

TO: Joint Steering Committee for Revision of AACR  
FROM: Jennifer Bowen, ALA Representative  
SUBJECT: Prototype for a single sequence of rules for description

John Attig has prepared the attached document to aid the JSC's discussion of ALA's proposed rearrangement of Part 1 of AACR3 into ISBD areas. It illustrates one option for how the rules might be formatted under the proposed arrangement.

While John's prototype illustrates the arrangement of rules that ALA prefers, ALA has not discussed this particular document and so it should not be considered ALA's official position on matters of formatting, etc.

### **Background and objectives**

In its comments on the draft of Part 1 of AACR3 [*5JSC/AACR3/I/ALA response*], ALA recommended that the rules for description be arranged in a single sequence, with chapters for each ISBD area, and the supplementary rules merged with the general rules. The rationale was that catalogers found it distracting to be constantly flipping back and forth between general and supplementary rules.

If the recommended arrangement is to address this problem, then the text must be designed so that:

1. The cataloger is always aware of whether s/he is reading a general or a supplementary rule.
2. The cataloger must always be aware of the scope of any supplementary rule.

The attached document provides a prototype that shows one way of meeting these requirements. It presents the rules for Area 2, Edition, and for Area 3, Material specific details, and includes both the general and supplementary rules. The main features are:

1. Supplementary rules are enclosed in a frame, giving a very obvious visual distinction between general and supplementary rules.
2. At the top of each supplementary rule is a shaded box containing (at the outside margin) a term or terms identifying the scope of the rule. Again, this gives a very obvious visual indication of the scope of the rule. The shaded box would appear at the top of each set of supplementary rules, and would be repeated if the set of rules continued to the next page.  
*Note:* The design shows different layout for recto (odd-numbered) and verso (even-numbered) pages, in order to illustrate that certain features will always appear at the outside margins.
3. The term precisely indicates the scope of the rule and is not limited to the name of one of the supplementary chapters.

## Additional observations

1. The rules in Areas 2 and 3 clearly do not present the greatest challenges for such a design. However, Area 3 does illustrate long sequences of supplementary rules in a way that suggests how Area 5 (for instance) might look. Furthermore, the obvious visual identification of the rules illustrated here is particularly necessary when there are long sequences of supplementary rules.
2. Area 3 illustrates how the shaded box identifying the scope of the rule would appear at the top of each page in the sequence. In this case, there needs to be some way to be clear (a) where the sequence starts, and (b) when you are still in the middle of the sequence. The arrows flanking the scope term in the prototype are one possible way of doing this.
3. For long complex sequences of supplementary rules (Area 5 comes to mind), navigational features could be added, such as short contents lists of the scope terms for a given sequence of supplementary rules, repeated at appropriate places throughout the sequence (perhaps as a “sidebar” inset somewhere on each recto page). In an electronic version of the rules, additional navigational features could easily be implemented.
4. There is no place in the proposed arrangement for the rules defining the scope of the supplementary chapters. A discussion of the taxonomy of categories covered by the rules should be given in the introduction/conceptual chapter and/or in an appendix.
5. The same type size is used for general and supplementary rules. If it is felt that the supplementary rules visually overwhelm the general rules, a smaller type size could be used.
6. The use of color to code the scope of the rules has been suggested. The cost of such widespread use of color in the printed rules is probably prohibitive, but this technique might be considered for an electronic version.
7. This prototype was created by brute editorial force without using a modified stylesheet. There would be challenges involved in “stylizing” some features, particularly the positioning of the caption on the outside margin and the repeating of the shaded box in the middle of the rule so that it appears at the top of each page. However, it could probably be done without the editor having to format each page manually.
8. The categories need not be limited to the major content and media types; the design would work equally well for categories such as *unpublished material* or subcategories such as *serials* or *digital cartographic resources*.
9. The categories in the prototype are given in the order of the chapters in the present draft. However, other arrangements are possible, such as alphabetically by the scope term.
10. The rule numbering in this design is much simpler. In the prototype, decimals were added to identify each supplementary rule, although other techniques could accomplish the same result.
11. With this design, there is no need to “invent” general rules where none exist. For example, see 2A1 and 2F in the prototype, which consist solely of supplementary rules.

12. The labels or captions in fact constitute an essential metadata element for any electronic database version of the rules, and could serve as a component in creating user-defined views of the rules.

### **Concluding thoughts from John**

I hope that this prototype helps in evaluating ALA's recommended arrangement of the rules for description. Although I tend to agree with Ann Huthwaite that separate chapters of supplementary rules are less confusing and that the proponents of the single sequence underestimate the amount of flipping back and forth that will still be needed, I do think that this prototype demonstrates that such an arrangement would work. In addition, it does seem to offer some intriguing features that may help us avoid some of the difficult problems that emerged in evaluating the Part 1 draft.



## CHAPTER

## 2

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Edition Area*Contents*

- 2A Preliminary rule
- 2A1 Application
- 2A2 Sources of information
- 2A3 Facsimiles and reproductions
- 2A4 Punctuation
- 2B Edition statement
- 2C Statements of responsibility relating to the edition
- 2D Statement relating to a named revision of an edition
- 2E Statements of responsibility relating to a named revision of an edition
- 2F Change in edition information

**2A. Preliminary rule****Resources issued in a published form**

**2A1.1. Application.** Use this area to transcribe edition information appearing on the source of information or, *optionally*, to supply a brief statement relating to edition if the resource lacks an edition statement but is known to contain significant changes from other editions (see 2B4).

