

Provider-Neutral E-Resource

MARC Record Guide: P-N/RDA version

January 1, 2013 revision

Update: Includes text of the Provider-Neutral Model for Serials and Integrating Resources

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Introduction

The provider-neutral model was initially designed for use with AACR2, the cataloging standard approved for use by the Program for Cooperative Cataloging (PCC) at the time the model was adopted for serials in 2003, for textual monographs in 2009, and for multiple formats in 2011. The <u>initial set of guidelines</u> has been supplemented below with elements from RDA. These elements were added to assist in the creation of original RDA records and for deriving provider-neutral records from RDA-based physical format records. Note that only MARC fields specifically relevant to online resources are included in the guidelines.

RDA Provider-Neutral Metadata Application Profile (MAP) for Serials, Integrating Resources, and Monographs

Use in conjunction with <u>MARC 21 Format for Bibliographic Data</u>, PCC RDA BIBCO Standard Record (BSR) Metadata Application Profile, CCM Module 31 for Remote Access Electronic Serials (Online Serials), CCM Module 33.18 (Electronic Newspapers), and CCM Module 35/BIBCO Participants Manual Appendix A: Integrating Resources.. NOTE: The CCM Modules or the BIBCO Manual have not been revised for RDA as of October, 2012. When the latter documents have been revised for RDA, this MAP will be subject for revision as well. While this document is intended to be used for serial catalogers, monographic catalogers and integrating resources cataloged by either, a subset of this document for serials only will be issued at a later date.

Recommendations for Best Use of Provider-Neutral Records in Libraries

Libraries may make local policy decisions whether to use single or multiple records for their e-resources. They may use a single provider-neutral record that incorporates all specific package and other local information on one record – or use multiple records, each with one specific package/URL on it. Whatever decisions PCC member libraries make for their local catalogs, they still need to follow the provider-neutral guidelines when coding master records in OCLC as PCC records. Any records added to OCLC are subject to having package-specific information removed.

Explanation of symbols used in the Guidelines:

M (Mandatory); A (Mandatory if applicable); O (Optional); X (not used); N/A (not applicable)

These are the traditional symbols that have been used with the AACR2 BSRs. Note that the "A" category—Mandatory if applicable is not synonymous with RDA "Core if." RDA pre-defines some elements as core and requires them for resource description "when applicable and readily ascertainable" (RDA 0.6.1); others are core only under certain conditions, usually when one or more RDA elements cannot be ascertained. Just as in the RDA BIBCO Standard Record (BSR) document, we use a combination of RDA Core, Core if, and PCC Core applicable in different ways to different formats and types of issuance

MARC Element	MARC Label	RDA Element	Serials & Integrating Resources (IRs)	Monographs	Notes
Leader/ 06	Type of record	[MARC control field equivalent of the predominant Content type (6.9)]	M	M	Code for the most significant material type of the resource being cataloged. See RDA element 336 below for recording more than one content type
Leader/ 07	Bibliographic level	Mode of issuance (2.13/PCC core)	M	M	
006/00	Form of material	[MARC control field equivalent of additional Content types (6.9)]	A/O	A/O	Libraries cataloging in OCLC or other shared bibliographic databases must use MARC 21 control field 006/00 with the assigned value "m" when the MARC Leader/06 is set to any code other than "m". Optionally, add an additional 006 field with the appropriate first byte value when the resource is an online reproduction of a manuscript. The code used will vary according to the type of reproduction ("t" for a reproduction of manuscript language material, "a" for notated music manuscript, and "f" for manuscript cartographic materials). See RDA element 336 below for recording more than one content type

MARC Element	MARC Label	RDA Element	Serials & Integrating Resources (IRs)	Monographs	Notes
<u>007</u> /00	Category of material	[some 007 positions equate to various RDA elements, such as media type and numerous carrier attributes found in chapter 3, e.g. 3.2]	M	M	Always supply Category of material "c" (Electronic resource) For material other than online books, textual serials, and notated music, use an additional 007 field for other characteristics not specified in the first 007 field (first byte "v" for videorecordings, "a" for maps, etc.). The codes used in this 007 will reflect the digital aspects to the degree possible, e.g., the dimensions byte of a sound recording would be "n" for not applicable
007/01	Specific material desig- nation	[MARC control field equivalent of Carrier type (online resource)] 3.3	М	M	Use code "r" (this applies to the remote electronic 007 only)
008/23 008/29	Form of item	[MARC control field equivalent of Carrier type (online resource)] 3.3	М	M	Use code "o" in 008/23 for all formats except Cartographic and Visual materials. These two formats use byte 008/29 instead

