

## CATALOGING VIDEO RECORDINGS

A Workshop for SEMLA, Tuscaloosa, Alabama  
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## Music Library Association: Educational Outreach Program

The EOP of the MLA provides workshops on the basics of music librarianship to all currently working in or considering a career in libraries. These workshops are taught by instructors who are practicing music librarians and active members of MLA. The EOP is sponsored by the Education Committee of MLA and the Music OCLC Users Group (MOUG).

### This Workshop

This is a “roll-up-your-sleeves workshop” featuring:

1. Information sessions punctuated by hands-on, pencil-and-paper activities
2. A final project: “Face the blank page and catalog a videorecording”

### Points of Focus

When (and when not) to make a new record  
 Chief & Prescribed Sources of Information  
 Title Proper & other MARC 245 elements  
 MARC 246/740  
 Edition Area  
 MARC fixed fields, 007, 024, 028,  
 Dates  
 Selected 500 fields  
 Choice of Entry, Main Entry and Added Entry  
 Subject Headings

### Rules & Basics

Parts of AACR2 used most in cataloging music videorecordings:  
 Chapter 1: General rules  
 Chapter 7: Motion picture & videorecordings rules  
 Chapter 9: Electronic Resources (DVD-ROMs)  
 Chapter 21: Choosing added entries  
 Chapter 22: Headings for persons  
 Chapter 24: Headings for corporate bodies (performing groups)  
 Chapter 25: Uniform titles (classical music)  
 Appendices

### Rules & Basics

- ▶ AACR2, Chapter 7 (7.0A1) covers the description of motion pictures and videorecordings of all kinds:
  - Complete films & programmes
  - Compilations
  - Trailers
  - Newscasts & newsfilms
  - Stock shots
  - Unedited material

## What about New (and Old) Videorecordings Formats?

This resource by the DVD Cataloging Guide Update Task Force, Cataloging Policy Committee is a good place to start:

[http://www.olacinc.org/drupal/capc\\_files/DVD\\_guide\\_final.pdf](http://www.olacinc.org/drupal/capc_files/DVD_guide_final.pdf)

- ▶ Blu-ray Discs
- ▶ Dual Discs
- ▶ DVD-Audios
- ▶ DVD-ROMs

## When to Input a New Record

- Black & white vs. color (including colorized)
- Sound vs. silent
- Significantly different length
- Different machine/videorecording format (VHS vs. Beta vs. DVD)
- Changes in publication date – except date changes that are just for packaging – New copyright dates that apply only to packaging can be ignored.
- Dubbed vs. subtitles
- Different language versions

## When Not to Input a New Record

- Changes in dates that are merely packaging dates
- Absence or presence of multiple publishers, distributors, etc. as long as one on the item matches one on the record
- Absence or presence of a publisher number

## Getting Started with Description

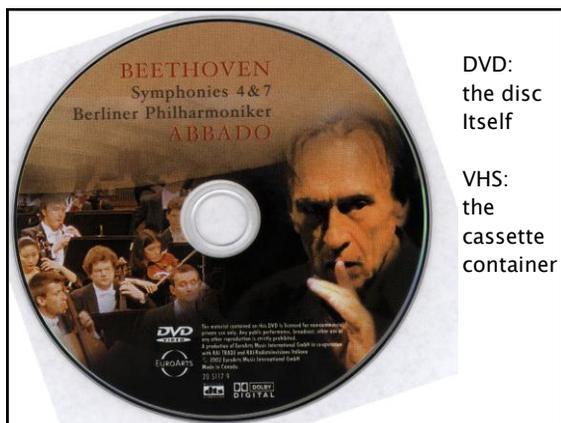
Preliminary questions and considerations:

1. What kind of videorecording do I have in hand? Music? Drama? Instructional?
2. Examine everything: container, accompanying materials, disc surface—and explore the OCLC database.
3. Initial exploratory search using:
  - ISBN recorded in field 020
  - UPC recorded in field 024
  - Publisher numbers recorded in field 028

## Chief Source of Information AACR2 7.0B1.

1. The item itself: title frames and credits
2. The disc itself (DVD), the container and container labels (the actual plastic cassette container for VHS)





DVD:  
the disc  
itself

VHS:  
the  
cassette  
container

### Smiraglia's *Describing Music Materials*

“...the cardinal principle of description in *AACR2* is to *describe the item in hand* (0.2)...”

