PrairieCat MARC members and MARC trainees

AGENDA

October 12, 2023

The PC MARC & MARC-trainees will meet **Thursday**, **October 12, 2023**, @ 10 a.m. – 3 pm, in Person @ East Moline Public & Reddick Public Library. Connection between these two locations will be via Zoom.

Register in advance for this meeting:

https://librarylearning.org/event/18988/register

I.   Welcome

II.   Roll call for attendance

III.   Review agenda for additions/corrections

IV.   Approval of minutes from August 10, 2023

V.   New Topics

      A.   Overlays

      B.   Preloaded formats

      C. |e in 1XX and 7XX tags

VI.   Merging/transferring demo.

VII.   Review of 6XX controlled vocabularies - source and organization

      A.   Review 2nd indicator thesauruses.

      B.   Review subfields |2

      C.   Genre/Form Code and Term Source Codes

      D.   Subject Heading and Term Source Codes

      E.   Review |0

VIII.   Review of Becoming a MARC member course

IX.   Questions, comments, etc.

X.   Adjourn

Next meeting is Thursday, February 8, 2024

Meeting will be held via Zoom 11:15a-1p

PrairieCat MARC Members and MARC trainees
DRAFT MINUTES
August 10, 2023

ATTENDANCE: Bonny (PC), Brozovich (RP), Chapman (RL), Dean (WL), Fane (LP), Groth (EM), Fine (PR), Kessler (CC), Landis (PC), McSweeney (HD), Sciacky (MK), Shippy (MX), Slanicky (PC), Solheim (KR), Swanson (FR), Tedder (PC), Tepen (UT), Totton Schwarz (WO), Zanelli (PC).

GUESTS: Eychaner (CH), Thomas (RP), Ward (YK).

MEMBERS ABSENT: Bill (CC), Clark (FR).

  I.   **Welcome** – Tedder (PC) began the meeting at 11:15 am and welcomed everyone.

 II.   **Roll Call for Attendance** – The Zoom attendance report for the meeting will be used instead of a roll call.

III.   **Review Agenda for Additions/Corrections** – No changes were made to the agenda.

 IV.   **Approval of Minutes from April 13, 2023**

> Totton Schwarz (WO), moved, and Brozovich (RP) seconded to approve the minutes from the April 13, 2023 minutes as written.   Motion passed.

  V.   **New Topics**

   a.   **Upgrading and/or Merging of On-Order Records** – People are finding two good OCLC records or one ON-ORDER record and one good OCLC record for ON-ORDER titles. The bad records have several items attached and no one updated the record or reported it to PC staff to upgrade it. One record had items from five MARC libraries attached but the record was not updated or merged. Talk to your staff and have them pass on to you the information if they see an ON-ORDER record with items attached that needs to be upgraded so the records can get upgraded in a timelier manner.

   b.   **Vega - Incorrect Rollups** – There have been ongoing problems with foreign language materials. The record itself is improperly cataloged. For example, the language fixed field and 040 tag were incorrectly assigned English and the uniform title was in English. Once corrected, the foreign language book showed up separately. A lot of older records were cataloged incorrectly for foreign language materials. The uniform title is a primary match field in Vega. In a rollup, the same formats are grouped together. Books are grouped together, and AV are grouped together.   PC

staff are still learning how the rollups work. It is supposed to work like Amazon. Your patience is appreciated.

c. **Incorrect Images in Catalog** – Sometimes there are incorrect images in the catalog. They can be in Sierra, Vega, and/or Encore. The August 10, 2023 meeting packet includes the steps that PC staff take to fix incorrect cover images. With Sierra, getting it to reindex sometimes fixes it. This is an overnight process. Changing the order of the ISBNs sometimes fixes the image. This change is immediate in Sierra. Sometimes overlaying the record in Sierra will fix it. If the above steps don't fix it, contact Proquest and they can fix it. It used to take one week, but now it can take up to two months for Proquest to get it fixed. See the August 10, 2023 meeting packet for more information.

d. **6xx Fields Thesauruses / Subject Heading Systems** – There are duplicate subjects. We are already stripping out the RVM headings. Tedder (PC) is proposing to isolate the controlled vocabularies of the ones we want instead of reviewing each one that is added, that we come up with a list of the ones we use and automatically remove the rest. We can add new ones to the list that we want to add. One library consortium at the IUG conference was able to identify and retain certain fields. It would be done in the background, and we wouldn't have to handle each record manually. There is a partial list in the August 10, 2023 meeting packet.

II. **In-Person Fall Meeting / Database Cleanup Day** – There will be an in-person meeting on Thursday, October 12, 2023, beginning at 10:00 am at Reddick and East Moline. A Zoom session will be available for anyone not able to attend in person.

III. **Questions, Comments, Etc.** – None.

IV. **Adjourn**

V. **Next Meeting is Thursday, October 12, 2023 In Person at Reddick or East Moline beginning at 10:00 am.**

PrairieCat

MARC Report

Alerts & Messages

Brief Message:	Notes:	Action:
*** Spacing within Marc of Quality software differs from OCLC Connexion software.* *Help? If you are not sure what subfield codes should be used (or not used) in this field, press <**F1**> for a list.*		
010-01: New LCCN prefix invalid	The 010 field contains a prefix that did not validate against the list of LCCN prefixes published by LC: http://www.loc.gov/marc/lccn_structure.html Check the record in the LC catalog; change the LCCN to the correct number or delete the 010 entirely.	Delete 010 tag if "bl" prefix. Not valid LLCNs. (If authorized, remove permanently in OCLC).
020-01:Add$q before qualifying info	The 020 contains what appears to be qualifying information after the number in the subf $a. To improve machine processing, this information should be coded separately, in subf $q (in which case, parens are not needed). Eg. $a 0802142176 $q pbk. Note that if you are reviewing older records, you may want to disable or cancel this check (as $q was not added to MARC until 2013).	Ignore unless it was your original or level "3" record, then fix in OCLC and replace.
028-01:Check Ind 2	028 (Publisher number) has Indicator 2 = '0' (No note, no added entry) or '2' (No note, no added entry); if you want the number in the 028 to be indexed, then change the 2nd indicator to '1' (Note, added entry) or '3' (No note, added entry).	Change 2nd indicator to "1".
041-01: Do not string lang. codes	041 (Language code) subfields are repeatable (since 2001); so each language code should be entered in its own subfield, e.g., $aeng$afre$aspa. Trailing codes entered in the old format (e.g., 'frespa' in $aengfrespa) may not validate correctly.	Normally add subfield "a" in between languages. F1 to confirm proper coding.
050-01: Subfield $b does not match 260$c	When the LC Call Number (050, or Local 090) contains a date (YYYY) in subfield $b, it should match the date of publication in 260 $c. Exceptions to this are Conference proceedings, and the Date of Situation for maps. Note that this check permits a variance of +/- one year between the dates being compared.	Ignore unless it was your original or level "3" record, then fix in OCLC and replace.
082-01: Ind1=# is Obsolete	082 first indicator = # is OBSOLETE. WAS: No edition information recorded; valid 1979-1987.	May ignore but recommended to confirm call number and add |2 with edition number of DDC you referenced in addition to adding/editing indicators: 1st indicator =0 2nd indicator =4
082-01: Mandatory Subf 2 missing	Subfield $2 is defined as a Mandatory subfield for Tag 082 in the current record type, but this subfield is not present in the field. Help? If you are not sure what subfield codes should be used (or not used) in this field, press <F1> for a list.	