MARC Element	MARC Label	RDA Element	Serials & Integrating Resources (IRs)	Monographs	Notes
<u>010</u>	Library of Congress Control Number International Standard Book Number	N/A Identifier for the manifestation (2.15/Core)	A LC or CONSER partners IRs: CONSER catalogers: assign Field 010 if authenticating record. BIBCO catalogers: May add Field 010 if arrangements have been made with LC for a supply of LCCNs N/A (Serials) A (IRs). If resource has an ISBN it is likely that this applies to the print version. If so place the ISBN in Field 776 \$z	M Record each e-version ISBN in a separate 020 \$a; record other ISBNs in 020 \$z (preferably in separate fields); copy the physical format ISBN to Field 776 \$z. If it is unclear which format the ISBN represents—as often occurs with simultaneously issued versions—use \$z for any ISBN in the e-version record.	When deriving a record from a physical format record with LCCN in Field 010, move the LCCN to 776 field \$w
022	International Standard Serial Number	Identifier for the manifestation (2.15/Core)	A Record the e-version ISSN in \$a; record the ISSN of the physical format in \$y (and in Field 776 \$x)	N/A	

MARC Element	MARC Label	RDA Element	Serials & Integrating Resources (IRs)	Monographs	Notes
<u>024</u>	Other Standard	Identifier for the	N/A	A	Examples:
	Identifier	manifestation (2.15/Core)			ISMN (International Standard Music Number)
					Universal Product Code (UPC)
					International Article Number EAN
					ISTC (International Standard Text Code)
					ISRC (International Standard Recording Code)
028	Publisher number	Identifier for the manifestation	N/A	A	Use if other identifier is appropriate
		(2.15)			Example:
					Music publisher/plate number
040	Cataloging source	N/A			
<u>040</u> \$a	Original cataloging agency	N/A	M	M	Assign the MARC code for the original cataloging agency creating the e-resource record in \$a. Do not retain the MARC code from Field 040 \$a of the print/physical format source record.
<u>040</u> \$b	Language of cataloging	N/A	М	М	Always specify that the language of cataloging is English. Use \$b eng

MARC Element	MARC Label	RDA Element	Serials & Integrating Resources (IRs)	Monographs	Notes
<u>040</u> \$c	Transcribing agency	N/A	M	M	Assign the MARC code for the transcribing cataloging agency creating the e-resource record in \$c. Do not retain the MARC code from Field 040 \$c of the print/physical format source record.
<u>040</u> \$e	Description conventions	N/A	M	M	Add two \$e codes: \$e rda and \$e pn (the latter code was approved in Oct. 2012; not yet implemented by OCLC). Placement of the \$e is directly after \$b.
042	Authentication code	N/A	A	A	Use "pcc" for records authenticated under PCC auspices (BIBCO/CONSER libraries only)
050, etc.	Classification numbers	N/A	Classification is strongly encouraged (especially for integrating resource (IRs)) If adding Field 050/060 to a PCC record, set first indicator to 1 and second indicator to 4. If adding Field 050/060 to a non-PCC record, set first indicator to blank and second indicator to blank and second indicator to 4. CONSER libraries are instructed to assume that the resource is not in LC	M if BIBCO (except Graphic materials, Moving image materials, Sound recordings, and Rare materials) O if non-BIBCO If using Field 050/060 in a PCC record, set first indicator to blank and second indicator to 4 (except LC and NLM).	