### Where did the title come from?

*A 500 Note Title Source Sampler:*

- Title from container.
- Title from container spines.
- Title from menu screen and disc label.
- Title from container and disc surface.
- Title from cassette label.

### No Chief Source? Alternate Sources (AACR2 7.0B1.)

1. Accompanying textual material
2. Container that is not an integral part of the piece
3. Other sources

### RDA: Preferred source

- ▶ AACR2 “chief source” replaced with “preferred source” concept.
- ▶ RDA 2.2.2.3: “If the resource consists of moving images (e.g., a film reel, a videodisc, a video game, an MPEG video file), use the title frame or frames, or title screen or screens, as the preferred source of information.”
  - Alternative: Use an eye-readable label bearing a title that is permanently printed on or affixed to the resource

### RDA: Preferred Source

- ▶ If the resource does not contain a title frame or title screen:
- ▶ a) a label bearing a title that is permanently printed on or affixed to the resource, excluding accompanying textual material or a container (e.g., a label on a videodisc  
or
- ▶ b) embedded metadata in textual form that contains a title (e.g., metadata embedded in an MPEG video file).

## Determining the Title Proper

**AACR2 1.1B1:**

“Transcribe the title proper exactly as to wording, order, and spelling, but not necessarily as to punctuation and capitalization...”

## LCRI 7.1B1

Twentieth Century Fox presents *Star wars*  
Steve McQueen in *Bullitt*

Ed Asner as *Lou Grant*

Jerry Wald's production of *The story on page one*

*Ordinary people*, starring Mary Tyler Moore and Donald Sutherland

*Thief*, with James Caan

## Exceptions: LCRI 7.1B1

1. The credit is *within* the title, rather than preceding it:  
A night in Havana : \$h [videorecording] \$b Dizzy Gillespie in Cuba
2. The credit is fanciful:  
Little Roquefort in Good mousekeeping
3. The credit includes a possessive preceding the remainder of the title:  
Handel's Messiah \$h [videorecording]

## GMD: |h [videorecording]

**Follows #a in MARC 245 but precedes # b:**

Familia Assad #h [videorecording] : #b live in Brussels : un momento de puro amor

Beethoven symphonies #h [videorecording] #b nos. 4 & 7

Carols from King's #h [videorecording]

## Statements of Responsibility

Beethoven symphonies #h [videorecording] #b nos. 4 & 7 / #c a **production of EuroArts Music International in cooperation with RAI Trade, Rai-Radiotelevisione italiana ; produced by Paul Smaczny ; directed by Bob Coles.**

Carols from King's #h [videorecording] / #c a **BBC Religion production in association with Opus Arte Media Productions.**

## Statements of Responsibility:

**AACR2 7.1F1**

“Transcribe statements of responsibility relating to those persons or bodies credited in the chief source of information with a *major role* in creating a film...Give all other statements of responsibility (including those relating to performance) in notes.”

“Rule of three” (AACR2 1.1F5) applies here.

*Maxwell's Handbook  
for AACR2 (2004, p. 201)*

1. **Sponsor:** has a primary role in "promoting the initial idea of the film, financing the production, and arranging for production."
2. **Producer/production company:** "...is responsible for the mechanics of making the motion picture."
3. **Releasing agent/distributor:** "issues the completed motion picture to the public."

## RDA: GMD replaced

- ▶ AACR2: 245 \$h [videorecording]
- ▶ RDA: content, media, carrier type

### Example : DVD, using MARC

- ▶ 336 two-dimensional moving image \$2 rdacontent (6.9)
- ▶ 337 video \$2 rdamedia (3.2)
- ▶ 338 videodisc \$2 rdacarrier (3.3)

## Additional titles

- ▶ 246 Varying form of title
- ▶ 740 Uncontrolled related/analytical title

## Titles - 246

- ▶ Use for
  - Uncontrolled variants of title for *entire* item (245)
  - When collective title is lacking – variants of first title
  - Portions of title and titles from other sources such as disc or container
- ▶ Other variants go in 740
- ▶ 740 was previously used in some cases where we now use 246. You may see this on older cataloging
- ▶ First indicator: presence of note/added entry.
- ▶ Second indicator: type of title

## 246

245 00 American hardcore \$h [videorecording]  
/ #c AHC Productions, LLC ; Sony Pictures Classics ; producers, Steven Blush and Paul Rachman ; writer, Steven Blush ; director, Paul Rachman.  
246 3\_ History of American punk rock 1980-1986

## 740

- ▶ Added entry – uncontrolled related/analytical title
- ▶ Use for uncontrolled analytical titles of independent works contained within the item and for uncontrolled titles of related works external to the item

## 740

245 14 Les Boréades †h [videorecording] : †b "tragédie en musique" en five acts : posthumous opera (1764) / †c [music], Jean Philippe Rameau ; libretto attributed to Louis de Cahusac ; stage direction, Robert Carsen ; directed for video by Thomas Grimm ; a production [of] Opéra National de Paris ... [et al.].

