Virtual AskQC Office Hours

Getting a fix on fixed field elements, part 2
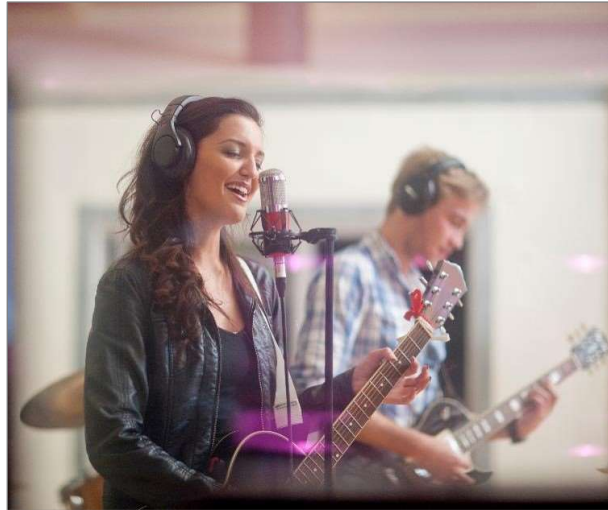
OCLC Metadata Quality

February 2022
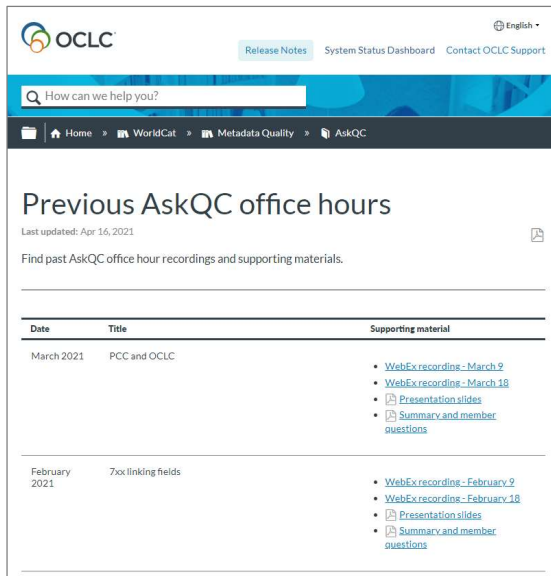
OCLC

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Virtual AskQC Office Hours: Getting a fix on fixed field elements, part 2

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Enter questions in chat to "Everyone" at any time during the presentation

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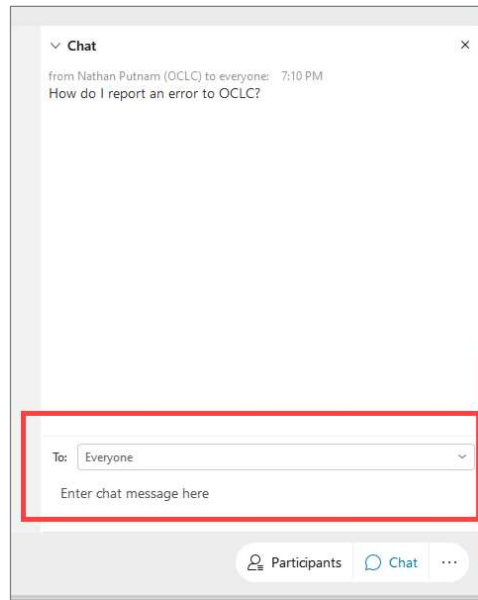Enter questions in chat to "Everyone" at any time during the presentation

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February 2022 Virtual AskQC Office Hours

Host: OCLC Metadata Quality (askqc@oclc.org)
Tuesday, February 8, 2022

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OCLC

On the call today

Charlene Morrison
Database Specialist

Cynthia Whitacre
Senior Metadata
Operations Manager

Shanna Griffith
Database Specialist

Robert Bremer
Senior Consulting
Database Specialist

Jay Weitz
Senior Consulting
Database Specialist

Virtual AskQC Office Hours: Getting a fix on fixed field elements, part 2

OCLC

Getting a fix on fixed field elements, part 2

Shanna Griffith
Database Specialist

Cynthia Whitacre
Senior Metadata
Operations Manager

Virtual AskQC Office Hours: BFAS chapter 3

OCLC

Thank you Charlene. While we are presenting part 2 today, what about part 1 you may ask.

