accurate transcription is essential to the identification of early printed resources with the bibliographic records that represent them. Much of AACR2 2.16 was omitted in the draft of Part I. However, it is essential to give some guidance in AACR3 for the transcription of this area for early printed resources; further, we do not believe that the practice of recording more information for early printed materials is incompatible with the general AACR rules. The point of these options is that the "early printed resource" user of the catalog, at the least, needs to know if any place name has been omitted, or, preferably, needs to know which places are named on the item being recorded. This is the same point of the revisions (A1.4D2 & 4), for publisher statements, as listed above.

We propose the following rule:

**A1.4B3.** [No changes to the rule as it stands, except add, at the end:]

*Optionally, for early printed resources, fully record names of places, persons, or bodies as they appear on the source of information, without abbreviating, and including accompanying prepositions or prepositional phrases.*

A Paris : Chez Charles-Pierre Berton

London : Printed by Francis Clark for the author

[comment repeated under Template 11]

**A1.4C5 (home country of cataloging agency).** ALA strongly recommends that this rule be modified to transcribe only the first named place or any subsequently named place that is given prominence over the first. Specifically, we recommend deleting the third sentence:

If the first named place and any place given prominence are not in the home country of the cataloging agency, record also the first of any subsequently names place that is in the home country.

The examples should be adjusted accordingly. An option could be added to this rule to include other places named on the source "if considered to be important."

To accommodate the needs of cataloging early printed resources, ALA also proposes the following addition to this rule.

**A1.4C5.** [No changes to the rule as it stands, except add, at the end:]

*Optionally, for **early printed resources**, record places of publication beyond the first in the order in which they appear, whether or not they are given prominence. If second or subsequent places are omitted, add [etc.].*

Franckfurt ; und Leipzig  
or Franckfurt [etc.]

[comment repeated under Template 11]

**A1.4F1 (record the date).** ALA proposes the following addition. See full discussion above, at A1.4B3. This practice is faithful to transcription and allows (by bracketing the Arabic version) reliable field keyword searching for year. The second paragraph of this revision proposal actually should apply generally to all materials. [see discussion in Template 11]

**A1.4F1.** [No changes to the rule as it stands, except add, before the line “For instructions on recording dates for resources in an unpublished form ...”:]

*Optionally, for **early printed resources**, record the date of publication or printing, including the day and month, as it appears on the source of information. Add, if appropriate, the day and/or month in modern terms, in brackets. Retain roman numerals. If retaining roman numerals, add, in brackets, the year in arabic numerals.*

..., anno Domini MDCXIV [1614]

..., iv Ian 1497

..., xii Kal. Sept. [21 Aug.] MCCCCLXXIII [1473]

When the year of publication is based on a calendar in which the year does not begin on January 1, and the publication is known to have been published in the following year according to the modern calendar, supply the later year in square brackets.

..., iii Mar. 1483 [i.e. 1484]

[comment repeated under Template 11]

## 9. Sources of information

### Comments on the generalization and reworking of rules on sources of information (A1.0A):

**A1.0A. Sources of information.** ALA considers the generalization of rules for source of information unsuccessful. Since selection of sources of information is largely dependent on the physical particulars of the resource being cataloged, ALA recommends moving these rules to supplemental chapters in C or otherwise re-orienting the rules to types of content, medium, and issuance.

ALA notes that the draft rules of sources of information in A1.0A adversely affect transcription and bracketing practices for many types of resources. Serials, cartographic materials, and unpublished resources are among those affected. The chief question that needs to be addressed is how to match the value of bracketing information, which varies depending on type of content, medium and issuance, to the generalization of rules on sources of information.

**A1.0A1. Focus of the description.** ALA notes that subordinating the rules for the focus of the description under rules for sources of information entangles distinct steps in decision making for cataloging. Determining what one is describing (see ALA comments on focus of description) is best done before considering what sources of information from which to record data for the title and statement of responsibility area, the edition area, and the publication, distribution, etc. area. ALA recommends separating the rules for the focus of description from the rules for sources of information. This may involve merging the section of the introduction on the focus of description with portions of rule A1.0A1.

**A1.0A2. Choice of chief source of information.** ALA considers the generalized preference for the formally presented, most complete, prominent source unworkable. It will not fit well with established practices and seems likely to have many unintended and undesirable consequences for catalogers and users of the catalog. ALA recommends using prescribed hierarchies or orders for sources of information that are tied to type of content, medium or issuance. A table of source hierarchies at A1.0A2 may be used to relate preferred orders for sources of information to types of content, medium, and issuance.

ALA finds the preferred order (i-vii) overly book-centric. **Note:** ALA has recommended aligning order of preference to type of content, medium, or issuance.

ALA finds the distinction between "unitary" and "collective" sources confusing in the context of a general rule on sources. In the suggested source of information hierarchies for particular types of resource, clear and specific rules regarding "collective" sources are required.

**Footnote 3 (p. A1-7).** ALA notes the need for revision to specify and clarify the scope of the footnote and to revise the conditions under which it would be invoked.

**A1.0A5. Prescribed sources of information.** ALA notes that the restriction of the prescribed sources for areas 1 and 2 to the chief source and for area 4 to the chief source and other preliminaries will require much more frequent and unhelpful use of brackets. ALA recommends that prescribed sources be tailored to types of content, medium, and issuance.

**A1.0G. Resources without a collective title.** ALA notes that this rule would be better as part of rules on deciding what to describe and related to the rules on the focus of the description.

ALA also notes that applying this rule to unpublished collections is problematic and at odds with archival descriptive standards.

## 10. General material designation

Comments on the revision of rules on general material designation and the terms used as GMDs (A1.1C):

### General comments:

ALA strongly supports the inclusion of GMDs in AACR3 and supports the idea of specifying content and medium. The GMDs should be repeatable, and should include separate multiple content and carrier terms as appropriate to the resource, with a goal of providing faceted genre access to resources being described. This information as currently provided in online catalogs — which contain records for many different types of media — has proven to be quite helpful to library users.

ALA recommends that GMDs should be placed independent of any area in the bibliographic record, rather than being part of any one area, since the GMD refers to the resource as a whole. Each GMD term should be defined in the glossary, and the terms in each list should be mutually exclusive — that is, terms in one list should not appear in the other list.

The order of GMDs — whether content term should come first or medium term should come first — was discussed by ALA but no consensus was reached: one group of catalogers opted for content first, since that is a user's first concern, while another group perceived that having a medium term first corresponds more closely to normal English-language usage.

ALA sees a problem with seemingly synonymous terms ("sound" and "audio") being listed one in the content list and one in the medium list, and with what users will perceive as being content terms given as medium terms (e.g., "graphic). Users will not understand these uses of the words.

The scope of each term in the lists should be clear, so that the cataloger is not in doubt which term(s) apply and so that the user is not confused by ambiguous terminology.

ALA recommends the addition of rules to guide the cataloger in deciding when to use one or both types of terms (content; medium), and there should consistency of when a content term and a medium term are used.

### Comments on specific GMD terms:

- **Analog/Digital.** The term "analog" should be added to the medium list, since that physical concept is missing. If this term is not added, then the assumption is being made that all resources are analog unless they are digital; this is an assumption that general users probably don't know. There is support for using "digital" rather than "electronic."
- **Audio/Music/Sound.** General users are not going to understand what the glossary tells catalogers is meant by these terms. Both for the sake of our users and for the sake of speedier and more accurate cataloging, the terms

should have the same meaning in the catalog record as they have in general usage; so for example, "audio" should be a content term, and "music" should be "musical notation."

- **Braille/tactile.** The addition of a qualifier for materials for the visually impaired ((large print), (tactile), and (braille)) has been deleted from this rule and moved to the technical details area (A1.5C2). This does not seem like a change that will make these materials easier for users to identify and retrieve in catalogs.
- **Choreography.** We suggest replacing this term with "choreographic notation."
- **Data/Software.** The meaning of "data" in the content column is unclear; there should be a definition of this in the glossary. The distinction between programs and data for digital resources is a useful one that appears in AACR2R and should be restored to AACR3. Does "data" mean "digital data"? Or possibly "digital statistical data"?
- **Film/Video/Projected.** "Film" should be either deleted and replaced with another term, or supplied with an adjective that would state clearly what is meant. "Film" is a very broad term that in general usage means all types of film, not just movie film; and as far as that goes, some movie film is created by video cameras. Therefore the GMDs of "film" and "video" will be confusing to users of catalogs. The term "moving image" is technically correct but is not exactly consistent with the principle of common usage. Also, "film" is a "projected" medium.

A sound item to be played as an integral part of a motion picture has previously been considered to be a motion picture. The AACR2 rule (7.1C2) relates to GMD but AACR3 refers to the supplementary rules for audio material (which refer you to moving images, under C5.0A). There is no mention of this situation in A1.1C1 on GMDs, so it is unclear whether catalogers will understand the reference at C5.0A to know which GMD to use.
- **Graphic.** This term needs to be either deleted and replaced with another term, or supplied with an adjective. Some possibilities are: visual material; visual resource; visual; graphic image; still image.
- **Micrographic.** Why not use "microform" instead of "micrographic", which would limit these resources to graphic materials?
- **Mixed Content/Multimedia.** The predominant opinion within ALA is that the concept of "mixed content" should be retained in the content column for practical reasons and for efficiency of cataloging, and the term "multimedia" be retained in the medium column; there was a minority view that multimedia and mixed content should not be included, since they are meaningless terms for retrieval. It would be better to record multiple terms from either column, when necessary. It is not obvious how this can be applied consistently, and again the difference between content versus medium here is not at all clear. "Mixed content" and "multimedia" appear to be equivalent.

- **Realia.** This term has disappeared and should be added. "Object" is a possible alternative term.
- **Text/Print.** The differentiation between these two is important. "Text" is a content term; "print" is a media term that refers to a resource that has gone through a printing press.
- **Three-dimensional.** "Three-dimensional" is not an indicator of content; it is a medium.

**Comments relating to specific rules:**

**A1.1C3.** For a printed map reproduced on a slide, would a cataloger use "[cartographic resource : projected]" or just "[projected]"?

**A1.1C4.** "If a resource with a collective title contains component parts falling into two or more categories in the content list, or two or more categories in the medium list, prefer to choose a predominant component part of the resource whenever possible. Record mixed content or multimedia only in cases when a predominant type of content or media component cannot be identified."

Early physical multimedia for use in schools still exists and for examples of that, such as "kits" or "multimedia" containing handouts for classroom students, slides and realia, it may be difficult in a relatively smaller subset of cases to choose a predominant specific content or media. Such cases require the use of "multimedia" or "mixed content" (or both, if necessary). More recent digital multimedia often clearly have a predominant genre or type of content, such as text, film or sound. There may continue to be some cases where the medium multimedia is warranted and needed; the use of other specific content and media should be encouraged over mixed content and multimedia whenever possible.

There is no notion of "predominant component part" in archival collection description. This is another example of why AACR3 could not be used in archival cataloging.

It would seem that almost all large Web sites would have the GMD "[mixed content : digital]." If this is the intention or unintended result of this rule, it should be clarified through explanation and the inclusion of at least one clear-cut example.

## 11. Publication, distribution, etc. area

Comments on the revision of rules pertaining to the publication, distribution, etc., area:

**A1.4A1. Sources of information.** The rules should explicitly state whether or not it is allowable to repeat data in area 4 that has already been recorded in other areas (usually area 1). Perhaps add as a new 2nd sentence: "Record information appropriate to this area even if it has been recorded elsewhere (e.g., in the title and statement of responsibility area)."

"Other preliminaries": this terminology is too book and print oriented. Shouldn't this just refer back to the list of preferences given in A1.0A2, which includes "other preliminaries" as one among a list of options?

The change from "from any other source prescribed for this area in the following chapters" (AACR2) to "from other preliminaries" (AACR3) will require much more information to be recorded in brackets. Is this intended? Excluding the colophon, will result in virtually always bracketing the place of publication and date of publication/distribution/etc. for contemporary Japanese monographs.

**A1.4B. General rule.** There is no statement "Consider all remote access electronic resources to be published" present in AACR3, as there was in AACR2 9.4B2 [and ISBD(ER)] . If this is unintentional, it should be included. If it is intentional it will likely open up difficulties in determining whether resources on the Internet are published or unpublished. In that case, further guidelines should be given in the rules.

**A1.4B3 (recording names as they appear).** Full and accurate transcription is essential to the identification of early printed resources with the bibliographic records that represent them. Much of AACR2 2.16 was omitted in the draft of Part I. However, it is essential to give some guidance in AACR3 for the transcription of this area for early printed resources; further, we do not believe that the practice of recording more information for early printed materials is incompatible with the general AACR rules. The point of these options is that the "early printed resource" user of the catalog, at the least, needs to know if any place name has been omitted, or, preferably, needs to know which places are named on the item being recorded. This is the same point of the revisions (**A1.4D2 & 4**), for publisher statements, as listed above.

We propose the following rule:

**A1.4B3.** [No changes to the rule as it stands, except add, at the end:]

*Optionally, for early printed resources, fully record names of places, persons, or bodies as they appear on the source of information, without abbreviating, and including accompanying prepositions or prepositional phrases.*

A Paris : Chez Charles-Pierre Berton

London : Printed by Francis Clark for the author

[comment repeated under Template 8]

**A1.4C5 (home country of cataloging agency).** ALA strongly recommends that this rule be modified to transcribe only the first named place or any subsequently named place that is given prominence over the first. Specifically, we recommend deleting the third sentence:

If the first named place and any place given prominence are not in the home country of the cataloging agency, record also the first of any subsequently named place that is in the home country.

The examples should be adjusted accordingly. An option could be added to this rule to include other places named on the source "if considered to be important."

To accommodate the needs of cataloging early printed resources, ALA also proposes the following addition to this rule.

**A1.4C5.** [No changes to the rule as it stands, except add, at the end:]

*Optionally, for early printed resources, record places of publication beyond the first in the order in which they appear, whether or not they are given prominence. If second or subsequent places are omitted, add [etc.].*

Franckfurt ; und Leipzig  
or Franckfurt [etc.]

[comment repeated under Template 8]

**A1.4C6 (supplying place of publication).** Rules such as A1.4C3 and A1.4C6 direct catalogers to supply English forms of place names for places of publication. However, assuming that the instruction in AACR2 0.12 is kept in AACR3 (cataloging agencies are to use the language of their preference in parts of catalog record that are not transcribed), then it seems that other libraries that don't use English would supply these terms in their language of cataloging, NOT English. ALA suggests adding an option to this rule that would allow the cataloger to supply the place of publication in the same language and script as the name of the publisher.

**A1.4C7.** We recommend that the last sentence of the rule, which is optional to begin with, be removed.

**A1.4D1.** It is unclear what the "see" reference at the end of the option for early printed resources in this rule refers to — if it refers to "A1.4D", as it stands, it is referring to itself (since A1.4D1 is part of A1.4D).

**A1.4D2 (record the publisher name in shortest understandable form).** The first sentence of this rule is highly unrealistic. For many cataloging situations, it is unclear how to even go about determining how a publisher "can be understood and identified internationally." Technologically, there is no need to limit the length of each field in an online environment. We recommend transcribing the publisher, distributor, etc. as found. Such an approach supports the potential use of publisher-supplied data without further intervention by the cataloger.

We recommend replacing the existing first sentence of this rule with the following:

Record the name of the publisher, distributor, etc in the form in which it appears on the source of information.

To support the cataloging of early printed resources, ALA alternatively proposes the following addition:

**A1.4D2.** *Optionally*, for early printed resources, fully record the name of the publisher, distributor, etc. If omissions are made, indicate them by the mark of omission.

Gedruckt in Hamburg : durch Georg Rebenlein

London : Imprinted by Robt. Barker and by the assigns of  
John Bill

We note, however, that if our suggestion for rewriting the first sentence of the rule is accepted, that this optional provision will not be necessary. [comment repeated under Template 11]

**A1.4D4 (two or more publishers).** We recommend deleting item d) of this rule, which deals with a subsequently named publisher, distributor, etc. in the home country of the cataloging agency. This provision discourages international sharing of records.

To support the cataloging of early printed resources, ALA proposes the following addition:

**A1.4D4.** *Optionally*, for early printed resources, record publishers, distributors, etc., beyond the first in the order in which they appear, whether or not they are given prominence or are in the home country of the cataloging agency. If second or subsequent publishers, distributors, etc., are omitted, add [*etc.*]. Separate parts of a complex statement only if they are presented separately in the item.

London : Printed for the author and sold by J. Parsons  
[etc.]

Paris : Ex officina Ascensiana : Impendio Joannis Parvi

We note that, if d) is deleted, the phrase "or are in the home country of the cataloging agency" will not be needed in the optional addition. [comment repeated under Template 8]

**A1.4D7 (unknown publisher).** Please see A1.4C6 for comments.

**A1.4F1 (record the date).** ALA proposes the following addition. See full discussion above, at A1.4B3. This practice is faithful to transcription and allows (by bracketing the Arabic version) reliable field keyword searching for year. The second paragraph of this revision proposal actually should apply generally to all materials. [see discussion in Template 11]

**A1.4F1.** [No changes to the rule as it stands, except add, before the line “For instructions on recording dates for resources in an unpublished form ...”:]

*Optionally, for **early printed resources**, record the date of publication or printing, including the day and month, as it appears on the source of information. Add, if appropriate, the day and/or month in modern terms, in brackets. Retain roman numerals. If retaining roman numerals, add, in brackets, the year in arabic numerals.*

... , anno Domini MDCXIV [1614]

... , iv Ian 1497

... , xii Kal. Sept. [21 Aug.] MCCCCLXXIII [1473]

When the year of publication is based on a calendar in which the year does not begin on January 1, and the publication is known to have been published in the following year according to the modern calendar, supply the later year in square brackets.

... , iii Mar. 1483 [i.e. 1484]

[comment repeated under Template 8]

**A1.4F2 (date on resource is incorrect).** The second sentence assumes that the cataloger will always know the correct date. There are times when the cataloger will know that the date as it appears is incorrect, but will not know the correct date. The rule should address this too. Perhaps reword this as: “If a date is known to be incorrect, add the correct date if known or an approximate correct date (see A1.4F7).”

**A1.4F7 (no date on resource).** What is the rationale for restricting the use of the “between ... and ...” technique for cases fewer than 20 years apart? There are many other situations where it would be very useful. For example, many early printed Japanese resources are known to be published some time during the mid-Tokugawa period (1688-1781). As long as the “between ... and ...” technique is limited to cases with fewer than 20 years apart, such publications will continue to receive [1---] as a date, which is not at all helpful. Furthermore, there is no provision for dates that span more than a century, which happens frequently to earlier printed resources. If ranges of dates are not expanded for all materials, we recommend at least adding an option for earlier printed resources to the rule. [comment repeated under Template 8]

There is some confusion between A1.4F7 and the option given in A2.4F1/A3.4F1. For resources issued in successive parts and for integrating resources, there is a reference to Chapters A2 and A3 at A1.4F1, which seems to imply that these rules should be consulted INSTEAD of the following date-related rules in A1 (A1.4F2-A11.4F8). However, several reviewers attempted to apply A1.4F7 to multipart monographs and integrating resources. We recommend another reference at A1.4F7 to A2.4F1 and A3.4F1 to reinforce which rules should be consulted for these materials.

**A1.4G1, A1.4G4.** The optional instructions in these two rules are the same. We recommend that the condition in A1.4G4 be treated as a specific example of the general case in A1.4G1 (deleting A1.4G4):

*Optionally*, record the place, name of manufacturer, and/or date of manufacture if they appear on the source of information and differ from the place, name of publisher, distributor, etc., and date of publication, distribution, etc., and are considered to be important, e.g., for early printed resources, if the printer is named separately and can clearly be distinguished from the publisher or bookseller. [1.4G4, 2.16H]

London : Arts Council of Great Britain, 1976 (Twickenham : CTD Printers, 1974)

Harmondsworth : Penguin, 1949 (1963 printing)

Madrid : Real Academia de Bellas Artes de San Fernando, [1890] (Madrid : Tip. de las Huérfanos) [5.4G2]

London : H.M.S.O., 1976 (London : UDO (Litho)) [10.4G3]

[comment repeated under Template 8]

#### **Elimination of the use of "s.l." and "s.n." (A1.4C6, A1.4D7)**

ALA objects to the elimination of the use of "s.l." and "s.n." in Area 4 for several reasons, as explained below.

1. The ability to distinguish between something that is published vs. something that is unpublished is an important distinction in all cataloging, but particularly so for early resources, since so many resources of the period were, in fact, unpublished (e.g., medieval and renaissance codex manuscripts). This distinction is also important for legal materials. The presence of place and publisher, if only "[S.l. : s.n]" is one of the principal means of distinguishing a record for a published resource from that of an unpublished resource.
2. Simply leaving a data element blank will make it more difficult to identify a resource from its bibliographic description. It will be impossible to know for sure whether a cataloger omitted an element on purpose, or whether it was an oversight. This confusion may be exacerbated because this change is being proposed made at the same time that the special rules for unpublished materials are being moved into the general chapter.
3. It is much clearer to state that either one does not know a piece of information or that it is not applicable than to simply leave it out. Other metadata standards, such as the *RLG Descriptive Metadata Guidelines* and the *VRA's Cataloging Cultural Objects*, both discuss the importance of handling limited information about a work and conveying that to users of the catalog. CCO specifically recommends that a control value should be used when information is unavailable, such as "information unavailable", "unknown", or "not applicable."

A catalog user should be able to determine the following from a bibliographic description, whether:

- a. The resource is known to be published
- b. The resource is known to be unpublished
- c. The cataloger did not make a determination either way

If assumptions cannot be reliably made from the way that data is transcribed in Area 4, then some other mechanism is needed for reliably communicating this information to the catalog user. We note that such a mechanism would address one of the original reasons for removing the need to record "S.l : s.n" in the first place: the cataloger would not need to agonize about whether or not an item was published.

4. The new practice is inconsistent with the supplying with an approximate date in A1.4F7 under similarly uncertain circumstances [and we would see changes to A1.4F7 to not record an approximate date as undesirable].
5. The new practice fails in combination with area 4's prescribed syntax in some circumstances.

A1.4D4 still allows for recording multiple publishers, etc. These may be in different places. The syntax is, as before, to record them in sequential order, each following its respective place, with prescribed punctuation.

