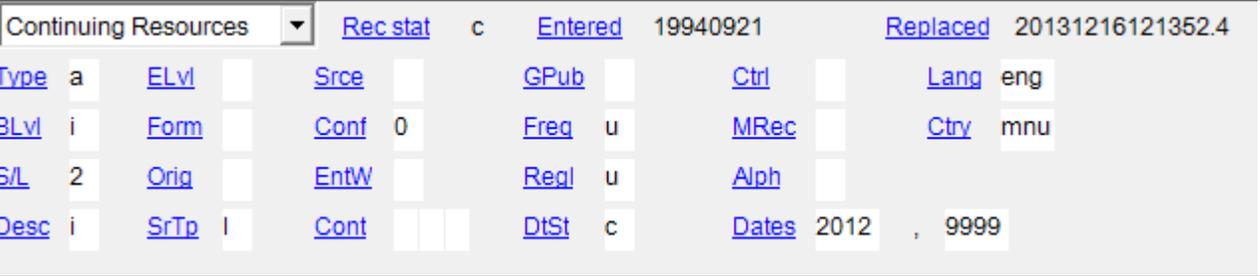


Appendix A: Print integrating resources RDA MARC record cheat sheet

MARC tag	Instructions
006 (Add. material characteristics)	[Usually not applicable to print IRs]
007 (Physical characteristics)	[Usually not applicable to print IRs]
010 (LCCN)	Add if authenticating for CONSER. BIBCO participants do not add a LCCN. If there is an LCCN printed in the resource, record in \$z of 010; record CONSER-supplied LCCN in \$a.
008/22 Form of Original item (Orig)	[Usually not applicable to print IRs]
Fixed field : Common codes Type: a (text) BLvl: i (integrating resource) SrTP: l (“l”) Srce: “c” (PCC) or “blank” (LC) DtSt: c or d (current or dead) Desc: i (RDA)	 <p>The screenshot shows a MARC 008/22 fixed field form. At the top, there is a dropdown menu set to 'Continuing Resources' and a 'Rec.stat' field with the value 'c'. To the right, 'Entered' is 19940921 and 'Replaced' is 20131216121352.4. Below these are several fields with labels and values: Type (a), ELvl (), Srce (), GPub (), Ctrl (), Lang (eng), BLvl (i), Form (), Conf (0), Freq (u), MRec (), Ctry (mnu), S/L (2), Orig (), EntW (), Regl (u), Alph (), Desc (i), SrTp (l), Cont (), DtSt (c), and Dates (2012, 9999).</p>
008/23 Form of item (Form)	Use “blank” for regular print IRs.
008/18-19 Freq/Regularity	Required in nsdp authenticated records. Although not required in other CONSER records, record if readily available.
008/29 Conference pub	[Not required to code]
020 (ISBN)	If applicable, record the print ISBN in \$a.
022 (ISSN)	If applicable, record the print ISSN in \$a.
040 (Cataloging source)	Add \$e rda following \$a or \$b.
042 pcc	Add if authenticating for CONSER or BIBCO.
050 (LC classification number)	Always provide a classification and cutter (call number) for print integrating resources.
130/240 (Preferred title) CORE	The preferred title of the work may consist of other elements such as the form of work (RDA 6.3), date of work (RDA 6.4), place or origin of the work (RDA 6.5), content type (RDA 6.9), date of expression (RDA 6.10), language of expression (RDA 6.11) and/or other distinguishing characteristics (RDA 6.6). If 2 or more works would otherwise be represented by the same authorized access point, assign a parenthetical qualifier (see IR 5.3.2) to the resource being cataloged.

245 \$a (Title proper) CORE	The title proper should reflect the current iteration. If the title proper appears on the preferred source in full and in the form of an acronym or initialism, choose the full form as the title proper. Record the acronym or initialism as other title information. If the title proper changes on a subsequent iteration, change the title proper to reflect the current iteration, and give the earlier title proper in a 247 field.
245 \$c (Statement of responsibility) CORE	The first statement of responsibility is a core element. If a statement of responsibility is added, deleted, or changed on a subsequent iteration, change the 245 \$c to reflect the current iteration. If considered important, give any earlier statement of responsibility in a note.
246 1_ (Variant title, other title)	Record variant titles if considered important for identification or access. Parallel title: 246 11 \$a.
247 10 (Earlier title proper) \$f CONSER CORE (if applicable)	If the title proper changes on a subsequent iteration, change the title proper to reflect the current iteration, and give the earlier title proper in a 247 field. Use \$f to designate the date(s) applicable for the former title proper. Use angle brackets for uncertain or incomplete data, e.g., 247 10 \$a Handbook of corporate law \$f 1994-<2012>
250 (Edition) CORE (if applicable)	Always record for print IRs.
264 (Place of publication, publisher, and date) Repeatable field (Intervening publication statements are optional for IRs) CORE	Record the first named place and publisher in the current iteration. If cataloging from the first iteration, also record the publication date, if present. If there is no publication date, use the copyright date to supply the date (or probable date) of publication (in brackets). If the publisher changes on a subsequent iteration of an integrating resource, change the place of publication and publisher to reflect the current iteration (264 31) and move the earlier publishing information to an intervening publishing statement (e.g., 264 #1 or 264 21), if considered to be important for identification or access. Also update the Ctry code in the fixed field to reflect the current place of publication.
300 (Extent) CORE (if the resource is complete and total extent is known)	300 ## \$a volume (loose-leaf) Do not include number of units unless known, or IR is complete. Some one-volume print IRs expand to two or more volumes during the course of publication; best practice is to refrain from recording the number of units. Record other physical characteristics of the work, if considered important (they are generally recorded). 300 ## \$a volume (loose-leaf) : \$b forms ; \$c 25 cm
310 (Frequency) CONSER CORE (if known)	Record the current frequency in a 310 field.
321 (Earlier frequency)	If the frequency of updates changes, move the earlier frequency information to a 321 field. Record the current frequency in a 310 field. Also, update the Freq/Regl codes in the fixed field to reflect the current frequency.
336 (Content Type) CORE	336 ## \$a text \$b txt \$2 rdacontent
337 (Media Type) CONSER CORE	337 ## \$a unmediated \$b n \$2 rdamedia
338 (Carrier Type) CORE	338 ## \$a volume \$b nc \$2 rdacarrier

