Field 246 is used to provide access to variant forms of the title. The 246 fields on the CIP record are derived primarily from the CIP title in 245 and other information provided by the publisher, usually in electronic form. The variant access title fields are not derived from the actual published item that you have in hand.

When the CIP record is updated to full form, keep in mind that 246 fields may need to be added to or deleted from the record for a number of reasons.

a. Variant forms of the title appear on the physical item that would not have been taken into account from the CIP data. A common situation is a variant form of the title on the cover.

b. The title on the published item differs in form from the title on the CIP record. In some cases, this means that a 246 provided with the CIP record is no longer relevant and should be deleted. In other cases, this means an additional 246 is needed because the new form of the title requires title access in a variant form.

Examples of the most common indicators used with 246 and what they mean:

-			
24 6	1	4	The 14 means the title was found on the cover. See Example 1.
24 6	1	8	The 18 means the title was found on the spine of the book.
24 6	1		The 1_ means that a note (‡i) will precede the title (‡a). See Example 5.
24 6	3	0	The 30 means the variant form is a significant element taken from 245. See Example 4.
24 6	3	1	The 31 means the title is a parallel title. See Example 6.
24 6	3		The 3_ is often used for "spelled out" versions of the title page form. See Examples 2 and 3.

If the 245 on the CIP record matches the item in hand, assume that the 246 fields on the CIP record are also justified. (The LCRI 21.30J for when and when not to make 246s is very lengthy and complex.) If the 245 on the CIP record must be edited to match the item in hand, a 246 may need to be added, or in some cases deleted. Always consult with your reviser/supervisor. Some typical examples follow.

Current pcc guidelines only require indicators 31 for parallel titles and 1\_ for all other 246s (the general purpose indicator was previously 13). Because it functions as general purpose for pcc, a ‡i is not expected. LC continues to use the more detailed indicators in the table above. The pcc indicators can be used when adding 246 fields, but should not be changed on existing 246 fields to make the record "consistent." In the examples, additional variable fields made by the Yale cataloger use 1\_. The LC indicators are given in each of the examples.

#### EXAMPLE 1. Cover title

Used when the title on cover varies from the title page form. Generally, variant access fields are created only if the title proper is affected (i.e., not for variants in the subtitle).

Published on Yale University Library (https://web.library.yale.edu)

On title page:		
Art Spiegelman I'm a dog!		
On cover:		
Art Spiegelman Open me I'm a dog!		

No 246 for the cover title on the CIP record, so a 246 needs to be added when the record is updated. If included in the CIP, the LC 246 will generally use 246 14,

#### AACR2

		_							
10	1		‡a Spiegelman, Art.						
0									
24	1	0	‡a I'm a dog! / ‡c Art						
5			Spiegelman.						
246	;	ŀ	1 ‡a Open me I'm a do	g!					
RD/	١.	Th	e transcription should follow	v the punctuation style of the source (in this case the cover), so:					
10	1		‡a Spiegelman, Art.						
0									
24	1	0	‡a I'm a dog! / ‡c Art						
5			Spiegelman.						
24	1		‡a Open me I'm a dog!	Dpen me I'm a dog!					
6									

**EXAMPLE 2**. Symbols. If there is a significant variation between the CIP title and the published form of the title involving symbols or special characters (including numbers), a 246 1\_ may be needed. Consult with your reviser/supervisor. Some typical examples follow.

CIP

10 0	1	‡a Trumble, Angus.
24 5	1	‡a Love <b>and</b> death : ‡b art in the age of Queen Victoria / ‡c Angus Trumble.

Title page has:

Angus Trumble	
LOVE & DEATH	
Art in the Age of Queen Victoria	
Update the AACR2 CIP to:	

opulie ine ARONZ OII to.			
10	1		‡a Trumble, Angus.
0			
24 5	1		‡a Love <b>&amp;</b> death : ‡b art in the age of Queen Victoria
Ŭ			/ ‡c Angus Trumble.