MARC Element	MARC Label	RDA Element	Serials & Integrating Resources (IRs)	Monographs	Notes
1XX/7XX	Main entries	Creator (19.2/Core) Other person, family, or corporate body associated with a work (19.3/Core if)	A	A	If more than one, only the creator having principal responsibility named first in resources embodying the work or in reference sources is required; if principal responsibility is not indicated, only the first-named creator is required After satisfying the RDA core requirement, catalogers may record additional authorized access points for creators (in 7XX fields) according to cataloger's judgment
<u>245</u> \$a	Title	Title proper (2.3.2/Core)	M	M	Reminder: do not use \$h "general material designation;" see 336-338 instead
<u>245</u> \$n	Number of part/section	Title proper (2.3.2/Core)	A	A	
<u>245</u> \$p	Name of part/ section	Title proper (2.3.2/Core)	A	A	

MARC Element	MARC Label	RDA Element	Serials & Integrating Resources (IRs)	Monographs	Notes
245 \$b	Remainder of title	Other title information (2.3.4/PCC core for monographs; not core for serials)	O (serials) Record other title information if it provides clarification or support to the title proper that might otherwise appear misleading without the other title information O (IRs) Monographic IR catalogers may wish to transcribe other title information on a consistent basis	A	
245 \$b	Remainder of title (Parallel titles)	Parallel title proper (2.3.3/PCC core)	A (serials) Recommend that all parallel titles for serials be recorded in Field(s) 246 O (IRs) If cataloging IRs from a monographic perspective, it is optional to transcribe the parallel titles in Field 245 \$b	A	

MARC Element	MARC Label	RDA Element	Serials & Integrating Resources (IRs)	Monographs	Notes
245 \$c	Statement of responsibility, etc.	Statement of responsibility relating to Title proper (2.4.2/Core for monographs; not core for serials)	O/A Transcription is required only if usage is not recorded in the Name Authority Record. Usage of variant names appearing in a statement of responsibility on later issues may be recorded in Field 550 notes or in the 4XX field of authority records.	A Only the first recorded statement is required by RDA, but catalogers are encouraged to transcribe as many statements of responsibility that are possible and appropriate to aid in resource discovery, identification, and selection	
246	Varying form	Dorollal titla proper	IRs: Same A (Parallel titles)	A (Parallel titles)	
<u>240</u>	of title (Parallel titles)	e (Parallel (2.3.3/PCC core)	For parallel titles not recorded in Field 245 \$b, use indicators: 11	Use indicators: 31	
			For parallel titles that have been recorded in Field 245 \$b, use indicators: 31		
246	Varying form of title (Variant titles)	Variant title (2.3.6)	O (cataloger's judgment for most)	O (cataloger's judgment for most)	Retain from source record, or record provider-specific title variants if deemed important, with or without an explanatory note, e.g.,
					246 1_ \$i Available from some providers with title: \$a <title></td></tr><tr><td></td><td></td><td></td><td></td><td></td><td>246 1_ \$a <title></td></tr><tr><td>246</td><td>Varying form
of title (Later
title proper)</td><td>Later title proper (2.3.8)</td><td>A (minor changes)</td><td>A (applies to multipart monographs)</td><td></td></tr></tbody></table></title>

MARC Element	MARC Label	RDA Element	Serials & Integrating Resources (IRs)	Monographs	Notes
247	Former title \$a, \$n, \$p	Recording earlier titles proper (2.3.7.3)	A Use only for integrating resources and for serials for which all evidence of the earlier title is removed	N/A	
<u>250</u>	Edition statement	Designation of edition (2.5.2/Core) Designation of a named revision of an edition (2.5.6/Core)	A	A	Record only edition statements originating from the original publisher/society; ignore statements that pertain to specific provider versions
<u>256</u>	Computer file characteristics	[see Extent, number of subunits at 300 field below]	X	X	
264	Production, Publication, Distribution, Manufacture and Copyright Notice				The provider-neutral model (in contrast to RDA) specifies that if the e-resource being cataloged is an online reproduction of a tangible resource, usually the Production, Publication, Distribution, Manufacture and Copyright notice information will come from the original tangible source record

