



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 #a) s (Sound recording) for *Category of material*
- 007/01 (OCLC #b) z (Other) for *Specific material designation*
- 007/03 (OCLC #d) z (Other) for *Speed*
- 007/04 (OCLC #e) code as appropriate for *Configuration of playback channels*
 - m Monaural
 - q Wuadrasonic, multichannel, or surround
 - s Stereophonic
 - u Unknown
 - z Other
- 007/05 (OCLC #f) n (Not applicable) for *Groove width/groove pitch*
- 007/06 (OCLC #g) z (Other) for *Dimensions*
- 007/07 (OCLC #h) n (Not applicable) for *Tape width*
- 007/08 (OCLC #i) n (Not applicable) for *Tape configuration*
- 007/09 (OCLC #j) n (Not applicable) for *Kind of disc, cylinder, or tape*
- 007/10 (OCLC #k) z (Other) for *Kind of material*
- 007/11 (OCLC #l) n (Not applicable) for *Kind of cutting*
- 007/12 (OCLC #m) e (Digital recording) for *Special playback characteristics*
- 007/13 (OCLC #n) 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 #b z #d z #e u #f n #g z #h n #i n #j n #k z #l n #m e #n d

007 Electronic Resource:

- 007/00 (OCLC #a) c (Electronic resource) for *Category of material*
- 007/01 (OCLC #b) z (Other) for *Specific material designation*
- 007/03 (OCLC #d) n (Not applicable) for *Color*
- 007/04 (OCLC #e) z (Other) for *Dimensions*
- 007/05 (OCLC #f) a (Sound) for *Sound*

Example:

007 c #b z #d n #e z #f 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 ♯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)

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 : #b Findaway World, LLC, [2018]

264 ^4#c ©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 : #b Findaway World, LLC, #c [2019]

264 4#c ©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] : #b Findaway World, LLC ; #a Prince Frederick, MD, #c [2015]

264 2Prince Frederick, MD : #b [Distributed by] Recorded Books, LLC, #c [2015],

264 4#c ©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] : #b Playaway Digital Audio : #b [manufactured and distributed by] Findaway World LLC, #c [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] : #b Playaway Digital Audio : #b [manufactured and distributed by] Findaway World LLC, #c [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.) : #b digital, HD audio ; #c 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, †d 1817-1862. †4 aut

700 1# Leonard, Robert Sean, †d 1969- †4 nrt

710 2# Random House AudioBooks (Firm)

710 2# Playaway Digital Audio.

710 2# Findaway World LLC.

NOTE: The †4 field for relator codes is optional.

B. Subject /Genre access

Provide subject access appropriate to the work.

Example:

600 10 Thoreau, Henry David, †d 1817-1862.

650 #0 Naturalists †z United States †v Biography.

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

****655 #4Playaway (Preloaded audio player)**

****655 #4Preloaded audio players.**

****655 7Audiobooks. †2 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**