

**To:** Joint Steering Committee for Revision of AACR

**From:** Deirdre Kiorgaard, ACOC representative

**Subject:** **RDA: Resource Description and Access Part I - Constituency Review of December 2005 Draft**

**RDA: Resource Description and Access Part I – Constituency Review of January 2006 Draft of Chapter 3**

**Related documents:** *5JSC/Chair/6/Chair follow-up/ACOC response.*

### **General comments**

Overall ACOC is very pleased with the organisation, usability and style of this Draft of Part I, and considers that substantial progress has been made.

We have offered a range of general and specific comments on aspects of the Draft below. Of all of the comments offered, those which we would consider essential to address before publication of RDA are:

- the structure and organisation of Chapter 3
- the technical description of online resources
- the treatment of facsimiles and reproductions
- the scope of Chapters 5 and 6

### **Labelling elements in the description**

ACOC notes that one function of ISBD punctuation was to 'label' the data elements. ACOC has identified that a more effective way of labelling or qualifying data elements is needed in RDA. This is especially the case for data elements which might otherwise appear identical, e.g. dates. It may also be a partial solution in relation to reproductions. Please also refer to our comments on 2.7, 2.8 and 2.9 *Publication details* and 4.10.2. *Original of a facsimile or reproduction.*

ACOC does not propose that the instructions in RDA specify the text to be used to label data elements, as this could be confused with formal notes. However, RDA should specify when the nature of the data element should be indicated. This might be represented in a description by an eye-readable label, print constant, or coding.

### **Elements and related notes**

By moving towards the use of elements rather than ISBD areas of description, RDA is now structured so that all information relating to an element is considered at one time. However, ACOC considers that further progress might be made to remove the distinction between elements and notes on those elements. We would prefer to record all the information relating to an element in that element. Some exceptions may be required if the information is lengthy.

### **Terminology**

We would prefer that ‘remote access’ was replaced by ‘online’ wherever it appears, i.e. 2.3.5.3, 2.3.8.3, 2.14, 2.14.3, 3.1, 3.1.5, 3.4.0.3, 3.4.4, 3.4.4.2, 3.6.0, 3.6.0.4, 3.6.12, 3.6.12.4, 3.7.0, 3.7.0.6, 3.7.1, 3.7.1.5, 3.10.0.1, 3.10.0.3. If it is retained however, all instances of the phrase ‘remote access digital resource’ and the phrase ‘remote access resource’ should be made consistent.

### **Online product**

ACOC members suggest that an option might be provided in the online product to view RDA with British, American or Australian spelling.

An option might also be provided to view examples with or without ISBD punctuation.

### **Concise RDA**

ACOC recognises that RDA remains a complex standard. We recommend that the *Concise RDA* be developed to become the main way of fulfilling Goal 2 of RDA as it relates to other resource description communities, i.e. “Be usable outside the library community, and be capable of adaptation by various communities to their specific needs”.

### **Relationship to MARC**

ACOC notes that changes to MARC may be desirable to take account of the following changes to RDA:

*1.6 Transcription.* ACOC suggestion in this response re labelling of records derived from digital sources of information.

*2.8.1 and 2.9.5.1.* Addition of creation activities.

*3.2, 3.3 and 4.2.* Changes to GMD and SMD.

*4.10.2 Original of a facsimile or reproduction.* ACOC suggestion in this response re labelling of data related to a reproduction.

In this response, ACOC has suggested adding to RDA some elements that are present in MARC. ACOC would welcome a joint working group between MARC and RDA to map the data elements of the two schemes, with the aim of identifying potential additions or changes to both schemes.

## **Comments on specific instructions**

To assist with the comparison of constituency responses, any general comments that can be identified with specific instructions have been repeated here.

### **Chapter 0. Introduction**

ACOC considers that the Introduction has a good structure, and that the language used is easy to read.

#### ***0.1.1 Relationship to other standards for resource description***

ACOC discussed whether this section needed to make reference to other standards, but agreed that most other standards should be mentioned in either the General introduction or the introduction to Part II. Some standards that should be referred to in the other introductions include: *FRBR*, *FRAR*, *Cataloging Cultural Objects*, and *Concise RDA*.

