

13. Copy Cataloging: 264/260-8xx, Fixed Fields (Sound Recordings, RDA)

264/260

RDA replaces field 260 with field 264 _1.

264 _1 ‡c should never have a phonogram date. In AACR2 cataloging, 260 ‡c preceded the date with a lowercase p to represent the phonogram date (books and accompanying material used lower case c to represent the copyright date in 260). In RDA records, if the only date available is the "p" date, the date itself is bracketed. Optionally, the cataloger may enter a second 264 with second indicator 4; the indicator 4 field only has subfield c and should use the sound recording phonogram symbol: ?; no period follows the date.

When verifying the publisher, keep in mind that sometimes what appears to be an imprint is actually the series. This is a cataloger decision and there is no formula for deciding.

Series (RDA example):

100	1		‡a Wiesel, Elie, ‡d 1928- ‡e author.
240	1		‡a Nuit. ‡l English
245	1	0	‡a Night / ‡c Elie Wiesel ; a new translation by Marion Wiesel ; with a new preface by the author.
264		1	‡a Prince Frederick, Md. : ‡b Recorded Books, ‡c [2006]
264		4	‡c ?2006
490	1		‡a Recorded Books contemporary classics
830		0	‡a Recorded Books contemporary classics.

Publisher imprint that sounds like a series (AACR2 example):

100	1		‡a Le Carre?, John, ‡d 1931-
245	1	4	‡a The little drummer girl ?h [sound recording] / ?c by John le Carre?.
260			‡a Prince Frederick, MD : ?b Recorded Books Evergreen , ?c p1983 .

If there is no explicit publication date, the phonogram date (e.g. p1983) is used in 260 ‡c rather than the copyright date. If there is only a copyright date (c1983), it is bracketed [without the c] unless it appears on the disc or cassette.

300

300 ‡a First verify that the format matches--is the record for a compact disc set or a cassette set? If the format differs, it is not a match.

In AACR2, the terms "compact disc" or "CD" were never used in 300 ‡a for sound recordings: the correct term was "sound disc." In RDA, the standard term is "audio disc," but "compact disc" or "CD" or other common usage terms are permissible.

AACR2 uses "sound cassettes" for cassette tapes; RDA uses "audiocassettes" (a single word).

If the format matches, check the number of discs or cassettes; the number must match. Check carefully. The number of discs is impacted by whether the content is or is not abridged, and the digital storage format: MP3 audio discs can contain more data, so fewer MP3 discs are needed to house the same content. Unfortunately, the standard term *audio discs* can represent regular storage compact discs or MP3 discs. Look for notes about abridgment or MP3 format if the number of discs given in the record differs from the number of discs received. A separate catalog record may be needed.

Duration (timing) is entered in parentheses after the number of items. There was an LCRI AACR2 practice never to

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use estimated time unless an estimated time was actually provided on the resource, but this was ignored by many libraries. In RDA, an estimated time is given if the actual time is not provided. Leave the estimated time as is but do not add an estimated time if it is not in the record. If you notice that the item being cataloged has timing on it that differs significantly from the timing on the record, check with your supervisor; a separate record may be needed. Both AACR2 and RDA use the same abbreviations for timing: hr., min., sec.

300 ‡b What is recorded in 300 ‡b is whether the recording is digital or analog, monaural or stereophonic, and information about type of playback (Dolby). All compact disc recordings are digital; audiocassettes can be digital or analog. Digital vs. analog, mono vs. stereo or non-Dolby vs. Dolby represent different editions. However, these differences are unlikely to turn up with audiobooks and do not require verification. If you happen to notice a difference, the member record is not a match, but keep in mind that if the only difference is that if the member record does not record *Dolby* and you notice that your item is Dolby, it would still be considered a match. (The absence/presence of these elements does not figure in determining a match.)

‡c There is a standard size for cassettes. In AACR2, the size is not recorded if the cassette is the standard size, so your cataloging copy should not have a ‡c for cassettes--do not supply a size. In RDA cataloging, the dimensions are mandatory even if the disc or cassette is the standard size. The RDA record should be updated if it lacks 300 ‡c. The standard size for audiocassettes is 3 7/8 x 2 1/2 in., 1/8 in. tape (RDA records both the cassette width x height and the tape width).

For compact discs, the most common size is 4 3/4 in. If there is a size other than 4 3/4 in. in 300 ‡c, you may have a non-match with the member copy. Measure your disc only in that case.