**Resources issued in an unpublished form**

**2A1.2. Application.** Use this area to record statements relating to versions of works existing in two or more unpublished versions or states in single or multiple copies. Examples are different manuscript drafts of a text or musical composition and various versions of film or video that have not been commercially released.

**2A2. Sources of information.** Take information recorded in this area from the chief source of information. Enclose information supplied from any other source in square brackets.

## DESCRIPTION

**2A3. Facsimiles and reproductions.** In describing a facsimile or reproduction that has edition information pertaining to the original manifestation as well as that information pertaining to the facsimile or reproduction, record the information pertaining to the facsimile or reproduction in the edition area. Record the edition information pertaining to the original manifestation in the note area (see 7B26).

### **2A4. Punctuation**

For instructions on the use of spaces before and after prescribed punctuation, see 0C.

Precede this area by a full stop, space, dash, space.

Precede a statement relating to a named revision of an edition by a comma.

Precede the first statement of responsibility following an edition statement by a diagonal slash.

Precede each subsequent statement of responsibility by a semicolon.

For the use of the equals sign to precede parallel statements, see the appropriate rules following.

## **2B. Edition statement**

**2B1.** Transcribe an edition statement as it appears on the source of information. Use abbreviations as instructed in appendix B and numerals as instructed in appendix C.

Ny udg.

(*Source of information reads: Ny udgave*)

2nd ed.

(*Source of information reads: Second edition*)

1st ed.

New ed., rev. and enl.

1st American ed.

6. Aufl.

2<sup>e</sup> éd. du recueil note

Urtextausg.

NORC test ed.

Rev. ed. 10/2/82

## EDITION AREA

### Resources issued in successive parts

**2B1.1.** Record an edition statement relating to a resource as a whole as instructed in 2B. For statements indicating regular revision or frequent updating and statements indicating numbering, see 2B3.1.

### Integrating resources

**2B1.2.** Record an edition statement as instructed in 2B1 if considered to be important. For statements indicating regular revision or frequent updating, see 2B3.2.

### Digital resources

**2B1.3.** Record the source of the edition statement in a note (see 7B9X) if it is different from the source of the title proper.

**2B2.** If an edition statement consists solely or chiefly of characters that are neither numeric nor alphabetic, record the statement in words in the language and script of the title proper and enclose them in square brackets.

[Three asterisks] ed.

If an edition statement consists of a letter or letters and/or a number or numbers without accompanying words, add an appropriate word or abbreviation.

3<sup>e</sup> [éd.]

[State] B

[Version] 1.1

**2B3.** In case of doubt about whether a statement is an edition statement, consider the presence of:

- a) a word such as *edition, issue, version, release, level, or update* (or its equivalent in another language);<sup>1</sup>
- b) a statement indicating a difference in content (e.g., *abridged, corrected, enlarged, with a new introduction*);
- c) a statement indicating a difference in version (e.g., *draft, preliminary, revision, final, script, continuity, state*);
- d) a statement indicating a difference in geographic coverage (e.g., *Midwest edition* vs. *Western edition*);

<sup>1</sup> Note that “edition” statements in different languages may reflect printing information rather than edition information. A statement detailing the number of copies printed is not an edition statement.

## DESCRIPTION

- e) a statement indicating a difference in language (e.g., *English edition* vs. *Edizione italiana*);
- f) a statement indicating a difference in audience (e.g., *Teacher's edition* vs. *Student edition*);
- g) a statement indicating a special format or physical presentation (e.g., *Airmail edition*, *Braille edition*, *Library edition*, *Microform edition*);
- h) a statement associating a different date with an edition (e.g., *Draft, Jan. 2000* vs. *Draft, May 2000*)

as evidence that such a statement is an edition statement, and transcribe it as such.

Somerset ed.

World Cup ed.

Corr. 2nd print.

Household ed.

Draft

Rev. et corr.

Re-edited version

Version 5.20

Northern ed.

Éd. pour le médecin

### **Serials**

**2B3.1.** Record statements indicating regular revision (e.g., *Rev. ed. issued every 6 months*) as frequency in the note area (see 7B2X). Record statements indicating numbering (e.g., *1<sup>st</sup> ed.*, *1916 ed.*) in the numbering area (see 3.X).

### **Integrating resources**

**2B3.2.** Record statements indicating regular revision or frequent updating (e.g., *Rev. ed. issued every 6 months*, *Frequently updated*) as frequency in the note area (see 7B2X).

**2B4.** *Optionally*, if the resource lacks an edition statement but is known to contain significant differences in content, language, presentation, etc., supply a suitable brief statement in the language and script of the title proper and enclose it in square brackets.

[New ed.]

## EDITION AREA

[2nd ed., partly rev.]

[Mar. 1970 draft] **[4.2B3]**

[Nouv. éd. augm. des Lectures chantées, parue en 1968] **[5.2B3]**

[3rd state] **[8.2B3]**

[Windows 95 ed.] **[9.2B3]**

[2nd draft] **[4.2B3]**

[3. Konzept] **[4.2B3]**

[Continuity] **[4.2B3]**

[Rev. screenplay] **[4.2B3]**

### Digital resources

**2B4.1.** *Optionally*, if a digital resource lacks an edition statement but is known to contain significant changes from other editions (e.g., changes in the data involving content, standardized coding, etc.; changes in the programming including changes in the program statements, programming language, and programming routines and operations; the addition of sound or graphics; improvement of graphics), supply a suitable brief statement in the language and script of the title proper and enclose it in square brackets.