Part 1 presented in October 2021
Go to oc.lc/askqc

October 2021	Getting a fix on fixed field elements	
	Cynthia Whitacre, Jay Weitz, Hayley Moreno, and Charlene Morrison explained usage of fixed fields common to most or all bibliographic formats, with a future presentation planned for fixed fields limited to specific formats. This presentation covered leader elements, as well as 001, 005, 006, and 008 fields, describing data such as encoding level, language codes, and dates.	• WebEx recording - October 12 • WebEx recording - October 21 • 📄 Presentation slides • Member questions

Recording and slides and member questions available

Just a reminder that if you want to get to part 1, go to the oc.lc/askqc address on the web and navigate to the October 2021 session as shown here. There you will see the recordings from both sessions presented in October, the slides, and all the questions and answers posed at those sessions.

Part 2: Elements applicable to 1-2 formats

- Covers:
  - Books
  - Continuing Resources
  - Maps
  - Computer files
  - Scores/Sound Recordings
  - Visual Materials
- MARC field 006
- MARC field 008

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Virtual AskQC Office Hours: Getting a fix on fixed field elements, part 2

OCLC

Today we'll plan to cover all the MARC fixed field elements that are used in only one or two of the bibliographic formats. We'll cover elements used in both the 008 and 006 fields. These are all the elements we did not cover in part 1, which was mentioned on the previous slide.

008/18-21, 006/01-04: Illustrations (Ills) (BKS)

Optional element

Default: 4 blanks

Blank means no illustrations

May add up to 4 one-character codes

Common codes are:

a for general illustrations

b for maps

f for plates

Not a factor in matching

Not indexed

Books	▼	Rec stat	c	Entered	20191104		Replaced
Type a	ELvl I		Srce d	Audn		Ctrl	Lan
BLvl m	Form		Conf 0	Biog		MRec	Ctry
	Cont		GPub	LitF 0		Indx 1	
Desc i	Ills a f		Fest 0	DtSt t		Dates 2020	, 2

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All of the elements for books discussed today apply to both print books and electronic books. 008/18-21 and 006/01-04 are where the codes for illustrations in books format reside. Illustrations is an optional element. The default code is four blanks, meaning no illustrations. Generally these codes correspond to information about illustrations in the 300 field. One uses "a" for any kind of illustration and may use other codes if more specific illustration information is present. I've noted 3 common codes on this slide; definitely consult the Illustrations page in Bibliographic formats and standards to see the full list of possible codes. This element and almost all the elements we are covering today are rarely coded in the 006 field. So, while those 006 positions are included on the headers of the slides, I won't be mentioning 006 coding. The illustration element is not used in matching bibliographic records and is not indexed. The example is for an edition of Grimm's Fairy tales that has 40 unnumbered color plates, so is coded for both illustrations and plates.

008/30, 006/13: Festschrift (Fest) (BKS)

Optional one-character code   Not used in matching

0 -- not a festschrift (default)   Not indexed

1 – is a festschrift

Books		Rec stat	c	Entered	20040515	Replaced	20180726212837.8
Type a	ELvl	Srce	Audn	Ctrl	Lang eng
BLvl m	Form	Conf 0	Biog	MRec	Ctry i
	Cont	GPub f	LitF 0	Indx 0
Desc a	Ills a	Fest 1	DtSt s	Dates 2003 ,

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008/30 and 006/13 is used only in the books format. This element is optional and contains coding for whether the book is or is not a festschrift. 0 is the default code and means the item is not a festschrift, with 1 being coded when the item is a festschrift. So, what is a festschrift you may ask? A festschrift is a book containing a collection of works – usually essays, but it could be short stories or research -- put together to honor an individual or a society. It may celebrate an anniversary. Festschrifts are much more commonly collected in academic libraries rather than public libraries.   The element is not used in matching records and is not indexed. The example is from a record for a Festschrift for the National Institute for Communicable Diseases of India, on its 40th annual day.