MARC Element	MARC Label	RDA Element	Serials & Integrating Resources (IRs)	Monographs	Notes
264 \$a Ind2=1	Place of publication	Place of publication (2.8.2/Core)	M	M	All online resources are considered published. If there is more than one place of publication, record first named place that applies to all known iterations of the online resource. Do not revise existing 260 fields. See Field 264 Guidelines for further information If a place of publication is readily available, record that place in Field 264 \$a. Otherwise, supply a probable place of publication (e.g., [United States?] or [Place of publication not identified] in field \$a
264 \$b Ind2=1	Name of publisher	Publisher's name (2.8.4/Core)	M	M	
264 \$c Ind2=1	Date of publication	Date of publication (2.8.6/Core)	M	M	
264 \$a Ind2=2	Place of distribution	Place of distribution (2.9.2/Core if)	A	A	Only core if Place of publication is not identified If a place of distribution is readily available, record that place in Field 264 \$a. Otherwise, supply a probable place of distribution (e.g., [United States?] or [Place of distribution not identified] in Field 264 \$a

MARC Element	MARC Label	RDA Element	Serials & Integrating Resources (IRs)	Monographs	Notes
264 \$b Ind2=2	Name of distributor	Distributor's name (2.9.4/Core if)	A	A	Only core if Publisher is not identified
264 \$c Ind2=2	Date of distribution	Date of distribution (2.9.6/Core if)	A	A	Only core if Date of publication is not identified
264 \$a Ind2=3	Place of manufacture	Place of manufacture (2.10.2/Core if)	A	A	Only core if neither Place of publication nor Place of distribution is identified
					If a place of manufacture is readily available, record that place in Field <u>264</u> \$a. Otherwise, supply a probable place of manufacture (e.g., [United States?] or [Place of manufacture not identified] in Field <u>264</u> \$a
264 \$b Ind2=3	Name of manufacturer	Manufacturer's name (2.10.4/Core if)	A	A	Only core if neither Publisher nor Distributor is identified
264 \$c Ind2=3	Date of manufacture	Date of manufacture (2.10.6/Core if)	A	A	Only core if neither the Date of publication, Date of distribution, nor Copyright date is identified
264 \$c Ind2=4	Date of copyright notice	Date of copyright (2.11/Core if)	О	A	Only core if neither Date of publication or Date of distribution is identified
					Copyright dates for multipart monographs, serials, and integrating resources are not required

MARC Element	MARC Label	RDA Element	Serials & Integrating Resources (IRs)	Monographs	Notes
300 \$a 300 \$b (Also see 347)	Other physical details	Extent (3.4/Core for monographs and ceased serials) Number of subunits (3.4.1.7) File type (3.19.2) File size (3.19.4) Duration (7.22) A variety of carrier attributes (3.6, 3.7, 3.8, 3.9, 3.11, 3.14, 3.15, 3.16, 3.17, 3.19.3) and content attributes (7.15, 7.18)	O Do not record extent for a resource that is not yet complete (or if the total number of units issued is unknown). For IRs, we encourage the use of: 300 \$a 1 online resource Term (at least) is required for ceased serial, e.g., 300 \$a 1 online resource (5 volumes)	Use "1 online resource" in \$a (add subunits and duration, if desired, in parentheses). Example: 300 \$a 1 online resource (25 pages) Example: 300 \$a 1 online resource (1 audio file (30 min.)) Example: 300 \$a 1 online resource (1 score (32 pages) + 1 part (19 pages)) Example: 300 \$a 1 online resource (2 video files) O May be included if applicable to online version; most likely applicable to Illustrative content (7.15) and Sound content (7.18) Example: 300 \$a 1 online resource (25 pages): \$b illustrations Example: 300 \$a 1 online resource (1 video file (30 min.)): \$b sound, color, with black and white sequences Example: 300 \$a 1 online resource (6 maps): \$b color	
<u>300</u> \$c	Dimensions	Dimension (3.5)	X	X	