[Version 7, Rev. version]

[Windows 95 ed.]

Do not treat an issue of a file that incorporates minor changes as a new edition. Such minor changes include corrections of misspellings of data, changes in the arrangement of the contents, changes in the output format or the display medium, and changes in the physical characteristics (e.g., blocking factors, recording density). If desired, record the details of such changes in a note (see 7B9X).

**2B5.** If an edition statement appears on the source of information in more than one language or script, transcribe the statement in the language or script of the title proper. If this criterion does not apply, transcribe the statement that appears first.

Carte géologique internationale de l'Europe [GMD] = International geological map of Europe. - 3<sup>e</sup> éd.

*Optionally*, transcribe the parallel statement(s), each preceded by an equals sign.

Rev. 1980 = Révision 1980

2<sup>e</sup> éd. = 2<sup>a</sup> ed. = 2. Aufl.

## DESCRIPTION

2de herziene en verb. uitg. = 2<sup>e</sup> éd., rev. et corr.

Canadian ed. = Éd. canadienne

**2B6.** If a resource lacking a collective title and containing one or more component parts with an associated edition statement(s) is described as a unit, transcribe each edition statement following the title and statement(s) of responsibility to which it relates, separated from them by a full stop.

Le western [GMD] / textes rassemblés et présentés par Henri Agel.  
Nouv. éd. Évolution et renouveau du western (1967-1968) / par Jean A. Gili

Finnegans wake [GMD]. 2nd ed. ; Ulysses / James Joyce

**2B7.** If the resource consists of multiple issues or parts, including ancillary material, and there are edition statements relating to the whole as well as to parts, transcribe only the edition statement(s) relating to the whole resource in the edition area. Edition statements relating to issues or parts may be recorded in a note (see 7B9).

### **2C. Statements of responsibility relating to the edition**

**A1.2C1.** Transcribe a statement of responsibility relating to one or more editions, but not to all editions, following the edition statement if there is one. Follow the instructions in A1.0F with respect to capitalization, accentuation, abbreviations, punctuation, symbols, etc.

The nether world [GMD] : a novel / George Gissing. - [New ed., repr.] / edited, with an introduction, by John Goode

Shachiapang [GMD] : a modern revolutionary Peking opera. - May 1970 script / revised collectively by the Peking Opera Troupe of Peking

The well-beloved : a sketch of a temperament / Thomas Hardy. - New Wessex ed. / introduction by J. Hillis Miller ; notes by Edward Mendelson

2nd ed. / with cards re-drawn in colour

**2C2.** In case of doubt about whether a statement of responsibility applies to all editions or only to some, or if there is no edition statement, record such a statement in the title and statement of responsibility area.

The prelude, 1798-1799 [GMD] / by William Wordsworth ; edited by Stephen Parrish

When describing the first edition, record all statements of responsibility in the title and statement of responsibility area (see 1F).

**2C3.** If the source of information has parallel edition statements that have been recorded (see A1.2B5) and a statement of responsibility relating to the edition in only one language or script, record the statement of responsibility after all the parallel edition statements.

## EDITION AREA

3rd ed. = 3. uppl. / B. Larsen

**2C4.** *Optional*, if the source of information has both an edition statement and a statement of responsibility relating to the edition in more than one language or script, record each statement of responsibility after the edition statement to which it relates.

2nd ed. / edited by Larry C. Lewis = 2<sup>e</sup> éd. / rédigé par Larry C. Lewis

**2C5.** If the source of information has an edition statement in only one language or script and a statement of responsibility relating to the edition in more than one language or script, record the statement of responsibility in the language or script of the title proper. If this criterion does not apply, record the statement that appears first. **[1.2C5]**

2. opl. / reviderade og udvidet af David Hohnen

*Optional*, transcribe the parallel statements of responsibility after the edition statement, each preceded by an equals sign.

2. opl. / reviderade og udvidet af David Hohnen = revised and enlarged by David Hohnen

## 2D. Statement relating to a named revision of an edition

**2D1.** If the source of information has a statement indicating a revision (e.g., a named reissue of a particular “edition” containing changes from that “edition”), transcribe the statement relating to that revision following the edition statement and its statements of responsibility.

The pocket Oxford dictionary of current English [GMD] / compiled by F.G. Fowler & H.W. Fowler. – 4th ed. / revised by H.G. Le Mesurier and E. McIntosh, Reprinted with corrections

The natural history of Selborne in the county of Southampton [GMD] / by Gilbert White. – World’s classics ed., New ed., rev., reset, and illustrated

Ireland / edited by L. Russel Muirhead. – 3rd ed., 2nd (corr.) impression

4th ed., Roads rev.

ICPSR ed., OSIRIS IV version

**2D2.** If a statement relating to the revision appears on the source of information in more than one language or script, follow the instructions in A1.2B5.

2nd ed., 3rd corr. impression

or        2nd ed., 3rd corr. impression = 2<sup>e</sup> éd., 3<sup>e</sup> réimpr. corr.

## DESCRIPTION

**2D3.** Do not record statements relating to a reissue of an edition that contains no changes unless the resource is considered to be of particular importance to the cataloguing agency.