500 \_\_ Extra feature: The triumph of love, containing interviews with Robert Carsen, William Christie, Barbara Bonney, Paul Agnew, and Laurent Nouri.

740 02 Triumph of love.

## Prescribed Sources of Information: Edition Area

### AACR2 7.0B2:

1. Chief source of information
2. Accompanying material
3. Container

## Example Edition Statements

*A MARC 250 Edition Statement Sampler:*

10<sup>th</sup> anniversary ed.  
Full screen version.  
Restored version.  
Widescreen version.  
Standard version.  
Extended version.

## “Edition” Statements As Notes

- ▶ 500\_\_ Side A is a widescreen version; side B is a full screen version, reformatted for TV.
- ▶ 500\_\_Standard version: modified to fit the screen. Widescreen version: "matted" widescreen format preserving the aspect ratio of its original theatrical exhibition enhanced for widescreen TVs.

## Series and Edition Distinctions

Edition Statements	Series Statements
250 Special edition	490 0_ Five star collection
250 Deluxe widescreen presentation	490 0_ James Bond collection
250 Widescreen version	490 0_ New line platinum series
250 Standard version	490 1_ Norton lectures ; †v 1973
	830_0 Charles Eliot Norton lectures ; †v 1973.

## Numbers & Codes

- ▶ Fixed fields/008 (selected)
- ▶ 007
- ▶ 020
- ▶ 024
- ▶ 028

## Fixed Fields- 006 & 008

- ▶ Type (Leader/06)
  - **g = Projected medium.** Filmstrips, motion pictures, slides, transparencies, videorecordings (including digital videos) and material specifically designed for overhead projection. All of the included media are intended for projection.

## Fixed Fields - Language

- ▶ Lang (008/35-37)
  - 3-character code for the language of the principal work, from <http://www.loc.gov/marc/languages/langhome.html>
- ▶ Other languages in 041
  - 1<sup>st</sup> indicator 0 = not a translation/does not include translation (consider principal work only)
  - 1<sup>st</sup> indicator 1 = is or includes a translation

## Language

- ▶ 041 subfields (selected):
  - \$a text/soundtrack or separate title
  - \$b summary or abstract
  - \$e librettos
  - \$g accompanying material other than librettos
  - \$h original primary content
  - \$j subtitles or captions
  - \$k intermediate translations (R)
  - \$m original accompanying materials other than librettos (follows the related \$b or \$g)
  - \$n original libretto (follows the related \$e)

## Language

041 1\_ eng #a fre #a spa #h eng #g eng #j fre #j spa  
#j eng  
500 Includes French and Spanish dubbed versions and subtitles in French and Spanish. Closed captioned.

## Fixed Fields

- ▶ Tmat (008/33; 006/16)
  - v (videorecording) - usually
- ▶ Tech (008/34; 006/17)
  - a Animation
  - c Animation and live action
  - l Live action. Use also if the technique is not stated explicitly and cannot be determined.
  - n Not applicable
  - u Unknown.
  - z Other.

## 007 physical description fixed field

**\$a** v (videorecording)  
**\$b** d (videodisc); f (videocassette)  
**\$d** b (black & white); c (multicolor); m (mixed)  
**\$e** b (VHS); s (Blu-ray); v (DVD)  
**\$f** a (sound on medium)  
**\$g** h (medium for sound is video tape); i (videodisc)  
**\$h** o (1/2 in.); z (other: use for videodiscs)  
**\$i** k (mixed); m (mono); s (stereo)

Example: v #b d #d c #e v #f a #g i #h z #i q

## 020 ISBN

- ▶ ISBNs are regularly found on videos. They may not be labeled as ISBN.
- ▶ Transcribe just like for books.
- ▶ Example:
  - 020 \_\_ 0792844823
  - 020 \_\_ 9780792844822
 (13-digit ISBN not present on item; generated automatically by Connexion)

## 024 other standard identifier

024 1\_ barcode  
Transcribe all 12 digits without spaces or dashes.

