To: Joint Steering Committee for Development of RDA

From: Judith A. Kuhagen, JSC Secretary

Subject: RDA Appendix A

The text below reflects changes to RDA content from 6JSC/LC/1/rev and decisions made by the JSC during subsequent discussions via email and a conference call.

A.0 Scope

This appendix provides guidelines on capitalization for English and a selected number of other languages that are to be applied when transcribing or recording specified elements.

A.2.1 General Guideline

In general, capitalize the first word of each name; capitalize other words applying the guidelines given under A.10–A.55, as applicable to the language involved. For names with unusual capitalization, follow the capitalization of the commonly known form.

EXAMPLE

Alexander, of Aphrodisias
De la Mare, Walter
Musset, Alfred de
Cavour, Camillo Benso, conte di
Third Order Regular of St. Francis
Société de chimie physique
Ontario. High Court of Justice
El Greco Society
eBay (Firm)
netViz Corporation
hHead (Musical group)
doctorjob.com
lang, k. d.

A.2.4 Other Terms Associated with Names of Persons

[no changes to 1st paragraph and its examples]

Capitalize the first word and any proper names in other designations associated with a person (see 9.6), in terms indicating field of activity (see 9.15), and in terms indicating occupation or profession (see 9.16).

EXAMPLE

Joan, of Arc, Saint, 1412-1431
Butler, Jean (Composer)