

# Assignment III

## Understanding Cataloging and MARC Tags

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## Part A: Cataloging Decisions

In contemporary cataloging, libraries can save enormous amounts of time and money by sharing their cataloging efforts. Often times when an item is being cataloged, there are several choices the cataloger needs to make in choosing access points. Fortunately, Chapter 21 of the *AACR2* establishes firm rules for the cataloger's decision making processes, which will result in consistency throughout library catalogs and a better experience for the end user.

Several interesting instances of choices in the cataloging process can be seen by examining the OCLC record for Chan's *Cataloging and Classification: An Introduction*. For example, confusion might arise as to how to correctly document the statement of responsibility if one were performing original cataloging on this work. By looking at some of the rules in *AACR2*, however, the cataloger could make the correct decisions. Given the fact that this work is in book form, a first logical step is to consult *AACR2* Chapter 2, which pertains to books, then to Section 1F, which deals with the statement of responsibility. The cataloger is then further referred to Chapter 1, Section 1F, which covers the general rules for describing statements of responsibility. Searching this area, the cataloger would find that Rule 1.1F1 dictates:

*“Transcribe statements of responsibility appearing prominently in the item in the form in which they appear there. If a statement of responsibility is taken from a source other than the chief source of information, enclose it in square brackets (AACR2, 1-13).”*

Reading further, the cataloger would find Rule 1.1F4 applicable in this instance since Lois Chan did write her book with some assistance.

This rule instructs the cataloger to:

*“Transcribe a single statement of responsibility as such whether the two or more corporate bodies named in it perform the same function or*

*different functions (AACR2, 1-14)."*

This is especially helpful because often such information appearing on the title page or other chief sources of information uses unorthodox wording to denote a specific authorship situation. Had the title page of Chan's book said "Lois Chan and Theodora Hodges," a situation of co-authorship would be implied. However, the title page as it stands seems to indicate that Chan had contributed a greater amount of the work, and it is important that this nuance be included in the bibliographic record. Therefore, the *AACR2* informs the cataloger that there is a specific, standardized way to translate such information into the catalog. Please see Appendix 1 for further examples of *AACR2* rules and their applications to the descriptive areas for this work.

While the *AACR2* provides description rules for the sake of uniformity, it is MARC tagging which makes bibliographic data machine readable (Chan, 447). The presence of this standardized set of numbers communicates the nature of a line of information to the computer, allowing it to retrieve this information as commanded by the user. These numbers are linked to specific strings of bibliographic data, which include, but are not limited to, the eight major descriptive areas laid out in *AACR2*. The data mentioned in the example above, for instance, would be preceded by the numbers 245. These numbers signify to the computer that the information contained on that line pertains to title and responsibility, and would be relevant to author and title queries requested by a user. Furthermore, the MARC system allows a cataloger to denote subfields within a string of data to add specificity (Taylor, 72). For instance, in the title of Chan's book, the segment "*An Introduction*" is preceded by the symbol (\$b), which signifies an alternate title. In combination with the rules of the *AACR2*, the system of MARC tags allows a catalog to function with a great level of accuracy and allows users access to very specific search results.

The decisions as to which access points are relevant for this particular work are fairly easy given the rules set forth in *AACR2*. Since this work clearly has an two responsible persons, a

cataloger would create the main entry under Lois Chan, while also creating an added entry for Theodora Hodges as prescribed by *AACR2* Rule 21.30B. Rule 21.30J provides for an added entry under title, and Rule 21.30L provides for series, allowing a user to search for the work via multiple means.