Published on Yale University Library (https://web.library.yale.edu)

24	1	ta Love and death
6		

LC would probably have 246 3\_.

**RDA**.Transcription of what is actually on the title page is emphasized even more with RDA; you would definitely need to update an RDA CIP in the same situation. Field 246, on the other hand, is not a transcription field so LC catalogers will use default RDA capitalization (same as AACR2) for variant titles. (LCPS Appx. A)

10 0	1		‡a Trumble, Angus.
24 5	1	0	‡a LOVE <b>&amp;</b> DEATH : ‡b Art in the Age of Queen Victoria / ‡c Angus Trumble.
24 6	1		‡a Love and death

**EXAMPLE 3**. 246 1\_. Numbers in title.

CIP RECORD:

10 0	1		‡a Ash, Russell.
24 5	1	4	‡a The top ten of everything, 1997 / ‡c Russell Ash.
TITLE PAGE:			

The Top 10 of Everything 1997 Russell Ash

Update the CIP record as indicated. Note that in the 246 the initial article is dropped; filing indicators are not used with 246. A 246 1\_ (LC would use 3\_) is made for numbers only if the number appears in the first five words; note that dates are not spelled out.

#### AACR2

10 0	1		‡a Ash, Russell.
24 5	1	4	‡a The top 10 of everything, 1997 / ‡c Russell Ash.
24 6	1		‡a Top ten of everything, 1997

The LCRI for when a 246 is made for numbers is long and complex. If a number appears in the title in the CIP but no 246 has been made, assume the CIP record is correct.

**RDA**. No differences from AACR2. Despite the basic "transcribe what you see" slant of RDA, the cataloger can still add punctuation for clarity. (AACR2 1.1B1/RDA 1.7.3). Punctuation found on the title page is transcribed as found, however (for example, ellipses).

**EXAMPLE 4.** As noted in Title proper (245 ‡a) Example 5 above (Roger Vergé's new entertaining ...), 246 is used to provide access to the title if it is preceded by the author's name when the name is grammatically integral to the title. If there is a difference between the CIP 245 and the item in hand because of the presence/absence of the author's name at the beginning of the title, field 246 may need to be added or deleted as appropriate.

CIP RECORD:

24 0 0 ‡a Contemporary quotations : ‡b the most notable quotes from 1950 to the present / ‡c
5 dited by James B. Simpson.

TITLE PAGE:

Published on Yale University Library (https://web.library.yale.edu)

Si	impson's Contemporary Quotations
Tł	ne Most Notable Quotes from 1950 to the Present
E	dited by James B. Simpson

The CIP record needs to be updated as indicated:

#### AACR2

24	0	0	‡a <b>Simpson's</b>
5			contemporary quotations
			: ‡b the most notable
			quotes from 1950 to the
			present / ‡c edited by
			James B. Simpson.
24	1		‡a Contemporary
6			quotations

RDA. Same as AACR2.

**EXAMPLE 5.** Also as noted in Title proper (245 ‡a) Example 5 above (Roger Verge's new entertaining ...), 246 is used to provide access to an introductory phrase when the phrase is not considered to be part of the title proper. Again, if there is a difference between the CIP 245 and the item in hand because of the presence/absence of the phrase at the beginning of the title, field 246 may need to be added or deleted as appropriate. There is no significant rule change between AACR2 (1.1B) and **RDA** (2.3.1.6).

CIP RECORD:

24	0	0	‡a Ask the pros,
5			screenwriting : ‡b 101
			questions by industry
			professionals / ‡c edited
			by Howard Meibach and
			Paul Duran.

IIILE FAGE.	
Final Draft presents	
Ask the Pros: Screenwriting	
101 Questions by Industry Professionals	
Edited by Howard Meibach and Paul Duran	

The CIP record needs to be updated. Introductory phrases like "Final draft presents" are not transcribed in 245, so the CIP 245 remains the same. The version on the title page with the introductory phrase included is a variant title & should be accounted for by the cataloger. Some introductory phrases are considered to be integral to the title proper, so always consult with your reviser or supervisor.