An exception is *Cartographic Materials*. ACOC would like this paragraph added as the final paragraph in 01.1:

“Additional guidance and details on the description of cartographic materials can be found in *Cartographic Materials: A Manual of Interpretation for AACR2, 2002 Revision*. Guidance given in *Cartographic Materials* can be followed whenever it is compatible with RDA.”

#### ***0.1.2 Functional objectives and principles of resource description***

ACOC considers that the use of transcription to achieve these objectives should be mentioned either here or at *1.6 Transcription*. Explaining the principles behind the instructions will help make the instructions more usable and understandable for other resource description communities.

#### ***0.1.9 Examples***

Extra explanation needs to be added to this section to explain that terms such as ‘Contents list:’, ‘Note:’, as in used in examples (such as those in 2.3.1.6 and 2.3.1.1) are not intended to be part of the recorded description.

### **Chapter 1. General guidelines on resource description**

#### ***1.3. Changes requiring a new description***

ACOC would like further guidance on when a new description is required. At a minimum a reference to *Differences between, changes within* should be given here.

#### ***1.4 Mandatory elements of description***

ACOC notes that the use of mandatory elements means that any instructions not directly related to these elements become optional. The use of ‘Optionally’ in the instructions then becomes confusing. Perhaps ‘Alternatively’ could be used instead?

ACOC would like further explanation of why the mandatory elements are based on the user task of ‘identify’ rather than ‘find’ or ‘select’? ACOC also notes that the mandatory elements should be informed by user studies as well as by theoretical studies, and that these elements may need to be updated to reflect the findings of user studies in the future.

For clarity, ACOC would prefer that the instruction in the first dot point that begins “When describing a resource ...” was given before the list of elements.

ACOC notes that the option to provide a controlled access point in lieu of the mandatory statement of responsibility is equivalent to level of access provided by AACR in 1.0D1 the First level of description. However, we are concerned that an option in a mandatory element may be unworkable. We also note that the statement of responsibility also frequently provides information on the role played by those named. We would like to reserve judgement on whether an access point by itself is sufficient until after the mandatory elements for Part II have been decided.

ACOC questions the inclusion of “Coordinates of cartographic content” as a mandatory element, given that it can be difficult to supply.

The instruction given in the final dot point which begins “When describing a resource more fully ...” needs to be expanded to make it explicit why a description might go beyond these mandatory elements.

ACOC would also like to see a composite list of Mandatory elements (i.e. for both Part I and II) to be supplied, perhaps in an appendix.

#### ***1.6 Transcription***

ACOC considers that the use of transcription to achieve these objectives should be mentioned either here or at *0.1.2 Functional objectives and principles of resource description*. Explaining the principles behind the instructions will help make the instructions more usable and understandable for other resource description communities.

ACOC questions the need for many of the instructions in 1.6, noting the need to balance system requirements for handling data with the user experience.

ACOC notes the two optional provisions under this rule, and the implications these options may have for record matching on databases. We note that it is highly desirable for all agencies preparing a description to follow the same instructions. As a result, ACOC does not consider that the first option, i.e. to use in-house guidelines, is justifiable.

ACOC recognises that the potential savings for agencies using the second option makes the inclusion of this option in the instructions desirable. However, ACOC would prefer that agencies following the second option, i.e. to use digital sources of information without modification, indicate that this option has been followed by labelling or coding the description appropriately. ACOC considers that labelling the description might allow databases to use this information when matching records.

#### ***1.6.6 Letters or words intended to be read more than once***

ACOC would prefer that the AACR rule were re-instated, and note that the option which has been introduced under 1.6 to use digital sources of information without modification is sufficient to meet the objective of the RDA revision.

#### ***1.6.7 Abbreviations***

ACOC does not consider that the use of abbreviations in transcribed data is justifiable.

ACOC would also prefer that JSC review the use of abbreviations in non-transcribed data with a view to eliminate it where possible. Some examples of abbreviations still present in RDA are: ca. (note: Latin abbreviation); fr. (frames); p. (pages); v (volume).

### **Chapter 2. Identification of the resource**

ACOC notes that this chapter is very long, and may not be properly scoped.