### **2E. Statements of responsibility relating to a named revision of an edition**

**2E1.** Transcribe a statement of responsibility relating to one or more named revisions of an “edition” (but not to all such revisions) following the statement relating to the revision(s). Follow the instructions in A1.0F with respect to capitalization, accentuation, abbreviations, punctuation, symbols, etc.

The elements of style [GMD] / by William Strunk, Jr. - Rev. ed. / with revisions, an introduction, and a chapter on writing by E.B. White, 2nd ed. / with the assistance of Eleanor Gould Packard

3rd ed., Version 1.2 / programmed by W.G. Toepfer

**2E2.** If the resource has parallel statements relating to the revision of an edition that have been recorded (see 2D2) and a statement of responsibility relating to that revision in only one language or script, record the statement of responsibility following all the parallel statements relating to the revision.

4th ed., Corr. = 4<sup>a</sup> ed., Corr. / G.A. Phelan

**2E3.** *Optional*, if the statement of responsibility referred to in A1.2E1 appears on the source of information in more than one language or script, record each statement as instructed in 2C4 and 2C5.

2nd ed., 3rd revision / by N. Schmidt = 2. uppl., 3. utg. / af N. Schmidt

### **Resources issued in successive parts and Integrating resources**

**2F. Change in edition information.** If edition information is added, deleted, or changed on a subsequent issue or part and this change does not require a new description (see XX.XX), make a note if the change is considered to be important (see 7B9X).

## CHAPTER

# 3

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## Material (or Type of Publication) Specific Details Area

### *Contents*

- 3A PRELIMINARY RULE
  - 3A1 Application
- 3B MUSICAL PRESENTATION STATEMENT
  - 3B1 Preliminary rule
    - 3B1.1 Application
    - 3B1.2 Sources of information
    - 3B1.3 Punctuation
  - 3B2 Musical presentation statement
- 3C MATHEMATICAL DETAILS
  - 3C1 Preliminary rule
    - 3C1.1 Application
    - 3C1.2 Sources of information
    - 3C1.3 Punctuation
  - 3C2 Statement of scale
  - 3C3 Statement of projection
  - 3C4 Statement of coordinates and equinox
- 3D DIGITAL GRAPHIC REPRESENTATION
  - 3D1 Preliminary rule
    - 3D1.1 Application
    - 3D1.2 Sources of information
    - 3D1.3 Punctuation
  - 3D2 Digital graphic representation
- 3E NUMBERING
  - 3E1 Preliminary rule
    - 3E1.1 Application
    - 3E1.2 Sources of information
    - 3E1.3 Punctuation
  - 3E2 Numeric and/or alphabetic designation
  - 3E3 Chronological designation
  - 3E4 No designation on first issue or part
  - 3E5 Alternative numbering systems
  - 3E6 Ceased multipart resources
  - 3E7 Change in numbering

## DESCRIPTION

### **3A. Preliminary rule**

**3A1. Application.** This area is used to record details that are specific to a particular class of material or type of publication. The area is used in these rules only for ***music*** (musical presentation statement, see 3B), ***cartographic resources*** (mathematical data, see 3C, and digital graphic representation, see 3D), and ***serials*** (numbering, see 3E).

Playing score

Scale 1:250,000 ; universal transverse Mercator proj.  
(E 138.00°-E 153.92°/S 9.00°-S 29.83°). — Raster : pixel.

Vol. 1, no. 1 (Jan./Mar. 1974)-

If more than one type of material specific details area is applicable, record the areas in the following order: musical presentation statement, mathematical data for cartographic resources, digital graphic representation for cartographic resources, and numbering for serials.

Scale 1:3,000,000 at 45° N ; polar stereographic proj.  
(W 140°-W 52°/N 78°-N 41°). — 1st ed. (1976)-

Full score. — Vol. 1-

### **Musical notation**

### **3B. MUSICAL PRESENTATION STATEMENT**

#### **3B1. Preliminary rule**

**3B1.1. Application.** This area is used to record a statement relating to the physical or musical presentation of the music. Follow the instructions in 3A1 for situations in which more than one type of material specific details is applicable.

**3B1.2. Sources of information.** Take information recorded in this area from the chief source of information. Enclose information supplied from any other source in square brackets.

#### **3B1.3. Punctuation**

For instructions on the use of spaces before and after prescribed punctuation, see 0C.  
Precede this area, or each occurrence of this area, by a full stop, space, dash, space.

#### **3B2. Musical presentation statement**

**3B2.1.** Transcribe a statement found in the chief source of information indicating the physical or musical presentation of the music.

Orchester-Partitur

Score and set of parts

## MATERIAL (OR TYPE OF PUBLICATION) SPECIFIC DETAILS AREA

### ↑ Musical notation ↑

Miniature score

Playing score

If the statement appears on the source of information in two or more languages or scripts, transcribe the one that is in the language or script of the title proper. If this criterion does not apply, transcribe the one that appears first.

*Optionally*, transcribe the parallel statements, each preceded by an equals sign.

Partitura = Partition

Játszópartitúra = Playing score

In case of doubt about whether a statement is a musical presentation statement (as, for example, when it is associated with a statement of responsibility), do not treat it as one.

... ; full score reconstructed by Julian Woodruff from the  
manuscript parts

**3B2.2.** If a musical presentation statement is an inseparable part of another area and is recorded as such, do not repeat it here.