Suppose a resource carries two publishers' names but no place of publication and no place associated with either publisher's name. Suppose further you are certain the publishers are not in the same place and you can supply the place for the first publisher but cannot supply or conjecture the place or a country for the second. (An example of this situation might be co-publication by a research center at a university whose place you know and an international scholarly association in a different part of the world.) The publication, etc., statement per draft AACR3 A1.4C6 is as follows:

[Place of first publisher] : First Publisher's Name : Second Publisher's Name

in contrast with the AACR2 statement:

[Place of first publisher] : First Publisher's Name ; [s.l.] : Second Publisher's Name

The draft AACR3 statement has an ambiguity resulting from the last paragraph of A1.4C6: the same statement may represent (a) two publishers in the same place or (b) two publishers with place unknown for the second.

The following options may be considered as ways to address this ambiguity:

- Omit the second place per A1.4C6 and make a note: "Place of XYZ unknown." Rather than communicate information clearly to users, this approach prescribes an unclear statement and tries to compensate by means of a note. Users who stop before reaching the note may be misled.
- Generally do not record a place where one cannot be supplied or conjectured, except input "[s.l.]" (or other term, e.g., "[place unknown]") just in cases like this, i.e. to disambiguate subsequently named publisher with unknown place from subsequently named publisher in the same place. This is an ad hoc measure that only corrects a flaw in the rule, not preferred if the rules should be principled rather than arbitrary.
- Record any publisher with unknown place first in area 4, so that the syntactic problem and ambiguity are sidestepped. This is another ad hoc, unprincipled remedy. It also contradicts the basic instructions in A1.4D4.
- Change rules A1.4C5 and A1.4D4 to record only the first named place. Period. Place in area 4, if any, would pertain only to the first named publisher, etc. No place would be recorded if none could be conjectured for the first name

publisher, per A1.4C6. Area 4 would not record information about place(s) for subsequently named publishers, which might or might not be in the first named place. This would be a principled approach and a cataloging simplification. It would resolve the ambiguity technically, but that might be clear only for those with knowledge of how to "read" area 4. Some people would still "read" a statement with one place and multiple publishers as multiple publishers in the same place. Different user groups might also object to lost and/or confusing place information for some publishers.

- Abandon the current syntax of area 4 and adopt one that unambiguously identifies "place" and "publisher name" as data elements, and then leave the "place" slot blank (per A1.4C6) when a publisher's place cannot be conjectured. One example might entail a display with "Place" and "Publisher, etc." labels followed by input boxes for data. A "blank" box after "Place" would denote "place unknown." While appealing, this probably represents a greater departure from current standards than JSC is prepared to undertake now.

Any of these solutions seems to be more complicated than inputting "[s.l.]".

There is no comparable syntax problem for the draft AACR3 A1.4D7 instruction "do not record a name" when the name of the publisher, etc. is unknown. That element can be left out instead of inputting "s.n." without resulting ambiguity. JSC may prefer to keep the instructions for handling unknown place and unknown publisher's name parallel, but there is no obvious reason why this has to be the case.

**Alternative terms or solutions.** ALA discussed other solutions to this problem, such as using terms or abbreviations in English instead of Latin, or basing a solution on usage in the *Chicago Manual of Style*. However, no clear consensus was achieved concerning a preferred solution. Some ALA members opposed the introduction of English text or abbreviations on the grounds that this would be a barrier to the use of records in a non-English-language catalog. Others were inclined to accept the *Chicago Manual of Style* convention; one pointed out that English today is more an international language than Latin!

## 12. Technical description area

Comments on the scope, placement, and application of rules pertaining to technical description:

### General assessment of the area 5 draft

ALA finds the draft generally unsatisfactory, both as a way of giving instructions to catalogers and as a means of communicating information to users. One member described it as a step backwards.

For catalogers, the rules are much more difficult to use than the current rules. The draft seems to be straining towards an unnecessary consistency at a level where no consistent descriptive practices exist, rather than recognizing existing conventions used by catalogers to communicate with their users, not to mention existing ways in which resources describe themselves.

The difficulty is compounded by the fact that the basic rule for extent supports vastly different results ("*either* the number of physical units *or* the number of components *or both*"). While the examples consistently illustrate the application of both, it is highly unlikely that this is how the rules will most often be applied. However, it is impossible to evaluate the actual application of all of the rules for technical description until implementation decisions have been made several years from now.

This exercise has demonstrated that the current rules in AACR2 are a wild mixture of descriptive conventions covering content, carrier, component, presentation units, and various aggregations. The next step — which we feel is necessary — is to recognize that, in most cases, this mixture of descriptive conventions is justified by user familiarity, bibliographic conventions, and the language of producers and users alike.

ALA would like JSC to consider developing an alternative organization for this area that would recognize the almost total lack of consistent general rules and would look for a balance between the common usage of our users and the conventional descriptive language developed by catalogers. Although we have not been able to agree on an alternative proposal, we suggest that a return to the unitary structure of the current SMDs (abandoning the distinction between physical units and components) is a necessary first step. Whether it is possible to fit the current SMDs into the proposed outline of chapters in Section C is less clear. On the other hand, the point would be moot if ALA's recommendation to organize all the rules into a single sequence were to be adopted. In such a case, the only requirement would be that each rule for technical description clearly state its scope of application.

*N.B.* Although the above suggests a direction of development completely different from that in the draft, we will comment on the details of the draft. Such comments should not be taken as indicating acceptance of the rules in question, but rather represent our effort to make the best of the text in front of us.

## Other General Comments

- 1. Content vs. carrier.** The draft of AACR3 has further confused the content/carrier issue. While the name of the area now recognizes that the area includes many provisions relating to content, these are not explicitly identified. The primacy of carrier in the extent statement (A1.5B1) is not even real, because (as noted elsewhere) "physical unit" is not an accurate characterization of what is recorded and because the "options" at A1.5B do not require that it be included. Furthermore, in some cases, important content information is treated as description of components and subordinated to much less significant information about the carrier (see comments on cartographic materials and notated music below).

ALA is convinced that it is impossible to separate content and carrier aspects of the technical description in a meaningful way. We prefer to base the rules on the experience of catalogers working with specific user communities and identifying meaningful ways of identifying what those users consider the significant technical aspects of any type of material. To a great extent, the current rules in AACR2 reflect such experience.

- 2. Cartographic materials in the technical description and notes:**

Cartographic materials (particularly sheet maps) are different from most (if not all) other types of material because for the past 60 years the focus or object of the description has not been the physical item (the sheet) but the map or maps included on the sheet. Generally each map has a title, but the sheet does not. The cataloger identifies the primary map(s) and gives their title(s) in area 1. Other contents of the sheet, including maps considered to be "ancillary" (this is the term used in *Cartographic Materials*) are described in a note. This approach is taken because users don't care about the sheet but rather the map, particularly the size and scale; users can infer the amount of detail present on the map from that information.

Another 60-year old practice is to omit from the description aspects that are expected or typical, such as the presence of a legend. This practice applied to the physical description, so that no mention was made that the map was on a single sheet.

This overall approach to describing cartographic materials ripples through the description.

Area 3 includes the scale(s) and coordinates only for the primary map(s); such information about ancillary maps is given in a note.

Area 5 includes the number of primary maps, which may not be all maps present, and the number of sheets(s) is included only when the number of maps and sheets are not the same. If this is reversed, as it is in the AACR3 draft, giving the carrier and then the content, area 5 doesn't match the rest of the description. What is a cataloger to do if there is one primary map and 4 ancillary maps, each having its own title listed in a contents note? Should this be described as "1 sheet (1 map)" or "1 sheet (5 maps)"?

Other technical details concerning the contents of a map are also limited to the primary map(s) — except for a contents note. If the primary maps are not colored and the ancillary map(s) are colored, the technical description should *not* include "col." If the sheet has illustrations, "ill." would not be included in the technical description, but might be included in a contents note.

Regarding dimensions, unlike a book's height, which indicates the shelf height needed, the size of the sheet map generally has no impact on storage, as sheets are easily folded and/or trimmed to fit into available drawers. The practice of trimming map sheets, if there is blank paper or, if by trimming, the number of folds is reduced, is quite common. This makes the sheet size immaterial and inconsistent for copies of a manifestation. The current rules for measuring sheet maps measure the dimensions of the primary map(s) — whether on one or more sheets and regardless of the presence of ancillary maps — and, in some cases, the dimensions of the sheet. Giving the carrier first in the extent statement will require that the rules for recording dimensions be rewritten. When only one set of dimensions is given, a user would infer (from the extent statement) that it is the measurement of the carrier and not the map. When the rules call for dimensions for both the sheet and the map, they are given in reverse order according to the draft rules: a resource described as "4 sheets (1 map)" would describe the dimensions of the map followed by the dimensions of the sheets — which would likely be misinterpreted.

This problem is made even more complicated by the fact that A1.5B1 allows description of either physical unit (sheet) or component (map) or both. Depending on which choice is made in a given case, the appropriate rules for recording dimensions will be different.

Finally, area 7 would also be impacted by this approach to describing maps, because information about ancillary maps is given in area 7, not in area 5.

A general description of the choice of the focus/object of the description for cartographic materials (maps in particular) is needed as background for the specific rules. However, it is not sufficient. As indicated above, the different areas and elements of the description are interrelated in complex ways that need to be made explicit in the rules.

3. **Notated music in the technical description:** Similar considerations apply to music in notated form. Users are generally more interested in the content of these resources than the medium. It is critical to know whether the resource is for a libretto or a vocal score of a particular opera. The fact that these are bound volumes is definitely a secondary characteristic.

Describing a score issued with parts in terms of volumes may also introduce inconsistencies in description. A typical piano quintet score and part set is sold with an outer folder that contains the score and four loose parts. Normally, music libraries create a single binding to house all five pieces, circulating the item as a unit. The AACR3 rule emphasizes precisely the aspect most likely to be changed by local decisions (the number of physical units) and gives less emphasis to the aspect that will be the same (the number of scores and/or parts).

Furthermore, the choices offered by AACR3 rule A1.5B make it difficult to describe typical musical manifestations in a meaningful way. If both physical units and components are given, and the description is of the item as issued, the extent statement "1 v. (1 score, 27 p.) + 4 v. (4 parts)" is misleading when bound in a single volume. On the other hand, if only the components are given, the statement "1 score" is misleading when that score consists of more than one volume. Finally, if *only* the physical unit is given ("4 v."), the user is offered no useful information about the *musical* nature of the resource.

4. **Multimedia resources.** AACR3 does not yet pay sufficient attention to mixed/hybrid resources. The rules need to cover not only mixed media (separate parts in different media) but also mixed content (different forms of expression on

a single type of medium). AACR3 has recognized that Area 5 deals with much more than physical characteristics, so it is not adequate to describe the single medium in Area 5 and the mixed content elsewhere. There are a variety of elements relating to the mode of expression in both the extent and the other technical details, and those elements should be used for mixed content whenever feasible. What needs to be decided is how much complexity can be accommodated within a technical description — and how — and what should be done when that level of complexity is exceeded.

5. **Generality of rules in AACR3 chapter A1.** ALA agrees that there needs to be something in chapter A1 from which to refer to the rules in the supplementary chapters. However, there are cases in which the rule in chapter A1 repeats too much of the instruction, and the reference to the supplementary chapter gets lost in the verbiage. Particularly when the rule is applicable only to one media category, the rule should be stated in the supplementary chapter and the rule in chapter A1 should serve primarily to contain the reference. Rules A1.5C11–A1.5C13 in the draft are cases in which no general rule should be stated, just the reference. There should be no confusion about whether to follow A1 or the supplementary rule.

## 6. Terminology

- **Technical description.** Many ALA reviewers found the term “technical description” problematic. Although the term does acknowledge that the area deals with many features that cannot be characterized as physical, it also seems to suggest that this is something other than the description of a manifestation.
- **Component.** As indicated by the definition, this term encompasses a variety of disparate concepts. If the distinction between physical unit and component is retained (which ALA argues against), consideration should be given to simplifying the concept and clarifying the terminology used.

### **General rules on technical description (A1.5A) [added by ALA]**

**A1.5A1. Application.** See General recommendations and comments on the technical description of digital media above.

**A1.5A3. Manifestations available in different formats.** There are instances of the term *resource* and a Group 1 entity term used in the same rule. A cataloger may, for example, be led to believe that the terms *resource* and *manifestation* are synonymous. As a general comment, we believe that catalogers who have worked to understand the FRBR model may spend a lot of time unnecessarily puzzling over which FRBR term they should mentally substitute for the word *resource*. An example of the two types of terminology in the same rule may be seen in the example below (emphasis added):

**1.5A3** If an **item** is available in different formats (e.g., as text and microfilm; as sound disc and sound tape reel), give the physical description of the format in hand. **[AACR2]**

**A1.5A3** If **manifestations** of a work are available in different formats (e.g., as printed text and microfilm; as sound disc and sound tape reel), record the technical description of the **resource** being described. **[AACR3]**

**Suggested solution for A1.5A3.** Per the above, change one of the terms to the other:

- Use *resource* for both terms if the general notion of object is meant,
- or use *manifestation* for both terms, if a manifestation is meant.
- Alternatively, if something more complex is meant, then the complexity would best be made clear to the cataloger through the introduction and glossary.

In the case of A1.5A3 as the instruction specifically addresses “Manifestations available in different formats,” the correct solution for this particular rule is to use *manifestation* for both terms.

The draft contains numerous examples of this problem. Given time constraints, the TF has neither noted them rule-by-rule in this report nor discussed solutions that may vary depending upon each situation. The TF understands the need to make further amendments as editorial work continues.

#### **A1.5A6. Punctuation**

- There are many uses of commas in the technical description in addition to that mentioned in the 4th instruction. We see no benefit from treating one use of the comma as prescribed punctuation.
- There are many uses of parentheses in the technical description in addition to the one relating to ancillary material in the final punctuation rule. We don't believe that any of them are treated as prescribed punctuation in ISBD(G).

#### **General rules on extent (A1.5B)**

**A1.5B.** The basic rule for extent is the source of many problems.

First, it contains what might be called “hidden options.” The instruction to specify the number of physical units *or* the number of components *or both* is in fact an option that allows three equally valid applications of these rules. ALA strongly recommends that any options should be explicitly identified as such.

Second, these are *important* options. For the sake of the consistency of the records contributed to shared databases, it is very likely that high-level (national or international) application decisions are appropriate. Before such decisions can be promulgated, it is difficult to judge the true impact of these rules.

Third, these options have a ripple throughout the rules for technical description. Statements of other technical details and (particularly) the way dimensions are recorded depend on whether the extent consists of only the physical unit, only the component, or both. If this distinction is retained (and ALA has strongly argued against this), many rules dealing with the effects of the choices made in applying this rule will need to be added to other parts of AX.5.

Fourth, an implication of rule A1.5B is that there are three equally valid ways on formulating any extent statement. This means that the examples either need to be limited to one choice (which is not helpful) or need to give all three choices for each example (which would take up a lot of space) or need to identify in an editorial comment which choice has made in the case of each example.

For all these reasons, we believe that this rule is too flexible, as well as being too complex (as we argued elsewhere). Both the rules and the resulting descriptions need to be clear and consistent. This conclusion strengthens ALA's preference that AACR3 should specify single SMD terms (with the option to use terms in common usage).

### **A1.5B1 and A1.5B2 and Tables 1 and 2**

- This section, as well as the accompanying Tables, is very cumbersome and complex. Given the complexity, it appears that perhaps this section does not lend itself to the general rule. Tables 1 and 2 are too difficult to decipher. The rules for extent for different types of media, with all their options, are much too complex to be reduced to tables. A cataloger cannot apply the tables without consulting the rules themselves, and the presence of the tables conceals that fact.
- These rules do not admit the possibility of recording the units without a number; therefore, rule A2.5B1 and A3.5B1 contradict the general rule. Furthermore, the general rules would require giving a number for simultaneously issued multipart monographs (because these are outside the scope of chapter A2), even if the cataloger does not have all the parts and/or does not know the number of parts. We are suggesting elsewhere that chapters A2 and A3 might be merged into chapter A1; if this is not done, then something needs to be added to A1.5B1 to cover this case.

### **Comments on specific medium and content terms used or not used in tables 1 and 2**

**3-Dimensional.** In this column, there are several content terms (e.g., art original, art preproduction, diorama, exhibit, game, globe). Cartographic models and globes are also three-dimensional.

**Art original, art print, art reproduction vs. the terms art work, sculpture, painting, drawing.** These terms do not come close to providing terms appropriate for art works. "Art original," "art print," and "art reproduction" are so vague as to be useless, and do not reflect any recognized usage. Missing terms are "sculpture," "painting," and "drawing" (as opposed to "technical drawing"). Table 1 provides no term appropriate for use to describe a painting; paintings should not be described in terms of sheets, but in terms of canvas, panel, etc. Nor is "sheet" commonly used to describe photographs.

**Braille cassette.** If this is simply a cassette containing text in braille, then it is neither a physical unit nor a component; it needs to be confirmed that the phrase identifies a distinct physical medium.

**Broadside.** This should be a component, not a physical unit.

**File(s).** Note that the table does not cover terms commonly used in describing remote-access digital resources under the option at C7.5B1.

**Micrographic.** As noted elsewhere, ALA prefers “microform” to “micrographic.”

**Pages/leaves of music.** Table 2 lacks an entry under “print and graphic” for “p. of music” and “leaves of music,” which are specified in rule C1.5B2.2.

**Pamphlet and sheet for musical notation.** Is the intention of these rules to extend the use of the terms “pamphlet” and “sheet” to resources with musical notation? A typical score and part could be “1 pamphlet (1 score, 27 p.) + 1 sheet (1 part)”. This is not a happy result.

**Part.** “Part” is a medium for print and graphic, which includes scores (Music), but a component for Music. There is no way this does not confuse both catalogers and users.

Table 1 and Table 2 have differing uses of the word “part,” with both meanings defined in the Glossary. While the glossary definitions aren’t new to AACR3, the use of “part” as a SMD for non-music material appears to be new. How do we prevent user confusion with the differing uses of this term?

**Projected graphic, film, video.** Why does the Cartographic column contain “frame, double frame, pair of frames, overlay”? It should either be N/A or be the same list as appears under Print, Micrographic, Tactile, and Video.

**Score.** The fact that the score examples require another section within the parentheses shows that 1 v. (354 p.) and 1 v. (1 vocal score) are not equivalent. The vocal score then also needs 354 p. to make its description complete. To do this, the cataloger must consult a whole different section of AACR3.

**Scroll.** Consider adding “scroll” as an SMD. There are many scrolls in East Asian resources collections.

**Sheet.** Table 1 and Table 2 have differing definitions of “sheet” in their respective footnotes. This is very confusing. The footnote in Table 2 does not appear to be supported by the Glossary definition of “sheet.”

**Sheet as a component for flip charts.** “Flip chart” should be considered a component; the physical unit should be either sheet or volume.

**Sound disc cartridge.** Consider adding the term “sound disc cartridge” to Table 1 under “Recorded sound.” The term is used for “digitally encoded discs permanently encased in a cartridge (magneto optical disks, MiniDiscs, etc.)”

**Tactile.** Tactile is best treated as an aspect of a resource, not the resource itself. There are in fact no rules in C3.5B. The supplementary rules for tactile materials deal with the addition of qualifying information and other technical details.

#### **A1.5B1 (and A2.5B1). Number of physical units**

- The terms in Table 1 are not properly characterized as physical units. If they were, there would be a single term for disc or cassette and the nature of the infixion would be described elsewhere. What X.5B1 more properly covers is media units as that term is used in the organization of Section C; the terms combine aspects of physical carrier and storage medium with mode of expression, thus justifying separate terms for sound cassette, film cassette, videocassette, and computer tape cassette.

Although it might be possible to limit the SMD to physical units, our experience with the Area 5 prototype last fall suggests that this would most likely be a large step backwards. If the distinction between physical units and components is retained (which ALA has recommended against), a different term needs to be used to characterize the former.

- The instruction in the second and third paragraphs is identical and the condition in the third paragraph seems to be a specific instance of the condition in the second. We suggest combining the paragraphs:

If none of the terms listed in Table 1 is appropriate, e.g., when new physical carriers are developed, record the specific name of the physical carrier as concisely as possible.

**[include both sets of examples]**

- **Physical vs. bibliographic units.** It is not clear whether the units in question should be interpreted as physical or bibliographic units. See our discussion of this issue in relation to the term "volume" in Template #15 (Glossary). [Comment repeated under Template 5]

**A1.5B2. Number of components.** From this rule forward, the examples become either ambiguous or distressingly complex. Given that it is equally valid to give the number of physical units, the number of components, or both, there are three valid versions of each example. If this situation persists in future drafts, it will be necessary either to include three versions of each example or to label each example.

Instruction should be provided on how to handle the situation where it is not clear from the item in hand how many physical units the manifestation was originally published/released in.

**A1.5B3. Playing time.** U.S. practice, through the Music Cataloging Decision for AACR2 6.5B2 is to "give the total duration in the physical description area if the recording contains only one work (as defined in Appendix D, 'Musical work' (1)), regardless of the number of physical units (e.g., discs) in the recording." This practice is actually supported by the instructions in B6.7B21 to add the duration of the individual pieces (unless the AACR concept is to record durations in two places: the overall duration in Area 5 and the specific durations in the contents note). This needs to be clarified.

The rule should give instructions dealing with a stated playing time that is known to be incorrect.

**A1.5B4. Component parts.** This rule was deemed not applicable for most cartographic resources during the revision of chapter 3.

If the example "on sheet 3 of 4 sheets" is part of a description focusing on a map, it would be more informative to give the extent of the component preceding the location among the physical units: e.g., 1 map on sheet 3 of 4 sheets.

**A1.5B5. Assembled collections.** Since not all materials that may come under this rule are filed on shelves, revise A1.5B5 to substitute "storage space" for "shelf space" once in each paragraph.

In footnote 1, the term "item" is used in its traditional archival sense, which happens to correspond roughly to the FRBR definition because it applies to a

unique exemplar. We question whether "resource" is the appropriate term to use in this definition, because the resource that is the focus of the description in this case is the assembled collection, *not* the item(s).

[Comment repeated under Template 7]

### **General rules on other technical details (A1.5C)**

**A1.5C1.** ALA would prefer a simple instruction to give the details in the order of the following rules, as is done in other rules, rather than giving a list.

There is also a problem with the order of details given in this rule. AACR2 specifies a sequence in some chapters (see the accompanying table). The draft rule differs from these in the following cases.

- In the case of computer files, AACR2 gives sound before colour.
- In the case of motion pictures and videorecordings, AACR2 gives sound before colour and aspect ratio before both.
- In the case of cartographic materials, AACR2 illustrative matter and colour before medium, etc.

ALA feels that the AACR2 sequence should be changed as little as possible because of implementation and training concerns. The benefits of the change do not seem to outweigh the need for catalogers to learn new conventions and the resulting inconsistency of data in cataloging records.