008/33, 006/16: Literary Form (LitF) (BKS)

Optional one-character code

Default: *0* meaning not fiction

Code *1* means fiction

Long list of specific codes

Not used in matching

Indexed:

- mt: material type word index
- mt= material type phrase index

Books ▼		Rec stat	c	Entered	20200131		Replaced	20210216183545.1
Type a	ELvl	Srce	Audn	Ctrl	Lang eng
BLvl m	Form o	Conf 0	Biog	MRec	Ctry nyu
	Cont b	GPub	LitF p	Indx 0	
Desc i	Ills	Fest 0	DtSt s	Dates 2020	,

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008/33 and 006/16 are for Literary form. The default for this one-character code is 0 meaning "not fiction". Notice I didn't say non-fiction. While there is a long list of possible codes, such as p for poetry and s for speeches, they are not always coded at such a granular level. Usually only 0 for not fiction or 1 for fiction are used, though you are welcome to use the others if you wish. This element is indexed in the material type indexes. The example is for a book of poems by Billy Collins, so is coded p for poetry in Literary Form.
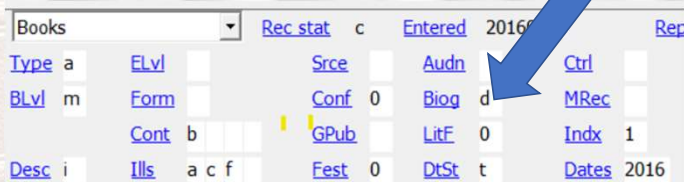
008/34, 006/17: Biography (Biog) (BKS)

Optional one-character code

Default: blank (not a biography)

Other values are *a* for autobiography, *b* for individual biography, *c* for collective biography, and *d* for contains biographical information.

Not used in matching

Indexed:

- mt: material type word index
- mt= material type phrase index

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Books			Rec stat	c	Entered	2016		Rep
Type a	ELvl		Srce		Audn		Ctrl	
BLvl m	Form		Conf	0	Biog	d	MRec	
	Cont	b	GPub		LitF	0	Indx	1
Desc i	Ills	a c f	Fest	0	DtSt	t	Dates	2016

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008/34 and 006/17 for biography used in books format only, contain a one-character optional code. The default is blank meaning the item is not a biography. Coding of a and b is usually straight-forward if you are cataloging an autobiography or the biography of an individual written by someone else. c is coded when the resource is a biography of more than one person; d is coded when there is biographical information, such as personal correspondence, but the resource itself is not a biography. Like the previous literary form element, this element is indexed in the material type indexes. Example is for a book titled My own words by Ruth Bader Ginsburg. It contains some of her speeches, as well as biographical information in the chapter introductions written by her biographers, so has a code of d for contains biographical information.

And now over to Shanna for Continuing Resources coding and other formats.

008/34, 006/17 Entry Convention (S/L) (CNR)

Mandatory, one-character code

Default: *0* (Successive entry)

Indicates whether the record is successive entry cataloging, latest entry cataloging, or integrated entry cataloging

Plays an important part in matching

S/L element is not indexed

Used in conjunction with fields 780, 785, 247, 547, and 550, depending on the code

Continuing Resources ▾		Rec stat	c	Entered	20110720		Replaced	20150830204135.2
Type a	ELvl	Srce		GPub		Ctrl		Lang eng
BLvl s	Form	Conf ∎		Freq a		MRec		Ctry dcu
S/L 0	Orig	EntW		Regl r		Alph a		
Desc	SrTp	Cont		DtSt c		Dates 2010	, 9999	

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Virtual AskQC Office Hours: Getting a fix on fixed field elements, part 2

OCLC

Thank you, Cynthia. The first group of elements I will be going over are for the Continuing Resources format.

Entry Convention is a mandatory one-character code that indicates whether the record is: successive entry, latest entry, or integrated entry cataloging.

Successive entry cataloging (value code of *0*), means a new record is created each time there is a major title change or a corporate body used as a main entry or uniform title qualifier changes. The earlier or later title or name/title is recorded on each record in a linking field 780 for Preceding Entry or field 785 for Succeeding Entry.