### Cartographic resources

## 3C. MATHEMATICAL DATA

### 3C1. Preliminary rule

**3C1.1. Application.** Follow the instructions in A1.3A1 for situations in which more than one type of material specific details is applicable.

Use English words and abbreviations in recording mathematical data.

**3C1.2. Sources of information.** Take information recorded in this area from any source within the resource or from ancillary material(s). Enclose information supplied from any other source in square brackets.

### 3C1.3. Punctuation

For instructions on the use of spaces before and after prescribed punctuation, see A1.0C.

Precede this area, or each occurrence of this area, by a full stop, space, dash, space.

Precede the projection statement by a semicolon.

Enclose the statement of coordinates and equinox in one pair of parentheses.

If both coordinates and equinox are recorded, precede the statement of equinox by a semicolon.

Precede the statement of epoch by a comma.

## DESCRIPTION

↑ Cartographic resources ↑

### 3C2. Statement of scale

**3C2.1.** Record the scale of the resource (except as noted below) as a representative fraction expressed as a ratio (1: \_\_\_\_). Precede the ratio by *Scale*. Record the scale even if it is already recorded as part of the title proper or other title information.

Scale ca. 1:36,000,000  
(*Scale as it appears on the source of information*)

Bartholomew one inch map of the Lake District [GMD]. — Rev. —  
Scale 1:63,360

If a scale statement found in the chief source of information or ancillary material is not expressed as a representative fraction, record it as a representative fraction in square brackets.

Scale [1:253,440]  
(*Scale statement reads: 1 inch to 4 miles*)

If a representative fraction or other scale statement is found in a source other than the chief source of information or ancillary material (e.g., on a container or case not used as the chief source), record the scale as a representative fraction in square brackets.

Scale [1:63,360]

If no scale statement is found in the chief source of information or ancillary material or on the container or case, estimate a representative fraction from a bar scale or a grid. Record in square brackets the representative fraction preceded by *ca*.

Scale [ca. 1:63,360]

If no scale can be determined by any of the above means, record *Scale not given*.

*Optionally*, estimate a scale by comparison with a resource of known scale and record in square brackets the estimated scale preceded by *ca*. If no scale can be determined by comparison, record the statement *Scale not given*.

For digital resources, record the scale if the resource has a scale statement or if the scale is already recorded as part of the title proper or other title information. Otherwise, record *Scale not given*.

Scale 1:3,000,000  
(*Scale appears in title: ArcWorld 1:3M*)

**3C2.2.** *Optionally*, record additional scale information that appears on the resource (such as a statement of comparative measures or limitation of the scale to particular parts of the resource). Use standard abbreviations and numerals in place of words. Precede such additional information by a full stop.

Scale 1:250,000. 1 in. to 3.95 miles. 1 cm to 2.5 km

## MATERIAL (OR TYPE OF PUBLICATION) SPECIFIC DETAILS AREA

### ↑ Cartographic resources ↑

Quote the additional scale information if:

- a) the statement presents unusual information that cannot be verified by the cataloguer
- or b) a direct quotation is more precise than a statement in conventional form
- or c) the statement on the resource is in error or contains errors.

Scale 1:59,403,960. "Along meridians only, 1 inch = 936 statute miles"

Scale [ca. 1:90,000] not "1 inch to the mile"

**3C2.3.** If the scale within one map, etc., varies and the outside values are known, record both scales connected by a hyphen.

Scale 1:15,000-1:25,000

If the values are not known, record *Scale varies*.

**3C2.4.** In describing a resource in which the main maps, etc., are of more than one scale, record *Scales differ*.

*Optionally:*

- a) If the description is of a resource with two or more scales, and the projections and/or coordinates are also different for each main map, etc., record each scale in a separate scale statement. If there is more than one title, record the scale statements in the same order in which the titles are recorded. If there is only a collective title, record the largest or larger scale first.

Scale 1:50,000 (W 94°42'4" -W 93°00'0" /N 49°00'0" -N 48°31'0") . —

Scale 1:250,000 (W 94°43' -W 92°00' /N 49°00' -N 48°13' )

- b) If the description is of a resource with two or more scales, and the projection and coordinates are the same for each main map, etc., record the scales in one scale statement. If there is more than one title, record the scales in the same order in which the titles are recorded. If there is only a collective title, record the largest or larger scale first.

Scale 1:7,819,000 and [ca. 1:15,000,000] (E 66°-E 138°/N 54°-N 18°)

*Optionally*, record each scale with its associated mathematical data in separate scale statements.

Scale 1:7,819,000 (E 66°-E 138°/N 54°-N 18°) . — Scale [ca. 1:15,000,000] (E 66°-E 138°/N 54°-N 18°)

## DESCRIPTION

### ↑ Cartographic resources ↑

**3C2.5.** If the resource is not drawn to scale, record *Not drawn to scale*. Do not estimate a scale.

**3C2.6.** Record a statement of scale for a resource with a nonlinear scale (e.g., celestial charts; some maps of imaginary places) only if the information appears on the resource. If no scale statement appears on the resource, record *Scale not given*. Do not estimate a scale.

Scale 1 per 2 cm

**3C2.7.** In describing a relief model, other three-dimensional resource, or a two-dimensional representation of a three-dimensional resource (e.g., block diagram, profile), record the vertical scale (specified as such) after the horizontal scale if the vertical scale can be ascertained.