300 ‡e Sound recordings often have accompanying material. Usually it is recorded in 300 ‡e, sometimes in 500. MARC was modified to allow multiple 300s, which may turn up in RDA records. If all other elements match and your recording lacks the accompanying material, consider this to be a match. It may be necessary to contact Acquisitions to get the material from the publisher. If physical details for the accompanying text are recorded in parentheses, AACR2 uses the same abbreviations used for printed books and RDA uses the spelled out forms. Both AACR2 and RDA use centimeters for printed items, but AACR2 has a period and RDA does not.

Examples:

AACR2 compact discs:

300			‡a 6 sound discs (7 hr.) : ‡b digital, stereo. ; ‡c 4 3/4 in.
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RDA compact discs:

300			‡a 6 audio discs (7 hr.) : ‡b digital, stereo ; ‡c 4 3/4 in.
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RDA compact discs (alternative):

300			‡a 6 compact discs (7 hr.) : ‡b digital, stereo ; ‡c 4 3/4 in.
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Audiocassettes (RDA example). Note playback information, accompanying material; "pages" is not abbreviated in RDA cataloging; "cm" is not an abbreviation so it will not have a period. Duration is not entered if it is not on the item.

300			‡a 6 audiocassettes : ‡b analog, Dolby processed ; ‡b 3 7/8 x 2 1/2 in., 1/8 in. tape + ‡e 1 course guide (71 pages ; 22 cm)
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306 is a field used for recording formatted playing time. It is not required for pcc original cataloging, but for member copy it should be left in the bibliographic record.

300			‡a 10 audio discs (12 hrs.) : ‡b digital ; ‡c 4 3/4 in.
306			‡a 120000.

336, 337, 338 are used in RDA records, but under OCLC guidelines are also permissible in non-RDA records. The terms must reflect the type of material in hand. All of the fields are repeatable, since some recordings may include

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a mixture of materials.

Examples. The most likely terms. The code subfields are not mandatory but will often appear in records derived from OCLC. When working with cataloging copy, they should neither be added or removed.

Compact discs (including MP3 compact discs).

336			‡a spoken word ‡b spw ‡2 rdacontent
337			‡a audio ‡b s ‡2 rdamedia
338			‡a audio disc ‡b sd ‡2 rdacarrier

Audiocassettes The most likely terms.

336			‡a spoken word ‡b spw ‡2 rdacontent
337			‡a audio ‡b s ‡2 rdamedia
338			‡a audiocassette ‡b sd ‡2 rdacarrier

344 Sound Characteristics. Do not delete.

344			‡a analog ‡b magnetic ‡g stereo ‡h Dolby B encoded ‡2 rda
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347 Digital File Characteristics Do not delete. Should only be used with digital media, e.g. compact discs but not audiocassettes.

347			‡a audio file ‡b CD audio ‡2 rda
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4xx

If used on the bibliographic record, there should be a corresponding series on the item. But see also the background information in 260 above: what appears to be a series is in some cases treated as the imprint, and vice versa. When in doubt, check with a NACO authorized cataloger.

Also, if the same series is used for the print version, the sound recording series needs to be differentiated from the print series. The sound recording series will usually be qualified by (*Sound recording*). If no series authority record has been made, you have a conflict & need to refer the series to a NACO authorized cataloger.

AACR2 example.

040			‡a DLC ‡b eng ‡c DLC <no ‡e rda>
245	0	2	‡a A field guide to bird songs of eastern and central North America ‡h [sound recording].
250			‡a 2nd ed.
260			‡a Boston : ‡b Houghton Mifflin Co., ‡c p1983.
300			‡a 2 sound cassettes : ‡b analog + ‡e 1 guide (12 p.)
490	1		‡a The Peterson field guide series <series is already established for the print version>
830		0	‡a Peterson field guide series (Sound recording) <there is a parallel series for the print version>

RDA example

040			‡a DLC ‡b eng ‡e rda ‡c DLC
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100	1		1a Meineck, Peter, 1d 1967- 1e author.
245	1	0	1a Classical mythology : 1b the Greeks / 1c Peter Meineck.
260			1a Prince Frederick, Md. : 1b Recorded Books, 1c [2004]
300			1a 7 audiocassettes (14 hr.) : 1b analog. + 1e 1 course guide (72 pages : illustrations , map ; 22 cm)
336			1a spoken word 1b spw 12 rdacontent
337			1a audio 1b s 12 rdamedia
338			
344			1a analog 1b magnetic 12 rda
490	1		1a The modern scholar
830			1a Modern scholar <first use of this title; no equivalent in print>

500

Watch out for abridged/unabridged notes, since they determine whether the record is a match.

Full level sound recording cataloging requires the publisher number and label name be duplicated in a 500 note. Although core records do not require this note, leave it as is with member copy.

028--note that on this LC record the 2nd indicator is 0 because there is a corresponding 500 note. Entering 2nd indicator 1 will generate a note in the OPAC display.

