

Accompanying materials guidelines

If the carrier you are cataloging has accompanying materials in the same type of carrier or a different type (or types), follow these guidelines.

1. Add a 006 field for the type of accompanying material.

Types are:

- Books
- Computer files
- Continuing resources
- Maps
- Mixed materials (i.e. multimedia or kits)
- Scores
- Sound recordings
- Visual materials

In OCLC Connexion client: Edit→Guided entry→Insert 006

Then choose type and fill in form.

2. Add a subfield Ꞥe to the end of your 300 field.

Precede the Ꞥe data with space plus sign space.

Begin the Ꞥe with a statement of extent, using natural language, e.g.:

- 1 booklet
- 1 teacher's guide
- 1 CD-ROM
- 1 DVD
- 3 maps
- 2 hand puppets

Cataloging with RDA
UH-Mānoa Outreach College
Fall 2015 (Chopey)
Accompanying materials

In parentheses after the extent statement, give details of the carrier as you would in 300 $\$a\$b\$c$, including the ISBD punctuation, but not including the subfield delimiters of codes. E.g.:

- 1 booklet (204 pages : illustrations, portraits, music ; 13 x 15 cm)
- 1 teacher's guide (2 volumes : illustrations, charts ; 28 cm)
- 1 CD-ROM (4 3/4 in.)
- 1 DVD (sound, color ; 4 3/4 in.)
- 3 maps (color ; on sheet 75 x 72 cm, folded to 25 x 12 cm)
- 2 hand puppets (plastic ; 20 x 13 cm)

Examples:

300 __ 2 audio discs : $\$b$ digital, CD audio, stereo ; $\$c$ 4 3/4 in. + $\$e$ 1 booklet (204 pages : illustrations, portraits, music ; 13 x 15 cm)

300 __ 1 videodisc (110 min.) : $\$b$ sound, color ; $\$c$ 4 3/4 in. + $\$e$ 1 teacher's guide (2 volumes : illustrations, charts ; 28 cm)

300 __ xvi, 333 pages : $\$b$ color illustrations ; $\$c$ 26 cm + $\$e$ 1 CD-ROM (4 3/4 in.)

300 __ 4 volumes : $\$b$ illustrations, maps ; $\$c$ 28-30 cm + $\$e$ 1 DVD (sound, color ; 4 3/4 in.)

300 __ xxxi, 511 pages ; $\$c$ 27 cm + $\$e$ 3 maps (color ; on sheet 75 x 72 cm, folded to 25 x 12 cm)

300 __ 24 pages : $\$b$ color illustrations ; $\$c$ 25 x 25 cm + $\$e$ 2 hand puppets (plastic ; 20 x 13 cm)

3. Make a 500 note with details of the accompanying material.

Examples:

500 __ Accompanying booklet contains program notes in Italian, German, English and French, and libretto with English, French and German translations.

Cataloging with RDA
UH-Mānoa Outreach College
Fall 2015 (Chopey)
Accompanying materials

500 __ Teacher's guide by Mary Jane Doe.

500 __ CD-ROM in pocket on page 3 of cover.

500 __ Accompanying DVD: PAL, region 3.

500 __ Maps in pocket.

500 __ Issued in box with hand puppets of Barack Obama and George W. Bush.

4. Add 33Xes for the accompanying materials.

For both the main carrier 33Xes, and the accompanying carrier 33Xes, add †3 naming the carrier to which the field applies. Use RDA terminology or natural language.

Examples:

336__ †3 audio discs †a performed music †b prm †2 rdacontent

336__ †3 booklet †a text †b txt †2 rdacontent

337__ †3 audio discs †a audio †b s †2 rdamedia

337__ †3 booklet †a unmediated †b n †2 rdamedia

338__ †3 audio discs †a audio disc †b sd †2 rdacarrier

338__ †3 booklet †a volume †b nc †2 rdacarrier

336__ †3 DVDs †a two-dimensional moving image †b tdi †2 rdacontent

336__ †3 Teacher's guide †a text †b txt †2 rdacontent

337__ †3 DVDs †a video †b v †2 rdamedia

337__ †3 Teacher's guide †a unmediated †b n †2 rdamedia

338__ †3 DVDs †a videodisc †b vd †2 rdacarrier

338__ †3 Teacher's guide †a volume †b nc †2 rdacarrier

336__ text †b txt †2 rdacontent

337__ †3 Book †a unmediated †b n †2 rdamedia

337__ †3 CD-ROM †a computer †b c †2 rdamedia

338__ †3 Book †a volume †b nc †2 rdacarrier

338__ †3 CD-ROM †a computer disc †b cd †2 rdacarrier

(the book and the CD-ROM are both rdacontent=text, so only need one 336 field)