Scale 1:1,744,080. 1 in. to ca. 28 miles. Vertical scale ca.  
1:96,000

Scale 1:250,000. Vertical exaggeration 1:5

### 3C3. Statement of projection

**3C3.1.** Record the statement of projection if it appears on the resource, its container or case, or ancillary material. Use abbreviations as instructed in appendix B and numerals as instructed in appendix C.

; conic equidistant proj.

**3C3.2.** *Optionally*, record phrases associated with the projection statement that concern meridians and/or parallels. Information about ellipsoids may be recorded in a note (see B3.7B11).

; transverse Mercator proj., central meridian 35°13'30"

; azimuthal equidistant proj. centered on Nicosia, N 35°10',  
E 33°22'

### 3C4. Statement of coordinates and equinox

**3C4.1.** *Optionally*, for terrestrial maps, etc., record the coordinates in the following order:

westernmost extent of area covered (longitude)  
eastermost extent of area covered (longitude)  
northernmost extent of area covered (latitude)  
southernmost extent of area covered (latitude)

## MATERIAL (OR TYPE OF PUBLICATION) SPECIFIC DETAILS AREA

### ↑ Cartographic resources ↑

Express the coordinates in degrees ( $^{\circ}$ ), minutes ( ), and seconds ( ) of the sexagesimal system (360 $^{\circ}$  circle) taken from the Greenwich prime meridian. Precede each coordinate by W, E, N, or S, as appropriate. Separate the two sets of longitude and latitude by a diagonal slash, neither preceded nor followed by a space. Separate each longitude or latitude from its counterpart by a dash, neither preceded nor followed by a space.

(E 79 $^{\circ}$ -E 86 $^{\circ}$ /N 20 $^{\circ}$ -N 12 $^{\circ}$ )

(E 15 $^{\circ}$ 00 00 -E 17 $^{\circ}$ 30 45 /N 1 $^{\circ}$ 30 12 -S 2 $^{\circ}$ 30 35 )

(W 74 $^{\circ}$ 50 -W 74 $^{\circ}$ 40 /N 45 $^{\circ}$ 5 -N 45 $^{\circ}$ 00 )

*Optional*ly, record coordinates as decimal degrees. Coordinates given in decimal degrees for locations east of Greenwich and north of the equator are expressed as positive numbers and may be preceded by a plus sign. Locations west of Greenwich and south of the equator are expressed as negative numbers and are preceded by a minus sign. Do not include the plus or minus sign, but precede each coordinate by W, E, N, or S, as appropriate.

(W 95.15 $^{\circ}$ -W 74.35 $^{\circ}$ /N 56.85 $^{\circ}$ -N 41.73 $^{\circ}$ )

*Optional*ly, in situations where a more precise indication of geographic coverage is desired, describe each closed polygon using a string of coordinate pairs, in which each pair represents a vertex of the polygon.

List coordinate pairs in clockwise order, starting with the southeasternmost vertex of the polygon. In each coordinate pair, record longitude, followed by latitude, and express each in degrees, minutes, and seconds as appropriate to the size of the area being described.

Enclose each coordinate pair string in parentheses; separate longitude from latitude in any one pair with a diagonal slash, and separate coordinate pairs within a string with space, semicolon, space.

Polygons have non-intersecting boundaries. The first and last coordinate pairs are the same.

(W 114 $^{\circ}$ /N 32 $^{\circ}$  ; W 117 $^{\circ}$ /N 33 $^{\circ}$  ; W 121 $^{\circ}$ /N 35 $^{\circ}$  ; W 125 $^{\circ}$ /N 43 $^{\circ}$  ;  
W 120 $^{\circ}$ /N 42 $^{\circ}$  ; W 120 $^{\circ}$ /N 39 $^{\circ}$  ; W 115 $^{\circ}$ /N 34 $^{\circ}$  ; W 114 $^{\circ}$ /N 32 $^{\circ}$ )

For situations in which an area or areas within a given polygon are excluded, list the coordinate pairs for any excluded area as given above, but in counterclockwise order.

(W 115 $^{\circ}$ 40 /N 33 $^{\circ}$ 15 ; W 115 $^{\circ}$ 35 /N 33 $^{\circ}$ 20 ; W 115 $^{\circ}$ 55 /N 33 $^{\circ}$ 32 ;  
W 116 $^{\circ}$ 5 /N 33 $^{\circ}$ 32 ; W 116 $^{\circ}$ 10 /N 33 $^{\circ}$ 30 ; W 115 $^{\circ}$ 50 /N 33 $^{\circ}$ 20 ;  
W 115 $^{\circ}$ 40 /N 33 $^{\circ}$ 15 )

*Optional*ly, record other meridians appearing on the resource in the note area (see B3.7B11).

## DESCRIPTION

### ↑ Cartographic resources ↑

**3C4.2.** For celestial charts, record as coordinates the right ascension of the chart, or the right ascensions of the western and eastern limits of its collective coverage, and the declination of the centre of the chart, or the northern and southern limits of its collective coverage.

Designate the right ascension by *RA*, followed by the hours and, when necessary, minutes and seconds of the twenty-four-hour clock.

Designate the declination by *Decl.*, followed by the degrees ( $^{\circ}$ ) and, when necessary, minutes (') and seconds (") of the sexagesimal system ( $360^{\circ}$  circle), using a plus sign (+) for the northern celestial hemisphere and a minus sign (-) for the southern celestial hemisphere.