028		0		0	1a PC1500-01 1b Teaching Co.
028	0	0	1a PC1500-06 1b Teaching Co.		

500 note for the same record, used to record the publisher number and label name. Since a note is already in the record, 1 is not used as the 2nd indicator in 028. If there is no 500 note corresponding to the 028 field, and the 028 second indicator is 0, change the indicator to 1 to display the 028 information in Orbis.

500			1a Teaching Co.: 1500 (PC1500-01--PC150006)?.
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For compact discs, a Compact disc note is required in 500--remember that cataloging rules require that only the term "sound disc" can be used in 300, so the more specific term must be recorded in a note. Compact discs differ in playback technology, so check the notes to see if special playback is required. It could mean that the bibliographic record is not a match.

Standard compact disc note:

500			1a Compact disc.
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Special type of compact disc (note the lengthy duration in 300):

300			1a 2 sound discs (20.5 hr.) : 1b digital ; 1c 4 3/4 in.
500			1a Compact disc, MP3 format.
538			1a System requirements: CD/MP3 player or PC with MP3-capable software.

Audiobooks. [Based on predominant LC practice. To be revised when LC begins to establish and document guidelines for form/genre headings for sound recordings.] Assign a form/genre *Audiobooks* heading where appropriate.

655		0	1a Audiobooks.
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Audiobooks are abridged or unabridged sound recordings of printed works read by single or multiple speakers.

Generally do not apply the form/genre heading *Audiobooks* to readings of an author's poems unless the poem is clearly a distinct work (e.g. an abridged translation of Homer's *Iliad*).

Generally do not apply the form/genre heading *Audiobooks* to recordings of dramatic performances (including monologues, radio plays, and performances of stage plays) or non-dramatic oral performances (including sermons, speeches, or lectures).

EXAMPLES:

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Nasar, Sylvia. A beautiful mind. Assign 655_0 *⚭ Audiobooks*. [reading of a printed book]

Milton, John, 1608-1674. Paradise lost. Assign 655_0 *⚭ Audiobooks*. [reading of a single poem]

Chekhov, Anton Pavlovich, 1860-1904. The cherry orchard. Member record has assigned 650_0 *⚭ Radio plays* or no form/genre heading at all. Do not add 655_0 *⚭ Audiobooks*.

Bogosian, Eric. Pounding nails in the floor with my forehead. "Recorded live at the Knitting Factory, New York City, Dec 16-17, 1997." LC record has assigned 650_0 *⚭ Monologues, American*. Do not add 655_0 *⚭ Audiobooks*.

Pryor, Richard. Are you serious? Member record has assigned 650_0 *⚭ Stand-up comedy*. Do not add 655_0 *⚭ Audiobooks*.

Cherry, Shai. Introduction to Judaism. (The great courses). No form/genre subject assigned. [recording of lectures]. Do not add 655_0 *⚭ Audiobooks*.

Voices of the Old West. LC record has assigned 650_0 *⚭ Oral history*. Do not add 655_0 *⚭ Audiobooks*. [collection of interviews]

Thalib, Ja'far Umar. Jihad solusi mengembalikan kewibawaan Islam. Member record has 650_0 *⚭ Islamic sermons, Indonesian ⚭ Indonesia; 650_0 ⚭ Islamic sermons, Arabic ⚭ Indonesia*. [sermons in Arabic and Indonesian]. Do not add 655_0 *⚭ Audiobooks*.

Fixed Fields

Leader: Type of Record should be i:Nonmusical recording

007 fixed field is required; assume the values entered are correct.

008 If the 260 is correct, assume the dates are correct. Assume the other values are correct. Recording dates in 008 is not the same as books.

As an FYI, here is a table of examples for coding and entering dates:

264	Publication Status	Date 1	Date 2
2008 (previous release 2001, recorded 1965)	r	2008	2001
2008 ("previously released on Books on Tape," no date given)	r	2008	uuuu
2008 (previous release 1999-2000)	r	2008	1999
2008 (initial release, no recording date)	s	2008	
2008 (initial release, recorded 1999)	p	2008	1999
2008 (initial release, recorded 2001-2005)	p	2008	2001

Unless the Voyager label (on the left of the window display) indicates the character is OBSOLETE, there should be a code value entered for each byte element. If the library has entered | : **No Attempt to Code** or ****Obsolete Code or Value Not Set****, it should be replaced with a code value based on Cataloging of Non-Music Sound Recordings: Checklist (see link below; go to the Fixed Field section).

Source

URL: <https://web.library.yale.edu/cataloging/sound-recordings/non-music-checklist/copy-cataloging-26x-8xx-fixed-fields>