362 (Dates of publication) CORE	Record publication dates in 264 \$c whenever possible. Use the 362 field to record beginning and ending dates if the first and/or latest iteration is not available and when the date information is better expressed in a note. 362 1# \$a Began in 1990s?
490/800/810/811/830 (Series) CONSER CORE (if applicable)	If a series statement is added, deleted, or changed on a subsequent iteration of an integrating resource, change the series statement to reflect the current iteration. Make a note if the change is considered important. CONSER practice: Do not give a series statement in the 490 field, unless the series information has changed in later iterations of the resource. Instead, when tracing the series, give only an authorized access point (AAP) for the series in the appropriate 8XX field.
500 (General note)	Make as needed.
500/550 (Note on publication statement)	Do not note commercial publishers as issuing bodies.
506 (Restrictions on access note)	[Generally not used for print IRs.]
530 (Related manifestations)	Prefer 776 \$i for recording related manifestations.
546 (Language of the content) CONSER CORE (if applicable)	Record for some languages (see LC-PCC PS 7.13.2.3).
580 (Notes about related works and expressions)	Use to explain complex work, expression, and manifestation relationships that cannot be readily expressed with 7xx \$i. (Commonly used for situations in which a change in the mode of issuance requires the creation of a new record, and the title is the same.)
500/588 (Description based on:, title source) CONSER CORE	Always give these notes in a CONSER record for print IRs: <ul style="list-style-type: none"> • Notes on title source of not taken from the title page (RDA 2.20.2.3) • Note on the iteration used as the basis for identification, if it is not the first (2.20.13.4) e.g., 588 ## \$a Description based on: Update #9, August 2013. 500 ## \$a Title from binder cover.
650 (LCSH and MeSH)	Assign LCSH and/or MeSH based on the current iteration.
655 (Genre/Form)	Add if applicable.
710/711/730 (Authorized access points)	Generally, do not add access points for names of commercial publishers. Add \$e relationship designators as appropriate. May leave authorized access points in records for earlier iterations if considered important for access and identification.
76X-78X (Related works and expressions) CONSER CORE (if applicable)	Use for expressing relationships between the IR being cataloged and immediately preceding, succeeding, or simultaneously issued resources, regardless of mode of issuance of the related resource.

<p>775 (Related manifestation: same carrier as the original) CONSER CORE (if applicable)</p>	<p>Use for related manifestations when the carrier of the manifestation is the same as the carrier of the original. Include the corresponding ISBN, ISSN, LC, and/or OCLC numbers when available.</p>
<p>776 (Related manifestation: different carrier than the original) CONSER CORE (if applicable)</p>	<p>Use for related manifestations when the carrier of the manifestation is different from the carrier of the original. Include the corresponding ISBN, ISSN, LC, and/or OCLC numbers when available.</p>

Record Consolidation and Deleting Duplicates (see also IR.9.3 and 9.3.1)

If multiple records exist for a print integrating resource, one record should be selected for PCC authentication and others reported for deletion.

* Select one record to maintain: prefer a PCC record if one is available. If there are multiple PCC records, prefer a record authenticated by NSDP or ISSN Canada. Do not enhance DC (Dublin core 042 dc) records.

* If there is a converted LC monograph record in OCLC, add a new LCCN to 010 \$a (retain other LCCN that are in \$z), authenticate, and report to LC (see detailed instructions in IR.9.3.1)

*If there is a LC monograph record not yet converted by OCLC, create a new integrating resource record and report the duplicate to LC (see IR.9.3.1.)

* Authenticate the record if it is not a CONSER/BIBCO record; report the other records as duplicates (see IR.9.3).