#### ***2.2 Sources of information***

ACOC is supportive of the changes made to this area, and considers that the generalisation in 2.2.1 *Preferred sources of information* is successful. ACOC is pleased with the reduction in use of square brackets which will result from the application of 2.2.4 *Information taken from sources outside the resource*, and supports the exception to omit the square brackets.

ACOC suggests that, for clarity, the first instruction under 2.2.1 be revised to say “Use as the preferred source of information a source within or on the resource itself ...”

#### ***2.2.2. More than one preferred source of information. c) Preferred sources of information for the reproduction and the original***

Please see our comments on facsimiles and reproductions at 4.10.2. *Original of a facsimile or reproduction.*

#### ***2.3.1.5. Facsimiles and reproductions***

Please see our comments on facsimiles and reproductions at 4.10.2. *Original of a facsimile or reproduction.*

#### **2.3.4.3 Basic instructions on recording variant titles**

*Second dot point: Indicate the source of the title, etc., as appropriate.*

The wording of this instruction is not clear: the 'etc.' applies to the source, not to the title.

ACOC suggests that variant titles not borne by the resource should not be recorded in the description, but instead treated in the authority record.

#### **2.3.5.3**

As noted previously, we would prefer that 'remote access' was replaced by 'online'. If it is retained however, the phrase 'remote access digital resource' and the phrase 'remote access resource' should be made consistent.

#### **2.3.8.3**

As noted previously, we would prefer that 'remote access' was replaced by 'online'. If it is retained however, the phrase 'remote access digital resource' and the phrase 'remote access resource' should be made consistent.

#### **2.4.0.3 Recording statements of responsibility**

ACOC has discussed the option to provide a controlled access point in lieu of a statement of responsibility in this rule. We agree that is not necessary to include a statement of responsibility merely to justify the access point. However, we make the following comment (repeated from 1.4 above): "We also note that the statement of responsibility also frequently provides information on the role played by those named."

In addition we would like this instruction to provide for instances where the major role cannot be determined, i.e. an 'in case of doubt' provision which instructs the cataloguer to record the first statement.

#### **2.5.0.4. Facsimiles and reproductions**

Please see our comments on facsimiles and reproductions at 4.10.2. *Original of a facsimile or reproduction.*

#### **2.6.0.4. Facsimiles and reproductions**

Please see our comments on facsimiles and reproductions at 4.10.2. *Original of a facsimile or reproduction.*

#### **2.7, 2.8 and 2.9 Publication details**

ACOC agrees with the changes to the order in which these elements are presented.

We note that by allowing multiple publishers, etc; places; and dates; to be recorded in these elements, there is a need for each place and date to be related to the publisher, etc. to which they pertain. This could be achieved by labelling each element appropriately.

ACOC notes that at the October 2005 JSC meeting it had been agreed to provide instructions on dealing with names in an hierarchy (see minutes at 39.8.10). We are unable to locate the instruction that covers this situation.

### ***2.8 and Places***

#### ***2.9 and Dates***

ACOC notes that a variety of places and dates may be associated with a resource, and only some of these relate to publication, distribution, etc. activities. Now that RDA is not constrained by the ISBD areas of description, some consideration of the appropriate placement of these elements might be needed. Please also see our comments against Chapter 4 below regarding the scope of the content.

ACOC requests that JSC consider making provision for the projected date of publication similar to that provided in MARC tag 263.

ACOC requests that JSC consider making provision for the dates, times and places associated with an event similar to that provided in MARC tag 518.

#### ***2.8.1 Definition of place of production***

ACOC notes that 'creation' should be included here to parallel the definition given for Date of production under 2.9.5.1. The word 'of' has also been omitted.

#### ***2.9.1 Date of Publication***

ACOC notes that the example for supplied dates which addressed dates between a range of years has been omitted. JSC had agreed in October 2005 to retain it in a more flexible form (see minutes at 39.9.4).

#### ***2.9.5 Date of production***

ACOC notes that a general rule for unpublished resources is needed here, to parallel that given in 2.8.4.2, and as agreed at the October 2005 JSC meeting (see minutes at 39.7).