Latest entry cataloging (value code of *1*), means the serial record is cataloged under its latest (most recent) title or issuing body, with all former titles and/or issuing bodies given as notes in field 247 (Former Title), field 547 (Former Title Complexity Note), and field 550 (Issuing Body Note). However, the practice of latest entry cataloging for serials was abandoned with the introduction of AACR cataloging rules.

Integrated entry cataloging (value code of *2*), means the record is cataloged under its latest (most recent) title and/or responsible person or corporate body for which a new record is created only for a major change in edition, a new work, or a title merger or split. The

integrated entry cataloging value should be used for integrating resources and electronic serials that do not retain their earlier titles.

The default value is *0* for Successive entry and may be edited.

The *Entry Convention* element is not indexed; however, it does play an important part in matching.

The example on the slide shows the *Entry Convention* coded as '*0*' meaning the record follows the successive entry convention.

008/18, 006/01 Frequency (Freq) (CNR)

Optional, one-character code

Default code is a fill character "■" (No attempt to code)

Indicates the frequency of a resource or, in the case of integrating resources, updates to a resource

Freq code should agree with the *Regl* (Regularity) code

Plays no direct part in matching

Freq element is not indexed

Related to data in fields 310 and 321

Continuing Resources	▼	Rec stat	c	Entered	20020628		Replaced	20150203202915.5
Type a	ELvl	Srce		GPub		Ctrl		Lang eng
BLvl s	Form	Conf 0		Freq m		MRec		Ctry mau
S/L 0	Orig	EntW		Regl r		Alph a		
Desc a	SrTp p	Cont		DtSt d		Dates 200u	, 2006	

The *Frequency* element is an optional one-character code that indicates the frequency of a resource, or in the case of integrating resources, updates to a resource.

The default code is a fill character meaning no attempt was made to code; however, there are 19 other values to choose from such as '*a*' for annual, '*d*' for daily, '*f*' for semiannual, and '*m*' for monthly, just to name a few.

The *Frequency* code should agree with the coding of the *Regularity* element and is related to data in field 310 (Current Publication Frequency) and field 321 (Former Publication Frequency).

The element plays no direct part in matching and is not indexed.

008/19, 006/02 Regularity (Regl) (CNR)

Optional, one-character code

Default code is a fill character "▪" (No attempt to code)

Indicates the intended regularity of the continuing resource

The codes in *Freq* (Frequency) and *Regl* should agree

Plays no direct part in matching

Regl element is not indexed

Related to data in the *Freq* element and fields 310 and 321

Photo by Charisse Kenion on Unsplash

Continuing Resources	Rec stat	c	Entered	20020628		Replaced	20150203202915.5
Type a	ELvl	Srce		GPub	Ctrl		Lang eng
BLvl s	Form	Conf 0		Freq m	MRec		Ctry mau
S/L 0	Orig	EntW		Regl r	Alph a		
Desc a	SrTp p	Cont		DtSt d	Dates 200u	, 2006	

Regularity is an optional one-character code that indicates the intended regularity of the continuing resource and may be edited.

Its default code is a fill character meaning no attempt was made to code.

As previously mentioned, the *Regularity* code should agree with the code in the *Frequency* element, meaning you can't code a resource in *Frequency* as value '*m*' for monthly, but then code *Regularity* as '*u*' for unknown. This would cause validation to throw up an error because of the relationship between these two elements.

In the example shown on the slide, *Frequency* has the value '*m*' for monthly, meaning the resource is issued or updated every month, and *Regularity* has the value '*r*' for regular, meaning an intended regular publishing pattern.

As with the *Frequency* element, *Regularity* is also related to data in field 310 (Current Publication Frequency) and field 321 (Former Publication Frequency).

The element plays no direct part in matching and is not indexed.

