RDA and British Library Policy Statements Development
Report to EURIG Meeting,
4th May, 2021

Thurstan Young,
British Library
Overview

British Library Policy Statements (BLPS) Development:

- Background
- Progress
What are policy statements?

- User generated documentation which guides the local application of RDA Toolkit instructions.

- Local applications include:
  - National Libraries
  - Cataloguing cooperatives
  - Specialist cataloguing communities
Why are policy statements necessary?

- To specify which RDA instructions should be:
  - Applied
  - Not applied
  - Applied selectively

- To supplement other user generated documentation:
  - Application profiles
  - Workflows
  - Detailed policy
Where are they located in the Toolkit?

Welcome page menu:
Where are they located in the Toolkit?

British Library policy statements menu:

British Library Policy Statements

- BLPS for RDA Entities and Elements
- BLPS for RDA Guidance
- BLPS for RDA Community Resources
Where are they located in the Toolkit?

British Library policy statements entities menu:

- RDA entity
- Work
- Expression
- Manifestation
- Item
- Agent
- Person
- Collective agent
- Corporate body
- Family
- Nomen
- Place
- Timespan
Where are they located in the Toolkit?

British Library policy statements work entity menu:
Where are they located in the Toolkit?

British Library policy statement in element mirror page (Access point for work):

- Policies
  - British Library policy statements for access point for work
    - Prerereotyping
    - Recording
    - Recording an unstructured description
      - Recording a structured description
        - Option
          - British Library: Apply
        - Option
          - British Library: Apply
Where are they located in the Toolkit?

British Library policy statement in element right rail (Access point for work):

For general guidance on structured descriptions, see Guidance: Recording methods. Recording a structured description.
Where are they located behind the Toolkit?

ALA’s content management system:

**Recording a structured description**

Division id="div_34ae9a22-8ff8-11eb-2356-09173f13e4c5" Division Division Division

Division id="div_34ae9a23-8ff8-11eb-3119-09173f13e4c5"

Paragraph outputclass="title" id="p_34ae9a24-8ff8-11eb-8334-09173f13e4c5"

Cross Reference outputclass="ps_link" keyref="rdawP10328/dcc25315-c6f7-4055-b032-2f8a8d56e...

ϕOption

Division id="div_34ae9a25-8ff8-11eb-2771-09173f13e4c5"

Paragraph id="p_135a32_1_wx2_xs5_qhb_4"

Phrase conkeyref="b_ps_bl/ph_pre_001_brl">

ϕBritish Library: Phrase Phrase conkeyref="b_ps_bl/ph_pun_wht_spce"

ϕApply

Division id="div_34ae9a26-8ff8-11eb-1386-09173f13e4c5"

Paragraph outputclass="title" id="p_34ae9a27-8ff8-11eb-8406-09173f13e4c5"

Cross Reference outputclass="ps_link" keyref="rdawP10328/div_kpl_ws5_qhb id="div_kpl_ws5__...

ϕOption

Division id="div_34ae9a28-8ff8-11eb-2371-09173f13e4c5"

Paragraph id="p_135a124_1_kpl_ws5_qhub_4"

Phrase conkeyref="b_ps_bl/ph_pre_001_brl">

ϕBritish Library: Phrase Phrase conkeyref="b_ps_bl/ph_pun_wht_spce"

ϕApply
Where are they located behind ALA’s CMS?

British Library’s policy master spreadsheet:

<table>
<thead>
<tr>
<th>Entity</th>
<th>Element ID</th>
<th>Element name</th>
<th>Option text</th>
<th>Prefix</th>
<th>Beginning</th>
</tr>
</thead>
<tbody>
<tr>
<td>Work</td>
<td>rdaw:P10328</td>
<td>access point for work</td>
<td>Use a vocabulary en</td>
<td>British Library:</td>
<td>Apply</td>
</tr>
<tr>
<td>Work</td>
<td>rdaw:P10328</td>
<td>access point for work</td>
<td>Construct an access</td>
<td>British Library:</td>
<td>Apply</td>
</tr>
<tr>
<td>Work</td>
<td>rdaw:P10328</td>
<td>access point for work</td>
<td>Use a value of Work</td>
<td>British Library:</td>
<td>Apply</td>
</tr>
<tr>
<td>Work</td>
<td>rdaw:P10328</td>
<td>access point for work</td>
<td>Use a value of Man</td>
<td>British Library:</td>
<td>Apply</td>
</tr>
<tr>
<td>Work</td>
<td>rdaw:P10328</td>
<td>access point for work</td>
<td>Record a title in direct order with no amendments.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Work</td>
<td>rdaw:P10328</td>
<td>access point for work</td>
<td>Record a value that</td>
<td>British Library:</td>
<td>Do not apply</td>
</tr>
<tr>
<td>Work</td>
<td>rdaw:P10328</td>
<td>access point for work</td>
<td>Record a value that</td>
<td>British Library:</td>
<td>Do not apply</td>
</tr>
<tr>
<td>Work</td>
<td>rdaw:P10328</td>
<td>access point for work</td>
<td>Record a value that</td>
<td>British Library:</td>
<td>Apply</td>
</tr>
<tr>
<td>Work</td>
<td>rdaw:P10328</td>
<td>access point for work</td>
<td>Record a value that</td>
<td>British Library:</td>
<td>Do not apply</td>
</tr>
<tr>
<td>Work</td>
<td>rdaw:P10328</td>
<td>access point for work</td>
<td>Record a value that</td>
<td>British Library:</td>
<td>Do not apply</td>
</tr>
</tbody>
</table>
How are policy statements created?