ACOC also notes the overlap between the provisions of 2.9.5.3 to record the bulk and inclusive dates of an archival resource or a collection, and the provisions at 4.3.0.3 to describe the scope of the content.

#### ***2.9.6.3 Details relating to date of publication, distribution, etc.***

ACOC notes that the final instruction "Make notes on any other useful dates (e.g., dates of collection of data)." is misplaced here.

Any instructions relating to dates such as the dates of collection of data belong in Ch. 4 as they relate to the content of the resource. Please see further comments under Chapter 4 below. A reference may be required from this instruction to the appropriate instruction in Chapter 4.

## **2.12 Resource identifier**

Please also see *5JSC/ACOC/1*.

### **2.12.0.4. Facsimiles and reproductions**

Please see our comments on facsimiles and reproductions at *4.10.2. Original of a facsimile or reproduction*.

#### **2.12.2.1 Recording other resource identifiers**

The reference to Appendix D is incorrect.

#### **2.12.2.3. Music publishers' numbers and plate numbers**

Please see our comments on facsimiles and reproductions at *4.10.2. Original of a facsimile or reproduction*.

### **2.14 and 2.14.3**

As noted previously, we would prefer that 'remote access' was replaced by 'online'. If it is retained however, the phrase 'remote access digital resource' and the phrase 'remote access resource' should be made consistent.

## **Chapter 3. Technical description**

ACOC considers that "Carrier" or "Carrier description" might be a more informative and appropriate title for this chapter.

ACOC considers that the structure of this chapter is unworkable, as it requires the person creating the description to move back and forth within the instructions. The number of 'see' references in the chapter indicates that fundamental problems remain.

Related comments are also given in our response to *5JSC/Chair/6/Chair follow-up*.

### **3.1 .**

As noted previously, we would prefer that 'remote access' was replaced by 'online'. If it is retained however, the phrase 'remote access digital resource' and the phrase 'remote access resource' should be made consistent.

#### **3.1.2 Manifestations available in different formats**

ACOC continues to support the principle behind this rule, i.e. that a bibliographic description should represent a single manifestation. Separate records should be provided for each manifestation.

#### **3.1.3 Facsimiles and reproductions**

Please see our comments on facsimiles and reproductions at *4.10.2. Original of a facsimile or reproduction*.

**3.1.4 Resources comprising two or more different types of carrier c) Record the extent in general terms**

The instruction given here for recording an unknown number of various pieces differs from the instructions given at 3.4.0.4 dot point 4 and 5.

**3.1.5 Remote access digital resources**

As noted also under 3.4.0.3 and 3.4.4.2, ACOC considers that online resources should be treated the same as all other resources, and a technical description always provided.

As noted previously, we would prefer that 'remote access' was replaced by 'online'. If it is retained however, the phrase 'remote access digital resource' and the phrase 'remote access resource' should be made consistent.

**3.2 Media category**

Please refer to 5JSC/Chair/6/Chair follow-up/ACOC response.

**3.3 Type of carrier**

Please refer to 5JSC/Chair/6/Chair follow-up/ACOC response.

**3.4.0.1 Definition of Unit**

ACOC notes that the definition of unit includes 'logical constituents' which might also be thought of as pertaining to the content of the resource, and thus covered in chapter 4 rather than in chapter 3. Similarly, 'subunits' are defined in terms of subdivisions of content based on presentation.

ACOC suggests that 'file' could be added to the list in parenthesis in the definition of subunits.

**3.4.0.3 Recording extent**

ACOC continues to believe that a general instruction should be provided, for e.g. "Generally, record the number of units followed by an appropriate term for the type of carrier as listed under 3.3.X.". We would prefer that the table only addressed exceptions, rather than attempting to be comprehensive.

ACOC notes that the categories of format used in this table do not match the categorisations used in the GMD/SMD Working Group Report but instead hark back strongly to a class of materials approach to cataloguing.

ACOC also notes that remote access digital resources are effectively buried in this table. If the table is retained, it would be better to place digital resources first in the table.

As noted previously, we would prefer that 'remote access' was replaced by 'online'. If it is retained however, the phrase 'remote access digital resource' and the phrase 'remote access resource' should be made consistent.