008/21, 006/04 Type of Continuing Resource (SrTp) (CNR)

Mandatory, one-character code

Default: *blank* (None of the following)

Indicates the type of continuing resource

SrTp is not used in matching

Indexed:
- mt: Material Type Word Index
- mt= Material Type Phrase Index

Continuing Resources		Rec stat	c	Entered	20020628		Replaced	20150203202915.5
Type a	ELvl	Srce		GPub		Ctrl		Lang eng
BLvl s	Form	Conf 0		Freq m		MRec		Ctry mau
S/L 0	Orig	EntW		Regl r		Alph a		
Desc a	SrTp p	Cont		DtSt d		Dates 200u	, 2006	

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The *Type of Continuing Resource* element is a mandatory one-character code for which the value indicates the type of continuing resource.

The default is *blank* meaning the type of continuing resource is not specified by one of the other 12 available values.

The element may be edited, is not used in matching, but is indexed in both the Material Type Word and Phrase indexes.

The example on the slide shows the code value '*p*' as the *Type of Continuing Resource*, meaning the item is a periodical. Some of the other codes available include '*g*' for magazine, '*j*' for journal, and '*n*' for newspaper.

008/22, 006/05 Form of Original Item (Orig) (CNR)

One-character code

Optional for non-microform items; Required if applicable for microform items

Default: *blank* (None of the following)

Indicates the physical form in which the serial was originally published

Does not factor into matching

Orig element is not indexed

Continuing Resources		Rec stat	c	Entered	20060807		Replaced	201611
Type a	ELvl I	Srce	d	GPub		Ctrl	Lang	eng
BLvl s	Form a	Conf	0	Freq	w	MRec	Ctry	gy
S/L 0	Orig e	EntW		Regl	r	Alph	a	
Desc a	SrTp n	Cont		DtSt	c	Dates	19uu	, 9999

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Form of Original Item is a one-character code that is optional for non-microform resources but required if applicable for microform resources and indicates the physical form in which the serial was originally published.

The default code for both is *blank* meaning none of the other 10 available codes is appropriate.

This element may be edited, does not factor into matching, and is not indexed.

This example shows the code value 'e' for the *Form of Original Item*, meaning that the original item is printed in newspaper format. Other code values include '*d*' for large print, '*f*' for braille, and '*o*' for online.

008/24, 006/07 Nature of Entire Work (EntW) (CNR)
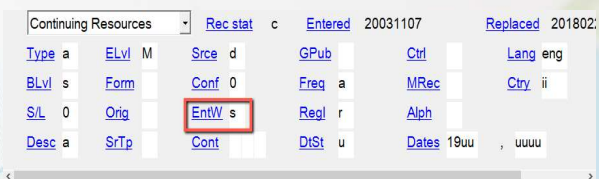
Optional, one-character code

Default: *blank* (Not specified)

Indicates the nature of an item if it consists *entirely* of a certain type of material

If considered more than one type of material, record the types in *Cont* (Nature of Contents) and leave *EntW* coded *blank*

Does not factor into matching

EntW element is not indexed

Photo by Agence Olloweb on Unsplash

Nature of Entire Work is an optional one-character code that indicates the nature of a resource if it consists entirely of a certain type of material.

If the resource is considered to consist of more than one type of material, the types should be recorded in the *Nature of Contents* element, leaving the *Nature of Entire Work* element blank.

The default is *blank* meaning that the nature of the entire resource is not specified. This element does not play a part in matching and is not indexed.

In the example on the slide, the *Nature of Entire Work* element is coded '*s*' for Statistics to show that the entire item is a collection of statistical data on a subject.

008/33, 006/16 Original Alphabet or Script of Title (Alph) (CNR)

Optional, one-character code

Default: *blank* (No original alphabet or script given/No key title)

Indicates the original alphabet or script of the title on the source item upon which the Key Title in field 222 is based

Plays no direct part in matching

Alph element is not indexed

Continuing Resources		Rec stat	c	Entered	20160812		Replaced	20180220123817.0
Type	a	ELvl		Srce		GPub		Ctrl		Lang	eng
BLvl	s	Form		Conf	0	Freq	a	MRec		Ctry	nyu
S/L	0	Orig		EntW		RegI	r	Alph	a		
Desc	i	SrTp		Cont		DtSt	c	Dates	2017	,	9999

Photo by Kerensa Pickett on Unsplash

The *Original Alphabet or Script of Title* element is a one-character code that indicates the original alphabet or script of the title on the resource upon which the Key Title in field 222 is based.

