

**To:** Joint Steering Committee for Development of RDA  
**From:** Judith A. Kuhagen, Secretary, JSC  
**Subject:** Clarifying instructions for Recording Duration (RDA 7.22) and Note on Carrier (RDA 3.21)

The text below reflects the decisions made by the Joint Steering Committee during its November 2014 meeting and via email after the meeting.

This document has been revised to standardize the spacing and revise the glossary entry to reflect the new capitalization practice.

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**3.21.2.10 Resource Containing Both Text, Still Images, Etc., and Sound and/or Moving Images**

*[content of the instruction deleted but instruction number retained to avoid renumbering that would be caused by removal of the instruction; explanation below will replace the content of 3.21.2.10]*

This instruction has been deleted as a revision to RDA. For further information, see 6JSC/ALA/36/rev/Sec final/rev.

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**7.22.1.1 Scope**

**Duration ▼** is the playing time, running time, performance time, etc., of the content of a resource.

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**7.22.1.3 Recording Duration**

Record the duration in the form preferred by the agency creating the data. When including terms designating units of time, record the terms as instructed in appendix B (B.5.3).

Record the total duration using one of the following methods:

- a) Record the exact time if readily ascertainable.

EXAMPLE

40 min.

**Duration of an audiocassette**

0.75 hr.

**Duration of a piano score**

3 min., 23 sec.

**Duration of a film cartridge**

1 muhūrta

**Duration of a choreographic resource**

2:30:04

**Duration of an audio disc**

- b) If the exact time is not readily ascertainable, but an approximate time is stated or can be readily estimated, record that time preceded by *approximately*.

EXAMPLE

approximately 3 hr.

**Duration of a videocassette**

approximately 15 min.

**Duration of a monologue**

approximately 01:30

**Duration of an audio cartridge**

- c) If the time cannot be readily ascertained or estimated, omit it.

For instructions on recording the duration of component parts, see 7.22.1.4.

Record details of duration as instructed at 7.22.1.5.

#### **7.22.1.4 Duration of Component Parts**

When recording duration of a resource consisting of more than one component part, record the duration of each component part as instructed at 7.22.1.3.

EXAMPLE

17 min.

23 min.

9 min.

**Duration of each act of a play**

25 .beats

approximately 83 .beats

**Duration of each video file in an online resource**

17:46  
15:12  
18:54

### **Duration of each dance in a choreographic resource**

#### ***Alternative***

Record the total duration of the resource. Apply this instruction instead of or in addition to recording the duration of the component parts.

#### EXAMPLE

49 min.

**Total duration of a play with three acts that have durations of 17, 23, and 9 minutes**

3:00

1:00

1:00

1:00

**Total duration and duration of each component part for a resource containing 3 audio files**

#### **7.22.1.5 Details of Duration**

Record details of duration if considered important for identification or selection. When including terms designating units of time, record the terms as instructed in appendix B (B.5.3).

#### EXAMPLE

With tracks every 3 min. for easy bookmarking

A-side: 4:20; B-side: 4:03

16:00 per audio cylinder

**Duration of each cylinder in a set of 31 audio cylinders**

Running time given as 155 min. on container

**Duration stated on resource that has an actual duration of 113 min.**

Total track time: 2 hr., 10 min., 5 sec.

**An audiocassette with 10 songs and 8 tracks**

Each film reel has a running time of approximately 0.25 hr.

**A moving image resource with multiple film reels**

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**7.22.1.6 Resource Containing Both Sound and/or Moving Images and Text, Still Images, Etc.**

*[content of the instruction deleted but instruction number retained;  
explanation below will replace the content of 7.22.1.6]*

This instruction has been deleted as a revision to RDA. For further information, see 6JSC/ALA/36/rev/Sec final/rev.

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Glossary:

**duration**

The playing time, running time, performance time, etc., of the content of a resource.