### **Part B: Authority File for Jeanne d’Arc**

In searching Connexion for this authority file, I found that the preferred name is in English as “Joan, of Arc, Saint.” This creates an interesting case because she lived in a time when naming, and even spelling, conventions were very different from our own. Furthermore, her sainthood and international reputation have led to numerous translations of her name over the years, which can be found in her authority file record. As is designated in the authority file by the MARC tag 100, Joan of Arc is the preferred name, while names falling under 400 tags serve as “See From” references. Important in this case is the use of an interpolating 0 or 1 indicator, 0 indicating the use of a forename, and 1 the use of a surname for each line. The “See From” function indicates that users searching for one of the listed non-preferred names would be directed to “Joan, of Arc, Saint.” The information listed under the 670 field cites sources used to compile the information contained in the authority file by the cataloger. This particular record contains over twenty added entries for other names of Joan of Arc. The decision of the cataloger(s) to allow so many alternate entries is probably in recognition that users will be attempting to locate information about Joan of Arc in a variety of languages and using a variety of terms. Using such a broad range of entries in an authority files ensure that users will be directed to the proper authority file, and from there the proper library resources. Please see Appendix 2 for a more detailed look at the authority file record for St. Joan of Arc.

## Appendix 1: An OCLC Record Examined

Below are the relevant descriptive parts of the OCLC record for Chan's *Cataloging and Classification: An Introduction* with annotations referring to corresponding rules in *AACR2*.

### Title/Responsibility

245            Cataloging and classification : \$b an introduction / \$c Lois Mai Chan ; with the assistance of Theodora L. Hodges.

#### Rules:

- 2.1B1 - Transcribe the title proper as instructed in 1.1B.
  - 1.1B - Transcribe the title proper exactly as to wording, order, and spelling, but not necessarily as to punctuation and capitalization.
- 2.1E1 - Transcribe other title information as instructed in 1.1E.
  - 1.1E2 - Transcribe other title information in the order indicated by the sequence on, or the layout of, the chief source of information.
- 2.1F1 - Transcribe statements of responsibility relating to persons or bodies as instructed in 1.1F.
  - 1.1F6 - If there is more than one statement of responsibility, transcribe them in the order indicated by their sequence on, or the layout of, the chief source of information.

### Edition

250            3<sup>rd</sup> ed.

#### Rules:

- 2.2B1 - Transcribe a statement relating to an edition of a work that contains differences from other editions of that work, or to an named reissue of a work, as instructed in 1.2B.
  - 1.2B1 - Transcribe the edition statement as found on the item. Use abbreviations as instructed in Appendix B and numerals as instructed in Appendix C.

### Publication/Distribution

260            Lanham, MD. : \$b Scarecrow Press, \$c 2007.

- 2.4B1 - Record information about place, name and date of all types of publishing, distributing, etc., activities as instructed in 1.4B.
  - 1.4B1 - In this area, record information about the place, name, and date of all types of publishing, distributing, releasing and issuing activities.
- 2.4C1 - Give the place of publication, distribution, etc., as instructed in 1.4C.
  - 1.4C1 - Transcribe a place of publication, etc., in the form and grammatical case in which it appears.

## Appendix 1: An OCLC Record Examined

-1.4C3 - If the name of a country, state, province appears in the source of information, transcribe it after the name of the place if it is considered necessary for identification or if it is considered necessary to distinguish the place from others of the same name.

### Physical Description

300           xix, 580 p. : \$b ill. ; \$c 23 cm.

2.5B2 - Give the number of pages, leaves, or columns in terms of the numbered or lettered sequences in the volume. Give the last numbered page, leaf, or column in each sequence and follow it with the appropriate term or abbreviation.

2.5C1 - Give *///*. For an illustrated printed monograph. Tables containing only words and/or numbers are not illustrations. Disregard illustrated title pages and minor illustrations.

2.5D1 - Give the height of the item in centimeters to the next whole centimeter up. Measure the height of the binding if the volume is bound.

### Notes

504           Includes bibliographical references (p. 553-565) and index.

2.7B18 - List the contents of an item, either selectively or fully, if it is considered necessary to show the presence of material not implied by the rest of the description; to stress items of particular importance; or to list contents of a multiple item.

### Standard Number

020           9780810859449 (alk. paper)  
020           9780810860001 (pbk. : alk. paper)  
020           0810859440 (alk. paper)  
020           0810860007 (pbk. : alk. paper)

2.8B1 - Give ISBNs as instructed in 1.8B.