The default is *blank* meaning there is no alphabet or script for the key title in field 222; however, *blank* may also be used when there is no key title in field 222 and you choose not to code the *Original Alphabet or Script* for the cataloging title in field 245 (Title Statement).

This element may be edited, plays no direct part in matching, and is not indexed.

In this example, the *Original Alphabet or Script of Title* element is coded '*a*' for Basic Roman, meaning the title does not include special characters or diacritics.

008/25, 006/08 Type of Cartographic Material (CrTp) (MAP)

Mandatory, one-character code

Default: *a* (Single map)

Indicates the type of cartographic item being described

CrTp is not used in matching

Indexed:
- mt: Material Type Word Index
- mt= Material Type Phrase Index

Maps		Rec stat	n	Entered	20211124		Replaced	20220118090518.9
Type e	ELvl	Srce		Relf	b g	Ctrl	Lang	eng
BLvl m	Form	GPub	f	SpFm		MRec	Ctry	oru
CrTp a	Indx 1	Proj		DtSt	s	Dates	2020	,
Desc i								

Virtual AskQC Office Hours: Getting a fix on fixed field elements, part 2   OCLC

Next, we will be looking at the Fixed Field elements that apply to the Maps format.

This first one is the *Type of Cartographic Material.* It is a mandatory one-character alphabetic code that indicates the type of cartographic resource being described.

The default is '*a*' meaning the resource is a single map and may be edited.

The element does not figure into matching, but it is indexed in both the Material Type Word and Phrase Indexes.

This example shows the *Type of Cartographic Material* coded as

'*a*' for single map. Other codes include '*d*' for globe and '*e*' for atlas.

008/18, 006/01-04 Relief (Relf) (MAP)

Optional, up to four, one-character codes

Default: *Four Blanks* (No relief shown)

Indicates the relief type specified on the item

Does not factor into matching

Relf element is not indexed

Maps		Rec stat	c	Entered	20211110	Replaced	20220111160917.2
Type e	ELvl	Srce		Relf a g		Ctrl	Lang eng
BLvl m	Form	GPub f		SpFm		MRec	Ctry nmu
CrTp a	Indx 1	Proj		DtSt s		Dates 2021	,
Desc i							

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Relief is up to four, one-character alphabetic codes that indicates the relief type specified on the resource. The element is Optional and may be edited.

The default is *four blanks* meaning no relief is shown. If more than one code applies, they should be entered left-justified in order of their importance to the map. If fewer than four codes apply, the remaining positions should be left as *blank*.

Relief does not factor into matching and is not indexed.

The example here shows the *Relief* coded as '*a*' and '*g*' meaning that the relief on the resource is represented by contours and spot heights.

008/22-23, 006/05-06 Projection (Proj) (MAP)

Optional, two-character code

Default: *Two blanks* (Projection not specified)

Indicates the projection specified on the item

Plays no direct part in matching

Proj element is not indexed

Related to data in field 255 $b

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Projection is a two-character alphabetic code that indicates the projection specified on the resource and is used in tandem with the projection statement in field 255 (Cartographic Mathematical Data) subfield $b.

Coding is Optional and may be edited. The default is *two blanks* meaning no projection is specified on the resource and is also used for most globes. If the resource does not specify a projection, the element should be left as the default *blanks*.

Projection plays no direct part in matching and is not indexed.

This example shows the *Projection* coded as '*bh*' for Transverse Mercator.