As noted also under 3.1.5 and 3.4.4.2, ACOC considers that online resources should be treated the same as all other resources, and a technical description always provided.

**3.4.0.4 Number of units**

**3.4.0.5 Number of subunits**

ACOC considers that a better structure and workflow might be achieved if these two instructions appeared before those at 3.4.0.3 and 3.3.

**3.4.1.1-13 Resource comprising a single unit**

ACOC continues to strongly prefer that the term 'book' be able to be used both for resources comprising a single unit, and those comprising two or more units.

**3.4.1.14-17 Resource comprising two or more units**

ACOC continues to strongly prefer that the term 'book' be able to be used both for resources comprising a single unit, and those comprising two or more units.

**3.4.4**

As noted previously, we would prefer that 'remote access' was replaced by 'online'. If it is retained however, the phrase 'remote access digital resource' and the phrase 'remote access resource' should be made consistent.

**3.4.4.1 Digital files contained on disks, cartridges, etc.**

ACOC would prefer that the optional provision of this rule be made part of the rule. The rule should allow for the recording of both the approximate number of files and/or records, statements, or bytes in parentheses; and the term for the print or graphic counterpart.

**3.4.4.2 Digital files contained in remote access resources**

ACOC would prefer that the optional provision of this rule be made part of the rule. The rule should allow for the recording of both the approximate number of files and/or records, statements, or bytes in parentheses; and the term for the print or graphic counterpart.

ACOC considers that 3.4.4.2 should mirror 3.4.4.1, i.e. that it should:

- (a) refer back to the list of terms given at 3.3.X, and
- (b) treat files as subunits.

Alternatively, both rules could be combined.

As noted also under 3.1.5 and 3.4.0.3, ACOC considers that online resources should be treated the same as all other resources, and a technical description always provided. Previously, the available terms (i.e. the file size etc.) to indicate the extent of online resources were of limited use. We expect that, with the addition of more useful terms in

RDA, previous objections to recording the technical description for these resources will no longer apply.

As noted previously, we would prefer that 'remote access' was replaced by 'online'. If it is retained however, the phrase 'remote access digital resource' and the phrase 'remote access resource' should be made consistent.

**3.4.3.2 *More than one map, etc., on one or more sheets***

**3.4.5.11 *Number of sheets or segments of a map, etc.***

To promote consistency, ACOC would prefer that only one alternative be offered for recording this information, that of including this information in the element.

**3.4.4.1 *Digital files contained on disks, cartridges, etc.***

**3.4.5.12 *Number of files, records, statements or bytes***

To promote consistency, ACOC would prefer that only one alternative be offered for recording this information, that of including this information in the element.

**3.5.0.3 *Recording dimensions***

ACOC notes that the categories of format used in this table do not match the categorisations used in the GMD/SMD Working Group Report but instead hark back strongly to a class of materials approach to cataloguing.

**3.6.0, 3.6.0.4, 3.6.12, 3.6.12.4**

As noted previously, we would prefer that 'remote access' was replaced by 'online'. If it is retained however, the phrase 'remote access digital resource' and the phrase 'remote access resource' should be made consistent.

**3.7.0, 3.7.0.6, 3.7.1, 3.7.1.5**

As noted previously, we would prefer that 'remote access' was replaced by 'online'. If it is retained however, the phrase 'remote access digital resource' and the phrase 'remote access resource' should be made consistent.

**3.10 Mode of access**

ACOC considers that this element should be moved to a redefined Chapter 5 on access to the resource. Alternatively, if our suggestions regarding online resources in *5JSC/ACOC/1* and *5JSC/Chair/6/Chair follow-up/ACOC response* are taken up, this element may prove to be no longer required.

**3.10.0.1, 3.10.0.3**

As noted previously, we would prefer that 'remote access' was replaced by 'online'. If it is retained however, the phrase 'remote access digital resource' and the phrase 'remote access resource' should be made consistent.

## **Chapter 4. Content description**

### ***4.2 Type and form of content***

Please refer to *5JSC/Chair/6/Chair follow-up/ACOC response*.