## AACR2/RDA

2 0 4 5	0 ‡a Ask the pros, screenwriting : ‡b 101 questions by industry professionals / ‡c edited by Howard Meibach and Paul Duran.	
<mark>246</mark>	1 ‡i Title appears on ite	em as: ‡a Final Draft presents Ask the pros, screenwriting
	MDIE6 If the CID record leav	ves out a significant title access point a 246 poods to be made. Consult with

**EXAMPLE 6.** If the CIP record leaves out a significant title access point, a 246 needs to be made. Consult with

your supervisor/reviser if you think additional access is needed. In this example, the CIP record had no title access for the English language parallel title.

_		inglion language parallel tal
1		‡a Maulpoix, Jean-Michel,
		‡d 1952-
1	0	‡a Histoire de bleu. ‡l
		English & French
1	4	‡a Une histoire de bleu =
		‡b A matter of blue / ‡c
		Jean-Michel Maulpoix ;
		Dawn M. Cornelio,
		translator.
	1	1 1 0 1 4

CIP record needs to be updated with 246 31. Note that the initial article is dropped.

#### AACR2

1		‡a Maulpoix, Jean-Michel, ‡d 1952-
1 (	0	‡a Histoire de bleu. ‡l English & French
1 4		‡a Une histoire de bleu = ‡b A matter of blue / ‡c Jean-Michel Maulpoix ; Dawn M. Cornelio, translator.
3	1	‡a Matter of blue
		4

**RDA**. This applies to RDA as well. But in addition, even when they are not on the title page, parallel titles can be taken from the cover, pages preceding the title page, and the verso of the title page. Parallel titles taken from the resource but not from the title page are transcribed in 245, without brackets. A 246 31 should be made for each.

In the uniform title for the translation, RDA does not allow 2 languages or "Polyglot." A separate access point is made for each language. Only the first language is required, but it's probable LC will also have a 700 for the translation language.

10 0	1		‡a Maulpoix, Jean-Michel, ‡d 1952-
24 5	1	4	‡a Une histoire de bleu = ‡b A matter of blue / ‡c Jean-Michel Maulpoix ; Dawn M. Cornelio, translator.
24 6	3	1	‡a Matter of blue
70 0	1	2	‡a Maulpoix, Jean-Michel, ‡d 1952 ‡t Histoire de bleu.‡l English.
70 0	1	2	‡a Maulpoix, Jean-Michel, ‡d 1952 ‡t Histoire de bleu.

If the book only has the text of the translation, RDA follows AACR2 and the LC cataloger enters the uniform title in field 240. For an example, see Title Proper EXAMPLE 5 and Title Proper, EXAMPLE 9.

**EXAMPLE 7 (No 246 made)** If the CIP record variation from the book in hand is not due to characters/numbers, presence/absence of the author's name at the beginning of the title, presence/absence of an introductory phrase, or presence/absence of a cover, spine, or parallel title, a 246 is not made.

CIP has:

10	1		‡a Bjornerud, Marcia.	
----	---	--	-----------------------	--

Published on Yale University Library (https://web.library.yale.edu)

0 4 24 1 0 ‡a Reading rocks : ‡b the autobiography of the earth / ‡c Marcia Bjornerud.	
Reading the Rocks the Autobiography of the Earth Marcia Bjornerud	
Instead of making a 246, revise the 245 to match the book "Capitalize <i>Earth</i> when it is used to refer to the planet," bu	

"Capitalize *Earth* when it is used to refer to the planet," but minor points of capitalization are not significant and are not worth much, if any, research time in the rules and LCRIs. On the other hand, leaving out a word in the title, especially the first five or so words, is very significant, since this will affect computer retrieval.

