

4.7 Will there be more flexibility in the inclusion of specific elements in an RDA cataloguing record; in other words, will there be “required” and “not required” elements?

Each section of RDA will contain a listing of the required elements for that section, and the General Introduction will contain a full list.

This is the list of required RDA elements as at January 2008. The JSC will review these and make final decisions at the April 2008 meeting.

Section 1: Recording attributes of manifestation and item

When recording data identifying and describing a manifestation or item, include as a minimum the elements listed below that are applicable to that manifestation or item.

Title

Title proper

Earlier/later variant of the title proper

Edition statement

Statement designating edition

Numbering of serials

Numeric and/or alphabetic designation of first issue or part

Chronological designation of first issue or part

Numeric and/or alphabetic designation of last issue or part

Chronological designation of last issue or part

Production statement

Producer's name (if publisher's name or distributor's name not applicable or not identified; if more than one only the first recorded is required)

Date of production (if date of publication or distribution not applicable or not identified)

Publication statement

Publisher's name (if more than one only the first recorded is required)

Date of publication

Distribution statement

Distributor's name (if publisher not identified; if more than one only the first recorded is required)

Date of distribution (if date of publication not identified)

Series statement

Title proper of series

Numbering within series

Resource identifier

Resource identifier (if more than one prefer an internationally recognized identifier if applicable)

Carrier type

Carrier type

Extent

Extent

Section 2: Recording attributes of work and expression

When recording data identifying a work or expression, include as a minimum the elements listed below that are applicable to that work or expression.

Title

Preferred title for the work¹

Identifier

Identifier for the work

Identifier for the expression

Other identifying attributes of expressions

Content type

If the preferred access point representing a work is the same as or similar to an access point representing a different work, or to an access point representing a person, family, corporate body, record as many of the additional identifying elements listed below as necessary to differentiate them.

Other identifying attributes of works

Form of work

Date of work

Place of origin of the work

Other distinguishing characteristic of the work

Record as many of the additional identifying elements listed below as necessary to differentiate one expression of a work from another.

Other identifying attributes of expressions

Date of expression

Language of expression

Version

Technique

Medium of performance (*for music*)

Numeric designation (*for music*)

Key (*for music*)

Signatory to a treaty, etc.

When describing a work or expression more fully, include as a minimum the elements listed below that are applicable to that work or expression.

¹ When the preferred title is recorded as part of the preferred access point representing the work, it is preceded by the preferred access point representing the person, family, or corporate body responsible for the creation, etc., of the work.

Scale

- Horizontal scale of cartographic content
- Variations in scale for cartographic content
- Multiple scales for cartographic content
- Non-linear scale of cartographic content
- Vertical scale of cartographic content

Coordinates of cartographic content

- Longitude and latitude
- Strings of coordinate pairs
- Ascension and declination
- Coordinates of cartographic content

Equinox

- Equinox

Epoch

- Epoch

Section 3: Recording attributes of person, family, and corporate body

When recording data identifying a person, family, or corporate body, include as a minimum the elements listed below that are applicable to that person, family, or corporate body.

Name

- Preferred name for the person
- Preferred name for the family
- Preferred name for the corporate body

Identifier

- Identifier for the person
- Identifier for the family
- Identifier for the corporate body

Other identifying attributes of families

- Type of family

If the preferred name for the person, family, or corporate body is the same as or similar to a name by which another person, family, or corporate body is known, record as many of the additional identifying elements listed below as necessary to differentiate them.

Other identifying attributes of persons

- Title of the person
- Other designation associated with the person
- Date associated with the person
- Fuller form of name

Other identifying attributes of families

- Date associated with the family
- Place associated with the family
- Prominent member of the family

Other identifying attributes of corporate bodies

- Place associated with the body
- Associated institution
- Date associated with the body
- Type of jurisdiction
- Other designation associated with the body
- Number, date, and location of a conference, etc.

Section 5: Recording primary relationships between work, expression, manifestation, and item

When recording primary relationships between work, expression, manifestation, and item, include as a minimum the elements listed below that are applicable.

Primary relationships

- Relationship between a manifestation and a work or expression embodied in the manifestation (if more than one work or expression is embodied in the manifestation, only the predominant or first-named work or expression is required)

Section 6: Recording relationships to persons, families, and corporate bodies associated with a resource

When recording relationships between a resource and persons, families, and corporate bodies associated with that resource, include as a minimum the elements listed below that are applicable.

Persons, families, and corporate bodies associated with a work

- Creator (if more than one only the first recorded is required)

Section 7: Recording subject relationships

When recording relationships between a work and an entity that is the subject of that work, include as a minimum at least one of the elements listed below, as applicable.²

Subject of the work

- Access point representing the work
- Access point representing the expression
- Access point representing the person
- Access point representing the family
- Access point representing the corporate body
- Access point representing the concept
- Access point representing the object

² The access point representing the subject entity may be formulated using either the preferred name, title, or term for the entity, or a classification number representing the entity. Formulate the access point representing the subject entity following the standards for subject access points and classification numbers used by the agency creating the data.

Access point representing the event
 Access point representing the place

Section 9: Recording relationships between persons, families, and corporate bodies

When recording relationships between persons, families, and corporate bodies, include as a minimum the elements listed below that are applicable to the related person, family, or corporate body.

Name

Preferred name for the person
 Preferred name for the family
 Preferred name for the corporate body

Identifier

Identifier for the person
 Identifier for the family
 Identifier for the corporate body

If the preferred name for the related person, family, or corporate body is the same as or similar to a name by which another person, family, or corporate body is known, record as many of the additional identifying elements listed below as necessary to differentiate them.

Other identifying attributes of persons

Title of the person
 Other designation associated with the person
 Date associated with the person
 Fuller form of name

Other identifying attributes of families

Date associated with the family
 Place associated with the family
 Prominent member of the family

Other identifying attributes of corporate bodies

Place associated with the body
 Associated institution
 Date associated with the body
 Type of jurisdiction
 Other designation associated with the body
 Number, date, and location of a conference, etc.