#### ***4.3.0.3 Describing the nature and scope of the content***

The scope of the content is defined in 4.3.0.1 as “the general scope of coverage of the content of the resource (e.g., geographic or chronological coverage)”. As mentioned above, ACOC considers that the final instruction given at 2.9.6.3 belongs here, however it may be considered to be covered by the instruction at 4.3.0.3. Also as mentioned above, there is some overlap between 4.3.0.3 and the provisions of 2.9.5.3 to record the bulk and inclusive dates of an archival resource or a collection.

#### ***4.10 Related content***

ACOC requests that JSC consider making provision for the location of related materials, and originals/duplicates, similar to that provided in MARC tags 535 and 544.

##### ***4.10.2 Original of a facsimile or reproduction***

ACOC continues to fully support the separate records approach to the description of originals and reproductions. However, ACOC notes that there are differences in how these instructions are applied within the RDA community, i.e. that a substantial number of agencies reverse the current instructions and give data relating to the original item in the body of the description for a reproduction.

ACOC would like JSC to consider whether separate instances of certain data elements might be a partial solution to the problems that arise from this practice.

The following instructions say to record the data for the original, and give the data for the facsimile or reproduction in a note:

- 2.3.1.5. Facsimiles and reproductions (title)
- 2.5.0.4. Facsimiles and reproductions (edition)
- 2.6.0.4. Facsimiles and reproductions (numbering)
- 2.10.0.4. Facsimiles and reproductions (series)
- 2.12.0.4. Facsimiles and reproductions (resource identifier)
- 2.12.2.3. Music publishers' numbers and plate numbers

They could be revised to instruct the cataloguer to record the data for each in separate instances of the data element, and to indicate which of those elements relate to the original. The instructions given in *4.10.2. Original of a facsimile or reproduction* would no longer be required.

This approach would allow each agency to choose how to display this data to their users, i.e. to opt to display the details of the reproduction or of the original, as well as allow system matching on this data.

#### ***4.10.3. Facsimile or reproduction of an original***

Similarly to the suggestions given at 4.10.2 *Original of a facsimile or reproduction* above, this instruction could be replaced by instructions to record the data for each in separate instances of the data element, and to indicate which of those elements relate to the reproduction.

### **Chapter 5. Information on terms of availability, etc**

ACOC considers that the scope of this chapter has not been defined logically. It might be better framed in the context of access, e.g. Access information.

#### **5.0 Purpose and scope**

ACOC suggests that the scope of this chapter be broadened to include any elements relating to access to the resource. 6.4 Restrictions on access and 6.5 Restrictions on use could then be placed within this chapter.

### **Chapter 6. Item-specific information**

ACOC considers that the scope of this chapter has not been defined logically.

ACOC notes that it was agreed at the October 2005 JSC meeting (see minutes at 37.8.3) that if item-specific information is covered by another chapter, for a unique item it could stay with that chapter, but that this has not been included in the introductory note.

ACOC requests that JSC consider making provision for a citation to an exhibition where the resource has been shown, similar to that provided in MARC tag 585.

ACOC requests that JSC consider making provision to record preservation information and actions, similar to that provided in MARC tag 583.

#### ***6.3 Provenance***

The treatment of provenance and source of acquisition are confusing. ACOC would prefer that provenance and the source of acquisition be able to be recorded for any item or collection, published or original, rather than limiting these instructions to archival resources. This information might be just as desirable for other material, such as a painting or collection of photographs.

##### ***6.3.0.3 Recording provenance***

This section defines donor or source, as well as year(s) of accession. While there may be crossover between donor/source and provenance, the essence of provenance is the pedigree or authenticity of the item or collection, as indicated by association with previous owners or custodians. Year(s) of accession relate to acquisition, not provenance.

The following suggestion separates provenance and source of acquisition.

Instruction in Draft:

### 6.3.0 BASIC INSTRUCTIONS ON RECORDING PROVENANCE

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#### *Contents*

- 6.3.0.1 Definition
  - 6.3.0.2 Sources of information
  - 6.3.0.3 Recording provenance
- 

#### **6.3.0.1. Definition**

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**Provenance** is a record of previous ownership or custodianship of an item.

#### **6.3.0.2. Sources of information**

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- Take information on provenance from any source.