Cataloging with RDA
UH-Mānoa Outreach College
Fall 2015 (Chopey)
Accompanying materials

336__ †3 Volumes †a text †b txt †2 rdacontent
336__ †3 DVD †a two-dimensional moving image †b tdi †2 rdacontent
337__ †3 Volumes †a unmediated †b n †2 rdamedia
337__ †3 DVD †a video †b v †2 rdamedia
338__ †3 Volumes †a volume †b nc †2 rdacarrier
338__ †3 DVD †a videodisc †b vd †2 rdacarrier

336__ †3 Book †a text †b txt †2 rdacontent
336__ †3 Maps †a cartographic image †b cri †2 rdacontent
337__ unmediated †b n †2 rdamedia
338__ †3 Book †a volume †b nc †2 rdacarrier
338__ †3 Maps †a sheet †b nb †2 rdacarrier
(the book and the maps are both rdamedia=unmediated, so only need one 337 field)

336__ †3 Book †a text †b txt †2 rdacontent
336__ †3 Puppets †a three-dimensional form †b tdf †2 rdacontent
337__ unmediated †b n †2 rdamedia
338__ †3 Book †a volume †b nc †2 rdacarrier
338__ †3 Puppets †a object †b nr †2 rdacarrier
(the book and the puppets are both rdamedia=unmediated, so only need one 337 field)

5. If the accompanying materials merit additional subject headings or genre headings, add those.

Examples:

650 _0 Operas.
650 _0 Operas †v Librettos.

650 _0 Quilting.
655 _7 Teachers' guides. †2 lcgft

650 _0 Petroleum †x Refining †z United States.
650 _0 Petroleum refineries †z United States †v Maps.

Cataloging with RDA
UH-Mānoa Outreach College
Fall 2015 (Chopey)
Accompanying materials

650 _0 Lincoln-Douglas Debates, Ill., 1858 ‡v Juvenile literature.
655 _0 Hand puppets.

6. If the accompanying materials merit additional AAPs for persons or corporate bodies, add authorized access points (AAPs) for those persons or corporate bodies.

Examples:

700 1_ Adami, Giuseppe, ‡d 1878-1946, ‡e librettist.

700 1_ Simoni, Renato, ‡d 1875-1952, ‡e librettist.

700 1_ Alfano, Franco, ‡d 1875-1954, ‡e composer.

700 1_ Ricciarelli, Katia, ‡e singer.

700 1_ De Palma, Piero, ‡e singer.

700 1_ Raimondi, Ruggero, ‡e singer.

700 1_ Domingo, Plácido, ‡d 1941- ‡e singer.

700 1_ Hendricks, Barbara, ‡e singer.

700 1_ Hornik, Gottfried, ‡e singer.

700 1_ Zednik, Heinz, ‡e singer.

700 1_ Araiza, Francisco, ‡e singer.

700 1_ Nimsgern, Siegmund, ‡d 1940- ‡e singer.

700 1_ Karajan, Herbert von, ‡e conductor.

710 2_ Konzertvereinigung Wiener Staatsopernchor, ‡e singer.

710 2_ Wiener Sängerknaben, ‡e singer.

710 2_ Wiener Philharmoniker, ‡e instrumentalist.

700 1_ Doe, John, ‡e on-screen presenter.

700 1_ Doe, Mary Jane, ‡e writer of added text.

Cataloging with RDA
UH-Mānoa Outreach College
Fall 2015 (Chopey)
Accompanying materials

7. If the accompanying materials embody works or expressions that you think are important in their own right, add authorized access points (AAPs) for those works or expressions.

Examples:

**700 12 †i Container of (work): †a Adami, Giuseppe, †d 1878-1946. †t
Turandot.**

**700 12 †i Container of (expression): †a Adami, Giuseppe, †d 1878-1946. †t
Turandot. †l English.**

**700 12 †i Container of (expression): †a Adami, Giuseppe, †d 1878-1946. †t
Turandot. †l French.**

**700 12 †i Container of (expression): †a Adami, Giuseppe, †d 1878-1946. †t
Turandot. †l German.**