

MARC holdings and local practice

[Music Cataloging at Yale](#) [1] ? [Local Yale music cataloging documentation](#) [2]

See also [MARC holdings and 590 notes for books and scores with accompanying audio/video recordings](#) [3] |

[MARC holdings for 78 RPM recordings](#) [4]

For official YUL Cataloging Depart policy, see [MFHD policies & procedures](#) [5] | [MFHD examples](#) [6]

[Multipart monograph MFHD guidelines](#) [7]

Subfield codes for call numbers in the holdings record in Voyager

| | |
|-----------|---|
| ±b | Location code: ±b Mus ±b Musref |
| ±t | Copy number, when there is more than one copy, goes in ±t . |
| ±h | The class number goes in ±h . When there are two cutter numbers, the first cutter number goes in ±h When there are three or more cutter numbers, all but the last cutter number goes in ±h |
| ±i | The remainder of the call number goes in ±i When needed, the plus sign or double plus sign should be the last element of ±i |
| ±m | For call numbers with a plus sign, include ±m Oversize For call numbers with a double plus sign, include ±m Folio |
| ±2 | For non-LC call numbers, include ±2 localyale |
| ±z | local notes |

Location codes for music:

mus

muscar (carrel charges)

muscirc (used CDRMs)

musmic (microforms)

musoff1 (Librarian's Office, ML 107M (Non-Circ))

musoff2 (Tech Services, ML 106M (Non-Circ))

musoff3 (Librarian's Office, ML 112 (Non-Circ))

HSR:

mushsr

mushsrref (HSR reference)

musohm (OHAM)

musper (periodicals)

musrar1 (rare materials that live in the Music Library)

musrar2 (used to be for rare M and ML; not used anymore)

musrec (recordings)

musref (reference)

musres (permanent open reserve)

muszzz (no longer used; once used for desk copies in people's offices and for withdrawn/discarded copies; most of the MFHD are suppressed)

LSF

lsfohmr (OHAM)

lsfmus

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

lsfmusr (rare materials including HSR materials except for individual recordings)
lsfhsrr (for HRS individual recordings)
lsfmusrecr

Multiple copies

For an item with multiple copies, add $\$1$, $\$2$, etc. to the holdings record:

852 0 0 $\$b$ mus $\$1$ $\$h$ M1001 B415 op.21 $\$i$ K1

852 0 0 $\$b$ mus $\$2$ $\$h$ M1001 B415 op.21 $\$i$ K1

Change copy number to 2 in the item record, as well.

Examples of MARC holdings

multi-volume items:

852 0 1 $\$b$ mus $\$h$ M126 L387 $\$i$ G9+ $\$m$ Oversize

866 4 1 $\$8$ 0 $\$a$ v.1-v.10

See [Gap and non-gap breaks: line breaks](#) [8] for incomplete holdings.

multiple copies of multi-volume items:

852 0 1 $\$b$ mus $\$1$ $\$h$ M23.5 O74 $\$i$ B6+ $\$m$ Oversize

866 4 1 $\$8$ 0 $\$a$ v.1

852 0 1 $\$b$ mus $\$2$ $\$h$ M23.5 O74 $\$i$ B6+ $\$m$ Oversize

866 4 1 $\$8$ 0 $\$a$ v.1

Item records

Record [enumeration](#) [9] designations go in the ENUM field in the Voyager item record

- The nonchronological scheme used by the publisher on the bibliographic unit to identify the individual bibliographic units of a serial and to show the relationship of a bibliographic unit to the serial as a whole.

Record [chronological designations](#) [10] go in the CHRON field in the Voyager item record

- The chronology is the different types of dates used by the publisher on the work to identify the individual bibliographic unit of a serial (for example, date of coverage, date of publication, date of printing, or date of reprinting).

Including part [captions](#) [11] is preferred.

- A caption is an alphabetic word or phrase attached as a prefix to the enumeration data that describes the type of data (for example, volume, Band, Heft, part, number, or tome)
 - It is sufficient to transcribe the caption only at the beginning of the range to save space.
 - In the absence of a caption, a generic one should be supplied, e.g. "v." The main objective is to make the Status line intelligible for the patrons to the extent possible.
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Source URL: <https://web.library.yale.edu/cataloging/music/musmfhd>

Links

[1] <http://web.library.yale.edu/cataloging/music> [2] <http://web.library.yale.edu/cataloging/music/local-documentation>
[3] <http://web.library.yale.edu/cataloging/music/accsound> [4] <http://web.library.yale.edu/cataloging/music/78local> [5]
<http://www.library.yale.edu/cataloging/Orbis2Manual/mfhdpolpro.htm> [6]
<http://www.library.yale.edu/cataloging/Orbis2Manual/mfhdexamples.htm> [7]
<http://web.library.yale.edu/cataloging/multipartmfhdrev> [8] <http://web.library.yale.edu/cataloging/serialmfhd/gaps> [9]
<http://web.library.yale.edu/cataloging/serialmfhd/enumeration> [10]
<http://web.library.yale.edu/cataloging/serialmfhd/chronology> [11]

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<http://web.library.yale.edu/cataloging/serialmfhd/captions>