• Using a “More Bang” script based on DITA markup which generates:
  
  • Policy statement folders and files parallel to every Entity, Element and Guidance file in RDA.
  
  • A policy statement shell for every title and every option in the parallel RDA file.
  
  • A link to the referenced RDA text for every policy statement shell.
How are policy statements populated?

- Using a “Boiler Plate” file based on DITA markup which contains standardized:
  - Words
  - Phrases
  - Punctuation

- Using free text by exception
Who creates policy statements?

- James Hennelly (Director, ALA Digital Reference):
  - Coordinates running of the “More Bang” script in the ALA content management system.
  - Coordinates the publication of policy statement files from the content management system to the RDA Toolkit.
Who populates policy statements?

- British Library : BLPS
- Library of Congress / Program for Cooperative Cataloging : LC PCC PS
- Music Library Association : MLA BP
When are policy statements published?

• Policy statements are published to coincide with RDA Toolkit releases.

• 2021 Release Schedule:
  • April 6th
  • July 27th
  • October 5th
BLPS : April 2021

- PS files / option shells populated in RDA Toolkit for the following entities:

<table>
<thead>
<tr>
<th>Entity</th>
<th>PS files</th>
<th>Option shells</th>
</tr>
</thead>
<tbody>
<tr>
<td>Work</td>
<td>30</td>
<td>174</td>
</tr>
<tr>
<td>Expression</td>
<td>47</td>
<td>293</td>
</tr>
<tr>
<td>Manifestation</td>
<td>94</td>
<td>987</td>
</tr>
<tr>
<td>Item</td>
<td>13</td>
<td>49</td>
</tr>
</tbody>
</table>
BLPS : July 2021 -

• Filling gaps :
  • Some policy statements require expansion following addition of new options to RDA.

• Updates :
  • Some policy statements require amendment following revisions to MARC 21.
BLPS : July 2021 -

• Entities :
  
  • Agent
  • Collective Agent
  • Person
  • Corporate Body
  • Family
BLPS : July 2021 -

• Guidance Documents :
  • Describing a work / expression / manifestation / item
  • Data provenance
  • Fictitious and non-human appellations
  • Manifestation statements
  • Recording methods
  • Representative Expressions
  • Transcription guidelines
BLPS : Challenges

• Maintaining synchronization

• Working at scale

• Providing extensibility
BLPS : Maintaining Synchronization

• Original policy master created in July 2019 following RSC statement on stabilization of the English Text.

• Original More Bang Script run in April 2020.

• Loss of synchronization with RDA base files by 2021 following completion of Toolkit beta phase.
BLPS : Working at Scale

- Over 300 files to populate.
- Over 4,000 option shells to populate.
- Limited staff resource to work on population.
BLPS : Providing Extensibility

• Statements currently created for British Library only.

• Additional U.K. institutions may wish to record their own policy statements in future (e.g. other legal deposit libraries).
BLPS : Solutions

• Regenerate policy master.

• Rerun More Bang script.

• Replace individual, manual population of policy statements with XSLT batch load.

• Restructure Boiler Plate file to allow for policy statements other than British Library’s own.
BLPS : XSLT Batch Load Process

- Download copy of RDA Toolkit files from ALA’s CMS to British Library network.
- Run xquery to identify option locations in Toolkit files.
- Convert policy statements in policy master to XML using boilerplate phrases.
- Populate policy shells with XML policy statements using XSLT inserter.
- Upload populated policy shell files back to ALA’s CMS.
BLPS: Restructuring Boiler Plate

- Replace paragraph tagging with phrase tagging in DITA mark up.

- Add prefix to all policy statements which will distinguish them from other U.K. policy statements.

Example:

British Library: Apply
Thank you!

Thurstan Young

Contact : thurstan.young@bl.uk