084-01: Subf $2 value is Invalid	This subfield should contain a code that identifies the source of the classification scheme used in the field. Code from: Classification Scheme Source Codes	Delete field.
100-01: Subf $1 is flagged--see note	Strip |1 from tag	Strip |1 from tag
For example: 100 1 $aAbdo, Kenny,$d1986-$eauthor.**$1https://isni.org/isni/0000000400155731**		
100-02:Subf $e value not appropriate	100: Subfield $e contains a term defined in RDA Appendix I; but this term is not appropriate for use in a 1XX unless used with another Appendix I term that is appropriate in 1XX. Press <F7> to see a list of RDA terms that are appropriate for use in a 1XX. If the term is correct, then change the 1XX to a 7XX. (To configure 'appropriate' 1XX terms, go to the RDA page of the options.)	Ignore unless one can provide more accurate/appropriate qualifier.
100-01: Subf $e is missing	In the 100 (main entry), a subfield $e (relator term) should be present in both AACR and RDA records. A relator term describes the relationship between an agent (person, corporate body, family) and a work. For a list of RDA relators valid in the current context, add a subfield $e to the end of the field and press <F7>. (To disable this reminder, goto the RDA page of the options)	Assign appropriate qualifier(s).
245-01: $hRDA: do not use GMD	245 subfield $h (GMD) is not appropriate in an RDA record (040 $e='rda'); it is replaced by appropriately coded 336 (Content type), 337 (Media type), and 338 (Carrier type) fields.	Ignore. PrairieCat policy to add/retain GMDs.
260-01: Field is not used for RDA	260 (Publication, Distribution, etc.) should not be used in an RDA record (040 $e rda). Move Publication, etc., data to a 264 field or fields (Production, Publication, Distribution, Manufacture, and Copyright Notice) with the appropriate second indicator value: '0' (Production), '1' (Publication), '2' (Distribution), '3' (Manufacture), or '4' (Copyright notice).	Change to 264(s) with proper 2nd indicator(s) depending on information provided on item in hand.
264-01: Field is not used for AACR	264 field(s) (Production, Publication, Distribution, Manufacture, and Copyright Notice) are not appropriate in an AACR record (040 $e aacr, or no 040 $e) for a multi-part monograph, serial, or integrating resource, except for changed publication data (Indicator 1 = '2' or '3') in updated records; move 'earliest' Publication, etc. data to a combined 260 (Publication, Distribution, etc.) field.	Convert to RDA: • Leader>18/Desc.Cat.: change from "a" to "i" • 040 tag: add ±e rda • Add appropriate 3XX tags
264-01: Needs ending punct.	264 ends with a period, a closing parenthesis, a closing bracket, a question mark, or a hyphen when $c is present--LC PCC PS 1.7.1	Insert ending punctuation.

264-01: _4 does not end in punct.	264 Indicator 2 = 4 (Copyright notice date) does not end with an ending mark of punctuation--LC PCC PS 1.7.1	264 _4 (copyright date) NO PERIOD.
300-01: $1 really still CIP?	300 subfield $a (Extent) does not contain 'p. cm' or 'pages cm', but 000/17 (Leader/Encoding level) is '8' (CIP), so this record might still need CIP upgrading. Find the item; check all fields for accuracy; add phys. desc. info.; delete 263; ~~change Rec stat to 'p'~~ and Enc lvl to your level; ~~add your institution code as 040$d.~~	i.e.: remove 263 tag; change 17/Encod. Lev. From "8" to "[blank]" Should not be getting this message in MARC Report as these CIP records are to be updated/replaced in OCLC. ***Do NOT manually change "Rec stat" nor manually add institution code in 040$d. This is done automatically in OCLC when record is replaced***
300-01: Remove "." after "cm" or "mm"	300 (Physical description field): 'cm' and 'mm' are symbols, not abbreviations; current understanding of ISBD is: 300 does not end with an ending mark of punctuation except when a 4XX field is also present, or when the punctuation is a closing parenthesis, or is part of the data (e.g., for an abbreviation)--LC PCC PS 1.7.1. You may disable this message if you are copy cataloging AACR records.	Do as instructed. "cm" is considered a symbol, not an abbreviation.
300-01: $a check SMD--BK	300 subfield $a (Extent) might not be entered correctly for this book or manuscript. See AACR2R 2.5 for instructions.	Check to see if "p." is missing the "." or "pages" is spelled out in RDA format. Should be "p." or "pages".
336-01: but 010 $e not 'rda'	336 (Content Type) is not used in AACR/MARC. It is required in an RDA/MARC record, but this record does not appear to be an RDA record (040 $e is not 'rda'). If you are intentionally creating a 'hybrid' record, indicate your intention by adding 040$e aacr after $e rda.	Convert to RDA: • Leader>18/Desc.Cat.: change from "a" to "i" • 040 tag: add ±e rda • Add appropriate 3XX tags
337-01: but 010 $e not 'rda'	337 (MediaType) is not used in AACR/MARC. It is required in an RDA/MARC record, but this record does not appear to be an RDA record (040 $e is not 'rda'). If you are intentionally creating a 'hybrid' record, indicate your intention by adding 040$e aacr after $e rda.	Convert to RDA: • Leader>18/Desc.Cat.: change from "a" to "i" • 040 tag: add ±e rda • Add appropriate 3XX tags

338-01: but 010 $e not 'rda'	338 (Carrier Type) is not used in AACR/MARC. It is required in an RDA/MARC record, but this record does not appear to be an RDA record (040 $e is not 'rda'). If you are intentionally creating a 'hybrid' record, indicate your intention by adding 040$e aacr after $e rda.	Convert to RDA: • Leader>18/Desc.Cat.: change from "a" to "i" • 040 tag: add ±e rda • Add appropriate 3XX tags
380-01: Not used in bib records	380 (Form of work) is used in an Authority record for a Work; it is not intended for use in a Bibliographic record unless you are using that record to represent a Work or Expression with no manifestation information (i.e, record contains only Work or Expression data).	**No action required at this time.**
38X		
490-01: Ind 1 may need "1" + 8XX	490 (Series statement) may require a series added entry (440 or 8XX). Check an authority file (LC, OCLC, Local) for an established series heading that you can use (440/8XX), or decide for yourself whether you need to establish a series added entry.	Change 1st indicator to "1" and add appropriate 8XX tag. Should not be getting this message in MARC Report. 8XX tags need to added and checked for existing authorized heading and controlled in OCLC.
505-01: Change to Enhanced	The 505 (Formatted Contents note) appears to contain statements of responsibility, so it would be better to use the enhanced subfields (tr$g) instead of the basic subfield ($a).	Add 2nd indicator = "0" and add |t, |r, |g where appropriate. **F1** to confirm proper coding.
511-01: Ind 1=# is Obsolete	511 first indicator = blank is OBSOLETE. WAS: Undefined. NOW: use 0 (no display constant) or 1 (Cast:) instead.	Add 1st indicator (typically "0").
611-01: Ind 1 = 0 is Old Cataloging	611 I1 = 0 is valid but old cataloging, pre-AACR2. WAS: Inverted name. NOW: enter name in direct order instead. UPGRADE record to AACR2 and change 000 Desc to 'a'.	Delete field.
647		Ignore
648-01: Ind1=# is Obsolete	"According to the Validation table(s) currently loaded, this Ind value is Obsolete for records of this format" OCLC : "1st Indicator Undefined".	Ignore
655-01: Subf $2 value is Invalid	This subfield should contain a code that identifies the source list from which the heading in a subject added entry field was assigned. Code from: Genre/Form Code and Term Source Codes (http://www.loc.gov/standards/sourcelist/genre-form.html).	Ignore.
650-08:ind 2=7 but $2 missing	650 (Subject Added Entry): When the second indicator contains the value 7, a code indicating the source of the heading used in the field must be given in subfield $2.	Delete. (If you are authorized, removed permanently in OCLC).