MARC Element	MARC Label	RDA Element	Serials & Integrating Resources (IRs)	Monographs	Notes
336	Content type	Content type (6.9/Core)	M	М	The predominant Content type will correspond to MARC 21 Leader/06 (Record type) and is core. Additional content types may be given
337	Media type	Media type (3.2/PCC core)	M	M	
338	Carrier type	Carrier type (3.3/Core)	M	M	Use "online resource"
347	Digital file characteristics	File type (3.19.2/Core) File size (3.19.4/Core)	0	O	Core for cartographic resources only. For other formats use RDA 3.19.1-3.19.8 as appropriate to the resource Caution: Catalogers following the Provider-Neutral model should exclude file size, as it may differ substantially from one iteration to another
362	Dates of publication and/or Sequential Designation	(2.6.2/Core)	A If providers vary in the range of issues they offer online, give the beginning numbering or date of the print or other original format, if available	N/A	

MARC Element	MARC Label	RDA Element	Serials & Integrating Resources (IRs)	Monographs	Notes
<u>490</u> \$a	Series statement	Title proper of series (2.12.2/Core*) Title proper of subseries (2.12.10/Core*)	*A series statement is only core in a serial record if an authorized access point for the series is not being made	A	Transcribe the form of the series only if it applies to all known iterations of the online resource. Do not use for package/provider series
490 \$x	International Standard Serial Number	ISSN of series (2.12.8/PCC core) ISSN of subseries (2.12.16/PCC core)	A	A	When the e-version is being used as the basis of the description and only one ISSN appears in the resource being described, record that ISSN in the 490 field. If both a print ISSN (p ISSN) and an electronic ISSN (e ISSN) appear in the resource being described, transcribe the e ISSN. When the physical format version record is being used as the basis of the description, use whatever ISSN appears on that record
490 \$v	Volume/ sequential designation	Numbering within series (2.12.9/Core) Numbering within subseries (2.12.17/Core)	A	A	

MARC Element	MARC Label	RDA Element	Serials & Integrating Resources (IRs)	Monographs	Notes
<u>500/550</u>	General note/Issuing body note	Other person, family, or corporate body associated with a work (19.3/Core if) Related work (25.1)	A	A	After satisfying the RDA core requirement, catalogers may provide additional authorized access points for entities according to cataloger's judgment Do not use for online package/provider names
506	Restrictions on access note	Restrictions on access (4.4)	A	A	Use only for records for DLF Registry of Digital Masters, HathiTrust Digital Library and other digital preservation projects. Use with \$5
<u>515</u>	Numbering peculiarities	Complex or irregular numbering (2.20.5.4)	A Record as needed.	N/A	
516	Type of computer file or data note	File type (3.19.2) Nature of content (7.2)	О	0	Generally do not use
<u>520</u>	Summary, etc.	Summarization of the content (7.10)	О	O PCC core for archival materials (see also DACS 3.1)	Recommended for other resource titles, when useful to support user tasks
530	Additional physical form available note	Related manifestation (27.1/unstructured description)	0	0	Generally do not use; prefer \$i in 776 field
533	Reproduction note	Related manifestation (27.1/structured description)	A	A	Use only for records for DLF Registry of Digital Masters, HathiTrust Digital Library, and other digital preservation projects. Use with \$5

MARC Element	MARC Label	RDA Element	Serials & Integrating Resources (IRs)	Monographs	Notes
<u>534</u>	Original version note	Related expression (26.1/structured description)	X	X	
		Related manifestation (27.1/structured description)			
538	System details note	Equipment or system requirement (3.20) [Note: there is no "mode of access" in RDA, it is covered by Carrier type]	A	A	Use only for records for DLF Registry of Digital Masters, HathiTrust Digital Library and other digital preservation projects. Use with \$5
540	Terms governing use and reproduction note	Restrictions on use (4.5)	O	0	Use only for digitized archival collections
<u>546</u>	Language note	Language of the content (7.12/PCC core)	A	A	
<u>583</u>	Action note	N/A	A	A	Use only for records for DLF Registry of Digital Masters, HathiTrust Digital Library and other digital preservation projects. Use with \$5