Separate right ascensions and declinations from each other by a diagonal slash, neither preceded nor followed by a space. When two right ascensions are found, record both separated by *to*. When two declinations are found, record both separated by *to*.

When coordinates are recorded, record also the statement of equinox. Express the equinox as a year preceded by a semicolon and *eq*. Record also a statement of the epoch when it is known to differ from the equinox. Separate it from the statement of the equinox by a comma, and precede it by *epoch*.

(RA 16 hr. 30 min. to 19 hr. 30 min./Decl.  $-16^{\circ}$  to  $-49^{\circ}$  ;  
eq. 1950, epoch 1948.5)

(RA 16 hr./Decl.  $-23^{\circ}$  ; eq. 1950)

(RA 2 hr./Decl.  $+30^{\circ}$  ; eq. 1950)

(RA 2 hr. 00 min. to 2 hr. 30 min./Decl.  $-30^{\circ}$  to  $-45^{\circ}$  ; eq. 1950)

For a chart centered on a pole, record the declination limit.

(Centered at South Pole/Decl. limit  $-60^{\circ}$ )

For an atlas or charts arranged in declination zones, record the declination limits of each zone, but omit the statement of right ascension. If the zones are numerous, record the declination limits of the first few zones followed by the mark of omission and the declination limit of the last zone.

(Zones  $+90^{\circ}$  to  $+81^{\circ}$ ,  $+81^{\circ}$  to  $+63^{\circ}$ ,  $+63^{\circ}$  to  $+45^{\circ}$  ; eq. 1950)

(Zones  $+90^{\circ}$  to  $+81^{\circ}$ ,  $+81^{\circ}$  to  $+63^{\circ}$ , ...  $-81^{\circ}$  to  $-90^{\circ}$  ; eq. 1950)

**Digital cartographic resources****3D. DIGITAL GRAPHIC REPRESENTATION****3D1. Preliminary rule**

**3D1.1. Application.** Follow the instructions in 3A1 for situations in which more than one type of material specific details is applicable.

Use English words and abbreviations in recording the digital graphic representation.

**3D1.2. Sources of information.** Take information recorded in this area from any source within the resource or from ancillary material(s). Enclose information supplied from any other source in square brackets.

**3D1.3. Punctuation**

For instructions on the use of spaces before and after prescribed punctuation, see 0C.

Precede this area, or each occurrence of this area, by a full stop, space, dash, space.

Precede the object type by a space, colon, space.

Enclose each statement on the number of objects in parentheses after the object type.

Precede the format name by a space, semicolon, space.

**3D2. Digital graphic representation.** If the information is readily available, record the data type (e.g., raster, vector, point), the object type (e.g., point, line, polygon, pixel), the number of objects used to represent spatial information, and the format name (e.g., digital transfer information). More detailed information such as topology level (e.g., VPF) and compression may be recorded in a note (see 7B11X).

Point : point ; ASCII

Raster : pixel (5,000 × 5,000) ; TIFF

Vector ; Shape

Vector : points, lines and polygons ; E00

Vector : network chains

Vector : point (13671), string (20171), GT-polygon composed of  
chains (13672) ; ARC/INFO export

Vector ; MID/MIF

## DESCRIPTION

### Serials

#### 3E. NUMBERING

##### 3E1. Preliminary rule

**3E1.1. Sources of information.** Take numbering information recorded in this area from any source within the resource. Enclose information supplied from any other source in square brackets.

**3E1.2. Facsimiles and reproductions.** In describing a facsimile or reproduction that has numbering information pertaining to the original manifestation, record the information pertaining to the original in the numbering area.

##### 3E1.3. Punctuation

For instructions on the use of spaces before and after prescribed punctuation, see A1.0C. Precede this area, or each occurrence of this area, by a full stop, space, dash, space.

Follow the numbering of the first issue or part of a resource by a hyphen.

Precede the numbering by a hyphen when only the numbering of the last issue or part of a resource is recorded.

Enclose a date following a numeric and/or alphabetic designation in parentheses.

Precede an alternative numbering system by an equals sign when more than one system of designation is used.

Precede a new sequence of numbering by a semicolon.

#### 3E2. Numeric and/or alphabetic designation

**3E2.1.** Record the numeric and/or alphabetic designation of the first and/or last issue or part of a multipart resource in the same terms, but not necessarily with the same punctuation, used in that issue or part. Use abbreviations as instructed in appendix B and numerals as instructed in appendix C. In describing a facsimile or other reprint, record the numeric and/or alphabetic designation of the original. For resources that have ceased publication, see 3E6.

Population trends [GMD]. – 1-

Papers on formal linguistics [GMD]. – No. 1-

Policy publications review [GMD]. – Vol. 1, no. 1-

Poetry North-east [GMD]. – Issue no. 1-

Magic touch [GMD]. – Pt. 1-

Miscellaneous reports on biodiversity [GMD]. – -no. 10

## MATERIAL (OR TYPE OF PUBLICATION) SPECIFIC DETAILS AREA

↑ **Serials** ↑

If the sequence of numbering is continued from a previous resource, record the numbering of the first issue or part of the resource represented by the new description.

Word processing report [GMD]. – International ed. – Vol. 1, no. 6-  
*(Designation appears on last issue of previous serial as: vol. 1, no. 5)*

**3E2.2.** If a numeric and/or alphabetic designation appears on the source of information in more than one language or script, record the designation that is in the language or script of the title proper. If this criterion does not apply, record the designation that appears first.