700-02:Subf $e value is not RDA	This subfield ($e or $j) contains a term that is not found in RDA Appendix I (Relationships between a resource and persons, families, and corporate bodies associated with the resource). Press <F7> to see a list of defined terms from Appendix I. If the flagged term is not a typo or other error, and you want to use it as a local term, you may add the term to your set of local terms (using the RDA options page).	Ignore unless one can provide more accurate/appropriate qualifier.
700-01: Subf $e is missing	In the 700 (Added entry), a subfield $e (relator term) should be present in both AACR and RDA records. A relator term describes the relationship between an agent (person, corporate body, family) and a work. For a list of RDA relators valid in the current context, add a subfield $e to the end of the field and press <F7>. (To disable this reminder, go to the RDA page of the options).	Assign appropriate qualifier(s).
700-01: Subf $i is missing	In the 700 (Added entry), a subfield $i (relationship information) should be present in both AACR and RDA records when a title subfield is present. Relationship information describes the relationship between a work, expression, manifestation, or item to another work, expression, manifestation, or item. For a list of relationship terms valid in the current context, add a subfield $i to the beginning of the field and press <F7>.	No action required at this time. **

PrairieCat Audio-enabled Books
Cataloging Guidelines

PrairieCat Audio-Enabled Books Cataloging Guidelines

I. Chief Source of Information
When cataloging audio-enabled boos such as Vox or Wonderbook, select the information on title page.

II. Choice of Record Type
If cataloged as BKS – Books, leader/06 (OCLC Type) should be coded as "**a**" (language material)
Or
If Cataloged as REC – Sound Recordings, leader/06 (OCLC Type) should be coded as "**i**" (Nonmusical sound recording

III. Bibliographic Level
Audio-enabled books are monographic in nature; therefore, Leader/07 (BLvl) should be coded as "m" for monograph.

IV. Fixed Fields (006 / 007 / 008)
Due to the varying interpretation of how to catalog audio-enabled books, these guidelines will not include the specific coding of the 006, 007, or 008 fields. Regardless of whether material is cataloged as a book, sound recording, or preloaded audiobook, 006 and 007 fields should be utilized to reflect the other aspects of the material.

006 Field:

007 Field:

008 Field:

V. Title and Statement of Responsibility
Transcribe the title proper, any parallel titles and other title information, and statements of responsibility from the selected chief source of information, into the 245 field. As with any electronic resource, give the source of title in a 500 note.
Example:

245 00 Walden ‡h [sound recording] / ‡c Henry David Thoreau.
500 ## Title from device label.

Include other title information and variations of titles that may appear on other sources of information related to the resource in 246 fields.

VI. General Material Designation (GMD)

Audio-enabled books should be assigned a general material designation (GMD) of "**sound recording**"
‡h [sound recording]. (PrairieCat database only!) When creating an original record in OCLC, no GMD will be assigned.

VII. Edition
Transcribe an edition statement if one appears in the chief source or in information provided by the publisher. An additional edition statement will be added indicating brand of audio-enabled device.

Example:

250 ## Unabridged.
250 ## [Vox edition].
250 ## [Wonderbook edition].

VIII. Publication / Distribution
Transcribe the place of publication and/or distribution, and the name(s) of the publisher and/or distributor from the chief source of information or from prescribed sources of information. Include the name(s) of the entities responsible for issuing the recording on the preloaded audiobook device (usually, Playaway Digital Audio as the "label name", and/or Findaway World LLC as the manufacturer/distributor).
The date(s) entered in the 264 fields should always include the publication/distribution date for the sound recording that is held on the ~~Playaway~~ device. As Playaways were first commercially available in the second half of 2005, the publication/distribution date entered in the catalog record for the Playaway (i.e.,

Date1 in the fixed field and the date listed in the 264 ^1 ǂc) may NOT be dated earlier than 2005. As is the practice for other sound recordings, if the recording has been previously released, such as in a different format, the original publication/distribution date of the sound recording should be noted in the 008 fixed field (Date2) and in a 500 general note. The dates of the print publication may be ignored. Refer to AACR2 1.4F2 and 6.4F2 for further details.
Example1:
Title with copyright date, inferred to be the release date of the Playaway The title "Peter Pan" has on the container: p2002 by Sound Room Publishers for the original recording, and c2007 by Findaway World LLC for the Playaway. In this case for which the Playaway indicates a previous release of the content in another recording medium (e.g., CD, cassette, etc.), the 008/06 (DtSt) should be coded "r" (reprint/reissue date and original date) with Date 1 as the "release" date of the Playaway, and Date 2 as the date of the original release in the previous medium.
Since the 'p' date on the item represents the original recording, the copyright date given
for the Playaway can be inferred to be the release date of the Playaway recording, and therefore bracketed
and entered in field 264^1 ǂc, as well as Date1 of the 008 fixed field.

264 Production, Publication, Distribution, Manufacture, and Copyright Notice

REC guidelines for ǂc
If the date of recording differs from the date of publication, enter the date of recording in coded form in field 033 and in textual form in field 518.

033	0	0	1961----
264		1	[New York] : ǂb Music Guild, ǂc 1971.
518			Recorded in 1961.

These are the dates of first availability (publication) of some of the major audio media. Dates earlier than these cannot be a proper date of publication for that audio medium. Earlier dates may represent such bibliographic events as date of sound capture, release date in a different audio medium, etc.

- Audio cassette: 1965
- Audio CD: 1982

- DVD-Audio: 2000
- LP: 1948
- Playaway: 2005
- Reel-to-reel tape: 1954
- Streaming audio: 1999

Example 1:
008/06 (DtSt) = r (reprint/reissue date and original date)
008/07-14 (Dates) = 2018, 2018
264 ^1Solon, Ohio : ǂb Findaway World, LLC, [2018]
264 ^4ǂc ℗2018
500^^ Originally published by Hachette Audio ℗2018.

Example 2:
008/06 (DtSt) = r (reprint/reissue date and original date)
008/07-14 (Dates) = 2019, 2019
264 1Solon, Ohio : ǂb Findaway World, LLC, ǂc [2019]
264 4ǂc ℗2019
500 Previously released by Recorded Books, ℗2019.