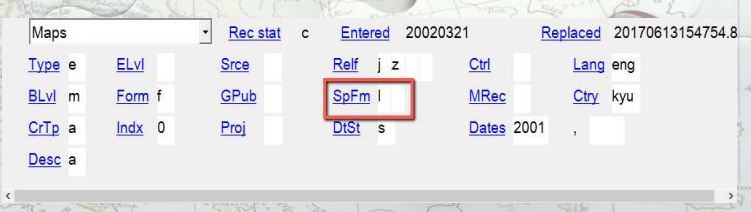## 008/33-34, 006/16-17 Special Format Characteristics (SpFm) (MAP)

Optional, up to two, one-character codes

Default: *Two blanks* (No specified special format characteristics)

Indicates the special format characteristics of a map

Does not factor into matching

SpFm element is not indexed

Maps		Rec stat	c	Entered	20020321		Replaced	20170613154754.8
Type e	ELvl	Srce		Relf j z		Ctrl	Lang eng	
BLvl m	Form f	GPub		SpFm l		MRec	Ctry kyu	
CrTp a	Indx 0	Proj		DtSt s		Dates 2001 ,		
Desc a								

Photo by British Library on Unsplash

The *Special Format Characteristics* element is up to two, one-character codes that indicate the special format characteristics of a map.

The codes should be entered in order of importance, and if more than two characteristics are appropriate to a resource, only the two most important should be recorded. However, if only one *Special Format Characteristics* code applies, that code should be entered in the first character position, leaving the second position *blank*.

The default is *two blanks* meaning the resource is a regular print map.

The element is optional and may be edited.

It does not play a direct part in matching, and it is not indexed.

The example on the slide shows the *Special Format Characteristics* coded as '*l*' meaning the resource is a puzzle.

008/26, 006/09 Type of Computer File (File) (COM)

Optional, one-character code

Default: *u* (Unknown)

Indicates the type of computer file

File is not used in matching

Indexed:
- mt: Material Type Word Index
- mt= Material Type Phrase Index

Computer Files		Rec stat	c	Entered	20101115		Replaced	20211201171315.7
Type m	ELvl	Srce	Audn	Ctrl		Lang eng	
BLvl m	Form q	GPub		MRec		Ctry nyu	
Desc i	File g		DtSt t	Dates 2010	, 2010		

Photo by Branden Skeli on Unsplash

Virtual AskQC Office Hours: Getting a fix on fixed field elements, part 2

OCLC

The last element I will be going over is valid only for the Computer File format.

Type of Computer File is a one-character alphabetic code that indicates the type of computer file. Such a file is a body of information or instructions encoded so that it requires the use of a computer or related machine to be properly interpreted.

The element is Optional and may be edited.

The default code is 'u' meaning the type of file is unknown. More specific information about the file may be described in textual form in field 516 (Type of Computer File or Data Note).

This element is not used in matching, but it is indexed in the Material Type Word and Phrase Indexes.

The example on the slide shows the *File* element coded as '*g*' for game, meaning that the file is for recreational or educational use.

Now, I will pass it back to Cynthia to go over the elements for Sound Recordings and a couple other formats.

008/18-19, 006/01-02: Form of Composition (Comp) (REC/SCO)

008/18-19 is the Form of Composition abbreviated Comp in the Connexion display. This is the first element we'll consider for Sound Recordings and Scores. While OCLC often talks about Sound Recordings and Scores as two different formats, within the MARC world, the two of these combined is considered the MUSIC format. So, we'll be talking about scores and sound recordings together today. The form of composition code is used for both scores and sound recordings. Note that "nn" is coded for non-musical sound recordings. The default is "uu" meaning unknown, so you will likely need to edit this code when cataloging a score or sound recording. There are dozens of possible values, so please use the documentation and look up the appropriate value. I've listed a few on this slide. This element is indexed in the musical composition index. The example shows the code mu, which is for multiple forms, as this is a collection of songs in different styles of music.

008/20, 006/03: Format of Music (FMus) (REC/SCO)

System supplied default code *n* for sound recordings

Optional one character code for scores

Default for scores: *u* (unknown)

Full score = *a*

Vocal score = *k*

Study score = *b*

This element is not used in matching.

Not indexed.

Scores ▾	Rec stat	c	Entered	20180111	Replaced	202201160902
Type c	ELvl I	Srce	d	Audn	Ctrl	Lang eng
BLvl m	Form	Comp fm	AccM	MRec	Ctry enk
	Part	TrAr b			
Desc i	FMus a	LTxt n	DtSt r	Dates 2017 , 2003	

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The Format of Music code in 008/20 is for scores and not for sound recordings. Therefore, all sound recordings will be coded "n" for not applicable. There are over a dozen possible codes for scores, so please read the definitions in BFAS if you are coding this for a score. I've listed a few of them on the slide, with a for full score being quite commonly correct.   The element is not used in matching and is not indexed. The example shows coding for a full score.