#### **6.3.0.3. Recording provenance**

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- Make notes on ~~the donor or source of an original resource or assembled collection, and on~~ previous owners and/or custodians if readily ascertainable. Add the ~~year or years of accession to the name of the donor or source, and add the years of~~ ownership to the name of a previous owner.

~~Gift of Worthington C. Ford, 1907.~~

~~Purchase, 1951-1968.~~

~~Purchased from the Del Monte collection, 1901.~~

~~Gift of Mr. Wright, 1938-1954.~~

Previously owned by L. McGarry, 1951-1963.

#### **~~6.3.1 IMMEDIATE SOURCE OF ACQUISITION OR TRANSFER OF ARCHIVAL RESOURCES~~**

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- For archival resources, record the source(s) from which the resource being described was acquired, the date(s) of acquisition, and the method of acquisition, if this information is not confidential.

~~Received from Charles Edward Eaton, Chapel Hills, N.C., in a number of installments beginning in 1977.~~

## 6.4.0 BASIC INSTRUCTIONS ON RECORDING IMMEDIATE SOURCE OF ACQUISITION

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### *Contents*

- 6.4.0.1 Definition
  - 6.4.0.2 Sources of information
  - 6.4.0.3 Recording immediate source of acquisition
- 

#### **6.4.0.1. Definition**

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**Immediate source of acquisition** is the donor or source from which the agency directly acquired the source.

#### **6.4.0.2. Sources of information**

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- Take information on the immediate source of acquisition from any source.

#### **6.4.0.3. Recording immediate source of acquisition**

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- ~~For archival resources, r~~Record the source(s) from which the resource being described was acquired, the date(s) of acquisition, and the method of acquisition, if this information is not confidential. Add the year or years of accession to the name of the source.

Received from Charles Edward Eaton, Chapel Hills, N.C.,  
in a number of installments beginning in 1977.

Clean Copy:

### **6.3.0 BASIC INSTRUCTIONS ON RECORDING PROVENANCE**

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#### *Contents*

- 6.3.0.1 Definition
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- 

#### **6.3.0.1. Definition**

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**Provenance** is a record of previous ownership or custodianship of an item.

#### **6.3.0.2. Sources of information**

---

- Take information on provenance from any source.

#### **6.3.0.3. Recording provenance**

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- Make notes on previous owners and/or custodians if readily ascertainable. Add the years of ownership to the name of a previous owner.

Previously owned by L. McGarry, 1951-1963.

### **6.4.0 BASIC INSTRUCTIONS ON RECORDING IMMEDIATE SOURCE OF ACQUISITION**

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#### *Contents*

- 6.4.0.1 Definition
  - 6.4.0.2 Sources of information
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- 

#### **6.4.0.1. Definition**

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**Immediate source of acquisition** is the donor or source from which the agency directly acquired the source.

#### **6.4.0.2. Sources of information**

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- Take information on the immediate source of acquisition from any source.

#### **6.4.0.3. Recording immediate source of acquisition**

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- Record the source(s) from which the resource being described was acquired, the date(s) of acquisition, and the method of acquisition, if this information is not confidential. Add the year or years of accession to the name of the source.

Received from Charles Edward Eaton, Chapel Hills, N.C.,  
in a number of installments beginning in 1977.

#### **6.4 Restrictions on access**

#### **6.5 Restrictions on use**

As noted above, ACOC considers that these two instructions would fit better with a revised scope for Chapter 5.

ACOC supports the separation of restrictions on access and on use. However we note that there is some overlap in the examples provided, and that better definition of these two notes could be developed. It may be useful to refer both to the definitions in MARC fields 506 and 540, and to developing standards for rights management to further refine these instructions.

ACOC re-iterates our comments from *5JSC/AACR3/I/ACOC* response that guidance is required on when this information should be recorded in the shareable part of the bibliographic description and when it should not.

#### **Appendix D. Presentation of descriptive data**

ACOC members found *D.1 ISBD presentation* difficult to read. It is useful as a mapping of elements, but less useful as an indication of how the data would be presented. ACOC would prefer that Appendix D also present this information in the format given in *AACR* under 1.0D Levels of detail in the description. Consideration could also be given to displaying the same record in ISBD, MARC and opac displays.