Example 3: Title distributed by Recorded Books with previous release date
008/06 (DtSt) = r (reprint/reissue date and original date)
008/07-14 (Dates) = 2015, 2014
264 1[Solon, Ohio] : ǂb Findaway World, LLC ; ǂa Prince Frederick, MD, ǂc [2015]
264 2Prince Frederick, MD : ǂb [Distributed by] Recorded Books, LLC, ǂc [2015],
264 4ǂc ℗2014
500 Previously released by Recorded Books, LLC, p2014.

Example 4: Playaway recording released in 2007, no prior releases of the sound recording
008/06 (DtSt) = s (single date)
008/07-14 (Dates) = 2007,bbbb

260 ## [Solon, Ohio] : ǂb Playaway Digital Audio : ǂb [manufactured and distributed by]
Findaway World LLC, ǂc [2007].

Example 5: Playaway recording with copyright date of 2007, originally released by
HarperAudio on cassettes in 2000 and on compact discs in 2005, but no 'p' dates on materials.
008/06 (DtSt) = r (reprint/reissue date and original date)
008/07-14 (Dates) = 2007,2000

260 ## [Solon, Ohio] : ǂb Playaway Digital Audio : ǂb [manufactured and distributed
by] Findaway World LLC, ǂc [2007].
500 ## Previously released by HarperAudio on cassettes in 2000 and on compact discs
in 2005.

IX. Physical Description

Always include a 300 field for Audio-enabled books.   .

Examples:

1 audio-enabled book (32 pages) : ‡b illustrations, color ; ‡c 27 cm.

X. Notes

A. Accompanying Material note [Optional]

Include a general note regarding the requirement of earphones and battery.

Examples:

500 ## One set of earphones and one AAA battery required for playback.

500 ## In container (21 x 13 x 3 cm.) with earphones and AAA battery.

500##Audio playback device includes headphone jack, external speaker, and audio controls.

B. General/General Quoted note [Optional]

When a statement appears on the packaging which describes the device, enter this statement in a 500 quoted note.

Examples:

500## "This audio-enabled VOX Book has an audio reader with complete narration permanently attached inside the front cover. This unique new book format delivers a complete audio narration directly from the printed book. Simply open the book, push the PLAY button and listen from beginning to end."

500##Powered by a rechargeable battery ; USB charger required for recharging.

500##Book originally published: New York, NY : Balzer + Bray, an imprint of HarperCollins Publishers, [2018].

500##Issued as a Wonderbook, a pre-loaded audiobook player permanently attached to a hardcover book.

500## Audiobook player has 2 modes. Read-Along mode narrates the story. Learning mode asks questions related to the story.

XI. Access Points

A. Name access

Provide access points as with any monographic work in print (or musical work in rare cases) for authors, editors, compilers, etc. as would make sense for an audio version of the work (i.e., no illustrators, etc.). In addition, provide access to the name(s) of narrator(s) noted in the 511 note field. If desired, access points may be generated for the publishers of the original recordings, the Playaway publishers, and the distributors of the Playaway device (Playaway Digital Audio and Findaway World LLC).

Example:

100 1# Thoreau, Henry David, ǂd 1817-1862. ǂ4 aut

700 1# Leonard, Robert Sean, ǂd 1969- ǂ4 nrt
710 2# Random House AudioBooks (Firm)
710 2# Playaway Digital Audio.
710 2# Findaway World LLC.

NOTE: The ǂ4 field for relator codes is optional.

B. Subject/Genre access

Provide subject/genre access appropriate to the work.

Example:

600 10 Thoreau, Henry David, ǂd 1817-1862.
650 #0 Naturalists ǂz United States ǂv Biography.
651 #0 Walden Pond (Middlesex County, Mass.)
**655 #4Wonderbook (Audio-enabled book).
**655 #4Vox (Audio-enabled book).
**655 #4Audio-enabled books.
655 7Audiobooks. ǂ2 lcgft

** PrairieCat requirement. Second indicator = 4 (Source not specified).

XII. Material Type (Sierra)

When cataloging audio-e such as udioa-enabled books, such as VOX books, Material type should be assigned "ae AUDIO-ENABLED BOOK"

- Manually change material type after importing record into Sierra
- Insert 949 tag " |a*b2=ae;" while in Marc Report or Connexion).

Excerpts taken from Guide to Cataloging Audio-enabled books
Based on AACR2 Chapters 6 and 9
http://www.olacinc.org/drupal/capc_files/playawaysPDF.pdf

PrairieCat Preloaded Audio Cataloging Guidelines

PrairieCat Preloaded Audio Cataloging Guidelines

I. Chief Source of Information

When cataloging preloaded audiobooks such as Playaways, GoReaders, etc., select the information affixed to the preloaded audiobook player itself.

II. Choice of Record Type

Leader/06 (OCLC Type) should be coded as either "i" for non-musical sound recordings, or "j" for musical sound recordings, as appropriate.

III. Bibliographic Level

Preloaded audiobooks are monographic in nature; therefore, Leader/07 (BLvl) should be coded as "m" for monograph.

IV. Fixed Fields (006 / 007 / 008)

006 Field

Add a 006 field to reflect the electronic resource aspects of the material.
- Code 006/00 (Type of Record/Type) as "m" for *Computer file*.
- Code 006/06 (Form of Item/Form) as "q' for *Direct electronic*.
- Code 006/09 (Type of Computer File/Type) as "h" for *Sounds*.
- Code the remaining fields, 006/05 (Target Audience/Audn:) and 006/11 (Government Publication/GPub), as appropriate for the resource you are cataloging.

Example:
006 m   jq h

007 Fields

Add **two** 007 fields to describe the physical characteristics of the material as both a sound recording and an electronic resource.

007 Sound Recording:

- 007/00 (OCLC ǂa) s (Sound recording) for *Category of material*
- 007/01 (OCLC ǂb) z (Other) for *Specific material designation*
- 007/03 (OCLC ǂd) z (Other) for *Speed*
- 007/04 (OCLC ǂe) code as appropriate for *Configuration of playback channels*
    - m Monaural
    - q Wuadraphonic, multichannel, or surround
    - s Stereophonic
    - u Unknown
    - z Other
- 007/05 (OCLC ǂf) n (Not applicable) for *Groove width/groove pitch*
- 007/06 (OCLC ǂg) z (Other) for *Dimensions*
- 007/07 (OCLC ǂh) n (Not applicable) for *Tape width*
- 007/08 (OCLC ǂi) n (Not applicable) for *Tape configuration*
- 007/09 (OCLC ǂj) n (Not applicable) *for Kind of disc, cylinder, or tape*
- 007/10 (OCLC ǂk) z (Other) for *Kind of material*
- 007/11 (OCLC ǂl) n (Not applicable) for *Kind of cutting*
- 007/12 (OCLC ǂm) e (Digital recording) for *Special playback characteristics*
- 007/13 (OCLC ǂn) code as appropriate for *Capture/storage techniques*
    - a (Acoustical capture, direct storage)
    - b (Direct storage, not acoustical)
    - d (Digital storage)
    - e (Analog electrical storage)
    - u (Unknown)
    - z (Other)