MARC Element	MARC Label	RDA Element	Serials & Integrating Resources (IRs)	Monographs	Notes
588	Source of description note Latest issue consulted note	Note on issue, part, or iteration used as the basis for identification of the resource (2.20.13) Title source (2.20.2.3/PCC core)	Record "description based on" notes and the source of title proper notes as usual. Include the provider manifestation and the date viewed in the DBO. If considered useful, add the file format of the resource viewed. Examples: 588 \$a Description based on: Volume 1, Issue 1 (September 2012); title from journal home page (publisher's Web site, viewed May 16, 2012) 588 \$a Description based on: Volume 16, issue 1 (2012); title from PDF article running title (Tandfonline.com Web site, viewed May 19, 2012) Note on IR treatment: For online IRs we recommend using the form: "Description based on contents viewed on [date]"	If the description is based on a single online resource, combine in one note the source of description, source of title, provider manifestation used, and the date viewed. If considered useful, add the file format of the resource viewed Example: 588 \$a Description based on online resource; title from PDF title page (ACM, viewed May 26, 2011) If the description is based on part of a multipart resource, combine in one note the part used, the source of description, source of title, provider manifestation used, and the date viewed. If considered useful add the file format of the resource viewed. Example: 588 \$a Description based on online resource; title from volume 2 PDF title page (ACM, viewed May 26, 2011).	For both serials and monographs, if the description is based on a record for the physical format, use the following phrase without additional information: Description based on [physical format] version record Examples: 588 \$a Description based on print version record 588 \$a Description based on CD-ROM version record

MARC Element	MARC Label	RDA Element	Serials & Integrating Resources (IRs)	Monographs	Notes
700-751	Added entry fields	Creator (19.2; core requirement covered by 1XX)	A	A	Core for Creator (see 1XX); PCC core for Contributors in certain situations
		Other person, family, or corporate body associated with a work (19.3; core requirement covered by 1XX) Contributor (20.2/LC core for certain situations) Related work			Use if applicable to all known iterations of the online resource. Do not use for package/provider names (records for DLF Registry of Digital Masters, HathiTrust Digital Library and other digital preservation projects excepted. (Use with \$5)
		(25.1/authorized access point) Related expression (26.1/authorized access point)			
773	Host item entry	Related manifestation (27.1)	X	X	
		Related item (28.1)			

MARC Element	MARC Label	RDA Element	Serials & Integrating Resources (IRs)	Monographs	Notes
76X-78X	Linking entry fields	Related work (25.1) PCC core	Record as needed (fields other than 776) When making reciprocal links, do not link pre-AACR2 and latest entry cataloging records to RDA records and vice versa When linking from a RDA record to a pre-RDA (e.g., AACR2) record, the form in the linking entry should also reflect pre-RDA conventions and how RDA would cite the related resource.	A	

MARC Element	MARC Label	RDA Element	Serials & Integrating Resources (IRs)	Monographs	Notes
776	Additional physical form entry	Related manifestation (27.1/structured description/PCC core for reproductions)	A	A	Required if the description is based on the record for another format; otherwise provide if readily available. Use Field776 \$i rather than Field 530 to describe the type of resource recorded in Field 776. This form applies to resources that are either reproductions or are simultaneously issued in more than one format. Reciprocal 776 fields are recommended but not required. Examples are: 776 \$i Print version: 776 \$i Online version:

MARC Element	MARC Label	RDA Element	Serials & Integrating Resources (IRs)	Monographs	Notes
80X-83X	Series added entries	Related work (25.1)	A (If institutional policy is to use series)	A (If institutional policy is to use series)	Use the authorized form of the heading for the physical format when providing an added entry for a series that exists in physical format as well as online. For series that exist only online, use the authorized form of the online series. Do not use for package/provider series (records for DLF Registry of Digital Masters, HathiTrust Digital Library and other digital preservation projects excepted) Use the print ISSN rather than the online ISSN for series that exist in print as well as online. Append the \$x\$ to the end of the field as the final subfield Example: 830 #0 \$a Proceedings of SPIE—the International Society for Optical Engineering; \$v\$ v. 7719. \$x\$ 0277-786X
<u>856</u>	Electronic location and access	Uniform Resource Locator (4.6/LC core)	A (under certain conditions)	A (under certain conditions)	Use \$u for URLs that are general (not institution specific). Do not use \$z for information that is institution specific. If the domain name is not specific enough, \$3 may be used to record package/provider name.