### **3E3. Chronological designation**

**3E3.1.** If the first and/or last issue or part of a multipart resource is identified by a chronological designation, record it in the same terms, but not necessarily with the same punctuation, used in that issue or part. Use abbreviations as instructed in appendix B and numerals as instructed in appendix C. For resources that have ceased publication, see 3E6.

Annual report on consumer policy in OECD member countries [GMD] / Organisation for Economic Co-operation and Development. – 1975-

Buck Jones annual [GMD]. – 1957-

Prince Edward Island tourist exit survey [GMD]. – 1967-

Commonwealth immigration [GMD]. – Jan./Feb. 1964-

International commercial television rate and data book [GMD]. – 1961/2-

*(Designation appears on issue as: 1961-2)*

Länderberichte. Ecuador [GMD] / Statistisches Bundesamt. – 1965-

Biennial report [GMD]. – 1999/2000-

*(Designation appears on issue as: 1999-2000)*

Daily mirror [GMD]. – -Dec. 31, 1999

**3E3.2.** If the chronological designation includes dates not of the Gregorian or Julian calendar, add the corresponding dates of the Gregorian or Julian calendar in square brackets.

[New example]

**3E3.3.** If a chronological designation appears on the source of information in more than one language or script, record the designation that is in the language or script of the title proper. If this criterion does not apply, record the designation that appears first.

May 1977-                  *not*                  May 1977 = Mai 1977-

## DESCRIPTION

### ↑ Serials ↑

**3E3.4.** If the first and/or last issue or part of a multipart resource is identified by both a numeric and/or alphabetic designation and a chronological designation, record the numeric and/or alphabetic designation before the chronological designation.

Selected publications in European languages [GMD] : SPEL. — No. 1  
Feb. 1973)-

New locations [GMD]. — No. 1 (Apr./May 1973)-

Renewable energy bulletin [GMD]. — Vol. 1, no. 1 (Jan./Mar. 1974)-

The musical mainstream [GMD] / Division for the Blind and Physically Handicapped, Library of Congress. — Vol. 1, no. 1 (Jan.- Feb. 1977)-

IEEE transactions on acoustics, speech, and signal processing [GMD].  
— Vol. ASSP-22, no. 1 (Feb. 1974)-

However, if the designation consists of a year and a number that is a division of the year, record the year before the number.

97-1-

(Designation appears on part as: 1-97)

1998-1-

(Designation appears on issue as: 1-1998)

### **3E4. No designation on first issue or part**

**3E4.1.** If the first issue or part of a multipart resource lacks any numbering, but subsequent issues or parts define a designation pattern, supply numbering for the first issue or part based on that pattern. If information about designations of subsequent issues or parts is not available, record [No. 1]- (or its equivalent in the language of the title proper) or a chronological designation for the first issue or part, as appropriate.

[Pt. 1]-

(Subsequent issues numbered: Part 2, Part 3, etc.)

[No. 1]-

[1998]-

(An annual report for which the chronological designation is more appropriate)

### **3E5. Alternative numbering systems**

**3E5.1.** If a multipart resource has more than one separate system of designation, record the systems in the order in which they are presented.

Vol. 3, no. 7-        = no. 31-

## MATERIAL (OR TYPE OF PUBLICATION) SPECIFIC DETAILS AREA

↑ Serials ↑

### 3E6. Ceased multipart resources

**3E6.1.** In describing a multipart resource that has ceased publication, record the designation of the first issue or part followed by the designation of the last issue or part. If information about the first issue or part is not available, record only the designation of the last issue or part.

Vol. 3, no. 6 (Aug./Sept. 1970)-v. 5, no. 3 (Mar. 1972)

-v. 10, no. 12 (Dec. 1995)

### 3E7. Change in numbering

**3E7.1.** If the numbering starts a new sequence with a different system, record the designation of the first and/or last issues or parts under the old system, followed by the designation of the first issue or part under the new system.

Vol. 1, no. 1 (Nov. 1943)-v. 10, no. 12 (June 1953) ; no. 1 (July 1974)-

Vol. 1, no. 1 (Jan. 1995)-v. 4, no. 12 (Dec. 1998) ; Jan. 1999-

If a new sequence is accompanied by wording to differentiate the sequence, such as *new series*, include this wording. Distinguish such wording from that of a section title that is to be placed after a common title (see 1B8X, 6G1 and 6H3).

Vol. 1, no. 1 (June 1986)-v. 8, no. 12 (Dec. 1993) ; new ser., v. 1, no. 1 (Jan. 1994)-

If a new sequence with the same system as before is not accompanied by wording such as *new series*, supply [*new ser.*] or another appropriate term (or its equivalent in the language of the title proper).

No. 1-no. 6 ; [new ser.], no. 1-

No. 1-no. 6 ; [new ser.], no. 1-no. 3 ; [3rd ser.], no. 1-

Vol. 1, no. 1 (Jan. 1992)-v. 4, no. 3 (Mar. 1995) ; [new ser.], v. 1, no. 1 (Jan. 1996)-

No. 1-no. 6 ; [2nd ser.], no. 1- ; -3rd ser., no. 104 ; 4th ser., no. 1-

Make a note for other variations in designations that do not constitute a new sequence if the change is considered to be important (see 7B11).