Example:
007 s ǂb z ǂd z ǂe u ǂf n ǂg z ǂh n ǂi n ǂj n ǂk z ǂl n ǂm e ǂn d

007 Electronic Resource:

- 007/00 (OCLC ǂa) c (Electronic resource) for *Category of material*
- 007/01 (OCLC ǂb) z (Other) for *Specific material designation*
- 007/03 (OCLC ǂd) n (Not applicable) for *Color*
- 007/04 (OCLC ǂe) z (Other) for *Dimensions*
- 007/05 (OCLC ǂf) a (Sound) for *Sound*

Example:
007 c ǂb z ǂd n ǂe z ǂf a

008 Field
Code the 008 field as appropriate for a sound recording, with the following exception: Code
008/23 (Form) as "**q**" for direct electronic.
Code the date fields depending on whether the Playaway, GoReader, etc., is the first release of the
sound recording or whether there were prior releases.
Example 1: Playaway recording released in 2007, no prior releases of the sound recording
008/06 (DtSt) = s (single date)
008/07-14 (Dates) = 2007,bbbb
Example 2: Playaway recording released in 2007, originally released on cassettes in 2000 and
on compact discs in 2005.
008/06 (DtSt) = r (reprint/reissue date and original date)
008/07-14 (Dates) = 2007,2000

V. Title and Statement of Responsibility
Transcribe the title proper, any parallel titles and other title information, and statements of responsibility
from the selected chief source of information, into the 245 field. As with any electronic resource, give the
source of title in a 500 note.
Example:
245 00 Walden ǂh [sound recording] / ǂc Henry David Thoreau.
500 ## Title from device label.

Include other title information and variations of titles that may appear on other sources of information
related to the resource in 246 fields.

VI. General Material Designation (GMD)

Preloaded audiobooks should be assigned a general material designation (GMD) of "**sound recording**"
(PrairieCat database only!) When creating an original record in OCLC, no GMD will be assigned.

VII. Edition
Transcribe an edition statement if one appears in the chief source or in information provided by the
publisher. For Playaways, this is often reflected in a statement regarding the content being an "abridged"
or "unabridged" version.
Example:
250 ## Unabridged.

VIII. Publication / Distribution

Transcribe the place of publication and/or distribution, and the name(s) of the publisher and/or distributor from the chief source of information or from prescribed sources of information. Include the name(s) of the entities responsible for issuing the recording on the preloaded audiobook device (usually, Playaway Digital Audio as the "label name", and/or Findaway World LLC as the manufacturer/distributor).

The date(s) entered in the 264 fields should always include the publication/distribution date for the sound recording that is held on the preloaded device. As Playaways were first commercially available in the second half of 2005, the publication/distribution date entered in the catalog record for the Playaway (i.e., Date1 in the fixed field and the date listed in the 264 ^1 ‡c) may NOT be dated earlier than 2005. As is the practice for other sound recordings, if the recording has been previously released, such as in a different format, the original publication/distribution date of the sound recording should be noted in the 008 fixed field (Date2) and in a 500 general note. The dates of the print publication may be ignored. Refer to AACR2 1.4F2 and 6.4F2 for further details.

Example1:

Title with copyright date, inferred to be the release date of the Playaway The title "Peter Pan" has on the container: p2002 by Sound Room Publishers for the original recording, and c2007 by Findaway World LLC for the Playaway. In this case for which the Playaway indicates a previous release of the content in another recording medium (e.g., CD, cassette, etc.), the 008/06 (DtSt) should be coded "r" (reprint/reissue date and original date) with Date 1 as the "release" date of the Playaway, and Date 2 as the date of the original release in the previous medium.

Since the 'p' date on the item represents the original recording, the copyright date given
for the Playaway can be inferred to be the release date of the Playaway recording, and therefore bracketed and entered in field 264^1 ‡c, as well as Date1 of the 008 fixed field.

264 Production, Publication, Distribution, Manufacture, and Copyright Notice

REC guidelines for ‡c

If the date of recording differs from the date of publication, enter the date of recording in coded form in field 033 and in textual form in field 518.

033	0	0	1961----
264		1	[New York] : ‡b Music Guild, ‡c 1971.
518			Recorded in 1961.

These are the dates of first availability (publication) of some of the major audio media. Dates earlier than these cannot be a proper date of publication for that audio medium. Earlier dates may represent such bibliographic events as date of sound capture, release date in a different audio medium, etc.

- Audio cassette: 1965
- Audio CD: 1982
- DVD-Audio: 2000
- LP: 1948
- Playaway: 2005
- Reel-to-reel tape: 1954
- Streaming audio: 1999

Example 1:
008/06 (DtSt) = r (reprint/reissue date and original date)
008/07-14 (Dates) = 2018, 2018
264 ^1Solon, Ohio : ǂb Findaway World, LLC, [2018]
264 ^4ǂc Ⓟ2018
500^^ Originally published by Hachette Audio Ⓟ2018.

Example 2:
008/06 (DtSt) = r (reprint/reissue date and original date)
008/07-14 (Dates) = 2019, 2019
264 1Solon, Ohio : ǂb Findaway World, LLC, ǂc [2019]
264 4ǂc Ⓟ2019
500 Previously released by Recorded Books, Ⓟ2019.

Example 3: Title distributed by Recorded Books with previous release date
008/06 (DtSt) = r (reprint/reissue date and original date)
008/07-14 (Dates) = 2015, 2014
264 1[Solon, Ohio] : ǂb Findaway World, LLC ; ǂa Prince Frederick, MD, ǂc [2015]
264 2Prince Frederick, MD : ǂb [Distributed by] Recorded Books, LLC, ǂc [2015],
264 4ǂc Ⓟ2014
500 Previously released by Recorded Books, LLC, p2014.

Example 4: Playaway recording released in 2007, no prior releases of the sound recording
008/06 (DtSt) = s (single date)
008/07-14 (Dates) = 2007,bbbb
260 ## [Solon, Ohio] : ǂb Playaway Digital Audio : ǂb [manufactured and distributed by]
Findaway World LLC, ǂc [2007].

Example 5: Playaway recording with copyright date of 2007, originally released by
HarperAudio on cassettes in 2000 and on compact discs in 2005, but no 'p' dates on materials.
008/06 (DtSt) = r (reprint/reissue date and original date)
008/07-14 (Dates) = 2007,2000
260 ## [Solon, Ohio] : ǂb Playaway Digital Audio : ǂb [manufactured and distributed
by] Findaway World LLC, ǂc [2007].
500 ## Previously released by HarperAudio on cassettes in 2000 and on compact discs
in 2005.

IX. Physical Description
Always include a 300 field for devices. Devices are usually packaged with and require a set of earphones
and batteries battery for playback.
Examples:
300 ## 1 audio media player (90 min.) : ǂb digital, HD audio ; ǂc 3 3/8 x 2 1/8 in.
500 ## One set of earphones and one AAA battery required for playback.
OR
500 ## In container (21 x 13 x 3 cm.) with earphones and AAA battery.