That said, the sequences prescribed in different chapters in AACR2 are not completely compatible. If we adopt that currently prescribed for cartographic materials, it would mean changing that for manuscripts, graphics, and realia. There doesn't seem to be any way of preserving the sequence for motion pictures and video recordings. However, we still prefer to adopt the sequence for cartographic materials in AACR2 because of the relative number of existing cartographic materials records and the strong emphasis on the order of details both in AACR2 chapter 3 and in Cartographic Materials.

Therefore we suggest the following sequence for A1.7C1:

- special format characteristics
- layout
- production method
- polarity
- sound characteristics
- illustrative matter
- colour
- medium
- physical material
- mounting
- projection characteristics
- other digital characteristics

## Sequence of other technical details in the AACR3 draft and in AACR2

	AACR2	Chap. 2	Chap. 3	Chap. 4	Chap. 5	Chap. 6	Chap. 7	Chap. 8	Chap. 9	Chap. 10	Chap. 11
A1.5C1	AACR3										
	special format characteristics										
	layout		1								
	production method		2								
	polarity										1
	medium		5					1			
	physical material		6	1						1	
	mounting		7								
	illustrative matter	1	3	2	1						2
	colour		4				3	2	2	2	3
	sound characteristics					C5.5C11	2		1		
	projection characteristics						C6.5C12				
	other digital characteristics								3		
C5.5C11.1	type of recording					1					
C5.5C11.2	playing speed (C5.5C11.2)					2					
C5.5C11.3	groove characteristics (analog discs)					3					
C5.5C11.4	track configuration (sound track films)					4					
C5.5C11.5	number of tracks (tapes)					5					
C5.5C11.6	number of sound channels					6					
C5.5C11.7	recording and reproduction characteristics					7					
C6.5C12.1	aspect ratio and special characteristics (motion pictures)							1			
C6.5C12.2	projection speed							4			

Elizabeth Mangan  
2/1/2005

These changes will not only be consistent with the current rule for cartographic material, but will also restore the current rule for computer files and will be closer to the current rule for motion pictures and videorecordings. Implementing this change in AACR3 will require rearranging and renumbering rules in chapter A1 and Section C.

**A1.5C2. Special format characteristics.** ALA strongly reiterates its opposition to treating closed captioning as a special format characteristic. The analogy to braille and large print is false; they are characteristics that present themselves to all users of the item, whereas closed captioning is an optional characteristic which will be used by a small percentage of users of that item and may require equipment that is not required by the majority of users of the item.

Furthermore, on DVDs, closed captioning is most often presented simply as one of an increasing number of playback options that need to be included in the description (but are too extensive to be given in the technical description). Closed captioning for videotapes typically required special equipment, was specifically designed for the hearing impaired, and often resulted in separate "editions." Captioning for DVDs, on the other hand, typically does not require special equipment, is not specifically designed for the hearing impaired (i.e., only the verbal content appears in the captions), and is a regular feature of all "editions."

We note that similar features for the visually impaired (special audio tracks describing the video) are not covered in A1.5C2. For all of these reasons, we prefer to describe such features (captions/subtitles, audio tracks, etc.) in notes.

We find the caption "Special format characteristics" to be uninformative. If the intent is to deal with accessibility features (features designed for persons with disabilities), then the rule needs to be expanded (as noted in the previous paragraph). If it is limited to its current contents, the caption might need to be a list, such as "Large print, braille, and tactile characteristics." Even this caption is more informative than the present one.

**A1.5C3. Layout.** The example including "back to back" is only explained in C1.5C3.1 which applies only to maps. Since it is in the general rules, it implies that it may be used for all materials and catalogers may use it when describing tete-beche printed materials. Is that the intent?

There is a reference to C1.5C3 for print and graphic media, but that rule covers only "maps" and "charts and flipcharts." The reference in A1.5C3 should be specific.

**A1.5C4. Production method.** Again there is a reference to C1.5C4 for print and graphic media, but that rule covers only manuscripts. The reference in A1.5C4 should be specific.

"Thermoform" appears in examples here but not in the instructions. Thus, AACR2 rules 2.5B22, 3.5B4, 5.5B3, etc., have been left out of this draft.

**A1.5C5. Polarity.** There is a discrepancy between A1.5C5, which instructs catalogers to record polarity (or generation, for film) information in the technical description and C6.7B13.1.d which instructs catalogers of film to record information on the form of print of a film (generation) in the notes area. *Archival Moving Image Materials: a Cataloging Manual*, 2nd ed., 2000 (AMIM), chapter 5, calls for this information to be included in the technical (physical) description, and this is what would be preferred here.

**A1.5C7. Physical material.** Without guidance that explains what type of material is typical for a type of manifestation, this rule will not be applied easily or consistently.

**A1.5C8. Mounting.** ALA is proposing a new rule B3.5C8. A reference "for cartographic resources" to that rule should be added here.

**A1.5C9. Illustrative matter.** This rule is an example of perhaps being too general. Although not stated, we assume that this would not apply to types of material that are inherently image based, such cartographic, graphic, and moving image resources. This may be better situated in Section B.

Specifically, for non-atlas cartographic resources, this information is recorded in a note. Add a reference to B3.7B21 for recording illustrative matter for sheet maps.

It is logically inconsistent that this rule precedes that for colour (A1.5C10), but that colored illustrations are still described as "col. ill."

What happens when one component part (such as a score) has illustrations, but the "accompanying material (a part) does not? Here's a real-life resource described using AACR2:

1 score (xi, 5 p.) : ill. (chiefly col.) + 2 parts ; 37 cm.

If the full extent statement is recorded for this resource, where do all the parentheses go? It's hard to believe that the following is a useful solution.

3 v. ((1 score, xi, 5 p.) : ill. (chiefly col.) + 2 parts) ; 37 cm.

**A1.5C9.2 (coloured illustrations).** Color is covered in A1.5C9.2 and A1.5C10. It would be nice if these rules were combined, but the concepts do not overlap neatly.

**A1.5C10. Colour.** ALA has proposed a new rule B3.5C10. The second sentence should be deleted, and a reference to rule B3.5C10 "for cartographic resources" be added. We believe that this is not a general rule, but is intended to apply only to cartographic materials.

**A1.5C11. Sound characteristics, paragraph 3.** It is not clear why this rule is optional. Rule C5.5C11 is not labelled as being optional. Or is this paragraph talking about resources that are not primarily audio media? If so, this is not clear.

**A1.5C11.1 (recording details pertaining to sound).** The placement of this rule does not follow the conventions in the rest of A1.5. The paragraph should be placed somewhere within A1.5C11; perhaps as the third paragraph. Furthermore, it is not worded in the standard fashion: "See also supplementary instructions on recording sound characteristics for audio media (C5.5C11)."

**A1.5C13. Other digital characteristics.** This rule provides the option of recording information about single vs. double sided material for digital resources, but there is no corresponding option for analog sound material (e.g. vinyl

records). And why are some digital characteristic notes here and others relegated to section C7?

*Note:* The CC:DA Task Force on Technical Description of Digital Media will be addressing aspects of this rule.

#### **General rules on dimensions (A1.5D)**

**A1.5D3. Multipart resources and assembled collections.** The final paragraph refers to a supplementary rule for “printed maps, etc.” but the scope of that rule (C1.5D3) is not limited to printed maps. Delete “printed” from A1.5D3. *Note:* We have not checked the draft thoroughly for differences in scope between rules and references, but this should be done at some point.

The see also reference at the bottom of the page should be a see, rather than see also. The supplementary rule is used instead of the general rule.

[Comment repeated under Template 7]

#### **General rules on ancillary material (A1.5E)**

**A1.5E. Ancillary material.** ALA disagrees with the renaming of this element from Accompanying material to Ancillary material. “Ancillary” indisputably denotes subordination; “accompanying” denotes simple association without the connotation of subordination. Although there are many things that we have considered to be “accompanying material” that are clearly subordinate to the main resource, there are also many things that we have considered to be “accompanying material” that are not subordinate (e.g., a children’s book and its audio book CD, a filmstrip or set of slides and its separate soundtrack on cassette, etc.) or are at least ambiguous in that regard (e.g., the score of a musical work that includes electronica and the prerecorded track of that electronica for performance, etc.). By retaining the term “accompanying,” we acknowledge that whole spectrum of possible accompaniment. Changing to “ancillary” misrepresents and mischaracterizes a wide range of such material.

**A1.5E1, 3rd paragraph.** It should be made clearer that the main item of a resource does not have to be a serial or an integrating resource to have ancillary material that is issued in successive parts.

**A1.5E4. Dependent supplements.** The term “Dependent supplements” in A1.5E4 is confusing. Without clarification about the significance of “dependent,” we feel that A1.5E4 is simply repeating A1.5E1 b) and should be deleted.

#### **Supplementary rules applicable to specific types of media (Section C) [added by ALA]**

**Recommendations and comments on the technical description of digital media.** In section 2 of the template, ALA recommended that the scope of the chapters in Section C be simplified, even if this meant that the scope of the chapters overlapped. We preferred that all applicable chapters be applied in describing a given resource, and that guidance be offered as to how to do this, particularly in the case of digital media. Although ALA has not had sufficient time to develop a detailed proposal, we offer the following comments and suggestions:

1. The rules for technical description in chapter C7 need to be broken down into separate instructions to deal with (a) direct access media containing

- data and programs, (b) direct access media containing content covered by other chapters in Section C, (c) remote access resources, (d) multimedia.
2. Extent for direct access resources containing data and programs: Rules in chapter C7 should be applied.
  3. Extent for other direct access resources: The extent statement should be formulated according to rules in the applicable chapter, e.g., C5.5B should be followed for digital audio media.
  4. Extent for remote access resources: Rules should be included giving instructions for formulating extent statements when the option to do so has been exercised. The instruction should recommend use of the term *file(s)* and other terminology specified in the relevant chapters.
  5. Other technical details: The rules should instruct the cataloger to record technical details as instructed in any relevant chapter.
  6. Dimensions: We are not certain whether it is necessary to use other chapters in recording the dimensions of direct access digital media. It is possible that the physical nature of the media and the rules for recording dimensions is sufficiently consistent that a single set of rules in chapter C7 could be applied.
  7. Digital nature of media: When the extent statement is formulated according to rules in other chapters, the digital nature of the medium needs to be indicated. There seem to be two ways of doing this. One would be to add the term *digital* as an adjective modifying the SMD in the extent. The other would be to follow a general version of rule C5.5C11.1 (Type of recording) and give "digital" in the other technical details. One of the reasons why we have not made a specific recommendation here is that this provision needs to cover both computer-readable media and traditional audio CDs and video DVDs. Current practice for these two categories follows the two different options stated above, and it is not yet clear to us which option is best suited for a generalized rule.
  8. Multimedia: For mixed media (separate carriers), the rules should allow each carrier to be described according to the rules in the appropriate chapter. For mixed content on a single carrier, the rules should allow (at least) other technical details for the separate components to be recorded.
  9. Other chapters in Section C: Rules should be added to the other chapters that give relevant instructions about technical description of direct and remote digital resources that fall within the scope of those chapters.

The comments above are offered to illustrate our main recommendations, which are that rules from more than one chapter in Section C need to be applied in describing most digital media and that specific instructions on how to do this should be given. Clearly more work needs to be done before the details of those instructions can be specified, but ALA strongly recommends that the JSC take this approach.

#### **Supplementary rules applicable to print and graphic media (C1.5)**

**C1.5B. Extent.** The general rules for extent are minimal (and should be more so). Any extent statement must be formulated using the supplementary rules.

However, there is a major gap in the supplementary rules, namely the general instruction in A1.5B to give the number of physical units or the number of components or both. Once the cataloger has reached any given set of supplementary rules, there is no longer any visible indication that these “options” exist. We suggest that (if that general instruction is retained — which we have argued against), it be repeated in each of the supplementary chapters in Section C.

*Note:* This comment applies to all the chapters in Section C, but will not be repeated in these comments.

**C1.5B2.** One of the implications of the overly wide scope for this chapter is that specifications for some types of material are difficult to find. For example, because there are no supplementary rules that specifically address graphics, there are no examples illustrating extent statements for this material before C1.5C10.1. Whether the chapter is split into separate categories or not, there should be appropriate examples for significant types of material, even if this means repeating a general rule.

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**C1.5B2.1.** See the revision proposed at C1.5B2.1.19 below.

**C1.5B2.3.** See the revision proposed at C1.5B2.1.19 below.

**C1.5B2.1.6.** ALA recommends adding the option to record “1 v. (unpaged)”.

**C1.5B2.1.8.** Although it begins “For updating loose-leaves” this instruction applies only to loose-leaves who have finished updating, i.e., closed loose-leaves, and contradicts rule A3.5B1. The rule should be rewritten: “For updating loose-leaves, record loose-leaf in parentheses and omit the number of pages. For loose-leaves that are no longer updating, record loose-leaves in parentheses following the number of volumes.

**C1.5B2.1.11.** Traditionally, an explanatory note “On double leaves, oriental style” or “On double leaves, oriental style, in case” has been added to the bibliographic record to indicate this physical characteristic. Perhaps an instruction and an example should be included here, similar to C1.5B2.1.12.

**C1.5B2.1.16.** This rule needs to be clear that it is addressing physical volumes as issued, not as bound by the library. On the other hand, it is not clear how to apply this rule to serials, which are typically issued in “issues or parts” and bound locally. The common practice is to record the number of volumes, not the number of issues or parts. In this case, we assume that “bibliographic volume” may be interpreted as referring to the appropriately-captioned level of enumeration.

An equivalent version of this rule might be included in other chapters. For example, a set of sound discs might be numbered consecutively, but issued in separate containers.

**C1.5B2.1.19.** This rule, lifted from AACR2 2.17A1, amplifies C1.5B2.1.1. There are two differences in application between the main rule and the option for early printed resources.

First, "... in the ... form presented" in C1.5B2.1.19 has the principal effect of calling for exact transcription of roman numerals (i.e., upper case or lower case as found in the source).

Second, the second sentence, "If the volume is printed in pages but numbered as leaves, record the numbering as leaves," results in a different statement than would be recorded for the same situation under C1.5B2.1 and C1.5B2.1.3. Under the main rules, a modern book with numbered leaves but with printing on both sides (e.g. an art book where every leaf is numbered but there is text printed on the back) would be given an extent statement similar to the first example of C1.5B2.1.3:

1 v. (48 [i.e. 96] p.)

An early printed book with the same physical makeup would be given the following extent statement under C1.5B2.1.19:

1 v. (48 leaves)

We see no need for two different ways of recording this same situation, but would like to argue that the rule for early printed resources become the general rule for all print and graphic media. For the situation in question, the present general rule is more complex, arguably less logical, produces a result that is more difficult for library users to understand, and produces a less precise result than the rule reflecting early printed resources practice. The situation in question is also far more common in early printed resources than it is in modern printed resources.

We therefore propose the following revisions:

**C1.5B2.1. Pages, leaves, etc.** Record the number of pages, ~~or~~ leaves, or columns in the resource in accordance with the terminology suggested by the volume, etc. That is, describe a volume, etc., with leaves numbered on both sides in terms of pages; describe a volume, etc., with leaves numbered on one side only in terms of leaves; ~~That is, describe a volume, etc., with leaves ... on only one side in terms of leaves;~~ describe a volume, etc., that has more than one column to a page and is numbered in columns in terms of columns.

**C1.5B2.1.3.** If the number on the last page or leaf of a sequence does not represent the total number of pages or leaves in that sequence, let it stand uncorrected unless it gives a completely false impression of the extent of the resource, as, for instance, when ~~only alternate pages are numbered or when~~ the number on the last page or leaf of the sequence is misprinted. Supply corrections in such cases in square brackets.

~~1 v. (48 [i.e. 96] p.)~~

1 v. (329 [i.e. 392] p.)

[Comment repeated in Template #8]

**C1.5B2.2.** The ability to use a specific term, such as “choir book” is helpful, and continues the concept of “terms in common usage.” However, elsewhere in AACR3, “terms in common usage” only apply to “the specific format of the physical carrier” (A1.5B1) Should that be expanded to specifically included content as well?

**C1.5.B2.2.1.** While the “score and part” phrasing in the example comes directly from AACR2, this is the only time “and” is used instead of “+” in constructing such a statement. Perhaps this is because the part is integrated into the publication; however, this would render the piece unplayable without further modification by the end user (like photocopying the part). A different example such as “1 v. (1 score, 4 p.) + 1 v. (1 part)” would be preferable. If the existing example of an integrated score and part needs to stay, then the construction should be changed to use the “+” sign and also give the extent of pagination.

### **C1.5B2.2.3**

- The examples at C1.5B2.2.3 (p. C1-8) and C1.5D1.2 (p. C1-10) are inconsistent in describing volumes and where to use parentheses. Music catalogers would be more likely to prefer the version in C1.5D1.2, since it more closely parallels AACR2 practice.
- Difficulties arise in reconciling this rule (and the related terminology in the tables in A1.5B) with how musicians think of a score issued with a set of parts. These often come in an outer folder with loose parts. Purchased at a store, they could easily be construed by the end user as “1 v.”, and that’s typically how music libraries bind and then circulate this type of publication — as a single unit. Similar issues arise with a set of parts, say for string quartet. Would the preferred construction then be “4 v. in 1 (4 parts)”? The glossary definition of “volume” would support this interpretation since the definition includes “a physical unit comprising all that is contained in one binding ... as bound after issue.”

**C1.5B2.4.** The first paragraph of this rule is designed to cover one situation not covered in the general rule. However, that specific case (when the segments all appear on the same sheet) is not sufficiently specified. We suggest the following revision:

**C1.5B2.4. Maps, etc.** If the maps, etc., are presented in two or more segments designed to fit together to form one or more maps, etc., on one sheet, record the number of complete maps, etc., followed by *in* and the number of segments.

**C1.5C3.1. Layout of Maps, etc.** The awkwardness of interpreting “1 sheet (1 map) : both sides,” (i.e., does the both sides apply to the map or the sheet?) points to the preference for having the number of maps predominate in the technical description.

**C1.5C10.1. Colour.** The rules are (and have been) inconsistent about the identification of black and white. The basis for these different practices needs to be identified and evaluated. We tend to think that explicit identification is preferable, but suspect we would not want to replace all instances of "ill." with "b&w ill."

ALA is proposing a new rule B3.5C10. A reference "for *cartographic resources*" should be added here.

**C1.5D1.1.** In the option, change "Early printed books, etc." to "Early printed resources." This practice is not confined to books.

**C1.5D1.3. Unbound sheets, broadsides, prints, charts, etc.** The last two paragraphs deal with measuring a folded sheet. However, the last paragraph (dealing with sheets "designed to be read in pages when folded") actually specifies the content of the extent statement as well as the dimensions. The extent statement should be covered in C1.5B1 and C1.5B2.1; only the recording of the dimensions should be covered here. Note also that the footnote to Table 1 (which says to use sheet for folded sheets) is contradicted by C1.5D1.3. In general, the footnote is correct; C1.5D1.3 last paragraph refers to a special format which rare book catalogers call a "folder" and which may or may not be the same as what is commonly called a "brochure."

**C1.5D1.3.1.** There seems to be no justification for limiting this rule to art prints and not applying it to paintings or photographs.

**C1.5D1.4. Maps, etc.** If the physical unit is going to be named first in the extent statement, then the dimensions need to reflect that, giving the size of the sheet first and then the size of the map. This means that the rules for dimensions will change depending on whether the physical unit is included in the extent statement or not (A1.5B). If there continue to be several valid ways of constructing a technical description, then the rules need to reflect that complexity. A parallel group of rules will need to be included for when one opts to include the physical units as well as the components. A third group of rules may be required to cover situations when the number of physical units isn't the same as the components since both sets of dimensions would need to be given to eliminate confusion on the users part.

**C1.5D1.4.4.** If the extent statement gives the number of sheets, it seems repetitious to say "on sheet" in the dimensions; omit "on" in this case.

**C1.5D1.4.5 (folded-map dimensions).** If sheet and then map are mentioned in Extent, then size of sheet followed by size of map should be given. So the examples should follow the pattern "1 sheet (1 map) ; map 80 x 67 cm, sheet folded to 21 x 10 cm"

**C1.5D1.4.6 (map on both sides).** Same problem. The 1st example should be "1 sheet (1 map) : both sides ; 50 x 44 cm, map 45 x 80 cm. The rules need to provide appropriate instructions.

**C1.5D3.1 maps etc. (multipart resources and assembled collections).** Same problem. The 1st example should be "60 sheets (60 maps) ; maps 44 x 55 cm and 48 x 75 cm." The rules need to provide appropriate instructions.

**Supplementary rules applicable to micrographic media (C2.5)**

**C2.5C10.1.** This rule covers more than colour of illustrations, so the conditional should be rephrased: "If the content or illustrative matter contained in a microform ..." The first instruction could also be revised to correspond with this change: "... indicate this by giving col. (for coloured content), or ..."

ALA is proposing a new rule B3.5C10. A reference "for *cartographic resources* on microform" should be added here.

**C2.5D1.** Here the instructions regarding rounding are included in the specific rule. There should be more consistency between C1.5D1 and C2.5D1 and C4.5D1.

**Supplementary rules applicable to tactile media (C3.5)**

**C3.5C10.** ALA is proposing a new rule B3.5C10. A reference "for *tactile cartographic resources*" should be added here.

**C3.5D1.** This is an example of a case in which more than one chapter in section C needs to be applied. This is just the sort of instruction that is needed when more than one chapter needs to be applied. In fact, a similar rule is needed at C3.5B to refer to other chapters for the statement of extent. Unfortunately, not all tactile media is covered by chapter C1, so the references need either need to include other chapters (C4 comes to mind) or to be a general reference to the rules in the other chapters in Section C.

**Supplementary rules applicable to three-dimensional media (C4.5)**

**C4.5C10.** ALA is proposing a new rule B3.5C10. A reference "for *3-dimensional cartographic resources*" should be added here.

**Supplementary rules applicable to audio media (C5.5)**

**C5.5C11.6. Number of sound channels.** We recommend that "stereo" not be treated as an abbreviation and the full stop omitted (here and in other rules).

We suggest changing "quad." to "surround" in the list of sound channel configurations. This is the term now being used for SACDs.

**Supplementary rules applicable to projected graphic, film, and video media (C6.5)****C6.5B2. Number of components**

- Will the rules on transparencies apply to all photographic transparencies, including air-photo frame negatives and all photographic negatives?
- The reference to each of the following subrules isn't needed. This section isn't so long that an embedded table of contents is required.

**C6.5C10. Colour.** The second paragraph calls for a succinct statement to indicate that the resource is mixed. We suggest adding an instruction to give the information in a note when it cannot be stated succinctly.