10 0	1		‡a Bjornerud, Marcia.
24 5	1		‡a Reading <b>the</b> rocks : ‡b the autobiography of the Earth / ‡c Marcia Bjornerud.
RDA. The RDA option to transcribe			

**RDA**. The RDA option to transcribe using the capitalization on the title page as found should reduce any agonizing:

10 0	1	‡a Bjornerud, Marcia.
24 5	1	‡a Reading <b>the</b> Rocks : ‡b the Autobiography of the Earth / ‡c Marcia Bjornerud.

#### CHOICE OF ENTRY

**AACR2**. If the main entry on the CIP records is a personal name, and there are 3 or fewer authors, generally the first author named is the main entry. If the order in which the authors are listed in the CIP 245 ‡c subfield differs from the order in which the authors are listed in the book, the main entry on the upgraded record may need to be changed. Note that this will affect your cutter. Check with your reviser/supervisor. [The same will apply to RDA records.]

A name used as an access point must be "justified" or referred to in the bibliographic description, though not necessarily in the 245 field. On a CIP record, a name may appear in the statement of responsibility but not on the title page of the book to be cataloged, or the name may appear in a different sequence which would prevent its being transcribed according to AACR2 1.1F5 [more than 3 names]. If you note such a discrepancy, the access point may need to be deleted or the statement of responsibility placed in brackets. Conversely, a name may appear on the title page but not on the CIP record. If such a discrepancy occurs, an access point may need to be added. When such discrepancies occur, check with your reviser/supervisor.

**AACR2** requires title main entry if there are more than 3 authors; if there are more than 3 authors, only the first is transcribed, followed by [et al.]

**RDA**. Unlike AACR2, RDA does not limit the number of added entries for authors, nor does it require a minimum number of added entries for authors. If a book has 5 authors, the first one named will be the main entry and 1 to 4 added entries could be made for the remaining 4 authors, or no added entries could be made; it all depends on the cataloger decision. The main entry author is still determined by being the first author named in the statement of responsibility, so the order of author names as they appear on the title page, as well as their absence or presence is important for both accuracy in transcription & in the determination of the main entry. Current LC policy for RDA records is to transcribe all the authors; if there are other secondary statements of responsibility on the t.p., transcription is not required.

In **RDA**, added entries can be assigned even if they are not transcribed. Added entries for contributors, other than the first, do not need to be justified in notes. For the most part, expect LC cataloging to justify/transcribe if an added

entry is made. On the other hand, RDA does not require that added entries be made for all authors or editors listed in the expanded statement of responsibility; the record may have 6 editors listed in the statement of responsibility but LC might have an added entry for only one of the editors.

**AACR2/RDA.** Generally an editor is not used as a main entry, and if only an editor is listed, title main entry is used. Sometimes the editor function has not been noted on the CIP, and this may affect choice of entry. Note that this may affect your cutter. Check with your reviser/supervisor should this happen. EXAMPLE: CIP ... by G. Schaller; Schaller is the main entry on the record. BUT: Book has ... edited by G. Schaller; title main entry should be used.] [Unchanged with **RDA**; an editor cannot be a main entry.]

If you have a later edition with a title main entry and earlier, pre-AACR2 records for the earlier editions were entered under editor, never change the choice of entry to match the earlier records. The same cutter is generally used for the later edition even if the choice of entry changes; if the classification number changes, the later classification should be used.

## FORM OF ENTRY

Most new books are written by first-time authors whose names are new to the database. Form of entry for personal names will generally be determined by the predominant form of the author's name as it appears on the author's total published works. If the author has published only one book, the form of the name as it appears on that one book will determine the established form of the author's name. If there is a discrepancy between the CIP form of the name and the name as it appears on the title page, and if in addition this is the author's only published work, there is a strong likelihood that LC will revise the form of the author's name to match the book when the CIP record is upgraded. If you note such a discrepancy, check LC Online Catalog [1] to see if LC based the form of name on the title you are cataloging. If that turns out to be the case, check with your supervisor.

Source URL: https://web.library.yale.edu/Cataloging/CIP/editing-246

Links [1] https://catalog.loc.gov/