X. Notes

A. Source of Title Proper note [Required]
Example:
500 ## Title from Playaway label.

B. Statement of Responsibility note [Required, if applicable]
As specified in AACR2 6.7B6, give the statement of responsibility information regarding individuals on the sound recording or involved in the technical aspects of its production, just as for other sound recordings. For Playaways, this often consists of the name of the narrator entered in a participant/performer note.
Example:
511 0# Read by Robert Sean Leonard.

C. Edition and History note [Optional]
If it is noted on the packaging or is readily ascertained that the audio recording has been previously released, enter this information in a general 500 note.
Example:
500 ## Previously released by HarperAudio on cassettes in 2000 and on CDs in 2005.

D. Accompanying Material note [Optional]
Include a general note regarding the requirement of earphones and battery.
Examples:
500 ## One set of earphones and one AAA battery required for playback.
500 ## In container (21 x 13 x 3 cm.) with earphones and AAA battery.

E. General Quoted note [Optional]
When a statement appears on the packaging which describes the device, enter this statement in a 500 quoted note.
Examples:
500 ## "Issued on Playaway, a dedicated audio media player"--Container.
500 ## "Playaway, the first pre-loaded digital audio book"--Container.
If a statement does not explicitly appear on the packaging or item, such a statement describing the characteristics of a Playaway *may* be entered in the record as a general unquoted note.

XI. Access Points

    A. Name access

Provide access points as with any monographic work in print (or musical work in rare cases) for authors, editors, compilers, etc. as would make sense for an audio version of the work (i.e., no illustrators, etc.). In addition, provide access to the name(s) of narrator(s) noted in the 511 note field. If desired, access points may be generated for the publishers of the original recordings, the Playaway publishers, and the distributors of the Playaway device (Playaway Digital Audio and Findaway World LLC).

Example:

100 1# Thoreau, Henry David, ǂd 1817-1862. ǂ4 aut

700 1# Leonard, Robert Sean, ǂd 1969- ǂ4 nrt

710 2# Random House AudioBooks (Firm)

710 2# Playaway Digital Audio.

710 2# Findaway World LLC.

NOTE: The ǂ4 field for relator codes is optional.

    B. Subject /Genre access

Provide subject access appropriate to the work.

Example:

600 10 Thoreau, Henry David, ǂd 1817-1862.

650 #0 Naturalists ǂz United States ǂv Biography.

651 #0 Walden Pond (Middlesex County, Mass.)

**655 #4 Playaway (Preloaded audio player)

**655 #4 Preloaded audio players.

**655 7 Audiobooks. ǂ2 lcgft

** PrairieCat requirement. Second indicator = 4 (Source not specified).

XII. Material Type (Sierra)

When cataloging pre-loaded digital audio book, Material type should be assigned "y PRELOADED BOOK".

- Manually change material type after importing record into Sierra
- Insert 949 tag " |a*b2=y;" while in Marc Report or Connexion).

Excerpts taken from Guide to Cataloging Playaway Devices
Based on AACR2 Chapters 6 and 9
http://www.olacinc.org/drupal/capc_files/playawaysPDF.pdf

PrairieCat Preloaded Tablets
Cataloging Guidelines

PrairieCat Preloaded Tablets Cataloging Guidelines

I. Chief Source of Information
When cataloging preloaded tablets such as Playaway Launchpad, select the information affixed to the preloaded video player itself.

II. Choice of Record Type
Leader/06 (OCLC Type) should be coded as "m" for Computer file (Computer Files)
Or
Leader/06 (OCLC Type) should be coded as "g" for Projected medium (Visual Materials)

III. Bibliographic Level
Playaway devices are monographic in nature; therefore, Leader/07 (BLvl) should be coded as "m" for monograph.

IV. Fixed Fields (006 / 007 / 008)

> <u>**006 Field**</u>
> Add no 006 field if cataloged as "Computer Files".
> Add a 006 field if cataloged as "Visual Materials" to reflect the electronic resource aspects of the material.
> - Code 006/00 (Type) as "**m**" for *Computer file.*
> - Code 006/06 (Form of Item) as "**q**" for *Direct electronic*. (Storage on a directly accessible tangible recording medium, e.g. disc, tape, Playaway device, flashdrive, portable hard drive, etc. Do **not** use code *q* for items that do not require the use of a computer (e.g., music compact discs and videodiscs)
> - Code 006/09 (Type of Computer File) as "**i**" for *Interactive multimedia*. (Item supports navigation through and manipulation of many kinds of media (audio, video, etc.) in which the user has a high level of control, allowing an almost conversational interaction with the computer.)
> - Code 006/09 (Type of Computer File) as "**m**" for *Combination* (A combination of two or more of the above types of files, such as computer models and numeric data files, or computer programs and text files.) or "**z**" for *Other* (None of the other defined codes are appropriate).
> - Code the remaining fields, 006/05 (Audn) and 006/11 (GPub), as appropriate for the resource you are cataloging.
>
> Example:
> **006 m   jq i**
> **006 m   q m**
> **006 m   bq z**

007 Fields

If cataloged as "Computer Files", add **<u>two</u>** 007 fields to describe the physical characteristics of the material as both a videorecording and an electronic resource.

If cataloged as "Visual Materials", add only one 007 to describe the physical characteristics of the material as an electronic resource.

007 Electronic Resource:

- 007/00 (OCLC ǂa) **c** (electronic resource) for *Category of material*
- 007/01 (OCLC ǂb) **s** (Standalone device) for *Specific material designation*

- 007/03 (OCLC ǂd) **b** (Black-and-white), **c** (Multicolor), or **m** (Mixed), z (Other) for *Color*
- 007/04 (OCLC ǂe) **z** (Other) for *Dimensions*
- 007/05 (OCLC ǂf) **a** (Sound on medium) for *Sound on medium or separate*
- 007/07 (OCLC ǂh) **u** (Unknown) for *File formats* or **m** (Multiple file formats) for *File formats*
- 007/08 (OCLC ǂi) **n** (Not applicable) for *Quality assurance target(s)*
- 007/09 (OCLC ǂj) **u** (Unknown) for *Antecedent/Source*
- 007/10 (OCLC ǂk) **u** (Unknown) for *Level of compression*
- 007/11 (OCLC ǂl) **n** (Not applicable) for *Reformatting quality*

Example:
007 c ǂb s ǂd c ǂe z ǂf a ǂh m ǂi n ǂj u ǂk u ǂl n

007 Videorecording

- 007/00 (OCLC ǂa) **v** (Videorecording) for *Category of material*
- 007/01 (OCLC ǂb) **z** (Other) for *Specific material designation*
- 007/03 (OCLC ǂd) **b** (Black-and-white), **c** (Multicolor), or **m** (Mixed), z (Other) for *Color*
- 007/04 (OCLC ǂe) **z** (Other) for *Videorecording format*
- 007/05 (OCLC ǂf) **a** (Sound on medium) for *Sound on medium or separate*
- 007/06 (OCLC ǂg) **z** (Other) for *Medium for sound*
- 007/07 (OCLC ǂh) **z** (Other) for *Dimensions*
- 007/08 (OCLC ǂi) **s** (Stereophonic) for *Configuration of playback channels*

Example:
007 v ǂb z ǂd c ǂe z ǂf a ǂg z ǂh z ǂi s

008 Field

If cataloged as "Computer Files"
Type (Leader/06) = **m** "computer file"
File (008/26) = **m** "combination" or **i** "interactive", **b** "computer program"
Form (008/29) = **q** "direct electronic"

If cataloged as "Visual Materials"
Type (Leader/06) = **g** "Projected medium"
TMat (008/33) = **v** "videorecording"
Form (008/29) is typically left blank (vs. q "direct electronic").