**C6.5C10.1.** ALA is proposing a new rule B3.5C10. A reference “for *cartographic resources*” should be added here.

**C6.5C11.1.** ALA believes that the concept of “silent speed” is a myth. 16 fps was adopted as an industry standard only for amateur motor driven 16mm projectors in the mid 20s. So 16 fps works for 16mm home movies. Theatrical films were never shot at a set speed until the advent of sound called for standardization. Therefore, the statement about “silent film known to be photographed at the speed of sound” is misleading. AMIM omits this statement, ALA suggests that AACR3 do so as well.

**C6.5C12.2. Projection speed.** See comment on C6.5C11.1. We suggest changing the last sentence to match AMIM: “Do not give the projection speed for a film if it is standard for that type of film (e.g., 24 fps for a sound film).”

**C6.5D1.4. Stereographs.** This is a very old rule, but nevertheless it is not clear why the dimensions of a stereograph ought not to be recorded. Is this because it is inherent in the appropriate viewing machinery?

#### **Supplementary rules applicable to digital media (C7.5)**

**General comment.** Chapter C7 is an anomaly in section C in that it includes supplementary rules for areas other than the technical description and related notes. This is compounded by the fact that many of the rules in chapter C7 (and references to those rules) talk about digital resources rather than digital media. This seems to me to indicate that we may be merging two distinct concepts in this chapter. See also comments on “digital resource” in the Glossary.

#### **C7.5B1. Number of physical units**

- In the optional rule (3rd paragraph), the instruction to use terms from the Tables is inadequate and in fact ignores the need to use other terms or to modify the terms in Table 1 — most commonly by changing the noun to *file(s)*. Remote resources are developing their own naming conventions, and these should be recognized in the rules as well as the examples.
- The option addresses only a part of the extent statement. There should be something explicit included in C7.5B2 and C7.5B3 to indicate that components and playing time may also be recorded for remote resources.

#### **C7.5B2 Number of components**

- The option is too narrow; it should not be limited to analogs to print.
- Revise the rule to reflect all of 9.5B4. (2004 amendments); this revision omitted the instruction on adding the file size, which is important, especially for remote-access resources. When the file size can be multiple gigabytes it is important for users to know this before downloading.

#### **Potential for further generalization of rules on technical description (e.g., X.5C10)**

### 13. Note area

Comments on the scope, placement, and application of rules pertaining to notes:

#### Generalization of rules on notes (e.g., A1.7B15)

**A1.7A3.** Shouldn't this rule also cover integrating resources? If so then change the text to: "If it is known that the note does not apply to the entire resource, add an identification of the applicable part(s) or iteration(s), such as numbering, publication date(s), or date(s) on which a remote access digital resource was viewed."

**A1.7B2. Frequency.** We suggest changing the wording here and in A2.7B2 so that frequency can be recorded if desired for multipart monographs as well as for serials.

**A1.7B4. Source of title proper.** AACR2 rules allow (and in the case of electronic resources, require) a source of title note even when it is taken from the chief source of information. The draft rule for A1.7B4, however, instructs that the note be made only when the source of the title proper is not the chief source of information. However, with the rules for choosing a chief source so broadly defined in the draft, the cataloger would rarely make a title proper choice that would not be the chief source under AACR3. So, this note would hardly ever be put into the description.

Ironically, with the rules for choosing a chief source so broadly defined, we now have a greater need for "source of title" notes than ever. The description does not always identify the chief source. Further, the chief source in some cases is the entire resource. In both these cases, it may be desirable to identify the source of the title. For digital materials, there are many potential sources of title, not all eye-readable, hence AACR2's prescription to always record a note specifying the source of the title proper for electronic resources.

A1.7B4 represents a problem for all catalogers — by omitting in most cases the note on source of the title proper, it can make it almost impossible to determine when one is looking at the same item or a closely related item.

Any easy solution to this problem would be to simply add the phrase "... if considered to be important" to the wording of A1.7B4 in the draft. Another alternative may be to reinstate the supplementary rules requiring source of title notes. At the very least, supplementary rules would be needed for early printed monographs, for resources issued in successive parts, for resources with cartographic content, and for digital resources. Our suggested rewording follows:

**A1.7B4. Source of title proper.** Make a note on the source of the title proper if it is other than the chief source of information or is considered to be important.

**A1.7B5. Variations in title.** In A1.7B5, some wording from 12.7B4.1 was omitted:

Make notes on titles other than the title proper borne by the resource, **and changes to such titles**, if considered to be important.

This needs to be restored in A1.7B5 or added to A2.7B5 (at present, the latter only addresses changes in title proper). While the draft AACR3 rules A1.7A1 and A1.7A3 do generally acknowledge that notes may reflect changes over time and may apply only to some parts but not all, there is still value in restoring the language to the title note rule. Or if "change" phenomena are only to be covered in A2, then it would be helpful to add A2.7B5.2:

Make notes on changes in titles borne by the resource other than the title proper if considered to be important.

This may also be true for integrating resources — if there is a change to a title borne by the resource other than the title proper, e.g., there was a title other than the title proper on a former iteration that is no longer on the current iteration, the note would be revised to give the date information when that title appeared (using the original viewed on date).

**A1.7B9. Edition and history d) Supplement [and A1.7B14].** The reference to describe supplements cataloged separately as instructed in AACR2 1.9 has been generalized in A1.7B9. The wording is duplicative in this rule and in A1.7B14: these two rules require clarification/ simplification. We also recommend adding cross-references between A1.7B9.d) and A1.7B14. For this rule add: "For minor supplements included in ancillary materials and not mentioned in the technical description area, see A1.7B14."

**A1.7B14. Ancillary material.** ALA recommends that the following text be added to A1.7B14: "Make notes on details of accompanying material neither mentioned in the physical description area nor given a separate description." This text appeared in AACR2 rule 12.7B13 but has not been included in the draft: A1.7B14 refers only to ancillary material not mentioned in the technical description and does not mention ancillary material given a separate description. This is a problem because serials catalogers (and others, too) must keep track of whether materials are being recorded at the end of area 5, in notes, or in separate descriptions. There is an important distinction to make. If the accompanying material is cataloged on a separate record, there should not be a note like "Accompanied by CD-ROM." There would be a note like "Also issued on CD-ROM", but that's covered under A1.7B10.

See comments above related to A1.7B9.d) Supplements. The reference to describe supplements cataloged separately as instructed in AACR2 1.9 has been generalized in A1.7B9. The wording is duplicative in A1.7B9 and in this rule. These two rules require clarification/ simplification. We also recommend adding cross-references between A1.7B9.d) and A1.7B14. For this rule add: "For notes related to other supplements, see A1.7B9d."

**A1.7B14, paragraph 2.** The second paragraph can only apply to multipart resources issued in successive parts; therefore, we suggest that it be moved to chapter A2 (if chapter A2 remains separate).

**A1.7B27. Issue, part, or iteration described.** While it's possible to have a simultaneously-issued multipart for which the description is not based on the first issue, etc., the vast majority of situations that would require the use of this rule would be resources issued over time. It would therefore be most logical to move

the first part of this rule to A2 and A3, if the three sections of A are to remain separate. The existing rules at A2.7B27 and A3.7B27 add nothing of value to the main rule.

It appears that the part of the rule that begins "For remote access resources ..." is a rule specific to digital resources. Should it not be in chapter C7.7 instead of here? When using the rules to catalog a digital resource, C7 contains all those that are specific to digital media; in this instance this rule is missing in C7 and the cataloger must flip back to A1 to find it.

**Potential for further generalization of rules on notes (e.g., X.7B21)**

**X.7B3. Language and script.** ALA recommends that notes related to closed captions should be moved to A1.7B3 (see further discussion under Area 5).

**X.7B5.** See comments under A1.7B5 earlier in this section.

**X.7B9.** The split between placing some rules regarding relationships in A1.7B9 and others in A2.7B9 and A3.7B9, while logical on a theoretical level, makes it very awkward for serials catalogers who are used to finding all of these rules in one place and who now must flip back and forth between the sections. This is yet another reason to merge the rules in A2 and A3 back into A1.

**X.7B21. Contents.** The [current] second paragraph of A1.7B21, relating to sources of information for contents notes, is based on AACR2 rule 4.7B18. This is one of two AACR2 rules that deal with this issue. We prefer language based on AACR2 rule 2.7B, which would allow the cataloger to use a table of contents or another single source if it provides the necessary information. This would promote efficiency of use; specifically, it would justify the creation of contents notes automatically from electronic lists provided by the publisher. We recommend the following text at A1.7B21:

When recording titles formally, take them from the source in the item being catalogued that provides the best identification.

Many of the supplementary rules give information in addition to the title that should be recorded in contents notes. A general instruction to this effect at A1.7B21 could be useful; the supplementary rules would give some specific examples for particular types of material, but the general instruction could be extended to whatever information is appropriate. The Examples Group should be encouraged to find a particularly complicated example to illustrate this paragraph. We suggest adding the following as the second paragraph of A1.7B21.

Add to the titles other information (e.g., scale of maps, dates of publication, extent, duration, names of performers, etc.) that pertains to the individual titles.

Part of AACR2 12.7B19 was removed in this rule: "Do not give contents notes for monographic series." It would be helpful to add back (in A1.7B21 or add A2.7B21) the "Do not give contents notes for monographic series" instruction, unless this is going to be included in analysis rules elsewhere in the rules.

**X.7B22.** Again, serials catalogers found it cumbersome to find some of the examples that would apply to serials in A1.7B22 and then to also be referred to A2.7B22 and would prefer to have everything included in A1.

**X.7B25. "With" notes.** It is not clear that the present text of A1.7B25, with its restriction to components, covers the case of a serial issued with (but not technically a component of) another serial or whether AACR2 rule 12.7B22 needs to be reinstated. The present text also does not clearly restrict its scope to component parts issued separately; "bound with" notes should be covered by A1.7B28 (see below).

#### **Other comments on notes [added by ALA]**

**General comment.** ALA received comments during the review of the draft of Part 1 that recommended that rules for notes (and possibly the notes themselves) should be redistributed so that they are treated with the other areas of the description to which they pertain (e.g. rules notes relating to titles would be placed for rules for the transcription of title, etc.). It was suggested that other metadata communities would more easily accept such an approach than the current separate area for notes. ALA recommends at this time that a separate area covering all notes should be retained, although other approaches may be worth exploring in the long term. We would also like future discussions of the role of notes to include a discussion of the desirability of the bibliographic record including both notes that are intended to be displayed to the public as well as notes that are not intended for public display (e.g. "Description based on ..." notes), and a way of designating which are which.

**A1.7A1. Application.** In our analysis of the area 7 rules, ALA felt that the basic definition of notes was overly brief and took the opportunity to restate the function of notes in terms of the FRBR user tasks and bibliographic entities. We would like to put forward this text for possible inclusion either at A1.7A1 or in the Introduction to Part 1. A decision needs to be made as to what type of information is appropriate for the Introduction and what would be more useful in A1.7A1. Parts of this extended definition were controversial; in particular several persons objected to the phrase about justifying access points, feeling that this was a matter that should be left to cataloger judgment.

**A1.7A1. Application.** Notes contain useful information in addition to that given in the other areas of the description. Notes may be employed to assist the user to:

- identify the resource as a particular manifestation;
- identify the work(s) and expressions(s) embodied in the manifestation;
- identify unique features of the particular item being described;
- identify or clarify the persons or bodies responsible for the intellectual or artistic content, physical production and dissemination, or custodianship of the resource, thus justifying the entries assigned to the resource;
- select a resource appropriate to the user's needs, based on significant bibliographic or technical characteristics;
- find related resources by indicating the relationship of the resource to other resources and/or the relationship of an aspect of the resource (e.g., as

expression) to aspects of other resources (e.g., other expressions of the same work or other manifestations of the same expressions).

Notes may reflect changes in the resource over time (see A2.7B2–A2.7B17 and A3.7B2–A3.7B17).

ALA also suggests that the statement about the optionality of notes, which is currently in the Introduction, would be more useful at A1.7.

By combining note information from so many of the material type chapters, the note sections sometimes become unwieldy in length, and would be clearer if they were broken up with separate headers, as done in A1.7B9 Edition and history (or shouldn't it be Edition, bibliographic relationships, and history?).

A particularly egregious example of combining notes for specific situations into one rule is A1.7B22. Indexes and finding aids. Do these really belong together in the same rule?

**A1.7A3 and A1.7A4.** These and other rules which address the citation of related works in notes are not in sync. The former instructs one to use title proper and statement of responsibility and gives the example "Adaptation of: Germinie Lacerteux / Edmond et Jules de Goncourt"; the latter says to prefer "the title or name-title under which the resource is entered or would be entered" unless it is not possible to determine what this would be. It is certainly possible to determine the name-title under which Germinie Lacerteux is entered, so these are contradictory. Even within A1.7A4 the option is given to cite Kipps by H.G. Wells either way. If either pattern of citation is equally valid, then the rules should say so; if the preference actually is for entry/title, then the examples should reflect that.

The subrules with bold captions in these rules should be separately numbered, e.g.

**A1.7A3. Form of notes**

**A1.7A3.1. Order of information. ...**

**A1.7A3.2. Applicability. ...**

**[etc.]**

This facilitates references. For example, A1.7B26 refers to A1.7A4, but the reference is to the final paragraph of that rule and could be more specific if the subrules were numbered.

On the other hand, the final paragraph of A1.7A4 is really about the order of notes and should be moved to A1.7B.

**A1.7A3. Form of notes**

**Order of information.** The paragraph below the first group of examples: "When giving names of titles originally in nonroman scripts, use the original script whenever possible rather than a romanization." Consider adding: When this is not possible, provide a romanized form of the name or title.

**Quotations.** It would be useful to state explicitly that a hyphen is needed to separate the contents of a note from its source.

#### **A1.7A4. Notes citing other editions and works**

**Notes relating to reproductions.** We suggest that the second sentence (about combining the notes relating to the original) may not be needed here, as it is given in A1.7B26.

**A1.7B. Notes.** ALA favors retaining a rule addressing the order of notes, although not necessarily the order currently prescribed in A1.7B. We offer the following text, which would emphasize user needs without sacrificing a prescribed order, and would address the combined note on the original as an issue relating to the order of notes.

#### **A1.7B. Notes**

**Order of notes.** Make notes in the order that meets the needs of users. The sequence in which the following rules are given is one such order. Make a particular note first when it has been decided that note is of primary importance.

In describing a reproduction of a manifestation of the same work (e.g., a text reproduced in microform; a manuscript reproduced in book form; a set of maps reproduced as slides), record the notes relating to the reproduction and then the notes relating to the original manifestation. Combine the notes relating to the original in one note, giving the details in the order of the areas to which they relate (see A1.7B26).

**A1.7B5. Variations in title.** The heading for A1.7B5 is "Variations in title" and then it describes "titles by which the resource is commonly known," which are not variations in title, but just other titles, generally in a shortened form, by which users have come to call a resource. It would be better if this were actually divided into two sentences as in AACR2 12.7B41. The caption could then be changed to "Other forms of the title proper and other titles." Each case could be covered by separate sentences. ALA notes that if our suggestion for this rule (above, under Generalization of rules on notes) is accepted, the caption of this rule should probably also include "and changes to such titles" as well.

**A1.7B8. Statement of responsibility.** In the first sentence, we believe that it is important to reinstate "for identification" at the end. As it stands, the sentence seems to imply that variant name forms should routinely be given as notes in the bibliographic record, whereas they more properly belong in the authority record, as we hope the general rules in the new Part 3 will make clear. What needs to be recorded here are explanations of confusing or misleading statements of responsibility, in order to aid the users in the identification of the person or body referred to. Thus, the rule should clearly say "if considered important **for identification.**"

**A1.7B9. Edition and history.** Notes relating to the edition statement itself should be treated in a separate rule from notes on "the edition being described, its bibliographic history, and its relationships to other resources." So long as the note on the edition statement is narrowly defined (source of edition statements, transcription issues), there should be no difficulty distinguishing between the two

notes. Edition and history are two separate issues and should not be lumped together. In particular, the information about relationships between two different bibliographic resources belongs in a separate rule.

Sections a) through d) say to provide the "name" of another resource. Isn't the intent to use the citation for the other resource, which might be the title or a name/title combination? This question should be revisited as Parts 2 and 3 are discussed.

**a) Continuation or sequel.** This rule greatly improves instructions for providing information on relationships for monographs. Should this also include making a note about a sequel to the resource being described?

The rule deals with continuations or sequels, but how about prequels? This is not unusual for films, and no doubt also occasionally occurs in literary works too (e.g., Frank Herbert's son Brian's prequels to the Dune series of science fiction novels).

**b) Translation.** We suggest adding "if known" (or "if readily available" if that would be preferable) to the first two paragraphs: The first paragraph would then read: "If a resource is a translation ..., provide the name of the original if known." The second paragraph also does not make it sufficiently clear that it deals with a relationship to another expression, not the expression being described. We suggest: "If a resource has been translated into another language, record the title of the translation if known."

**c) Simultaneous edition.** The note "Numerous editions" is not useful. If it is to be included at all, it should be less cryptic (e.g., "Numerous editions in other languages" or "Numerous other editions published.")

This rule is carried over from AACR2; however, in the case of simultaneous editions, it is often not the "name" or "title" that differs, but the publication information, which is covered under A1.7B12.

**A1.7B10. Manifestations in other formats.** The examples under AACR2 Rule 12.7B16 covered a resource that was issued as both a serial and integrating resource. We suggest changing the caption for this rule to "Manifestations in other formats or forms of issuance" to clarify the coverage of this rule.

ALA also notes, for future discussion, the CONSER approach to recording notes for serials issued in various other formats is to use a generic, "format-free" note. Currently, the preferred note would be something like "Also available online."

There is a reference here to A1.7B28, but nothing in the examples there seems related to manifestations in other formats and that rule specifically says it is about the "particular resource being described."

**A1.7B11. Material (or type of publication) specific details.** The reference should be "see" rather than "see also."

**A1.7B13. Technical description.** A clarification about the differences between the notes for "technical description" and "system requirements" (A1.7B15) is really needed. Where do notes about players and playback (including a computer as a player) really belong? For example, do the SACD and Enhanced CD

examples really belong here in A1.7B13 instead of as additional examples in A1.7B15?

Music Cataloging Decision 6.7B10 has long suggested transcribing durations in notes in the (HH:MM:SS) format, which has the added advantage of being more internationally friendly. It could logically apply both in A1.7B13 and in all relevant X.7B21 rules.

**A1.7B14, 2nd paragraph.** Change "a regular feature" to "a recurring feature."

**A1.7B15. System requirements.** ALA's Consistency Task Force discussed what sort of information is appropriate in a System requirements note, and recommend that the note should identify equipment that is needed beyond what is normal and obvious for the medium. This statement might be a useful addition to this rule.

[*Note:* Additional comments about system requirements notes in Section C are included at the end of this section.]

**A1.7B19. Audience.** We suggest slightly changing this rule by adding to the end of it: "or is readily available" [so it would read] "Make a brief note of the intended audience for, or intellectual level of, the resource if this information is stated on the resource or is readily available."

Or, alternately, the phrase "if this information is stated on the resource" could be deleted with a similar result.

In either case, we also recommend the addition of the phrase "if considered to be important" to the end of this rule.

**A1.7B20. Summary.** The comparable AACR2 1.7B17 consists only of an example of what a summary note would look like if it were included in the record. This proposed rule adds an instruction to "Provide a brief objective summary of the content ... unless another part of the description provides enough information." We suggest adding the phrase "if considered to be important" at the end of this rule.

This rule includes the phrase "other than one that consists entirely or predominantly of music ..." In this case, "music" seems to refer to recorded music, which is an inappropriate use of this term in AACR3. Perhaps the note should be rephrased to "other than one that consists entirely or predominantly of music represented in the form of sound ..." which would work as long as notated music is not also supposed to be covered by this rule. We note that while there is no summary note in AACR2 Chapter 5, the concept would be valid if extended to notated music.

**A1.7BXX. Awards [new rule].** Awards notes are frequently added to bibliographic descriptions of films and videos but there is currently no provision in the rules for this type of note. We suggest adding a new rule for notes about awards (perhaps after Contents (A1.7B21)):

**Awards.** Make notes on awards or prizes given to the resource when known and if considered to be important.

Pulitzer Prize in Music, 2001

Caldecott Medal, 1964

American Library Association Stonewall Book Award for  
Nonfiction, 2002

Academy Award, 1989: Best Art Direction, Set Direction;  
Best Costume Design; Best Writing, Screenplay Based on  
Material from Another Medium

Academy Award, 2001: Best Writing, Screenplay Written  
Directly for the Screen; Golden Globe, 2001: Best Motion  
Picture, Comedy/Musical; Best Performance by an Actress in a  
Supporting Role (Hudson)

*(May also be recorded as separate award statements for each award)*

**A1.7B22. Indexes and finding aids.** It seems odd to have these two notes grouped together. Is there a reason to not give them in separate rules?

**A1.7B23. Reference to published descriptions.** Consider expanding this rule to include the rationale for including such references, namely that the standard lists offer more detailed descriptions and/or more precise identification of editions, issues, impressions, etc. It should also be made clear that “in accordance with standard practice” probably means according to the citation pattern of the list being cited. Finally, there is a standard list of such lists applicable to rare books (clearly the target for this rule): *Standard citation forms for rare book cataloging* (2nd ed., LC, 1996); it might be appropriate to cite this in a footnote.

**A1.7B24. Numbers associated with the resource (other than those covered in A1.8).** What is the punctuation that would be used if the numbering is consecutive (a dash?). Whatever it is, it needs to be explicitly stated.

**A1.7B26. Details of the original.** The caption (and the text) should refer to the “original manifestation” — wording that is used in other areas. In addition, we recommend that “(see A1.7A4)” be deleted. A1.7B26 contains the relevant rules and does not require consultation of A1.7A4.

**A1.7B28. Item being described and library’s holdings.** There are two types of data dealt with in this rule (local notes and holdings information). We recommend that the second paragraph dealing with holdings information be deleted, on the grounds that such information is outside the scope of AACR. Instructions should be added covering other local notes. Specific mention might be made of changes made to the item after receipt, with explicit mention of making local “with” notes for items bound or otherwise assembled after publication.

In the “see also” section to A1.7B28, replace “early printed books, etc.” with “early printed resources.”

**A1.7B29. Donor, source, etc., and previous owner.** Consider splitting this rule into two paragraphs: one for acquisition information and one for custodial history, as follows:

Make notes on the donor or source of an original resource or assembled collection. Add the year or years of accession to the name of the donor or source.

Make notes on previous owners if readily ascertainable. Add the years of ownership to the name of a previous owner.