-1.8B1 - Give the ISBN, or ISSN, or any other internationally agreed standard number for the item being described

2.8D1 - Add qualifications (including the type of binding) to the ISBN and/or terms of availability as instructed in 1.8E.

-1.8E1 - Give, after the standard number, a brief qualification when a resource bears two or more standard numbers.

## Appendix 2: Annotated Authority File Record for St. Joan of Arc

Below are some excerpts from an authority file for St. Joan of Arc, with annotations as to prescribed *AACR2* rules and meanings of relevant MARC fields.

100 0      Joan, \$c of Arc, Saint, \$d 1412-1431

This MARC field indicates that this is the main entry, which has been selected and formatted as set forth in the *AACR2* rules below:

-Rule 22.1A – In general, choose, as the basis of the heading for a person, the name by which he or she is commonly known. This may be a person’s real name, pseudonym, title of nobility, nickname, initials, or other appellation.

-Rule 22.1C – If an apparent addition to a name including a surname is in fact an intrinsic part of the name, as determined from reference sources or from works by or about that person, include the title.

-Rule 22.2A1- If a person (other than one using a pseudonym or pseudonyms) is known by more than one name, choose the name by which the person is clearly most commonly known, if there is one.

-Rule 22.3B1 – If the name of a person who has used more than one language appears in different language forms in his or her works, choose the form corresponding to the language of most of the works.

-Rule 22.8 – Enter a name that does not include a surname and that is borne by a person who is not identified by a title of nobility under the part of the name under which the person is listed in reference sources.

-Rule 22.13A – Add *Saint* after the name of a Christian saint, unless the person was a pope, emperor, empress, king, or queen.

The formatting of the MARC record conforms to the following:

-indicator 0 is used to denote Joan as a given name

-\$c is used to denote “of Arc, Saint” as a title or other term associated with the name

-\$d is used to indicate dates associated with the name

400 1      Arc, Jeanne d', \$c Saint, \$d 1412-1431

The 400 MARC field indicates a “See From” function, showing that this is not the preferred name. The following additional *AACR2* rules apply to this entry:

-Rule 221D1 – Include accents and other diacritical marks appearing in a name.

Additional MARC commands used in this entry include:

-indicator 1 is used to donate entry under surname

## Appendix 2: Annotated Authority File Record for St. Joan of Arc

400 0        Johanna, \$c von Orleans, Saint, \$d 1412-1431

Again, the 400 MARC field indicates a “See From” function, showing that this is another non-preferred name. The following additional *AACR2* rules apply to this entry:

- Rule 22.8 – Enter a name that does not include a surname and that is borne by a person who is not identified by a title of nobility under the part of the name under which the person is listed in reference sources

Again, the indicator 0 indicates that this line has been entered as a given name.

It should be noted that this does not fall under Rule 22.5D1, which, for German names, states:

If a surname includes an article or preposition or combination of the two, enter under the element most commonly used as entry element in the alphabetically arranged directories, etc., in the person’s language or country of residence or activity.

The cataloger’s decision for this entry was probably influenced by previous rules which give preference to Joan of Arc’s given name.

670        Pandolfo, M. do C. P. Joana d'Arc, semiologia de um mito, 1977.

The MARC tag 670 denotes a citation of reference sources from which authority file information has been gathered.

### Note:

The definitions for MARC fields were taken from these Library of Congress websites:

-MARC21 Format for Bibliographic Data  
<http://www.loc.gov/marc/bibliographic/ecbdhome.html>

-MARC21 Format for Authority Data  
<http://www.loc.gov/marc/authority/ecadhome.html>

Both accessed on 10/22/08.

## Bibliography

*Anglo American Cataloging Rules*, 2<sup>nd</sup> ed., 2003 update. Chicago: ALA, 2003.

Chan, Lois Mai. *Cataloging and Classification: An Introduction*. Lanham, MD: Scarecrow Press, 2007.

Taylor, Arlene G. *The Organization of Information*, 2<sup>nd</sup> ed. Westport, CN: Libraries Unlimited, 2004.