Example:  
024 10 027616809322

## 028 publisher number

- 1<sup>st</sup> indicator = 4 (videorecording number)  
2<sup>nd</sup> indicator = note/added entry:
- 0 No note, no added entry
  - 1 Note, added entry required
  - 2 Note, no added entry
  - 3 No note, added entry required

Example:  
028 42 908093 #b MGM Home  
Entertainment

## Dates: some basic historical factors

**Betamax** machines were first sold in **May 1975**.

**VHS** machines were first sold in **September 1977**.

**DVDs** were first made available in **March 1997**.

**Blu-ray Discs** were developed in **February 2002**.

## Dates: some basic guidelines

1. Find the publication date usually at the end of the film.
2. Cite both distribution and publication dates when they differ from each other.
3. Lacking a distribution or publication date, use copyright date.
4. Usually give original date of film in note.
5. Usually ignore packaging copyright dates in copy cataloging—but add in original input if later than the date in the 260.

## AACR2 on dates

- 7.4F1./ 1.4F. For published items give the date of publication, distribution...of the edition, revision named in the edition area...
- 7.4F2. *Optionally*, give a date of original production differing from the date of publication, distribution...of a published item in the note area.
- 7.7B9. Make notes on publication, distribution...details that are not included in the publication, distribution...area and are considered to be important.

### Dates in Field 260—and a Note on Distributors & Releasing Agencies

London : #b Decca, #c c2006.

[S.I.] : #b Distributed exclusively by Image Entertainment ; #a Santa Monica, CA : #b MGM/UA Home Video, #c c1997.

[Ann Arbor, Mich.] : #b National Educational Television and Radio Center : #b Distributed by Shar Products Co., #c c1961.

### 260: Copyright Dates

245 10 Beethoven symphonies #h [videorecording] : #b nos. 4 & 7 / #c Ludwig van Beethoven ; a production of EuroArts Music International...

260 [S.I.] : #b EuroArts, #c 2002.

518 Recorded live at the Accademia Nazionale di Santa Cecilia, Rome, February 2001.



### 260: Assumed Date of Publication

245 00 Carols from King's #h [videorecording] / #c a BBC Religion production in association with Opus Arte Media Productions.

260 [England] : #b Opus Arte, #c [2001]

### Fixed Fields: DtSt & Dates

DtSt p Dates 2001 , 1954

511 0 Choir of King's College, Cambridge ; Stephen Cleobury, director (2000 service) ; Boris Ord, director (1954 service).

520 Christmas Eve Service of carols and Bible readings at King's College, Cambridge in December 2000, plus the historic 45-minute (black and white) recording of the service in December 1954.

### Fixed Fields: DtSt & Dates

DtSt p Dates 2006 , 2004

245 10 Família Assad #h [videorecording] : #b live in Brussels : un momento de puro amor.

260 [S.I.] : #b GHA Records, #c 2006.

520 A concert filmed at the Palais des Beaux Arts de Bruxelles on October 29, 2004.

## Fixed Fields: DtSt & Dates

DtSt: p    Dates 1998 , 1964

260 New York, NY : #b MGM/CBS Home Video,  
#c 1998.

500 Originally produced as a motion picture  
in 1964.

## Dates: Comparative Points of Reference

### Different date sources

Video image  
Container  
Cassette label  
Accompanying  
material

### Different bibliographic "events"

Original production  
Release as motion  
picture  
Release as video  
Copyrights of design  
or accompanying  
material

## Physical Description Area

Prescribed source of information: any source.  
Rules in *AACR2* 7.5. cover:

1. Extent of item (7.5B.)
2. Playing time (7.5B2.)
3. Other physical details (7.5C.)
4. Dimensions (7.5D.)

## MARC 300, 538, and 500

DVD:

300 1 videodisc (ca. 146 min.) : #b sd., col./b&w ;  
#c 4 3/4 in. + #e booklet (26 p. : ill.)

538 DVD format: DVD-9 ; PAL ; 16:9 anamorphic ;  
4:3 (1954 Service) ; all regions. Sound format:  
DTS digital surround ; PCM stereo.