**A1.7B30. Restrictions on access and use.** It would be helpful if notes such as these, which are inherently local or at least apply to unique resources, should specify whether the restrictions are universally applicable or only local.

Editorial: In the second paragraph “unpublished” should be in bold italics.

**BX.7B21. Contents.** Music Cataloging Decision 6.7B10 has long suggested transcribing durations in notes in the (HH:MM:SS) format, which has the added advantage of being more internationally friendly. It could logically apply in all relevant X.7B21 rules. [See also comment above regarding A1.7B13.]

**B2.7B3. Language and script.** The AACR2 5.7B2 concept of “textual content of the work” is not completely covered by either A1.7B3 or B2.7B3 in AACR3, since the AACR2 phrase covers more than just *vocal* texts. It’s not clear that the AACR3 rules include making a note for the language of Sprechstimme, or for arbitrary syllables as text. Suggestion: substitute “textual content of the resource” for “language of vocal texts.”

**B3.7B1.** The clause “unless it is apparent from the rest of the description” needs to be added at the end of the rule; the condition applies to the supplementary as well as to the general rule.

**B3.7B1. Nature, scope, or form.** Make a note on unusual or unexpected features of the cartographic content resource, unless it is apparent from the rest of the description.  
**[3.7B1]**

**B3.7B2.** “Frequency varies” should be “Frequency of updates varies” in order to distinguish this note from that for serials in A2.7B2.

**B3.7B11.** See suggestion (under B3.3) regarding changing the caption here to “Mathematical data and digital graphic representation” in order to clarify that there are two distinct definitions of area 3 in this chapter. We suggest further that the rule be broken up into separate subrules:

**B3.7B11.1. Mathematical data**

**B3.7B11.2. Digital graphic representation**

and that the text of each be revised to keep the two definitions separate. For example, the second paragraph should read “Provide mathematical data not already included in the mathematical data area for remote-sensing images.”

**B6.7B1. Nature, scope, or form.** Revise to “Make a note on the medium of performance of recorded music,” because the rule does not apply to all recorded sound.

**B6.7B3.** AACR2 rule 6.7B2 was omitted from AACR3: “Give the language(s) of the spoken or sung content of a recording unless this is apparent from the rest of

the description." A1.7B3 doesn't specifically address this issue, where some, but not all, of the content of a sound recording contains sung text. Restoring this instruction as B6.7B3 would help clarify the situation.

**B6.7B21. Contents.** It would be helpful for this rule to provide more guidance on how to format contents notes that contain titles, various statements of responsibility (including both composers and performers) and durations. For recording durations, Music Cataloging Decision 6.7B10 has long suggested transcribing durations in notes in the (HH:MM:SS) format, which has the added advantage of being more internationally friendly. It could logically apply both in A1.7B13 and in all relevant X.7B21 rules.

**CX.7B15. System requirements.** There are no rules in chapters C5 or C6 for system requirements notes for audio and video media. While we have not proposed specific rules, we do suggest that such rules are needed. We offer the following preliminary comments.

The system requirement note should state what equipment is needed for using the resource beyond what is normal and obvious for the medium. It is not necessary to say that a vinyl sound disc requires a turntable or speakers or that a website requires a computer with a browser. However, for both audio and video media, there seem to be some standard pieces of information that should always be included in system requirements notes.

For audio media, the need is primarily for digital resources (MP3, etc.) requiring special equipment; for "enhanced CDs" that have video and computer content in addition to sound content; and for emerging technologies (usually networked resources) requiring special equipment and/or software for use. At the least, the system requirements rule for audio media should therefore include mention of enhanced content ("System requirements for:" with reference to the rules for video and digital equipment).

For video media, there is a system requirements aspect to many of the features detailed in C6.7B13.3 (note on technical details), although the content of the note and the order of the details would be different in a system requirements note. The relevant elements are:

- Videorecording system (DVD, VHS, Beta, etc.)
- Colour recording system (NTSC, PAL, SECAM, etc.)
- Regional encoding
- Sound characteristics (Dolby encoding, stereo., mono., surround, etc.)
- Projection characteristics/aspect ratio (widescreen, pan-and-scan, letterbox, etc.)
- Layers (dual layer, single layer, etc.)
- Software requirements (Windows Media Player, RealPlayer, QuickTime, etc.)
- Content-specific requirements for games, text files (Acrobat Reader, etc.)

#### **C1.7B1.1**

- In the draft, the designation "ms." is called for in both area 5 (C1.5C4.1) and area 7 (C1.7B1.1). We suggest that the text of both rules be clarified to say that "ms." is always recorded as other technical details, a note is made only when there is additional information to record. The example "Ms." should be deleted.

- At least part of this rule seems to be more about the content than the medium (particularly the final paragraph). Consider moving all or part of this rule to chapter B1.

**C1.7B5.1.** "If the manuscript is given a supplied or devised title, ..." Both types of title apply here.

**C1.7B13.5.** For art prints, we are to "make notes on the size when framed or mounted." In other cases, such information is included in the dimensions. We suggest that this rule might be combined with C1.5D1.3.1. We further note that the restriction to art prints is rather arbitrary.

**C1.7B13.6.** In order to be consistent with the other subrules, the caption here should be for the type of material, not what is being recorded. In this case, the point of the rule seems to be that duration can be given for notated music as well as sound and videorecordings, but that it is given in a note rather than in the extent statement. (a) We question whether this inconsistent treatment of duration information is appropriate. (b) If so, the caption should be "Notated music."

**C2.7B13 b) Reader.** This is actually a System requirements note and might logically be treated as such.

**C2.7B13 c) Film.** To be consistent with other subrules, this caption should indicate the information recorded, not the type of medium.

**C5.7B15.** See comment at CX.7B15.

**C6.7B13.1 d) Form of print.** This rule is very similar to polarity (A1.5C5). We suggest that these two rules be reconciled, and would prefer to see polarity for all media recorded in area 5.

**C6.7B13.3 c) Colour.** SECAM is not a "colour recording system"; it is a standard for encoding television signals as a whole (encompassing a lot more than just colour). The major television system standards are NTSC, PAL, and SECAM. NTSC is incompatible with PAL and SECAM. PAL and SECAM are incompatible with each other only in respect to color. The example shown ("Colour recording system: SECAM") is erroneous, as is the caption to this subrule. Change to: "c) Television system. Make a note on the television system of a videorecording." Add examples of all three major television systems. This is important because of the need to have the right equipment to view the videorecording.

**C6.7B13.3 d).** Although notes should generally be optional, ALA sees justification for requiring polarity information, either in a note or (as we suggest elsewhere) in other technical details.

**C6.7B15.** See comment at CX.7B15.

**C7.7B13. Technical description**

- The first part of this rule relating to technical details for remote access digital resources should be worded with the addition “if considered important.” Most of the examples given seem do not seem to be of much use to the user.
- Delete “that is available only by remote access” from the first sentence. The point of this phrase was to deal with the fact that no technical description is given for remote-access resources. It is better to begin with a general rule (particularly because there is now an option to give a technical description for remote-access resources). “Not recorded in the technical description” covers all situations adequately.

**C7.7B14.** “Make notes on details of any ancillary material for a resource available by remote access if not recorded in the technical description (see C7.5A1 and C7.5E1).” In C7.5A1 it says, “Do not record a technical description for a digital resource that is available by remote access unless the option at C7.5B1 is applied. Otherwise, record technical details in notes (see C7.7B13 and C7.7B15). See also C7.5E1.” Please clarify/simplify these rules.

## 14. Glossary

### Comments on the terms and definitions included in the glossary:

ALA is aware that the Glossary included with the draft of Part 1 of AACR3 is necessarily 'provisional' in light of the work to be done. We therefore recognize that some terms more pertinent to Parts 2 and 3 do not yet appear in the Glossary. However there are presently some terms in the Glossary that transcend single parts of the cataloging code and the AACR3 timeline (e.g., producer, statement of responsibility, etc.). These terms and their current definitions may well be affected by the text and the Glossary terms that accompany the drafts of Parts 2 and 3, and it is therefore contingent upon ALA and the other constituent bodies to watch carefully as the entire code coalesces in the coming years.

### General comments

1. There should be definitions for all of the GMD term options listed in A1.1C1. Presently, there are about 1/3 of the terms in the Glossary.
2. There are several current Glossary definitions that make reference to physical manifestations. This contradicts today's library and information technology environment in which many resources are accessed virtually via remote networks. There are some areas of the Glossary where the reference to physicality should remain, but others where it needs to be amended.
3. Further minimize the number of technical definitions (that is, the ones for concepts we devise, as opposed to those which explain how terms are used in the "real" world), such as at "edition," "digital" (media vs. resource), "part," and "reprint." Find other terms to use when possible, so that one term means one things in the rules.
4. We need to have terms for both the resource as a whole, and a resource excluding its ancillary material ("primary" or "core" or "base"?).

The entire glossary needs a thorough review. All terms used in the text with specific library meanings should be defined in the glossary. Terms that need defining, redefining or replacement include all the FRBR entity terms, all the GMDs, and individual terms as indicated in the following comments.

### Individual terms

**Access point.** A single access point may not be enough to uniquely identify a bibliographic record, as stated in the AACR2 and AACR3 definition. Would it be more accurate to say "A name, term, code, etc. by which a bibliographic record may be searched and retrieved."

**Added title page.** Some members of ALA questioned whether this entry belongs in the Glossary as the phrase does not occur in AACR3 Part 1.

### Aggregate resource

- It would seem that most Web sites are aggregate resources, but this is not clear from the definition. The glossary needs to address here or

elsewhere where Web sites and online databases belong in the AACR3 conceptual universe.

- The definition needs some semicolons; it currently reads as if the resource can contain component parts, multiparts, or collections. Put a semicolon instead of a comma after "parts" and "multipart resource."

**Alternative title.** The second clause following the semicolon reads too much like a rule for treatment in descriptions. Perhaps revise to: "... the parts are often joined by ..."

#### **Ancillary material**

- ALA recommends the current terminology "Accompanying material."
- As a whole, ALA does not believe the use of ancillary correctly identifies the relationship of this material.
- If the goals and objectives of AACR3 include clarity and user friendliness, why use this rather obtuse language? The AACR2 "Accompanying material" is clear to librarians and end users alike.

**Architectural rendering.** Is the "before it has been built" clause required? What if the building was never built? The rendering may still exist, may it not?

**Art print.** Recommend adding "block or screen" to the existing definition (i.e., "... printed from the plate, block, or screen prepared by the artist ...") as used in AAT.

**Art reproduction.** It is strange to find the word "electronically" in this definition when "electronic" is generally not used in the current draft of AACR3. Suggest changing it to "digitally."

**Assembled collection.** The Society of American Archivists recommends revising the definition as follows:

A collection of resources not published, distributed, or produced together but assembled by a library, a cataloguing agency, a previous owner, a dealer, etc., or created and/or accumulated and used by a particular person, family, or corporate body in the course of that creator's activities and functions.

*Rationale:* Clarify that the definition includes what archivists refer to as "fonds."

#### **Atlas**

- Does this include only cartographic-resource atlases, not the medical or mineralogical kind? Because the definition leaves that open due to the statement of "A volume of maps, plates, engravings, tables, etc."
- Why does this resource (atlas) alone have the note "It may be an independent resource or it may have been issued as ancillary material"? Isn't this true for other resources?

#### **Audio media**

- The glossary should clarify whether MP3 files belong here or under "Digital media," or both?
- ALA recommends that the scope definition at Chapter C7 be revised in a way that it does not represent an exclusive class of resources (digital), but

instead is available to describe the digital aspects of any resources covered by any of the other chapters in Section C.

- In the list of examples beginning “such as ...”, recommend placing CD players first and turntables last in the list. Turntables are a thing of the past except for audiophiles.
- ALA notes that the distinctions made in the Glossary entries for “audio media”, “digital media”, and “video media” are difficult to follow, and that these terms may have a different understanding in common use. We recommend that these entries be rewritten with an eye toward clear, simple language.

**Binder’s title.** Revise the definition as:

A title lettered on the cover or spine of a volume, portfolio, etc. by a third-party binder, as distinguished from a title on the resource as originally issued.

**Cartographic resource.** ALA notes that the addition of the phrase “or any imaginary place” to this definition as well as similar phrases to those for “Globe” and “Map,” while technically correct because imaginary places are also included within the scope of Chapter B3, may bring more attention to this type of uncommon material than is really warranted.

**Case.** It is strange to see the word “material” when “resource” has replaced this word throughout AACR3.

**Chinese style [and Japanese style].** These entries currently read: “See Traditional format (Oriental books).” ALA notes that the term “Oriental” may be considered offensive in some situations.

**Collective title.** Add second sentence: A collective title may be supplied by the publisher, or devised by a cataloger.

**Coloured illustration.** ALA recommends that the closing parenthesis at the end of this Glossary definition be removed.

**Component.** ALA recommends that the definition be revised as: “A presentation subunit (page, frame, map, picture, etc.) or a group of presentation subunits ...” That is, use “group” for aggregation; simple is almost always better.

Is the phrase “... a physical unit of ...” required? That is, could the final clause read: “... contained within a resource.”

**Component part.** ALA recommends that the definition clarify that a “Component part” is physically contained within a larger resource.

Again, is the “physically” necessary? That is, could the component part be physically or virtually contained within a larger resource? Especially if that larger resource is available remotely?

**Computer file.** Shouldn’t there also be an entry for “Electronic resource. See Digital resource”, since AACR2 currently has the following reference: “Computer file. See Electronic resource.”

**Container.** The container (for audio & video materials, among other things) could be added to the definition of Preliminaries; however, it would still need to be defined separately (so no change would be needed for this particular entry in the AACR3 Glossary).

ALA recognizes that the suggested revision above quite likely reflects ALA member's dissatisfaction with the oversimplification of the rules for selecting a chief source of information in AACR3. ALA believes that adding distinct source elements to the "preliminaries" so that they qualify as chief sources is not the appropriate method of rectifying this oversight, and encourages the editor and the JSC to revisit this radical change within Part 1 (e.g., chief source of information, prescribed sources of information, A1.0A, etc.).

It is strange to see the word "material" when "resource" has replaced this word throughout AACR3.

**Content.** Since content is supposed to form the basis of the structure of Part I, it would be useful if content were defined in the Glossary.

**Continuing resource.** Chapter A2 now includes multipart monographs as well. Should they be included in the Glossary definition? That is, "Continuing resources include multipart monographs issued over time, serials and ongoing integrating resources."

**Copy.** ALA feels strongly that the concept of "copy" and its historical context within AACR is critical for a successful transition to AACR3. In a response to the draft of Part 1 of AACR3, the CC:DA Task Force on FRBR Terminology has commented on this issue and encourages the JSC to consult the context of that full response document.

**Dependent supplement.** Some ALA members feel a Glossary definition for this entry should be added. [No proposed text]

**Devised title.** ALA was divided on this new distinction between a title supplied from a non-chief source of information or from another resource (Supplied title), and a title supplied by the cataloger (Devised title). Some ALA members felt that such a distinction was akin to splitting hairs, especially when the result for the majority of these would be the same bracketed title. Others felt this distinction would be valuable and useful.

This area is muddled. There is a linguistic inconsistency with this terminology as the situations described under both "transcribe" and "supply" are examples of "transcription." With the three categories (transcribe, supply, devise) terms 1 and 2 transcribe a title from some source, but 2 and 3 are forced to wear the square brackets.

### Digital media

- There is the same problem as noted before with "still images (including cartographic images)" In the cartographic-resources world, "cartographic images"="remote-sensing images."
- ALA recommends that the scope definition at Chapter C7 be revised in a way that it does not represent an exclusive class of resources (digital), but instead is available to describe the digital aspects of any resources covered by any of the other C chapters.
- ALA notes that the distinctions made in the Glossary entries for "audio media", "digital media", and "video media" are difficult to follow, and that these terms may have a different understanding in common use. We recommend that these entries be rewritten with an eye toward clear, simple language.

**Digital resource**

- The transition in terminology from “computer file” to “electronic resource” to “digital resource” has been a positive advance in each case, but both “electronic” and “digital” include other media that are not computer-based. This term might be interpreted to have a broader meaning in common usage than the definition provides for. Music compact discs and DVD videodiscs are just as much “digital resources” as are computer-based resources, either direct or remote access, that require a computer to use. The term “computer resource” or “computer-based resource” may be less ambiguous to catalogers and users as to exactly what type of resource (both media and in some cases content) is being described.
- Although ALA agrees that digital is the appropriate term for digital media, we are not certain that digital is the appropriate term for data and programs, a.k.a. electronic resources as currently defined. These seem to be two distinct concepts (although somewhat confused in the draft rules in chapter C7). “Digital” may not be the right term in both cases.

**Direct access (Digital resources)**

- Although it is not in yellow, “computer files” in the first line is not the AACR2 text. The only change from AACR2 should be to substitute “digital” for “electronic.” Thus the definition should start “The use of digital resources via physical ...” This language also parallels the definition of Remote access (Digital resources).
- Direct access (Digital resources) vs. Remote access (Digital resources)  
If a computer file is used via a floppy disk inserted into one computer and then shared with other computers via a local computer network, is that direct access or remote access? Whichever it is should be stated in the glossary.

**Disc (Digital resources).** ALA recommends that there needs to be an additional reference to “Sound disc” (which needs an entry), to cover audio CDs. Also, there should be a reference from “Disc (Analog resources)” to “Sound disc.”

**Double leaf.** ALA notes that the term “Oriental” may be considered offensive in some situations.

**Edition.** ALA feels strongly that the concept of edition and its historical context within AACR is critical for a successful transition to AACR3. In a response to the draft of Part 1 of AACR3, the CC:DA Task Force on FRBR Terminology has commented on this issue and encourages the JSC to consult the context of that full response document.

**Edition (Intangible resources).** ALA agrees that the definition of edition does not apply well to remote access resources. However, we wonder whether it is necessary to apply the concept to intangible resources. These resources certainly have edition statements, but that doesn’t mean that the concept needs to be extended. ALA has argued that the concept of edition cannot be excluded from the rules, although we wish that it could. ALA is not comfortable extending the concept further without good reason — and this entry does not currently present sufficient reason.

**Edition (Tangible resources).** The loss of the final sentence of the AACR2 definition for Edition: Other materials, "A change in the identity of the distributor does not mean a new edition." will seemingly have an impact on when to make a new record for some materials. ALA is very concerned that this change may result in significant replicate records and unnecessary work.

**Entry.** This is primarily a part II issue, but JSC needs to decide whether this definition of entry is required. ALA has argued on several occasions that it is not and that it conflicts with common understanding (even among catalogers) of the meaning of the term. It was the understanding of ALA that the JSC had accepted this point.

**Explicit, incipit.** Although the concept is included in the rules, the terms themselves are not (at the moment, at least). The relevant rules seem to work fine without using these terms and ALA suggests they be deleted from the Glossary.

**Extent.** Should the definition include mention of file size (for digital resources)?

**Fascicle.** Constituent is not defined in the Glossary — component is. Is there a reason component does not work here (e.g., "... formal component unit.")?

**Filmstrip.** Some ALA members feel a Glossary definition for this entry should be added. [No proposed text]

**File (Digital resources).** Does the 2<sup>nd</sup> sentence belong at the entry for "Digital resource"?

**Filmstrip.** Perhaps: "A length of film, with or without recorded sound, containing a succession of images intended for projection one at a time."

**Focus for the description.** ALA members are uncomfortable with the use of this phrase: some would prefer the phrase "basis of the description"; others suggest that the rules should simply refer to the resource being cataloged (see comments under Template 3). However, if either "focus for the description" or "basis of the description" is used in the rules, we suggest that the phrase be defined in the glossary.

### **Format, Medium**

- Flesh out definitions of format and medium by providing examples that illustrate the differences between the terms.
- Since digital materials also exist in a "format" which is not physical, ALA suggests adding "or digital" between "physical" and "presentation." Or the word "physical" could be deleted.
- The definition of "format" is roughly synonymous with the FRBR term "manifestation." Should there be a see also reference?

**General material designation.** Change "or" to "and" between "(e.g. text)" and "the medium."

### **Globe**

- When globe was removed from the content list for cartographic resources and placed in the physical-media list, that implied that there are non-geographic globes (as, of course, there are). But this definition states that it's a model of the Earth or other celestial body. In that case, globe

should be reinstated into the content list for cartographic resources, and Area 5 for a globe should look like this: "1 model (1 globe) ; globe 12 in. in diam."

- A model isn't depicted on the surface of a sphere and the current definition is not inclusive. ALA recommends revising the definition to:  
**Globe.** A depiction of the Earth or other celestial body (real or imaginary), on the surface of a sphere.
- ALA notes that the addition of the phrase "real or imaginary" to this definition as well as similar phrases to those for "Cartographic resource" and "Map," while technically correct because imaginary places are also included within the scope of Chapter B3, may bring more attention to this type of uncommon material than is really warranted.

#### **Half title**

- Merriam-Webster: "title of a book appearing alone on a right-hand page immediately preceding the title page; also: the page itself." [See [www.m-w.com](http://www.m-w.com)] Alternatively to the latter, include a definition of half-title page.
- ALA is skeptical about extending this concept to frames, screens, etc. It is based on the conventions of printed books and there seems no good reason to extend it by analogy to unrelated media. On the other hand, ALA would expect that titles on reproduced or virtual half-title pages would be included.

**Incipit.** See comment on "Explicit, Incipit" above.

**Integrating resource.** Revise as follows to include the concept of replacement volumes:

Integrating resource. A resource that is added to or changed by means of updates that are integrated into the whole and generally do not remain discrete. Integrating resources can be finite or continuing. Examples of integrating resources include updating loose-leafs, updating Web sites, and replacement volume sets.

**Item.** ALA feels strongly that the concept of 'item' and its historical context within AACR is critical for a successful transition to AACR3. In a response to the draft of Part 1 of AACR3, the CC:DA Task Force on FRBR Terminology has commented on this issue and encourages the JSC to consult the context of that full response document.

**Japanese style.** ALA notes that the term "Oriental" may be considered offensive in some situations.

**Key-title.** Omit the hyphen. ISSN uses the phrase "key title."

ALA suggests revising the definition to: "The unique name assigned to a continuing resource by centres of the ISSN Network." Key titles are only assigned to continuing resources.

**Label.** ALA recommends that the Glossary include an entry for label from the AACR2 footnote in 6.0B1.

**Machine-readable data file.** Is this reference still necessary? The name has now been changed a few times. If retained it would be more appropriate if it were: "Machine-readable file see Digital resources."

**Manifestation.** The previous CC:DA FRBR TF recommendation to clarify the definition for manifestation by stating that physical embodiments may include “intangible resources” has not yet happened. The TF reiterates its recommendation that it needs to.

