

Variable Data Fields (0xx-264)

010 P-N

Do not copy the 010 from the print record into the online serial record.

022 ISSN CCM 31.8

Record all ISSNs that appear on the site. If the ISSN of the print version is given, always enter in 022 *ty* NOT *ta*. Enter the ISSN that applies to the online serial in *ta*.

050 _4 If available, copy the class number from the 050 *ta* or call number of the original print record from *th*

Title Proper RDA 2.3.2

Per **RDA 2.3.1.6**, words that serve as introductions are not transcribed as part of the title proper. Introductory terms are often used on the home pages of websites, but keep in mind that the source of the title proper is the earliest issue of the serial/IR, not the home page of the website.

Note that **RDA 2.3.2.5 *Exception*** applies to situations where there is both the spelled-out and abbreviated form on your preferred source: choose the full (or spelled-out) form, even if the initialism/acronym is given prominence. Per the CONSER Standard documentation, record the initialism/abbreviation form in 246 1_ *ta* only.

Parallel Title RDA 2.3.3; CONSER RDA Cataloging Checklist.

Record parallel titles (RDA 2.3.3) in 246 11 only. Record all parallel titles that appear anywhere on the issue used as the basis for description.

Other Titles RDA 2.3.4; CONSER RDA Cataloging Checklist.

Record Other titles if needed to provide clarification or support if the title proper alone would be misleading. Note that initialisms/acronyms appearing with the title proper are not entered as Other titles.

Statement of Responsibility CCM 31.6.2 (also CONSER RDA Cataloging Checklist #14 and CONSER RDA Core Elements)

"Catalogers creating RDA records without NARs should transcribe names, whether in a statement of responsibility or a note (550 for issuing body). Catalogers are also encouraged to add a statement of responsibility or note whenever the name is important for identification."

246 Variant Titles: CCM 31.7; CONSER RDA Cataloging Checklist for RDA 2.3.6)

Typical variant titles: "at head of title," running titles, abbreviated titles, home page title differs from first/earliest issue title.

CONSER RDA Checklist: "Record variant titles that appear prominently in the resource being cataloged, and which a user might reasonably consider to be the title."

Since variant titles do not appear with the consistency of printed serials, make generous use of *fi* to give the specific location of the variant source.

If readily available, record variant titles used by other publishers: 246 1_ *fi* *Issues from some providers have title: ta <title>*

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Current practice for 246 indicators: use 246 11 for parallel titles; 246 1_ for other variant titles such as acronyms; 246 1 ‡i ‡t for minor title changes.

250 Edition CCM 31.9; P-N 250

Remember that edition statements are transcribed as is; do not convert spelled-out forms to abbreviations. If a word is abbreviated on the source, transcribe the abbreviation. *YUL: When applying the P-N guidelines, if the edition statement was left off the digitized version, copy the edition statement from the record for the original as is.*

Consult **CCM 31.9** for help determining whether single or multiple records are needed for language editions.

P-N note for 250: "Record only edition statements originating from the original publisher/society; ignore statements that pertain to specific provider versions."

264 _1 Publication, Distribution, etc.

P-N 264: If the online resource is considered to be a reproduction of a tangible resource, take publication, distribution, manufacture, and copyright as applicable from the original source record and leave the tag as 260.

The online version for a non-reproduction may not have an explicit place of publication. CONSER guidelines: "if a place of publication is readily available (for example, found by scrolling within a few pages of the home page or first issue page), record that place in field 264 ‡a. Otherwise, supply a probable place of publication (e.g. [United States?]) in field 264 ‡a. Code the fixed field country code accordingly." If you need to supply a probable place of publication, use the printed source copy's place: 260 ‡a [<place>?].

‡c If the resource is cataloged as a reproduction, the publication date of the first and last issue may be available from the record for the original resource, and should be recorded, and should be used as the basis for the 008 dates. If the resource is cataloged as a non-reproduction, the publication date(s) of the first and last issue are recorded.

264 _2, 264 _3 are made if the information is available and [place of publication not identified] or [publisher not identified], or both, are used in 264 _1.2

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