500 Booklet with notes in English, French, and  
German, and carol texts for the 2000 service  
laid in container.

## MARC 300, 538, and 500

DVD:

300 1 videodisc (81 min.) : #b sd., col. ; #c 4  
3/4 in.

538 DVD.

300 1 videodisc (1 hr, 44 min.) : #b sd., col. ;  
#c 4 3/4 in.

538 All region DVD.

## MARC 300 & 538

For VHS:

8 videocassettes (248 min.) : #b sd., b&w ;  
#c 1/2 in.

538 VHS format.

300 1 videocassette (54 min.) : #b sd., col. ;  
#c 1/2 in.

538 VHS format.

## RDA: Physical Description

Example: RDA

300 1 videodisc (50 min.) : \$b sound, color ; \$c 4 3/4 in.

Example: AACR2

300 1 videodisc (50 min.) : \$b sd., col. ; \$c 4 3/4 in.

## 300 Running Time

Time: 086

300 1 videodisc (86 min.)

Time: 009

300 1 videocassette (9 min.)

Verify stated running time & note any conflict:

500 Duration stated on container: 48 min.

## 5xx fields - notes

- ▶ Nature and form
  - 500 \_\_ Opera in 3 acts.
  - 500 \_\_ Rock music.
- ▶ Language
  - 546 \_\_ Sung in Italian with French and English subtitles.
  - 546 \_\_ Closed-captioned for the hearing impaired.
- ▶ Source of title proper
  - 500 \_\_ Title from cassette label.
  - 500 \_\_ Title from container.

## 5xx fields - notes

- ▶ Variations in title.
  - 500 \_\_ Title on container: South African music and its influences.
- ▶ Parallel titles and other title information:
  - 500 \_\_ Subtitle on disc: Les fleurs anglaises.

## 5xx fields - notes

- ▶ Statements of responsibility – cast, credits
  - 511 0\_ The Cavaliers Drum and Bugle Corps.
  - 508 \_\_ Produced by Cavalier Promotion, Inc. ; executive producer, Don Heitzman.
  - 511 0\_ Ivan Momirov (Gaston), Veronica Villarroel (Hélène), Federica Bragaglia (Isaure); Corps de Ballet, Orchestra and Chorus of the Teatro Carlo Felice ; Michel Plasson, conductor.
  - 508 \_\_ Set and costume design, Danilo Donati; choreography, Mauro Bigonzetti; director, Piergiogio Gay; director, Paola Longobardo.

## 5xx fields - notes

- ▶ Edition and history
  - 500 \_\_ Remake of the 1933 motion picture by the same name.
- ▶ Publication, distribution, etc. and date
  - 518 \_\_ Filmed on location in Barcelona.

### 5xx fields - notes

- ▶ Physical description
  - 538 \_\_ DVD.
  - 538 \_\_ VHS.
  - 538 \_\_ Beta.
- ▶ Accompanying material
  - 500 \_\_ Libretto inserted in container.

### 5xx fields - notes

- ▶ Audience
  - 521 8\_ MPAA rating: R, for language.
- ▶ Summary
  - 520 \_\_ Follow the Dixie Chicks, the top selling female band of all-time, through the now infamous anti-Bush comment made by the groups lead singer Natalie Maines in 2003. Follow the lives and careers of the Dixie Chicks over a period of three years ...  
*[remainder of note omitted on this slide]*

### 5xx fields - notes

- ▶ Contents
  - Essentially same as for sound recordings
  - 505 00 Candide. \$t Overture / \$r Leonard Bernstein  
--\$t He got rhythm : Hommage á George Gershwin / \$r Jean Pascal Beintus.

### Access Points & Choice of Entry

1. Identify the work for which access is to be provided.
2. Determine authorship—is it personal or multiple, or from a corporate body?
3. Select person, title, or corporate body to serve as main entry.
4. Select persons, titles, or corporate bodies to serve as added entries to provide additional access.
5. Formulate headings for persons, corporate bodies, and uniform titles, and provide references from variant forms of headings.

### Videorecordings: Main Entry

Almost always entered under title proper as works of multiple authorship.

This holds true for videorecordings that contain musical works.

### Uniform Titles and Music

Uniform titles exist in order to bring all editions of the work together.

What often complicates the process of music cataloging is the wide variety of forms and names that appear on marketed manifestations of musical works.

