

## Example 1. Postcards in Portfolio

[In the mind's eye : Beinecke architecture examined : Devotion and inspiration : Beinecke people](#) [1]. Orbis 11899602

Issued in a slipcase with separately cataloged booklets celebrating the 50<sup>th</sup> anniversary of the Beinecke Library. This was the only resource in the slipcase that was not cataloged by RBT.

What is being cataloged? The content of the resource is 2 sets of still images on postcards, issued in a portfolio.

Leader. Type of record (Leader byte 06) is set to “k” for two-dimensional non-projectable graphic. MARC 21 Format guidelines: “*Used for two-dimensional nonprojectable graphics such as, activity cards, charts, collages, computer graphics, digital pictures, drawings, duplication masters, flash cards, paintings, photo CDs, photomechanical reproductions, photonegatives, photoprints, pictures, postcards, posters, prints, spirit masters, study prints, technical drawings, transparency masters, and reproductions of any of these.*” Bibliographic level is monograph, the assumption being that the resource is complete as issued.

008. Date, place of publication are derived from the 264. Audience, Govt Publication, Form of item, Language, and Cataloging Source would be coded as if it were a book (there is no special code for Form of item for graphic material, so “none of the following” would be used). The 008 values for Running Time and Technique are film/video based, so the values are routinely Not Applicable. The most challenging 008 code is for Type of Material (byte 33 in MARC):

Type of Material (byte 33): In this instance, for postcards, Picture (i) seems to be the most applicable code. [Art original (a) is self-explanatory (but limited to 2 dimensional original works of art; the same code is used at byte 33 for sculpture\*, but in that case the Leader code for Type of Material should be *r* rather than *k*); a reproduction of an art original is coded *c*. Use picture (*i*) for reproductions of non-art originals, e.g. reproductions of photographs. Graphic (*k*) could be an actual photograph—I would interpret a graphic as a non-art original, but note that there are codes for original technical drawings (*l*). Color cards (assuming they are not treated as sheets, which fall under *Textual* rather than *Visual Material*) could be interpreted as charts (*n*).

\*Note that byte 33 has values that would only apply to 3-dimensional graphic material (Leader Type of material *r*), e.g. kit (*b*), diorama (*d*), model (*q*), realia (*r*), toy (*w*). Some of the other values are viable under either Leader *k* or Leader *r*: art original (*a*), art reproduction (*c*), game (*g*).

As indicated in the Voyager staff display, Accompanying Material values are obsolete and should be ignored.

007. The non-projected graphic tab is selected. In Voyager, the value *k* has been assigned but it is not explicit in the Voyager display. The specific material designation does have an appropriate term: postcard (*p*). In this case the post cards are black and white, so *b* is used rather than *c* for multicolored. Primary support material is cardboard/illustration board. Use blank for secondary support unless the picture is actually mounted or attached to some kind of backing; the container would not count as secondary support.

245. There is no collective title. The cardboard/paper portfolio has 2 title panels: *In the mind's eye* and *Devotion and inspiration*. Both titles proper also have subtitles. Based on the assumption that both titles have the same “creator” (i.e. Beinecke Rare Book and Manuscript Library), the two titles are separated by a space semicolon space per 2.3.2.9. The subtitles follow their respective titles proper. There is no explicit statement of responsibility or publisher.

264. The place, publisher, and date of publication are inferred, so they are entered in separate brackets.

300 \$a. “postcard” is one of the controlled terms listed under RDA 3.4.4.2 Extent of Still Image. Per 3.4.4.5, if the items are in a container such as a portfolio, case, or album, use the container as the unit of extent. (There is a parallel rule for textual material under 3.4.5.21) Generally follow the option and include the number of items in the

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container in parentheses. If the units are not numbered, just record the number of units and do not include “unnumbered.” If the items are housed in a container such as a portfolio, account for the container under dimensions (300 \$c).

300 \$b. The terms used in book cataloging do not apply; since the primary content is “still image,” and since “illustrations” are expression level, it would be misleading to include “illustrations” in \$b, as if the pictures had illustrations. *Color* (and related terms like *black and white*, *tinted*, and *sepia*), on the other hand, is still an expression attribute (a still image can be issued in color or in black and white), so the terms for color provided in RDA would still need to be recorded, and in practice, in more detail than would be the case with printed material. See RDA 7.12.2.3.

300 \$c. Dimensions. 3.5.3.2. For still images, record the dimensions of the pictorial area rather than the dimensions of the sheet, if there is a difference. Per 3.5.1.5. a.), if the still images are in a container, also record the dimensions of the container if considered to be useful (best practice would be to record the container dimensions also?), e.g. 18 x 12 cm, portfolio 20 x 15 x 4 cm. RDA 5.5.1.5 b) allows the cataloger to use the dimensions of the container as the only dimensions. This would likely be the option to go with if the still images were in a variety of sizes.

The 336-337 seem pretty straightforward in this instance. For items in a container, it isn’t clear whether the best practice is to use 338 for the items (the cards) or the portfolio (volume) or both. In this case, the focus of the description is the two-dimensional image, so “cards” was used in 338.

500. The source for the title is given.

In this particular instance, since there is no collective title, per 6.27.1.4 , do not to use a 1xx/240 but instead create analytic creator/title 7xxs for each of the titles.

Since Yale is only authorized to create pcc records for printed monographs (and microfilm), the record is not coded as pcc. However, including an 050 for the class number should be considered best practice, especially since the schedules are available online, even if local classification is being used.\*

\*The chances that 050 class numbers will be used for filtering in the near future seem more likely than the mass conversion of AAPs to URIs, even though a lot of the information apparently mandated for RDA AAPs would only bear fruit when such a conversion has taken place.

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**Source URL:** <https://web.library.yale.edu/cataloging/visual-materials-non-projectable/example-postcards>

### Links

[1] <http://hdl.handle.net/10079/bibid/11899602>