**Manuscript.** Given the concern expressed by ALA that the AACR3 draft needs to clarify the distinction between published and unpublished resources, ALA had similar reservations regarding the current Glossary entry for “manuscript.” Among the comments from the BIBCO component of the PCC were concerns about an apparent conflict in the current draft between B1.1B11 and C1.7B5.1.

This prompted a closer look at the Glossary definition for “manuscript.” ALA strongly recommends that the editor and the JSC examine the relationship between the AACR3 terms “manuscript” and “unpublished” in an effort to provide clarification. For example, the present Glossary entry for “manuscript” consists of three examples of types of manuscripts. ALA recommends a Glossary definition able to clarify the questions today’s catalogers have about what constitutes a manuscript.

**Map.** ALA notes that the addition of the phrase “or an imaginary place” to this definition as well as similar phrases to those for “cartographic resource” and “Globe,” while technically correct because imaginary places are also included within the scope of Chapter B3, may bring more attention to this type of uncommon material than is really warranted.

**Map series.** Catalogers of cartographic material in the U.S. are concerned that map series do not easily fit any of the definitions for multipart items in AACR3, and suggest that the definition of map series from ISBD(CM) be used as the model for a new definition in AACR3. ALA agrees that this situation needs clarification and suggests further discussion. The suggested definition follows:

**Map series.** A number of related but physically separate and bibliographically distinct cartographic units intended by the producer(s) or issuing body(ies) to form a single group. For bibliographic treatment, the group is collectively identified by any commonly occurring unifying characteristic or combination of characteristics including a common designation (e.g., collective title, number, or a combination of both); sheet identification system (including successive or chronological numbering systems); scale; publisher; cartographic specifications; uniform format; etc. [Source: ISBD(CM) (2005)]

### Medium

- What is the meaning of “print” in the example? It is not clear from the context whether it means printed or text.
- These are dictionary definitions and, while they explain that the rules are using “medium” or “media” in two distinct senses, they do not really convey the specific use of these terms within the rules. AACR needs to be explicit about the complex nature of the term “media” that is used in the organization of Section C — that it combines physical carrier, storage medium, and inflexion (but perhaps without using the latter term!).

**Microform.** To parallel “macroform”, we recommend that the entry for microform mention the need for some magnification device to allow such images to be eye-readable.

**Micrographic.** As discussed above under Template 1, ALA recommends that the term "microform" be used instead of "micrographic." However, if the term "micrographic" is retained, it needs to be defined in the glossary to distinguish it from the term "microform."

**Miniature score.** The footnote now in C1.5B2.2.3 and the glossary definition don't match exactly, although both were lifted straight from AACR2 (so this is a long-standing difference):

footnote for miniature score: "Use for scores reduced in size and not intended primarily for performance."

glossary definition: "A musical score not primarily intended for performance use, with the notation and/or text reduced in size."

ALA was surprised to see the "and/or text" reference in the glossary definition; we are not sure it is necessary.

**Model.** Is the phrase "of a real thing" necessary? There are models of things that will never exist. Perhaps simply: "A three-dimensional representation."

**Moving image.** The term "moving image" which is listed as a GMD to refer to content is not defined in the glossary and is used infrequently within the text of the draft document. Instead the terms film, video, motion picture, or videorecording are used, blurring the lines between content/carrier.

Proposed definition from glossary of *Archival Moving Image Materials: a Cataloging Manual*, 2nd ed., 2000 (AMIM):

Moving image work: A physical format upon which moving visual images, with or without sound, have been recorded and the information that describes its production and/or release, such as title and credits.

**Multilevel description.** Given the confusion noted by SAA concerning rule A1.0L [described under Template 17], ALA suggests adding a definition of multilevel description to the glossary that would clarify the varying usages of this term within AACR3 and within the archival community. [no particular wording to suggest]

**Multimedia resource.** Since *medium* has two definitions shouldn't the use of media here refer to first definition under medium? At least give an example here.

In common usage, multimedia applies to mixed content as well as to mixed media and therefore a CD-ROM with graphic and audio content would be considered multimedia. Are we trying to exclude such usage when we use this term in the rules? Are we only doing so within the rules or are we including the term in the description (i.e., in the GMD) with a definition that differs from common usage?

**Multipart monograph.** Replace "within more than one but" with "in". Since it is already said to be multipart it isn't necessary to repeat that it is more than one part.

**Multipart resource.** There seems to be some confusion about whether the proposed definition includes serials as well as multipart monographs that are issued successively or at the same time. If it does, we suggest adding an additional sentence at the end of the definition indicating that "multipart resource" includes serials as well as multipart monographs.

**Music.** [See also comments under Template 2B regarding the scope of Chapter B2]. The parenthetical definition of “musical notation” needs some revision. MARC 21 documentation for field 007/00 value “q” reads, “Indicates that the item is a notated music, which is defined as graphic, non-realized representations of musical works, both in printed and digitized manifestations. It includes musical scores and/or parts, diagrammatic representations, tablature, instructions for chance compositions, pictures or paintings intended as musical compositions, square note notation, klavirskribo, chant notation, neumes, braille, and other ways of representing the four components of musical sound: pitch, duration, timbre, and loudness.” ALA would prefer that this internationally accepted definition be used as a starting place to work toward revision of this definition. However, at a minimum, “lute” needs to be removed and “plainsong notation” could be changed to “neumes” to better reflect musicologists’ usage.

The definition in the glossary is of music as a GMD. Other similar definitions (e.g., cartographic resource, audio media) are not limited to the use of the term as a GMD. There does not seem to be sufficient point to limit this definition in this way. Note that the text of the definition reproduces the text of the scope statement for the chapter on musical content in section B.

#### **Musical presentation statement**

- What does the inclusion of “or musical” in the phrase “in which music is represented by means of musical notation that indicates the physical or musical presentation of the music” mean?
- Is the “physical” phraseology necessary here?
- The source of the information is not an essential part of the definition, nor does the added clause (“in which music is represented by means of musical notation”) add anything that isn’t obvious.

**Numbering.** ALA has strong reservations about extending the Numbering Area to include all multipart resources.

In the 2nd sentence, perhaps revise to read: “It can include a numeral, a letter, any other character, or the combination of these with or without an accompanying caption (volume, number, etc.) and/or a chronological designation.” Caption is the commonly accepted term for these designations.

**Optical disc (Digital resources).** Include “DVD-ROM” in here? Also, refer to “Sound disc” (and create an entry there) for audio CDs.

**Other title information.** The current AACR3 draft definition shares the manifestation/resource problem noted earlier. The CC:DA FRBR TF continues to believe that manifestation is preferable to ‘resource’ within this definition.

**Overhead projectual.** If the goals and objectives of AACR3 include clarity and user friendliness, why use this bizarre, obtuse language? Use “Overhead projector” and define it.

**Pamphlet.** In the past, this has not been a valid term for the physical/technical description area for music in notated form. If we wish to continue this practice in AACR3, music needs to be specifically excluded from this definition.

What is meant that it is an “independent” resource? We don’t understand the second definition in reference to area 5, “one of two or more such resources.”

**Part**

- Some ALA members expressed confusion with the phrase “one of two or more physical units” in definition 2.
- We suggest that “formal constituent unit” isn’t the right term to distinguish fascicles from parts. Even the distinction between temporary and permanent divisions of the resource won’t always be clear. Both parts and fascicles may be numbered, and both parts and fascicles may later be bound together into volumes. A fascicle may be considered just a special kind of part, the main distinction being that the publisher or distributor calls it a fascicle!
- ALA is concerned that the Glossary (in definition 2) is attempting to go down the road of individual library binding policies. Some libraries may bind these individually for some specific reason, while others will bind several together.
- “Constituent” is not defined in the Glossary, but “component” is. Is there a reason “component” does not work here (e.g., “... formal component unit”)?

**Piano score.** Music catalogers have always been frustrated by the narrow definition and application of this term, which leaves us without a term for the instrumental equivalent of vocal score. Just because the more common English term “piano reduction” doesn’t include the word “score” is no reason not to have a term for those items that, in many music libraries, are more common than both vocal scores and narrowly-defined piano scores. Many other languages happily use the same term for both: Klavierauszug. Riduzione per canto et piano.

ALA would like to see the definition of this term expanded to include all non-vocal “piano reductions.” The definition in Grove Music Online opens the door: “A ‘piano score’ is an arrangement for solo piano of any ensemble composition; this term is sometimes used as a synonym for ‘vocal score.’”

The (New) Harvard Dictionary, which seems to be the source of the current definition, in fact has no entry for the term “vocal score,” so it is difficult to continue to rely on it for the definition here when it can’t be used for the definition of vocal score.

Terminorum Musicae Index gives these English equivalents for Klavierauszug: piano reduction, piano arrangement, piano score, vocal score

Looking down the road a bit, ALA would also like to explore using “piano score” in uniform titles. It has always made little sense to music catalogers to use “vocal score” for opera but “arr.” for concertos when there is absolutely no functional difference. This dichotomy may not stand up to FRBR scrutiny.

**Piece.** Another example used in the rules is the pieces of a game. The point seems to be that piece is a generic term used instead of more specific terms when there are many pieces and it isn’t possible (because they don’t have names) or desirable (because there are too many and it isn’t considered important) to name them.

Again is the ‘physical’ phrase required (e.g., “... one of two or more physical units of varying character ...”). Granted, the Technical Description Area is not currently required for digital or virtual resources. That may one day change though.

## Preliminaries

- This definition currently applies only to books and material found on screen for digital and moving image material. One option discussed within ALA would be to add to the list in this definition other sources of information that currently (within AACR2) qualify as chief sources (e.g. add "container" and "label permanently affixed to the physical carrier"). ALA recognizes, however, that this suggested revision quite likely reflects ALA members' dissatisfaction with the oversimplification of the rules for selecting a chief source of information in AACR3. ALA believes that adding distinct source elements to the "preliminaries" so that they qualify as chief sources is not the appropriate method of rectifying this oversight, and encourages the editor and the JSC to revisit this radical change within Part 1 (e.g., chief source of information, prescribed sources of information, A1.0A, etc.). [See also ALA's comments under Template 9]
- In the following phrases, change the comma to a semicolon:  
     "a resource, any preceding"  
     "screens, etc., the page"  
     "immediately following, and any"
- As with half title, this is a term that has been used in the rules in a very limited context and defined very precisely based on the conventions of printed books. The extension of this concept to other media by analogy does not seem helpful and seems likely to be confusing.

**Print, Printed.** These terms should be defined in the Glossary. These terms should be defined to represent that a resource was the product of a printing press. There are times when it appears in the current draft Glossary, that "Print/Printed" is being used to mean "text." When "text" is meant, "text" is the term that should be used.

**Prominent.** The concept/term prominent that was so clear in AACR2 has not been included in these rules. ALA recommends that the term prominent is a useful device that supports cataloger intellectual decision-making and should be included in the glossary and incorporated into the rules.

**Published [and unpublished].** ALA strongly recommends that these terms be clearly defined in the Glossary. See also the discussion above at the Glossary entry for "manifestation." [No proposed text]

**Recto.** The reference in Definition 2 to the "proper" sequence or order in which something is to be read is very Anglo-centric — what about Hebrew and other texts that are read right to left?

**Reference source.** Some ALA members were not pleased with the substitution of "source" for "publication" in the 1st sentence. Perhaps the definition should read "Any resource from which authoritative information may be obtained. ..."

**Replacement volume set.** ALA proposed adding the following definition:

An integrating resource composed of multiple hard or softbound volumes, of which one or more volumes are replaced at a later date. Information on the chief sources of replacement volumes may differ from the earlier volumes, and the resource may expand by one or more additional volumes, resulting in expansion of numbering (e.g., v. 5 becomes v. 5A and v 5B).

**Resource.** One ALA member commented that defining “resource” as an entity without any qualification (i.e. to distinguish between the FRBR Group 1, 2, and 3 entities) may cause confusion because it could imply that AACR3 Part I provides rules for creating descriptions of corporate bodies or concepts. It was also suggested that if the term “resource” is being used in AACR3 to refer to the focus of the description, that it define resource as a particular item representing a particular manifestation of a particular expression of a particular work. The use of “bibliographic description” in the definition of resource may also be seen as problematic, since bibliographic may imply text in codex form, thereby technically excluding, for example, digital still or moving image or recorded sound

**Resource, Digital.** Is this type of inverted see reference necessary? It does not seem to occur elsewhere.

**Section (Cartography).** Perhaps revise as: “A scale representation of a vertical surface (commonly a plane) displaying both the profile where it intersects the surface of a celestial body, or some conceptual model, and the underlying structures along the plane of intersection (e.g., a geological section.)”

**Sheet.** The glossary definition is restricted to paper, although the rules use the term for other opaque media and arguably could use it for transparent media in Chapter C6. The fact that the definition needs to exclude broadsides demonstrates that broadside should be considered a presentation unit, not a physical unit.

In the past, this has not been a valid term for the physical/technical description area for music in notated form. If we wish to continue this practice in AACR3, music needs to be specifically excluded from this definition.

As used in the technical description area this is not limited to paper, although it should be. Also, a broadside, by definition, is on a sheet and should not be excluded from this definition.

**Sleeve.** To parallel the text at “container”, perhaps revise this entry to read: “A protective envelope for a resource (e.g., a sound or videodisc).”

**Sound disc.** ALA recommends creating an entry for this, to cover analog discs and audio CDs.

**Sound recording.** ALA recommends that the Glossary include a cross reference for Non-processed sound recording.

**Specific material designation.** This is a real change from AACR2. The SMD was not limited to a physical unit. This limitation is also an inaccurate characterization of the rules for extent in the draft, which deal with *media* units, not *physical carriers*.

**Standard number.** Recommend ending this definition with “... standard number that identifies a resource.” That is, delete “uniquely.”

**Statement of responsibility.** The current AACR3 draft definition shares the manifestation/resource problem noted earlier. ALA continues to believe that manifestation is preferable to resource within this definition.

**Supplied title.** ALA recommends that the initial phrase be revised to read: “A title recorded by the cataloger ...”

**Tactile media.** ALA recommends that the definition be revised as follows: “Media that convey analog representations of notation (text, music, etc.) and/or images

(including cartographic images, etc.) by using raised symbols and/or differently textured surfaces. Tactile media are intended for use by the visually impaired."

**Technical description [new].** ALA believes that a definition may be needed.

**Text.** ALA recommends that the definition be broader. Leave out the phrase "... as a general material designation" for the first definition; have a 2nd definition if needed for GMD, and also note that it is a content term that may be used in statements of Extent.

**Tinted.** Some ALA members feel a Glossary definition for "Tinted" should be added. [No proposed text]

**Title frame.** Does the title frame have to contain the title? It doesn't say so in the glossary. It just says "A frame containing written or printed material not part of the subject content of the resource." It seems there might be another frame containing written or printed material which is not part of the subject content but it would not be the title frame because it doesn't include the title.

**Title page.** Can it be clarified that the analytical t.p. is part of the definition of title page?

**Traditional format (Oriental books).** ALA notes that the term "Oriental" may be considered offensive in some situations.

**Trailer.** A trailer is not necessarily an advertisement for a film or videorecording or an advertisement of a film or videorecording to be released at a future date. In many videorecordings, the original theatrical trailer for an older film is included for the very film it provides on the same videotape or disc as a bonus feature.

Delete "to be released at a future date."

**Transparency.** "Light box" does not appear in the Glossary, nor is it a commonly understood term. Does it need to be defined?

**Verso.** The reference in Definition 2 to the "proper" sequence or order in which something is to be read is very Anglo-centric. What about Hebrew and other texts that are read right to left?

**Video media.** ALA recommends that the scope definition at Chapter C7 be revised in a way that it does not represent an exclusive class of resources (digital), but instead is available to describe the digital aspects of any resources covered by any of the other chapters in Section C.

ALA notes that the distinctions made in the Glossary entries for "audio media", "digital media", and "video media" are difficult to follow, and that these terms may have a different understanding in common use. We recommend that these entries be rewritten with an eye toward clear, simple language.

## **Volume**

- We note that electronic multipart resources appear to fall under the first part of this definition but not the second because of the use of the term "physical" in the second part of the definition. Is this intentional?
- The real question may be whether the reference to the technical description is accurate in the second definition; in other words, is "volume" in area 5 limited to physical volumes rather than bibliographic volumes (definition 1)? If so, ALA sees this as problematic. A bibliographic description should describe the number of bibliographic

volumes in the resource, and not the manner in which those bibliographic volumes have been bound by individual libraries. ALA recommends that definition 2 be clarified. We offer the following as a possible revision:

As used in the Technical Description Area, a bibliographic unit comprising all that is contained in one binding, portfolio, etc. as originally issued. The volume as a physical unit is a holdings designation and may reflect local institutional processing decisions. therefore a physical volume may not coincide with the volume as a bibliographic unit.

**Work.** Since the term “work” is used in Part 1, and as a Group 1 entity term from FRBR, ALA strongly recommends that this term should be defined in the Glossary.

## 15. Style

### Comments on matters of style:

#### **Rule numbering [added by ALA]**

We suggest that any paragraph with a bold caption be given its own (usually decimal) rule number to facilitate referencing and indexing. An example of this is given in our comments on A1.7A3-A1.7A4. We also suggest that it might be helpful if every explicit option were given its own rule number.

Gaps in numbering (in the supplementary rules) are disconcerting at first. We suggest adding visual cues in the formatting where the rule numbering isn't consecutive.

In the process of deciding upon a numbering system for the rules, bear in mind the value of short rule numbers, which are easy to remember and cite.

**A1.7B11.** It is confusing to include the general rule for notes on area 3 and the specific rule on notes on numbering in the same rule. If numbering is moved from chapter A1 to chapter A2, this will no longer be a problem (the note on numbering would also be moved to chapter A2). However, if numbering remains in chapter A1, then the rule for notes on numbering should be a separate subrule (A1.7B11.1); the references to other chapters should immediately follow the general instruction in the first paragraph and not the rule on notes on numbering.

**"Ghost" headings.** The carry-over of the misguided and artificial use of "ghost" levels of hierarchy for rules with only one subrule, which began with AACR2R, adds unnecessary (and therefore undesirable) complexity to the structure to the rules. For example, at B.3.3E:

#### **B3.3E. Digital graphic representation**

##### **B3.3E1.** <text>

is more simply given as:

##### **B3.3E. Digital graphic representation.** <text>

#### **Tables of contents for chapters and areas**

There seems to be no principle governing what gets grouped together in a rule and what is kept separate, nor the order of subrules and text within subrules. Rules should be organized by what the cataloger sees, not by what should be done with the data.

Preliminary rules for chapters should be renumbered from X1.0 to X.0. For an area, the general rule should be numbered X.XA1, with the preliminary rules at X.XA2 forward.

### **Captioning of subrules**

We prefer that subrules be captioned whenever their content can be succinctly stated. We would like to see more captions (as well as more division of rules into numbered and captioned subrules, as noted above).

### **References to related and supplementary rules**

We like the references from the general chapter to the supplementary chapters.

The distinction between see and see also references to supplementary rules needs to be more consistent. In some cases, it is sufficient to apply the supplementary rule and thus a see reference is appropriate. In most cases, however, it is necessary to apply both the general and the supplementary rule and in these cases, a see also reference is needed. We have given a few specific examples of this (e.g., A1.2B1), but a thorough review should be done.

### **Clarity of instructions**

Practical instructions for everyday use need to be written crisply and with little room for error, confusion or variation. Unfortunately, the present draft is not clear and concise. The document needs easy-to-follow instructions and a simple sentence structure. This is especially true in the Introduction to Part 1. Sentences need to be shorter. Long sections of text should be broken up with formatting: captions, bullets, etc. Active voice should be used where possible.

**References to the Glossary.** When should the rules refer to glossary definitions? Currently only A1.6H1 and C1.5B2.1.9 make these references. Why only for subseries and plates? Certainly other terms could also benefit from this treatment.

For clarity, punctuation marks should be given by name as well as the symbol itself. For example, at A1.0F5 it is not easy to tell whether the horizontal line symbol is one hyphen, two hyphens, or a dash. The dash should be more clearly distinct from the hyphen in the examples.

The profusion of the phrase "on the source of information" throughout Part I does not aid in understanding the concept of sources of information, it bloats the text, and it introduces ambiguity.

"Photo" is treated as a word rather than an abbreviation in modern English dictionaries, so it should not have a period after it. However, it might be easier to simply avoid the issue by spelling out "photograph" wherever "photo" now occurs.

The editor seems to be using "provide" in the notes rules to mean something different from "record"; is there a difference?

In section C, the scope rule (on the advice of the Consistency Task Force last fall) was divided between a technical definition ("The rules in this chapter supplement the corresponding rules in chapter A1 and apply specifically to xxx.") and the definition itself ("xxx are media conveying ..."). In chapters A2, A3 and section B,

the scope rule is not so divided and the result is often a very long sentence. These rules should be consistently presented, and we recommend that the practice in section C be adopted.

**Headers and footers [added by ALA]**

The headers on the first page of the chapter should be suppressed; they simply repeat the chapter title that appears two lines down. The repetition is disconcerting.

In the final document, separate headers and footers should be defined for odd and even pages. In the footer, the page number should be on the outside margin. In the header, the verso should give the part title (e.g., "DESCRIPTION") and the recto should give the chapter title.

## 16. Typographical and grammatical errors, etc.

Please reference errors, etc., in the form: [page number] - [rule number] - [paragraph or example number]

p. 7 - Organization of the rules - 3rd paragraph

Final sentence should read "Again, the chapters in section C ...".

p. 9 - Highlights of major changes from AACR2, Resources issued in successive parts  
Next to last line should be "numbered issues or parts"

p. 9 - Early printed resources - last paragraph, first line

Delete the word "include".

p.16 - 12. Technical description area

There are two consecutive headings for "General rules on dimensions" although they refer to different sections of the rules. The second one should read "General rules on ancillary material (A1.5E)".

p. 1-2 - Paragraph 1

First sentence should have chapter listings separated by semicolons rather than by commas.

p. 1-3 - Resources In An Unpublished Form

Change "the former" in the 4th line to "unpublished form" so the reader doesn't have to figure out whether it refers to "published" or "unpublished" which are each mentioned twice in a different order.

p. A1-6 - A1.0A1 - Last paragraph

Last line should read "... or the content of the resource itself as instructed in A1.0A4."

p. A1-10 - A1.0C1 (and throughout the entire document)

In the two examples beginning with '1 computer optical disc' the dash between areas appears to be a hyphen. If you compare it with the hyphen in the example at the top of this page, you'll see that they aren't the same length. Throughout the rules there are places where a dash looks like a hyphen (e.g., examples in A1.2B5, A1.2C1, A1.4F8, A1.9B2 b), A1.10, A1.11). The JSC and/or editor should carefully look at all of the places where a dash should be and make sure that it is really a dash and not a hyphen.

p. A1-10 - A1.0D - 2nd sentence

Add a comma after "recommended levels of description". If we follow Chicago Manual of Style, we would add a comma before the word "and" when it's a list of three or more things.

p. A1-11 - A1.0E1 - d)

Remove the comma after "etc."

p. A1-12 - A1.0F5 - Punctuation

The size of the dash in the text looks much longer than the dash in the example.

p. A1-13 - A1.0J - 1st line on page  
Change "(see A1.1B4, ..." to "(see A1.1B3, ...".

p. A1-14 - A1.1A1 - paragraph 2, 2nd sentence  
Change "as they appears on the source of information, however, if case ..." and rest of sentence to "as they appear on the source of information unless case endings are affected, the grammatical construction of the data would be disturbed, or if one element is inseparably linked to another."