## Mozart's *Marriage of Figaro*

<i>Nozze di Figaro</i>	<i>Topsy-turvy day</i>
<i>Hochzeit des Figaro</i>	<i>Huwelijk van Figaro</i>
<i>Nunta lui Figaro</i>	<i>Figaro Házassága</i>
<i>Bruiloft van Figaro</i>	<i>Svad'ba Figaro</i>
<i>Bodas de Figaro</i>	<i>Figaros bröllop</i>
<i>Figaros Hochzeit</i>	<i>Zhenit'ba Figaro</i>
<i>Figarova svatba</i>	<i>Bezumný den'</i>
<i>Tolle tag</i>	<i>Noces de Figaro</i>

## 700 12: Analytic Added Entries

Mozart, Wolfgang Amadeus, #d 1756–1791. #t Nozze di Figaro.

Beethoven, Ludwig van, #d 1770–1827. #t Symphonies, #n no. 7, op. 92, #r A major.

Schubert, Franz, #d 1797–1828. #t Impromptus, #m piano #n D. 899. #n No. 2.

## Subject Headings: 6xx

- ▶ SHM: Subject Headings Manual:
  - H 2230 Visual Materials and Non-Music Sound Recordings
  - H 1913 Moving Image Genre/Form Headings

## Subject Headings: 6xx

- ▶ Genre/Form Headings at the Library of Congress
  - <http://www.loc.gov/catdir/cpso/genreformgeneral.html>
  - Information, proposals, and FAQ regarding Genre/Form Headings
- ▶ OLAC's Library of Congress Genre-Form Thesaurus (LCGFT) for Moving Images: Best Practices (12/11)
  - [http://olacinc.org/drupal/capc\\_files/LCGFTbestpractices.pdf](http://olacinc.org/drupal/capc_files/LCGFTbestpractices.pdf)

## Subject headings: 650

- ▶ 650: Topical term
    - Content of the item
    - Musical instrumentation/genre
- 245 00 Essential acoustic guitar lessons  
650 \_0 Guitar|xInstruction and study.
- 245 00 Aida  
650 \_0 Operas.

## Subject Headings: 655

- ▶ 655: Genre/form term
  - Describe what an item *is*, not what it is *about*
    - *The Texas chainsaw massacre* **is** a horror film. It receives 655 \_0 Horror films. |2 lcfgt
    - A book (or video) **about** horror films receives 650 \_0 Horror films.
  - H 1913 1b "Also assign one of the headings in the following list to each work"
    - Fiction films
    - Nonfiction films
    - Fiction television programs
    - Nonfiction television programs

## Subject Headings: 655

245 00 Essential acoustic guitar lessons  
655 \_0 Nonfiction films. |2 lcgft

245 00 Aida  
655 \_0 Nonfiction films. |2 lcgft  
(a *filmed performance, not a made-for-video production*)

## Subject headings: 655

- ▶ If appropriate, assign:
  - 655 \_0 Short films (less than 40 minutes)
  - 655 \_0 Feature films (40 minutes or longer)
- ▶ Add other genre headings as needed:
  - Educational films
  - Documentary films
  - Western films
  - For more, see:
    - LCNAF
    - LCGFT for Moving-Image Materials, Genre-Form headings list from OLAC  
<http://www.olacinc.org/drupal/?q=node/358>

## Subject headings: Accessibility

- ▶ H. 1913 1.e. (1) Hearing impaired. Assign one of two terms to moving-image works produced with captions or sign language for viewing by the hearing impaired: **Films for the hearing impaired** or **Television programs for the hearing impaired**.
  - Do not assign this term to works in one language with subtitles in another language if the subtitles are intended only as a translation, and not specifically as an aid for the hearing impaired.

## Subject headings: Accessibility

- ▶ H. 1913 1.e. (2) Visually impaired. Assign one of two terms to moving-image works with additional audio description provided for people with visual disabilities: **Films for people with visual disabilities** or **Television programs for people with visual disabilities**.

## Subject headings: Accessibility

- ▶ OLAC LCGFT for Moving Images Best Practices
- ▶ "Base accessibility form terms on the format in hand, normally video recordings, rather than the original format. **Films for the hearing impaired** and **Films for people with visual disabilities** should thus only be used when cataloging moving images in film format. **Television programs for [...]** terms would not be used at all."
  - **Video recordings for [...]** will provide the desired collocation in most cases.

# Let's Put It All Together!