

MARC holdings and 590 notes for books and scores with accompanying audio/video recordings

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

[Sound and video](#) recordings, [CD-ROMs](#), and [USB drives](#) that accompany a book or score are shelved separately, not with the book or score itself.

Sound and video recordings

In addition to the barcode for the book or score, assign a barcode to the sound recording as well.

If the book or score is being sent to commercial bindery, attach a note saying "Accompanying ____ shelved with sound recordings" to the bindery slip. When the item is returned from being bound, "Accompanying ____ shelved with sound recordings" will be stamped on the item.

In the items records, indicate each format in "Enum."

For the book or score:

° Change the Item type to "circ"

° Add "book" or "score" to Enum.

The screenshot shows a library cataloging form for a book or score. The Title field contains "Four for flute : for solo flute and tape / by Scott A. Wyatt." The Location is set to "mus" and the Call # is "M298 W976 F7+ Oversize". The Barcode is "39002059282674". The Temp. Loc. is empty. The Perm. Loc. is "mus" and the Temp. Type is empty. The Item Type is "circ" and the Media Type is empty. The Enum field is set to "score". The Chron., Year, Caption, Free text, and Spine fields are empty.

For the sound/video recording:

° Change Perm. Loc. to **musrec**.

° Change the Item Type to "media"

° In Enum, use one of the following:

- ° sound cassette
- ° compact disc
- ° video cassette
- ° DVD

The screenshot shows a library cataloging form for a sound/video recording. The Title field contains "Four for flute : for solo flute and tape / by Scott A. Wyatt." The Location is set to "mus" and the Call # is "M298 W976 F7+ Oversize". The Barcode is "39002059282682". The Temp. Loc. is empty. The Perm. Loc. is "musrec" and the Temp. Type is empty. The Item Type is "media" and the Media Type is empty. The Enum field is set to "compact disc". The Chron., Year, Caption, Free text, and Spine fields are empty.

The information will display in the OPAC like this:

Location:	MUSIC LIBRARY, SML compact disc Shelved at MUSIC LIBRARY, SML, Recordings Collection (Non-Circ)
Call Number:	M298 W976 F7+ Oversize
Status:	Not Checked Out

Put the barcode for the recording on a slip with ORBIS ID and call number and take the recording to the sound recordings collection.

CD-ROMs

In addition to the barcode for the book or score, assign a barcode to the CD-ROM as well.

Assign a call number "CDRM ____" after searching by call number to determine the next number to be assigned. Give the call number in the holdings record:

Tag	I1	I2	Subfield Data
852	8	0	‡b muscirc ‡h CDRM ‡i 75

Add a note in a 590 field in the bib record: "MUS: Accompanying CD-ROM shelved at Circulation Desk as CDRM ____."

In the items records, indicate each format in "Enum."

For the book or score:

- ° Change the Item type to "circ"
- ° Add "book" or "score" to Enum.

For the CD-ROM:

- ° The CD-ROM is assigned its own [call number](#) and holdings record.
- ° There is no change to temp loc; it remains as "muscirc".
- ° Change the Item Type to "24hr"
- ° There is no change to enum/chrom

The information will display in the OPAC like this:

Location:	MUSIC LIBRARY, SML
Call Number:	ML3790 C411 D6
Status:	book Checked out - Due 06/02/2005
Location:	MUSIC LIBRARY, SML, Circulation Desk
Call Number:	CDRM 75

Status: Not Checked Out

USB Drive

In addition to the barcode for the book or score, assign a barcode to the USB drive as well.

If the book or score is being sent to commercial bindery, attach a note saying "Accompanying ____ shelved with sound recordings" to the bindery slip. When the item is returned from being bound, "Accompanying ____ shelved with sound recordings" will be stamped on the item.

In the items records, indicate each format in "Enum."

For the book or score:

- ° Change the Item type to "circ"

- ° Add "book" or "score" to Enum.

For the USB drive:

For the sound/video recording:

- ° Change Perm. Loc. to **musrec**.

- ° Change the Item Type to "recordings"

- ° In Enum, use "USB drive"

The information will display in the OPAC like this:

Location:	MUSIC LIBRARY, SML USB drive Shelved at MUSIC LIBRARY, SML, Recordings Collection
Call Number:	ML410 S118 K23
Status:	Not Checked Out

Put the barcode for the USB drive on a slip with ORBIS ID and call number and take the USB drive to the sound recordings collection.

Source URL: <https://web.library.yale.edu/cataloging/music/accsound>

Links

[1] <http://web.library.yale.edu/cataloging/music>

[2] <http://web.library.yale.edu/cataloging/music/local-documentation>