The instruction as whole would read better as "Record the elements of data in the order of the sequence of the following rules, even if this means transposing data. However, if case endings are affected, if the grammatical construction of the data would be disturbed, or if one element is inseparably linked to another, transcribe the data as they appear on the source of information."

p. A1-16 - A1.1B7 - 1st and 2nd paragraphs  
In the first paragraph it says "order of titles on, or the layout of," and in the second paragraph "sequence or layout of". These should these read the same.

p. A1-17 - A1.1B8 - 1st paragraph, 2nd line following "and b)"  
Add comma following "common title".

p. A1-17 - A1.1B8 - 3rd paragraph, 2nd line  
Instruction is unclear; suggest changing to "... record the common title, followed by the enumeration or designation, followed by the section or supplement title."

p. A1-17 - A1.1B8 - last paragraph, 2nd line  
Change "give" to "record".

p. A1-18 - A1.1B11 - 1st paragraph:  
Both instances of "e.g." in the rule should be followed by a comma.

p. A1-20 - A1.1C2 - 6th example  
There should be only one space (not two spaces) between the title proper and GMD, i.e., between "Jim" and "video" as per A1.0C1.

p. A1-20 - A1.1C2 - last example  
Correct the typo in the example, which was lifted directly from AACR2: the 2nd line should read "BWV 1080" not "BMV 1080" (this was confirmed by checking OCLC & RLIN).

p. A1-21 - A1.1D2 - example beginning "Einführung"  
The second parallel title is gibberish — this is Cyrillic text in AACR2 rule 1.1D2.

p. A1-28 - A1.1F13  
This long sentence is very hard to understand — perhaps it could be written as follows:

When a statement of responsibility or a name associated with responsibility for the work or expression embodied in the resource is transcribed, in any form, as part of the title proper (see A1.1B4) or other title information (see A1.1E4), do not make any further statement relating to that name unless:

- a) a statement is required for clarity, or
- b) a separate statement of responsibility including that name appears in the chief source of information.

p. A1-40 -A1.3C4 - 1st example at top of page

There's an extra space after the hyphen between Jan. and Feb. Also, should the hyphen be changed to a slash? If you look at examples on p. A1-39 you see Jan./Feb. 1964-, 1961/2, and 1999/2000, but then the examples on p. A1-40 are 97-1- and 1998-1-. Is consistency desired?

p. A1-41 - A1.3G1 - paragraph 3, example 4

The second semicolon is preceded by two extra blank spaces and followed by one extra blank space — there should be only one blank space on either side of the semicolon.

p. A1-46 - A1.4D1 - 9th example on the page

Should be "Paris : Institut géographique nationale" (not "internationale").

p. A1-48 - A1.4D6

Change "Qualitron" to "Qualiton". (it is correct in AACR2).

p. A1-51 - A1.4F7 - 5th-8th examples

5th-6th examples should use a hyphen (substitutes for a single digit in the date); 7th-8th examples should use a double hyphen (substitutes for two digits in the date). All four look like a dash.

p. A1-52 - A1.4F8 - 3rd example

Shouldn't the word "to" in the example "Sonnet, To Genevra" be in lowercase?

p. A1-54 – A1.5A4

This rule contains three uses of "physical description" — change to "technical description".

p. A1-54 - A1.5A4 - 2nd line

Remove the comma following the word "reproduction".

p. A1-54 - A1.5 - 7th line on the page

The line for A1.5C5 is a different size font than the rest of the lines.

p. A1-55 - A1.5A6 - 6th line

Change "preceded" to "precede".

p. A1-57 - Table 1

In the "Print and Graphic" column there is the term "flip chart" and in the "Tactile" column there is "flipchart" — is the difference intentional?

p. A1-65 - A1.5C9.1 - next-to-last example

Change "(cuts)" to "(woodcuts)".

p. A1-66 - A1.5C9.5 - 2nd line

Remove the comma following the word "container".

p. A1-66 - A1.5C10

AACR2 reference should be "3.5C5" not "3.3C5".

p. A1-66 - A1.5C10 - 3rd example

"10 maps" should not be repeated after the colon.

p. A1-71 - A1.5E1 - 3rd example under "Record the details ..."

The smd of the accompanying material varies from what it is in other examples — should it be "18 sheets (18 maps : col. ...)?"

p. A1-79 - A1.7A3 - example at bottom of page in Cyrillic

Differs from form in AACR2 1.7A3. In that rule it is a title followed by a statement of responsibility. In the new version, weird characters are appearing instead of the slash and periods after the initials. In this example, "ë" should be "/".

p. A1-85 - A1.7B9 - paragraph in middle of page beginning "Make notes ..."

AACR2 reference should be "12.7B8" not "12.7B.8".

p. A1-89 - A1.7B13 - last example preceding "If the technical ..." in the middle of the page

Delete hyphen between "Four times actual size." and "The parts of the ear are painted ...".

p. A1-89 - A1.7B13 - first example at the bottom of the page

"Note:" should be in the text font, not the example font.

p. A1-91 - A1.7B15 - 4th example, 2nd line

Add a comma after "advance-resolution stereo".

p. A1-97 - A1.7B30 - 2nd paragraph

The word "unpublished" should be in bold italics.

p. A1-98 - A1.8B1

Rule instructs the cataloger to record "the" ISBN, but "an" ISSN — the articles should be the same.

p. A1-99 - A1.8C

The ISSN International Centre uses the phrase "key title" (no hyphen).

p. A1-101 - A1.9B2 - b)

Change "a distinct type of media" to "a distinct type of medium".

p. A1-103 - A1.10A - 6th example

Text which currently reads "... 33 1/3 rpm ..." should either use the AACR2 typography (see AACR2, p. 13-3) or add a space: "... 33 1/3 rpm ...". See also p. C5-2 comment on C5.5C11.2 below.

p. A1-104 - A1.11A

The 1st example reads "Vols. 39-40. : ..." There shouldn't be a period after "40". Also, there and after "Pt. 1" and in other examples, there is a space before the colon, which probably should be deleted.

- p. A2-8 - A2.5C14 - 3rd line  
Change "physical" to "technical".
- p. A2-14 - A2.7B27 - caption  
Change "Issue, part, or iteration described" to "Issue or part described".
- p. A3-6 - A3.5B1 - 1st example  
AACR2 reference should be "12.5B1" rather than "12.5B2".
- p. A3-10 - A3.7B27 - caption:  
Change "Issue, part, or iteration described" to "Iteration described".
- p. B1-4 - B1.4F8  
There should be no blank space above the note paragraph, and the word "Note:" should be in the text font, not the example font.
- p. B2-2 - B2.1B1 - 3rd example  
Insert spaces after each comma: "Violin-Sonaten 1, 2, 3".
- p. B3-2 - B3.0A  
Capitalize "e" in "earth" and correct "geo-spatial" to "geospatial".
- p. B3-2 - B3.1E6.  
Move AACR2 reference up to follow the text of the rule rather than after the example.
- p. B3-4 - B3.3B1 - last paragraph  
In the first line, "digital resources" should be in bold italics.
- p. B3-5 - B3.3B4 - last example under b)  
Move the coordinates up after the scale.
- p. B3-5 - B3.3B4.  
Indent examples under each of the appropriate paragraphs.
- p. B3-8 - B3.3E1 - 4th example  
Add a comma after "lines".
- p. B3-8 - B3.3E1 - 1st paragraph  
In the 1st line, "digital resource" should be in bold italics.
- p. B4-1 - B4.0A - 2nd paragraph  
Capitalize the "e" in "earth".
- p. B5-1 - B5.0A - 2nd paragraph  
Capitalize the "e" in "earth".
- p. C1-7 - C1.5B2.1.19 - 2nd example  
Delete the period after "1" and before "v."
- p. C1-8 - C1.5B2.2.3 - 3rd line  
Footnote number after "miniature score" example reads "2", but footnote at bottom

of page is numbered "1." Because there is a footnote numbered "1" on p. C1-3, this footnote should be "2."

p. C1-10 - C1.5D1.1 - 4th example  
Delete — duplicates 1st example.

p. C1-11 - C1.5D1.4 - 7th line  
Delete the comma after "etc." before the parenthesis.

p. C1-15 - C1.7B5.1 - example  
It looks as if there might be a font problem with the word "hom"?. I compared it to the published rule and it looks fine in the published rule.

p. C2.1 – C2.0A, Scope, 2nd paragraph  
Delete the commas after "images" in "and/or images, (including cartographic images), etc."

p. C2-2 - C2.5B2 - 2nd example  
Delete extra space between "1" and "microfilm" (as per A1.0C1).

p. C3-3 - C3.7B13 - 1st example  
The word "Braille" should be lowercase.

p. C5-2 - C5.5C11.2 - 1st three examples and final sentence of rule  
Typographical consistency is needed in display of fractions. This problem occurs elsewhere within AACR3 as well — see p. A1-103 (A1.10A), p. C5-3 (C5.5C11.6, C5.5D1.1, etc.).

p. C6-5 - C6.5D1.6 - 2nd example  
Delete extraneous period following "12 in."

p. C6-5 - C6.5D1.7  
Add a comma after "videocartridges".

p. C7-3 - C7.5B1 - 3rd paragraph:  
Change "A1.59" to "A1-59".

p. C7-4 - C7.5B2 - Optionally  
Change "A1.59" to "A1-59".

Glossary-3 - Coloured illustration  
Remove the end parenthesis, since there is no beginning one.

Spacing after open hyphens

The latest version of AACR2 changed the spacing after an open hyphen from three spaces to one. In the proposed rules, however, the gap has reverted to three spaces, as found in rules A1.3F1, A1.3G1, A2.7B5.1, A2.7B7.1, and A2.7B8.2. Is this intentional?

## 17. Other general rules [added by ALA]

Comments on rules in chapter A1 not included in other sections of the template:

**NOTE:** This section only includes comments on the preliminary rules and Areas 1, 2, 3, 6, 8.

Comments on Area 4 except scope and organization are included in Template 11; comments on scope and organization are included in Template 2.

Comments on Area 5 except scope and organization are included in Template 12; comments on scope and organization are included in Template 2.

Comments on Area 7 except scope and organization are included in Template 13; comments on scope and organization are included in Template 2.

**A1.OC1, paragraph 7** (last line on p. A1-9). Change "... in a set of square brackets." to "... in its own set of square brackets."

Reword last sentence to: Metric units such as cm and mm are symbols as defined by the SI (Système internationale) system and are therefore not considered abbreviations.

Rationale: It is bad publicity for making what seems to be a very trivial change to current practice.

Reword last sentence to: Metric units such as cm and mm are symbols as defined by the SI (Système internationale) system and are therefore not considered abbreviations.

Rationale: It is bad publicity for making what seems to be a very trivial change to current practice.

**A1.OD1.** The rule implies that all elements and/or sub-elements relevant to Material (or type of publication) Specific Details are included in a first-level description. This is not true for either Mathematical Data or for Digital Graphic Representation. AACR2 Rule 3.0D included the following text: "Follow the instructions in 1.0D. Additionally, in a first-level description include the scale in the mathematical and other material specific details area and, in a second-level description, include the mathematical data specified in 3.3A-3.3E." Wording such as this could be added either here or at B3.0D1.

**A1.OE.** The rule does not instruct what to do if it is not practicable to use the original script, although the assumption is that Romanization would take place. We recommend that this be explicitly addressed. One possible way to do this would be to add wording such as the following as the second sentence to the rule:

When it is not practicable to transcribe information in the language and script in which it appears, transliterate the information in the working language of the cataloguing institution.

To ensure uniformity, it might also be advisable to make reference to this rule from the rules on specific areas of the description that require transcription.

**A1.OF1.** ALA notes that Appendix A has always been at odds with conventions for capitalizing titles in most style sheets, as well as in common usage and that it may be time to revise Appendix A to call for use of what is commonly described as "title

case" in transcribing titles. This practice also complicates the issues related to the use of upper case I/J and U/V, as described further below in Template 8 and 11.

**A1.0F2. Accents and other diacritical marks.** ALA suggests that the practice prescribed in this rule is at odds with the Functional Requirements "Representation" and "Cost efficiency" as it requires expert language knowledge on the part of the cataloger, and may not add significant value to the catalog record.

**A1.0F5. Punctuation.** We recommend adding wording to this rule about the special problems involved in transcribing titles that have ISBD punctuation marks in them: the slash "/", the equals sign "=", and the colon ":", and to discussing what spacing to use before and after the dash.

**A1.0F6. Symbols.** The LC Rule Interpretation for AACR2 Rule 1.0E covers the use of the double underscore as the conventional means of signalling special letters ... for which there is no exact representation in the character set. This occurs in some African languages, which are otherwise written in the roman script. In these cases, the RIs recommend using the nearest roman equivalent, preceded by the double underscore. We suggest incorporating this practice into the text of AACR3. In this best of all Unicode worlds, this would not require any mention, but there is no indication that this practice will be unnecessary in the near future.

**A1.0F7. Letters or words intended to be read more than once.** In AACR2, this rule (1.1B5) applied to titles proper. We are concerned that its new placement in the preliminary rules will mean that it can be applied more broadly than intended. For example, a corporate body appearing once on the title page could be transcribed as both a statement of responsibility and the publisher without bracketing; an edition statement "Concise ed." could be transcribed in addition to the title "The concise edition of the Oxford English dictionary." The generalization of this rule also calls into question the first part of A1.1F10: which should take precedence? This rule may also result in unintended changes for recording parallel titles and statements of responsibility when cataloging musical scores, which is now governed by the LCRI to AACR2 5.1B.1. Restoring the example that has been moved to A1.1D2, or adding a new example, would probably help to clarify the situation.

The rule caption and first sentence need to be further generalized from "letter or word" to "string of characters" to include numbers and dates

**A1.0I [not in AACR3 draft].** The rules jump from A1.0H to A1.0J. While the number "1" and capital letter "I" might conceivably be confused, it doesn't make sense to skip a letter here. It just looks like a mistaken omission in the rules.

**A1.0J. Facsimiles and reproductions.** We note that various rules, including this one, use the following terms: facsimile(s) and reproduction(s); facsimile(s) or reproduction(s); facsimile(s), etc.; facsimile(s); and reproduction(s). We would prefer that the rules decide upon a term and be consistent. Since "Facsimile reproduction" is defined in the glossary, that would be a logical choice. The scope of this rule seems intended to be broader than just facsimile reproductions, however, so we suggest changing the caption for this rule to "**Reproductions, including Facsimile Reproductions.**" The text of the rule itself should also be adjusted, perhaps to just use the term "reproduction" wherever it currently says "facsimile or reproduction".

We note that the rules on treatment of reproductions summarized in A1.0J and given in detail in A1.1B3 (which should have a bold caption), A1.2A3, A1.3A3, A1.4A2, A1.5A4, A1.6A2 and A1.8A2, are less prominent within the draft than the comparable rule (1.11) in AACR2. A prominent general discussion of the treatment of reproductions would be in line with making concepts and principles more explicit in AACR3 and would also support effective training of catalogers.

Does this rule (and A1.2A3, A1.3A3, A1.4A2, A1.5A4, A1.6A2, and A1.8A2) cover both on-demand (or preservation) reproductions as well as reprint editions that simply photo-reproduce the previous editions? If so, it would be helpful to state this.

**A1.0L.** The Society of American Archivists has noted their concern that the usage of the term "multilevel description" in this rule is **not** the same as the way that the term "multilevel description" is used by archivists for describing archival collections. The presence of the new caption for this rule in the Table of Contents may erroneously lead catalogers to believe that AACR3 covers multilevel description in the archival sense instead of leading those catalogers to consult another standard (such as DACS in the U.S.) for archival and manuscript cataloging. We suggest that a reference be added here back to the mention of these other standards in the General Introduction, or that the wording of this rule be changed to distinguish between the two uses of the phrase "multilevel description." A possible addition as the final sentence to this rule:

For instructions on multilevel description as it applies to archival and manuscript material, consult the archival standards listed in the General Introduction on p. [or section] X.

**A1.1A2. Punctuation, paragraph 2.** This rule needs to cover the situation of the existence of a part number without a part title. Perhaps:

Precede the enumeration or alphabetic designation of a section or supplement (see A1.1B8) by a full stop. Precede the title of a section or supplement by a comma, unless the title of the section or supplement is not preceded by an enumeration or alphabetic designation, in which case precede the title by a full stop.

or:

Precede the title of a section or supplement (see A1.1B8) by a full stop, unless there is enumeration or alphabetic designation in addition to or instead of the section title, in which case precede the enumeration or alphabetic designation by a full stop and precede the title, if there is one, by a comma.

**A1.1B1. Transcription of the title proper.** The second paragraph says "If the title proper is not taken from the chief source of information, record the source of title in a note." ALA notes that identifying the source of the title proper may also be necessary for some materials even if it is taken from the chief source, particularly when the chief source is the entire resource.

**A1.1B2. Alternative titles.** Given that the alternative title is not part of the uniform title and seems to be an exception to the general rule to use the title proper as the uniform title, we suggest that it may be time to reconsider this rule, and instead to treat alternative titles as other title information (although we note that this would conflict with the ISBDs).

This rule should have a caption. We suggest: **Transcription of an alternative title.**

**A1.1B3 (describing a facsimile or reproduction with a title different from the original).** U.S. catalogers of cartographic materials note that there may be cases where it would be desirable to record the original title in a note rather than as other title information, and suggest the addition of a reference forward here: For instructions for cartographic resources, see B3.1B3.

If this recommendation is implemented, a new rule will be needed at B3.1B3. Again, this rule should have a caption. Suggest as above.

**A1.1B5.** We suggest a reference to A1.1E6 would be useful here to clarify that such titles may need clarification supplied by the cataloger.

**A1.1B5. Omissions and abridgments.** We suggest adding an "in case of doubt" clause to this rule to facilitate quick decision-making on the part of the cataloger:

In case of doubt about whether words are serving as an introduction and are not intended to be part of the title, transcribe them as found.

**A1.1B7. Titles in two or more forms, paragraph 3 (full form vs. acronym or initialism).** In general, ALA supports the generalization of this rule to prefer the full form over the initialism as a way to bring more uniformity to cataloging practices, especially for conference publications which monograph and serial catalogers have viewed quite differently. However, we are uncomfortable with not also taking into account the layout and prominence of the information on the title page in making this decision. We note that the ISBD group is also looking at this issue.

There should be a reference to A1.1E at the end of the last sentence.

**A1.1B11.** This rule includes the wording "language and script suggested by the resource being described." This needs to be clarified. Would an example be appropriate?

**A1.1D3.** See comment on A1.1B3 above. For cartographic resources, we suggest referring again to a new B3.1B3 so that the original title in a different language can appear in the note area.

**A1.1D5.** This should include "if considered to be important," as it does in A1.7B6.

**A1.1E4.** The phrase "integral part" is not defined in this rule, and needs to be made more specific: for example, by explicitly defining what grammatical structure might signal that a statement of responsibility or the name of a publisher, distributor, etc., is an integral part of the title. Another possibility would be to specify that the rule applies in cases where the name, etc. cannot easily be separated from the other title information.

**A1.1E5.** ALA notes that this rule is problematic (as it was in AACR2) when other title information pertaining to the title proper is recorded before a part title, thus separating the title proper and the part title. This results in the part title "getting lost" in online displays. One possible solution would be to specify that other title information pertaining to the title proper should be recorded as a note in such

situations. We note that a similar problem occurs when parallel titles and statements of responsibility are recorded between a title proper and a part title.

**A1.1F1.** The sentence "If a statement of responsibility is taken from a source other than the chief source of information, enclose it in square brackets" should come before the examples since the examples include an example of this rule.

**A1.1F1 and A1.1F2.** What meaning does the word "prominently" here have? Is it still the old meaning from AACR2? This confusion supports the need for a definition of "prominently" in the glossary.

The bracketing of a statement of responsibility taken from the verso of the t.p. or the cover when the chief source is the title page has been eliminated. Was this intentional?

A1.1F2 basically is the negative of what's in A1.1F1. Couldn't these be combined into one single rule?

**A1.1F5.** Since it is the intention of the JSC to make optional the so-called "Rule of Three," ALA strongly recommends creating an optional provision in this rule for recording all the persons or corporate bodies performing the same function.

**A1.1F7.** This rule has the same problem noted above under A1.1E5 when a statement of responsibility relating only to a title proper is recorded between a title proper and a part title.

**A1.1F13.** The second line uses the text, "work or expression embodied in the resource." Should this be so restrictive? What about statement of responsibility associated with a manifestation? Would just the word "resource" be simpler?

**A1.1F12 and A1.1F13.** These are examples of rules too complex to be considered practical for metadata standards such as the Dublin Core. Will metadata providers really make such distinctions? Metadata guidelines such as the RLG Descriptive Metadata Guidelines offer guidance that is far easier to follow.

**A1.1G2.** In the 2nd paragraph of A1.1G2, the phrase "all by the same person(s) or emanate from the same body (bodies)" is too limiting. Situations without collective title frequently happen with a collection of anonymous classics or classics with different authorship of each included, all edited, annotated, and/or modernized by the same person. Such modern collections of classics would seem to be candidates for inclusion under this rule. [problem from AACR2]

**A1.2A1.** We reiterate that the loss of the concept of prominent is problematic, since that AACR2 concept is useful in lessening the amount of bracketing that is required without it.

**A1.2A2.** If the title page is considered to be the chief source of information, the new restriction on the prescribed source of information for edition statement, excluding other preliminaries and colophon, would result in virtually always square-bracketing edition statements in records for contemporary Japanese monographs, and would result in more brackets in other records as well.