V. Title and Statement of Responsibility

Transcribe the title proper, any parallel titles and other title information, and statements of responsibility from the selected chief source of information, into the 245 field. As with any electronic resource, give the source of title in a 500 note.
Example:
245 00 Best of Elmo ǂh [electronic resource].
500 ## Title from label.

Include other title information and variations of titles that may appear on other sources of information related to the resource in 246 fields.

VI. General Material Designation (GMD)

If cataloged as "Computer Files", preloaded tables are to be assigned a general material designation (GMD) of "**electronic recource**" **ǂh [electronic resource].** (PrairieCat database only!) When creating an original record in OCLC, no GMD will be assigned.

If cataloged as "Visual Materials", preloaded tables are to be assigned a general material designation (GMD) of "**videorecording**" **ǂh [videorecording].** (PrairieCat database only!) When creating an original record in OCLC, no GMD will be assigned.

VII. Edition

Transcribe an edition statement if one appears in the chief source or in information provided by the publisher.
250 ## Second edition.

IX. Physical Description

Always include a 300 field for devices
Example:
300 ^^ 1 preloaded table (approximately 1 hr., 19 minutes.) : ǂb digital ; ǂc 20 x 13 cm + ǂe 1 power charging cord
OR
300 ^^ 1 preloaded tablet : ǂb digital ; ǂc 20 x 13 cm + ǂe 1 power charging cord
500 ^^ Powered by rechargeable battery ; container includes one power charging cord with both USB and AC adapters.
500 ^^ Earphones not required for audio playback.
500 ^^ Device does not have Internet connectivity.

X. Notes

A. Source of Title Proper note [Required]
Example:
500 ## Title from label.

D. Accompanying Material note [Optional]
Include a general note regarding the requirement of earphones and battery.
Examples:
500 ^^ Earphones not required for audio playback.
500 ^^ Powered by rechargeable battery ; container includes one power charging cord with both USB and AC adapters.

E. General Quoted note [Optional]
When a statement appears on the packaging which describes the device, enter this statement in a 500 quoted note.
Examples:
500 ## "Issued on Playaway Launchpad, a pre-loaded learning tablet."--Container.
 If a statement does not explicitly appear on the packaging or item, such a statement describing the characteristics of a Playaway *may* be entered in the record as a general unquoted note.

XI. Access Points

A. Name access
Provide access points as with any monographic work in print (or musical work in rare cases) for authors, editors, compilers, etc. as would make sense for an audio version of the work (i.e., no illustrators, etc.). In addition, provide access to the name(s) of narrator(s) noted in the 511 note field. If desired, access points may be generated for the publishers of the original recordings, the Playaway publishers, and the distributors of the Playaway.
Example:
710 2# Findaway World LLC.

B. Subject/Genre access
Provide subject/genre access appropriate to the work.
Example:
650 ^0Reading readiness ǂv Interactive multimedia.

650 ^0Vocabulary ǂx Study and teaching (Primary) ǂv Interactive multimedia.

650 ^0Writing ǂx Study and teaching (Primary) ǂv Interactive multimedia.

650 ^0Literacy ǂx Study and teaching (Primary) ǂv Interactive multimedia.

**655 #4Playaway (Preloaded tablet)

**655 #4Preloaded tablets.

** PrairieCat requirement. Second indicator = 4 (Source not specified).

XII. Material Type (Sierra)

When cataloging preloaded tablets such as Playaway Launchpad, Material type should be assigned "pt PRELOADED TABLET".
- Manually change material type after importing record into Sierra
- Insert 949 tag " |a*b2=pt;" while in Marc Report or Connexion).

Excerpts taken from Guide to Cataloging Playaway Devices
Based on AACR2 Chapters 6 and 9
http://www.olacinc.org/drupal/capc_files/playawaysPDF.pdf

PrairieCat Preloaded Video Cataloging Guidelines

PrairieCat Preloaded Video Cataloging Guidelines

I. Chief Source of Information
When cataloging preloaded video players, such as Playaway View, select the information affixed to the preloaded video player itself.

II. Choice of Record Type
Leader/06 (OCLC Type) should be coded as "g" for Projected medium

III. Bibliographic Level
Preloaded video players are monographic in nature; therefore, Leader/07 (BLvl) should be coded as "m" for monograph.

IV. Fixed Fields (006 / 007 / 008)

006 Field
Add a 006 field to reflect the electronic resource aspects of the material.
- Code 006/00 (Type) as "m" for *Computer file*.
- Code 006/06 (Form of Item/Form) as "q' for *Direct electronic.*
- Code 006/09 (Type of Computer File/Type) as "z" for *Other*.
- Code the remaining fields, 006/05 (Audn) and 006/11 (GPub), as appropriate for the resource you are cataloging.

Example:
006 m   jq z

007 Fields
Add **two** 007 fields to describe the physical characteristics of the material as both a videorecording and an electronic resource.

007 Videorecording

- 007/00 (OCLC ǂa) **v** (Videorecording) for *Category of material*
- 007/01 (OCLC ǂb) **z** (Other) for *Specific material designation*
- 007/03 (OCLC ǂd) **b** (Black-and-white), **c** (Multicolor), or **m** (Mixed), z (Other) for *Color*
- 007/04 (OCLC ǂe) **z** (Other) for *Videorecording format*
- 007/05 (OCLC ǂf) **a** (Sound on medium) for *Sound on medium or separate*
- 007/06 (OCLC ǂg) **z** (Other) for *Medium for sound*
- 007/07 (OCLC ǂh) **z** (Other) for *Dimensions*
- 007/08 (OCLC ǂi) **s** (Stereophonic) for *Configuration of playback channels*

Example:
007 v ǂb z ǂd c ǂe z ǂf a ǂg z ǂh z ǂi s

007 Electronic Resource:

- 007/00 (OCLC ǂa) **c** (electronic resource) for *Category of material*
- 007/01 (OCLC ǂb) **s** (Standalone device) for *Specific material designation*
- 007/03 (OCLC ǂd) **b** (Black-and-white), **c** (Multicolor), or **m** (Mixed), or **z** (Other) for *Color*
- 007/04 (OCLC ǂe) **z** (Other) for *Dimensions*
- 007/05 (OCLC ǂf) **a** (Sound) for *Sound*
- 007/07 (OCLC ǂh) **u** (Unknown) for *File formats*
- 007/08 (OCLC ǂi) **n** (Not applicable) for *Quality assurance target(s)*
- 007/09 (OCLC ǂj) **u** (Unknown) for *Antecedent/Source*
- 007/10 (OCLC ǂk) **u** (Unknown) for *Level of compression*
- 007/11 (OCLC ǂl) **n** (Not applicable) for *Reformatting quality*

Example:
007 c ǂb s ǂd c ǂe z ǂf a ǂh u ǂi n ǂj u ǂk u ǂl n

008 Field
Code the 008 field as appropriate for a videorecording, with the following exception: Code 008/23 (Form) as "**q**" for direct electronic.

