

To: Joint Steering Committee for Development of RDA
From: Gordon Dunsire, Chair, JSC
Subject: Terms of reference for the JSC Translations Working Group

Related documents

6JSC/Policy/6 (Translation Policy for RDA and RDA Toolkit)

General terms of reference

The JSC Translations Working Group will conduct its business within the general terms of reference for JSC Working Groups.

Background

The JSC develops *RDA: Resource Description and Access* for international use with the range of encoding schemes typically employed in library and related applications. *RDA* uses controlled vocabularies to support resource discovery and is intended to cover all types of content and media. The *RDA* guidelines and instructions are published in RDA Toolkit.

The original language of *RDA* is English. The whole text of *RDA* has been translated into several languages, and there are additional translations in development. Complete translations are often incorporated into RDA Toolkit to provide a choice of languages for users.

Sometimes a full translation is not distributed in RDA Toolkit because other distribution methods are used.

Partial translations of *RDA* are also made. They are usually confined to translations of the *RDA* controlled vocabularies, including the Glossary. Partial translations are not added to RDA Toolkit.

The RDA Registry contains linked open data representations of the *RDA* vocabularies. It is being developed to accommodate translations of RDA Reference: the *RDA* labels, descriptions, and scope notes of *RDA* elements and value vocabularies. The JSC and RDA Development Team wish to include as many translations as possible in the RDA Registry, whether they come from whole or partial translations of *RDA*.

The JSC wishes to establish a standing working group to provide expertise and to assist with the development of *RDA* and its translations.

Charge (duties and responsibilities)

The Group is charged to:

- Support and advise the JSC in the development of *RDA* for non-Anglophone communities.

Standing membership and tasks

The standing membership and tasks of the Group are:

Chair

- Representative of ALA Publishing

Membership

- Representative for each full translation of *RDA*
- General representative(s) for partial translations of *RDA*
- JSC Chair
- JSC Secretary
- RDA Examples Editor

Tasks

1. Advise the JSC on issues involving translations of *RDA*.
2. Produce recommendations for developing and refining processes for the translation of *RDA*.
3. Identify areas of the *RDA* English text which can be developed to improve clarity for international users.
4. Test the functionality of the RDA Registry for managing multi-lingual vocabularies.
5. Liaise with the RDA Development Team on translations of RDA Reference and the RDA Registry.
6. Identify sources of new partial or complete *RDA* translations.