**A1.2A3. Facsimiles and reproductions.** See comments regarding the terms "facsimiles and reproductions" vs. "facsimile reproduction" at A1.0J, repeated here:

We note that various rules, including this one, use the following terms: facsimile(s) and reproduction(s); facsimile(s) or reproduction(s); facsimile(s), etc.; facsimile(s); and reproduction(s). We would prefer that the rules decide upon a term and be consistent. Since "Facsimile reproduction" is defined in the glossary, that would be a logical choice. The scope of this rule seems intended to be broader than just facsimile reproductions, however, so we suggest changing the caption for this rule to "**Reproductions, including Facsimile Reproductions**". The text of the rule itself should also be adjusted, perhaps to just use the term "reproduction" wherever it currently says "facsimile or reproduction".

In the first sentence, change "as well as that information" to "as well as edition information."

**A1.2B. Edition statement.** AACR2 Rule 2.15B deals with edition statements that are "an integral part of the title proper." JSC was unable to reach a consensus on the question of the proper way to describe "The compact edition of the Oxford English dictionary" and therefore the draft does not deal with this question. We feel strongly that the rules should deal with this question. The alternatives seem to be:

- Follow AACR2 rule 2.15B, i.e., transcribe the entire statement as the title and do not include an edition statement.
- Transcribe the entire statement as the title and repeat the edition statement.
- Omit the edition statement from the title and record it in area 2.

We find the first alternative preferable and note its consistency with ISBD. We urge that AACR2 rule 2.15B be made a general rule in A1.2B. If this is done, a comparable rule might be needed in area 1 to deal with the issue from the other direction (including edition statements in the title when grammatically linked).

We also note that there are no clear guidelines about when information is "an integral part" of an element or when it is "grammatically linked." Judging by practice, the preposition "of" seems to indicate linkage ("The novels of Charles Dickens"), but the preposition "by" does not ("Great novels / by Charles Dickens"). This is not a new problem, and we are not suggesting a particular solution, but would like to call the issue to the attention of the JSC.

[See also ALA's comments on A1.1E4]

**A1.2B3.** In the footnote 5 to this rule, we suggest changing the word "different" to "some".

**A1.2D and A1.2E.** ALA has previously suggested language that would remove the concept of edition from these rules, although it would require changing the name of two ISBD elements. In addition, this language clarified that the revision statement appears in addition to an edition statement and relates to the expression or manifestation indicated in that edition statement. ALA again brings this proposal to the attention of the JSC.

#### **A1.2D. Statement relating to a named revision-of-an-edition**

**A1.2D1.** If the source of information has, in addition to an edition statement, a statement indicating a revision (e.g., a named reissue-of-a-particular-edition containing changes from ~~that "edition"~~ the expression or manifestation indicated in the edition statement), transcribe

the revision statement ~~relating to that revision~~ following the edition statement and its statements of responsibility.

**A1.2D3.** Do not record statements relating to a reissue ~~of an edition~~ that contains no changes unless the resource is considered to be of particular importance to the cataloguing agency.

We note that the ALA proposal above would eliminate the need to use "scare quotes" around the word "edition" as a means of warning catalogers that not everything that purports to be an edition really is an edition.

**A1.2E1. Statements of responsibility relating to a named revision of an edition.** If the above revision is accepted, A1.2E should be revised as follows:

**A1.2E. Statements of responsibility relating to a named revision ~~of an edition~~**

**A1.2E1.** Transcribe a statement of responsibility relating to one or more named revisions ~~of an edition~~ (but not to all such revisions) following the revision statement ~~relating to the revision(s)~~. Follow the instructions in A1.0F with respect to capitalization, accentuation, abbreviations, punctuation, symbols, etc.

**A1.2E2.** If the resource has parallel statements relating to the revision ~~of an edition~~ that have been recorded (see A1.2D2) and a statement of responsibility relating to that revision in only one language or script, record the statement of responsibility following all the parallel statements relating to the revision.

Should A1.2E1 include a reference back to A1.2C?

**A1.3A3. Facsimiles and reproductions.** Add references to B2.3A3 and B3.3A3 [new, see comment under B2 and B3].

What if there is separate numbering for the facsimile and for the original manifestation? In this situation, we would prefer to see numbering for the facsimile in the numbering area and the original numbering recorded with the other information about the original manifestation in the note area. That is also more consistent with such rules as A1.6A2, where one is instructed to put series data for the original manifestation of a facsimile in the note area.

**A1.6A3. Punctuation.** The last line in A1.6A3 is unclear. The 3rd line says, "Precede each parallel title by an equals sign." Then the last line says, "For the use of the equals sign to precede parallel statements, see the appropriate rules." It would help to specify which are the appropriate rules.

**A1.6B1 (transcribing the title proper of a series).** See comments under A2.6B1. If A2.6B1 is added, a reference to it will be needed here. This rule also needs a reference to A2.6G1.

**A1.6B2 (choosing from different forms of the title).** The wording of this rule would seem to contradict current practice, because a series title taken from a title page would have more "prominence" than a series title taken from a series title page. If the most prominent source is not the source used in previous numbers of the series, this might cause some unintended major changes in a series title and may be problematic for creating series authority records.

The underlying problem is that the concept of the series title page and the analytical title page as chief sources, as outlined in AACR2 12.0B3a, have disappeared. The rules for transcribing series statements had an order of preference that was supposed to match the order used for selecting the title proper of a serial. The series t.p. was the first preferred source. In the new rule, this is clearly not the case, as the t.p. of each analytic in the series would be selected if the series statement appeared there. We suggest clarifying in this rule that the chief source mentioned here is the chief source of information for the series, not the chief source of the component part.

The second paragraph is confusing and it's not clear how what it says is different from the first paragraph, or whether the two paragraphs actually contradict each other.

**A1.6C1 (transcribing parallel series titles).** Why is there not an option to transcribe all parallel titles of a series (third level description)?

There is an unnecessary circular reference here. This rule should send the cataloger directly to rule A2.1D2, rather than to A1 which then simply refers the cataloger to the supplementary rule.

**A1.6D1 (recording other title information).** This rule instructs to "Record other title information of a series only if it provides valuable information identifying the series." What if the other title information is an acronym? A2.1E1 instructs to always transcribe other title information if an acronym or initialism appears in the chief source along with the full form. Given the generalization of the rules in the draft, shouldn't the rules for transcribing the title of the series be the same as transcribing the title of serials?

**A1.6G1 (recording numbering within series).** Why was the AACR2 instruction "in the terms given in the item" dropped from this AACR3 rule? Does this instruction appear somewhere else?

Paragraph 6: Change "If a new sequence of numbering is accompanied ..." to "If the numbering is accompanied ..."

The wording of the second paragraph (p. A1-75) of this rule appears to be taken directly from A1.3C4. However, the examples given seem to have nothing in common with the examples given at A1.3C4, and there is considerable doubt as to whether they would in fact be candidates for this treatment. ALA is also concerned that this paragraph represents a very significant change from current practice and seems to confuse transcription of numbering with providing normalized access to the authorized series added entry form of numbering. Is such "normalization" of numbering more appropriate in the numbering area (Area 3) than in the series numbering area?

In the last paragraph of the rule (p. A1-76) "separated by a hyphen" should be added after "record the first and the last numbers."

**A1.6F1 (transcribing ISSN).** What should be done when it is known that the ISSN that appears on the source of information is not correct. We believe LC's practice is not to record incorrect ISSNs. Also, guidance on what to do when more than one ISSN for a single series is present on the source of information would be helpful.

**A1.6H4 (in case of doubt for subseries).** Change "second" to "separate" in both instances.

**A1.6K. Change in series statement.** The meaning of the second paragraph is not clear.

**A1.8B4 (recording corrected number).** Needs to specify that the incorrect number must also be recorded.

**A1.8C1 (recording key-title).** The current rules are still card-centric in providing instructions to display the ISSN and key title as a single note. Consider providing the option of giving them in separate notes.

Provisions for adding notes for abbreviated titles, including the abbreviated key title, should be added to this rule.

**A1.8E1 (recording qualification).** Referring users to A3.8E1 [on qualifying updating loose-leafs] makes the cataloger have to flip to one additional brief rule and example. Why not just put this in A1.8?

The rule refers to qualifying the "standard number." Does this mean that we could also qualify the ISSN in bibliographic records with a parenthetical qualifier? There are several places that refer to the "standard number", which doesn't acknowledge that some resources can have more than one type of standard number (e.g. both ISBN and ISSN).

Should the qualification of the standard number be required or optional?

**A1.9. Multimedia resources.** The assumption in A1.9 seems to be that multimedia resources will be multipart by definition, but that is not the case. An increasingly common example is the so-called "Dual Disc," which is one physical disc with DVD data on one side and CD data on the other. If these sorts of things are intended to be treated elsewhere in the rules, there should be a reference to that effect. If they are intended to be treated here, there should be some acknowledgement of that here.

This rule seems to come out of nowhere without a lot of explanation. Some kind of scope note or application note would be very helpful.

The term "multimedia" will mean something else to a lot of people than what is intended here. The term is at least defined in the glossary, but if there were some other term that could be used, that might be preferable.

**A1.9B. No predominant part.** We are not sure how to improve this, but we are concerned about the vagueness in this rule: "... apply the following in addition to other relevant rules in this chapter and in the appropriate following chapters." This is the only occurrence of this type of instruction in the AACR3 draft. Perhaps specific references should be made to the specific rules about multipart with no predominant part instead?

**A1.10A.** The contents list shows that a caption is needed for A1.10A. "General rule" would work.

Analytics are certainly relevant for cartographic resources and for music so the area 3 should be generalized in the list for analytic. Suggest as follows:

- in list of elements for the part or component part, change the phrase "numbering (in the case of a serial)" to the phrase "material (or type of publication) specific details"

- in the list of elements for the aggregate resource, change the phrase “numbering (of a serial) or publication details (of a monograph)” to “material (or type of publication) specific details publication, distribution, etc.”

**A1.11A.** There is problem here using the term “level.” Referring to “first level,” “second level” and “third level” is confusing when those terms mean something else in A1.0D. [This isn’t new to AACR3 ...]

## 18. Other comments [added by ALA]

Comments on the process of preparing AACR3, on the General Introduction to AACR3, and some additional comments on rules in Section B.

Includes:

- Comments on the Process of Preparing AACR3
- Comments on the General Introduction to AACR3
- Other Comments on Section B Rules

### Comments on the Process of Preparing AACR3

1. **Review of drafts less restrictive.** ALA strongly recommends that the process for reviewing drafts of AACR3 be made less restrictive. We request that the JSC and the Committee of Principals make future drafts available for wider, even for public, review. In particular, metadata communities, who have been targeted as a potential new audience for AACR3, must be specifically invited and encouraged to comment during the review process.

Because of the nature of ALA/CC:DA's representative structure, ALA was able to make the draft available to a wider number of reviewers than may have been possible in the other constituent library associations. While this provided us with feedback from a fairly broad cross-section of catalogers in the U.S., the limited distribution still had several very negative consequences within the U.S.:

- a. For several weeks at the beginning of the review process, the JSC and the CoP were still sorting out who was allowed to see the draft and who was not, which created significant confusion and wasted valuable time.
  - b. U.S. catalogers who were not allowed to see the draft complained publicly about a "culture of secrecy" around the review process, and expressed considerable distrust, anger, and disillusionment about the entire process. The damage caused by this negative publicity will be difficult to repair.
2. **Longer review periods.** The review period for draft documents need to be longer to allow JSC and its constituencies ample time to think about and discuss major issues related to AACR. ALA found it impossible to have adequate discussions of substantive issues during the rushed review period for Part 1.

With the preparation of a new edition of AACR for the first time in 27 years, we have an opportunity (and a responsibility!) to rethink many major issues surrounding AACR2 and to ensure that the resulting new standard serves us well into the future: not only regarding how we use catalog records but also regarding the process of record creation and maintenance. Unfortunately,

brief review periods, as we experienced for the Constituency Review of Part 1, will make this thorough review impossible.

Specifically, ALA would like to see more thorough and extensive discussion surrounding the following issues:

- a. AACR3's role in the broader metadata environment, including a more thorough study of the needs of other metadata communities for a content designation standard. Such discussions should be accompanied by a market study for AACR and certainly more open and thorough consultation with metadata communities as the new rules are developed
  - b. AACR3's relationship to other bibliographic and archival standards, such as DACS, DCRM, and even the ISBDs. What levels of harmonization are appropriate?
  - c. AACR3's future role as either a content or a display standard
  - d. Levels of Description (AACR2 Rule 1.0D), in light of Library of Congress's use of access control records
  - e. The usefulness of transcription to the description of different types of resources, and ways to accommodate these different needs within a consistent, principle-based set of rules
  - f. Current practice in AACR regarding capitalization of titles, and its effect upon re-use of transcribed data from publishers and automated transcription.
  - g. The pervasive effect of electronic resources, including electronic reproduction and remote access resources. AACR3 is an opportunity to rethink the convoluted ways that practices have evolved, out of unfortunate necessity, into something more coherent and useful.
  - h. Compatibility between AACR's practice of creating manifestation-level records with other approaches (e.g. CONSER's use of "expression-level record" for serials issued in multiple digital formats, and the "single-record technique for describing multiple manifestations — especially reproductions — on a single bibliographic record with attached holdings)
- 3. Review the entire standard at once.** ALA members found it extremely difficult to evaluate Part 1 without seeing it in the context of the entire new edition of the rules.

At times, ALA members expressed concern that their comments on Part 1 were not well-informed since they were not provided with detailed information about the intended content of the other sections of the rules, especially the General Introduction. This lack-of context had several other negative results related to the process as a whole:

- a. Catalogers assumed that AACR3 was simply ignoring other standards for bibliographic and archival description, and spent considerable time questioning why the rules were not harmonized with other standards or did not refer to other more appropriate standards. This created a considerable amount of ill will among specialist communities.
- b. Some reviewers assumed that very little intellectual analysis or vision was going into the creation of AACR3 because all they could see of the process was a set of reorganized rules for Part 1. Part 1 uses very little FRBR terminology, and so some reviewers concluded that the rigor that is the hallmark of the FRBR model is not adequately informing the development of AACR3.
- c. Based on seeing only Part 1, some reviewers assumed (ALA believes erroneously) that the number of changes between AACR2 and AACR3 will not be substantial enough to warrant a new edition. Many still need to be convinced that AACR3 will be worth the time and the money necessary to prepare and implement it.

ALA recommends that the JSC reconsider its plan to issue each portion of AACR3 separately for review. Instead the JSC, in consultation with both the CoP AND the JSC constituencies, should develop an alternate plan that would allow sufficient time for a detailed constituency review of the entire document, even if this would delay the final publication of AACR3. If a new plan for preparing AACR3 still contains separate review periods for different sections of the document as well as a review of the document as a whole, these separate review periods must be longer than that allotted for Part 1 to allow adequate time for discussion.

### **Comments on the General Introduction to AACR3**

ALA strongly recommends that a Draft of the General Introduction, or at the very least a detailed outline of what it will contain, be prepared and distributed for comment as soon as possible. During the review of Part 1, we identified many issues that we would like to see addressed within the General Introduction:

1. As described above regarding our comments for Focus of the Description and the Introduction to Part 1, we would prefer to see the General Intro renamed something else to indicate that it is an integral part of rules. We suggest adding rule numbering, and making sure that the writing style and formatting are accessible, to encourage catalogers to read it thoroughly.
2. ALA recommends that the General Introduction include a statement on the use of the "single record technique", modeled after the wording in the ISBD(G) at the end of Section 0.1.3 (Scope, Purpose, and Use):

To describe a resource that is available in more than one physical format or in more than one output medium, it is recommended that national bibliographic agencies, and those cataloguing agencies that participate in a network sharing bibliographic data with each other, create one bibliographic record for each physical format or output

medium of the resource. A separate description makes future manipulation of such records simpler for merging information in displays or for distinguishing the separate resources. Other cataloguing agencies may describe the resource using either a single bibliographic description or multiple bibliographic descriptions based on local requirements and needs of users of the catalogue, provided that adequate information to identify each is given.

3. The General Introduction to AACR3 should include broad discussion of, and guidelines for, making pre-cataloging decisions, such as when to create a new record, and different approaches to doing analysis: "In analytics", multilevel descriptions, etc.
4. The General Introduction should describe how the various parts of a bibliographic record function in a catalog, and should at least acknowledge that descriptive elements of a record can be used for retrieval, even though they are distinct from controlled access points.
5. The General Introduction should clearly address the intended audience for and scope of AACR3 as well as its relationship to other standards for bibliographic and archival description. The General Introduction should specifically cite these other standards and acknowledge that catalogers will need to consult them in situations when they need more specific guidance in cataloging a particular type of material than is provided in AACR3. (A partial list of these other standards, as suggested by ALA members includes DACS, AMIM, OHA, GM, CCO, DCRM, AMREMM, RLG Guidelines for Chinese rare books, Cartographic Materials). Each standard's scope should be described briefly, unless it is clear from its title, and some brief guidance should be given for when a cataloger might need to consult the other standard instead of AACR. [comments repeated above under Template 1]
6. For early printed monographs, in particular, the General Introduction should provide additional guidance for using the options within AACR3. This statement should include a definition of "early" as used within AACR3, and should suggest, if possible, that catalogers choosing to use the options for early printed resources should use all or at least most applicable options rather than applying some and not others.

## **Other Comments on rules in Section B**

**B2.3. Musical Presentation Statement.** This area used to be Optional in Chapter 5 of AACR2. We recommend keeping it optional because in many cases the information on published scores and parts is either misleading or at least not helpful, and catalogers should have the option to omit it in those cases.

**B2.3A3.** A new rule is needed here akin to that at A1.3A3 indicating that a musical presentation statement would apply equally to the original and to the reproduction. The existing B2.3A3 should be renumbered B2.3A4.

**B3.0D.** Reinstate AACR2 rule 3.0D. (2005 amendments) in order to identify the area 3 sub-elements for a first-level description.

**B3.0D.** Additionally, in a first-level description include the scale and, for a digital resource, the data type (see A1.0D) in the mathematical and other material specific details area. [**3.0D.** (2005 amendments)]

Alternatively (to clarify the different area 3 definitions involved:

**B3.0D.** Additionally, in a first-level description, include the scale in the mathematical data statement and, for a digital resource, the data type in the digital graphic representation statement.

**B3.3A3.** A new rule is needed here akin to that at A1.3A3 indicating that for mathematical data, the scale of the reproduction is given in area 3 and that of the original in a note. Coordinates and projection would be the same for both and would be given in area 3.

**B3.3A3. Reproductions, including Facsimile reproductions.** In describing a reproduction record the information pertaining to the reproduction in the Mathematical and other specific materials area. Record information about the original, when different, in a note.

The existing B3.3A3 should be renumbered B3.3A4.

**B3.3A3 [i.e. B3.3A4]. Punctuation.** Correct rule number to B3.3A4 to correspond to the A1.3A4 rule on punctuation.

**B3.3B3.** We suggest changing the word "connected" to "separated."

**B3.3D1. Statement of coordinates, 1st sentence.** "*Optionally, for terrestrial maps, etc., record the coordinates in the following order.*" Other celestial bodies also have coordinates; so leave out the word "terrestrial." [ This would be a change in the text carried forward from AACR2]

**B3.3D2.** Revise the final paragraph (on p. B3-8) to read "For an atlas or collection of charts arranged ..." This is the AACR2 language and without the change it doesn't make sense.

**B3.3E1. Digital graphic representation.** There are situations where digital cartographic resources have more than one kind of digital data and file type. There should be instructions on how to record those. A common one would be:

Raster, vector ; .tif, .shp.

**B4.1F1. Statements of responsibility [new rule].** ALA recommends that B4.1F1 be added to reinstate the text of AACR2 rule 8.1F1. While some of the extra wording in the X.151 rules for statements of responsibility for various types of content have the purpose of excluding certain statements for persons who do not have a major role (e.g. performers for sound recordings whose role does not go beyond that of performance), for graphic materials the need is the opposite: the extra wording is intended to encourage the cataloger to include more statements of responsibility than might immediately come to mind, hence the need for the long list of suggested statements to include. We recommend the following new rule:

#### **B4.1F Statements of responsibility**

**B4.1F1.** Record statements of responsibility relating to persons or bodies credited with a major role in creating or participating in the creation or production of a graphic item (e.g. directors, producers, artists, designers, developers, sponsors).

**B6.1F1.** The beginning of this rule (formerly 6.1F1) was deleted: "Transcribe statements of responsibility relating to those persons or bodies credited with a major role in creating the intellectual content of the sound recording (e.g. as writers of spoken words, composers of performed music, collections of field material, producers having artistic and/or intellectual responsibility." The result of this deletion is likely to be the recording of more statements of responsibility in Area 1 for sound recordings because the provision to only include those persons or bodies credited with a **major role in creating** the intellectual content has been removed. This provision was added when the rules in Chapter 6, 7, etc. were broadened to allow for the transcription of some producers in Area 1. The wording in Chapter 6 was an attempt to give guidance to catalogers in differentiating between those few producers who have a major role in the creation of a sound recording and the majority of producers who don't. It would be helpful to reinstate this sentence.

We also suggest the addition of the following as the last sentence of the first paragraph of this rule: "In case of doubt, record the statement in the note area." This would provide additional guidance to the cataloger in making judgments about what statements to include or exclude.

#### **B7.1B11**

1. The general instruction in AACR2 rule 7.1B2 refers the cataloger to the general rule as well as to the two specific rules that follow. Because AACR3 does not refer back to the general rules, what we have here are two specific cases that supplement the general rule. The instruction following the caption at B7.1B11 isn't needed.
2. The captioned subrules should be numbered.
3. The construction of the rule for commercials is grammatically confusing; We suggest "For a short advertising film that lacks a title, devise a title consisting of ..."

**B7.1E6.** We suggest changing the text to: B7.1E6. If the resource is a trailer containing extracts from a larger commercially released or distributed moving image work, and transcribed data does not indicate this, add [trailer] as other title information.

**B7.1F1.** The terms "motion picture," "videorecording," and "film" all are used within this rule (and throughout the draft) in a rather indiscriminate manner, blurring the lines between content and medium.

The wording of the second paragraph has become very convoluted, presumably because it attempts to not restate the general rule but only contain direction on what **not** to record in the statement of responsibility. One possible solution would be to restore the wording similar to AACR2 7.1F1, and then to make this the first paragraph:

**B7.1F1.** Transcribe statements of responsibility relating to those persons or bodies credited in the chief source of information with a major role in creating a moving image resource (e.g., as producer, director, animator). Give all other statements of responsibility (including those related to performance) in notes (see B7.7B8)

If a statement of responsibility names both the agency responsible for the production of a moving image resource and the agency for which it is produced, record the statement as found.