Code the date fields depending on whether the Playaway View, etc., is the first release of the videorecording or whether there were prior releases.

Example 1: Playaway recording released in 2007, no prior releases of the videorecording

008/06 (DtSt) = s (single date)
008/07-14 (Dates) = 2007, bbbb

Example 2: Playaway recording released in 2013, originally released as a motion picture in 1935.

008/06 (DtSt) = r (reprint/reissue date and original date)
008/07-14 (Dates) = 2013, 1935

V. Title and Statement of Responsibility

Transcribe the title proper, any parallel titles and other title information, and statements of responsibility from the selected chief source of information, into the 245 field. As with any electronic resource, give the source of title in a 500 note.

Example:

245 00 Best of Elmo ‡h [videorecording].
500 ## Title from label.

Include other title information and variations of titles that may appear on other sources of information related to the resource in 246 fields.

VI. General Material Designation (GMD)

Preloaded videos should be assigned a general material designation (GMD) of "**videorecording**" ‡h **[videorecording].** (PrairieCat database only!) When creating an original record in OCLC, no GMD will be assigned.

VII. Edition

Transcribe an edition statement if one appears in the chief source or in information provided by the publisher.

250 ## Second edition.

VIII. Production / Distribution

Transcribe the place of publication and/or distribution, and the name(s) of the producer and/or distributor from the chief source of information or from prescribed sources of information. Include the name(s) of the entities responsible for issuing the recording on the Preloaded video device. The date(s) entered in the 264 fields should always include the production/distribution date for the videorecording that is held on the device. As Playaways View were first commercially available in 2010, the production/distribution date entered in the catalog record for the Playaway (i.e., Date1 in the fixed field and the date listed in the 264 ^1‡c) may NOT be dated earlier than 2010. As is the practice for other videorecordings, if the recording has been previously released, such as in a different format, the original publication/distribution date of the videorecording should be noted in the 008 fixed field (Date2) and in a 500 general note. The dates of the print publication may be ignored.

Date of distribution/release/issue and date of production/recording session when different.
For moving images, code p is used when a work with identical content but in a different medium has a later release date than the original work, (e.g., a videorecording released in 1978 that was originally produced as a motion picture in 1965).
DtSt   p
Dates   2015,1981
264   1 Beverly Hills, CA : ǂb MGM, Metro-Goldwyn-Mayer Studios, Inc., ǂc [2015]
500   Originally released as a motion picture in 1981.

008/06 (DtSt) = s (single)
008/07-14 (Dates) = 2018, ----
264 ^1 Solon, Ohio : ǂb Findaway World, LLC, ǂc [2018]
500 ^^ Previously released as episodes from the children's television program Clifford the Big Red Dog.

008/06 (DtSt) = r (Reprint/original date)
Use code *r* for the following:
- *Re-releases of motion pictures and videorecordings in the same medium*
- Reissues of sound recordings in the same medium or a different medium
- Previously published resources
- Offprints

008/07-14 (Dates) = 2013, 2013
264 1Solon, Ohio : ǂb Findaway World, LLC, ǂc [2013]
264 4ǂc ©2013
500 Previously released by The Carsey-Werner Company LLC, ©2013 ; exclusively licensed and distributed by Mill Creek Entertainment.
500 Originally broadcast on television as individual episodes of 3rd Rock from the Sun, in 1997-1998.

008/06 (DtSt) = p (Distribution/production date)
008/07-14 (Dates) = 2013, 1935
264 1Solon, Ohio : ǂb Findaway World, LLC, ǂc [2013]
500 Originally released as a motion picture in 1935.

IX. Physical Description

Always include a 300 field for devices.
Example:

300 ^^ 1 video media player (approximately 1 hr., 19 minutes.) : ǂb digital ; ǂc 20 x 13 cm + ǂe 1 power charging cord

500 ^^ Powered by rechargeable battery ; container includes one power charging cord with both USB and AC adapters.

500 ^^ Earphones not required for audio playback.

X. Notes

A. Source of Title Proper note [Required]
Example:

500 ## Title from Playaway label.

B. Statement of Responsibility note [Required, if applicable]
Give the statement of responsibility information regarding individuals on the videorecording or involved in the technical aspects of its production, just as for other videorecordings. For Playaway Views, this often consists of the name of the actors entered in a participant/performer note.
Example:

511 0^ Starring the voices of John Ritter, Grey DeLisle, Cree Summer.

C. Edition and History note [Optional]
If it is noted on the packaging or is readily ascertained that the videorecording has been previously released, enter this information in a general 500 note.
Example:

500 ^^ Previously released as five episodes from the children's television program Mister Rogers' neighborhood.

D. Accompanying Material note [Optional]
Include a general note regarding the requirement of earphones and battery.
Examples:

500 ^^ Earphones not required for audio playback.

500 ^^ Powered by rechargeable battery ; container includes one power charging cord with both USB and AC adapters.

E. General Quoted note [Optional]
When a statement appears on the packaging which describes the device, enter this statement in a 500 quoted note.
Examples:

500 ## "Issued on Playaway View, a dedicated video media player."--Container.

If a statement does not explicitly appear on the packaging or item, such a statement describing the characteristics of a Playaway *may* be entered in the record as a general unquoted note.

XI. Access Points

    A. Name access

Provide access points as with any monographic work in print (or musical work in rare cases) for authors, editors, compilers, etc. as would make sense for an audio version of the work (i.e., no illustrators, etc.). In addition, provide access to the name(s) of narrator(s) noted in the 511 note field. If desired, access points may be generated for the publishers of the original recordings, the Playaway publishers, and the distributors of the Playaway.

Example:

700 1# Rupp, Debra Jo, ǂd 1951- ǂ4 act
700 1# Smith, Kurtwood, ǂd 1943- ǂ4 act
710 2# Carsey-Werner Productions.
710 2# Findaway World, LLC.
730 0 #That '70s show (Television program)

    B. Subject/Genre access

Provide subject access appropriate to the work.

Example:

650 #0 Teenagers ǂz Wisconsin ǂv Drama.

650 #0 High school students ǂz Wisconsin ǂv Drama.

**655 #4Playaway (Preloaded video player)

**655 #4Preloaded video players.

** PrairieCat requirement. Second indicator = 4 (Source not specified).

XII. Material Type (Sierra)

When cataloging preloaded videos such as Playaway View, Material type should be assigned "9 PRELOADED VIDEO".

- Manually change material type after importing record into Sierra
- Insert 949 tag " |a*b2=9;" while in Marc Report or Connexion).

Excerpts taken from Guide to Cataloging Playaway Devices
Based on AACR2 Chapters 6 and 9
http://www.olacinc.org/drupal/capc_files/playawaysPDF.pdf