008/21, 006/04: Music Parts (Part) (REC/SCO)

Once again, this field is applicable only to scores, so it is coded n for not applicable for sound recordings. For scores, the default is blank, since often there are no parts. But when the score has multiple parts, or only consists of parts, you will want to code this. I've listed most of the possible codes on the slide, but be sure to consult the definitions when you start coding this element. The presence or absence of parts in the 300 field is a factor in matching, but this particular element in the 008 field is not a factor in matching. The element is not indexed.

The example is for a string quartet with the 300 field stating 1 score plus 4 parts. So, the Music Parts element is coded e which means "instrumental parts are present in the item being cataloged". The title of this score is "The blue horse walks on the horizon: for string quartet", which I thought was an amusing title.

008/24-29, 006/07-12: Accompanying Matter (AccM) (REC/SCO)

Optional coding for up to 6 codes

Default is all blanks

Record multiple codes in alphabetical order

Discography = *a*

Bibliography = *b*

Libretto or text = *d*

Biography of composer = *e*

Biography of performer = *f*

Not a factor in matching

Not indexed

Sound Recordings		Rec stat	c	Entered	20201008		Replaced	202106
Type j	ELvl	Srce	d	Audn		Ctrl	Lang	mul
BLvl m	Form	Comp	mu	AccM d h		MRec	Ctry	it
	Part n	TrAr	n				
Desc i	FMus n	LTxt		DtSt	s		Dates	2020 ,

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This code is similar to the Nature of Contents code used for Books and Continuing Resources. While this is optional code, you may record up to six one-character codes in alphabetical order. There are over a dozen possible codes, so please read the definitions carefully. The default is blank for all 6 positions; blank means no accompanying matter. I've listed some of the choices on the slide, such as d for an accompanying libretto or text, which would typically be the words to the music on a sound recording.   This is not a factor in matching and it is not indexed. The example is from a CD called Believe, a collection of songs sung by Andrea Bocelli. It shows the code d for accompanying text and h for technical information on the music. These are in the form of a container insert.

008/30-31, 006/13-14: Literary Text for Sound Recordings (LTxt) (REC/SCO)

Two one-character codes

System supplied default of *n* and blank for scores

Optional for sound recordings with default of 2 blanks

Fiction = *f*

Essays = *e*

History = *h*

Interviews = *t*

Not a factor in matching

Indexed:

- mt: Material Type Word Index
- mt= Material Type Phrase Index

Sound Recordings		Rec stat	c	Entered	20211014		Replaced	20220127185837.7
Type i	ELvl I	Srce	d	Audn		Ctrl	Lang	eng
BLvl m	Form	Comp	nn	AccM		MRec	Ctry	nyu
	Part n	TrAr	n					
Desc i	FMus n	LTxt	b	DtSt t			Dates 2021 , 2021	

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This element of Literary Text applies only to Spoken word Sound recordings. It consists of a 1 or 2 one-character codes. There is a system supplied value of n and blank for scores with n meaning not applicable. For musical sound recordings, the correct code is 2 blanks, signifying that this is not a spoken word sound recording. These 2 blanks are the default code for sound recordings. The purpose of this code is to characterize the content of the spoken recording. There are over a dozen codes available, and you may use up to 2. So, if you have a biography that also includes an interview, you could have codes b & t. The example is for Cokie; a life well lived /by Steven Roberts. It is a biography of Cokie Roberts written and read by her husband; it is coded b for biography.

008/33-006/16: Transposition and Arrangement (TrAr) (REC/SCO)

System supplied default code *n* for sound recordings

Optional one character code for scores

Default for scores: blank

Transposition = *a*

Arrangement = *b*

Both transposed and arranged = *c*

Not a factor in matching

Not indexed

Scores			Rec stat	c	Entered	20180111		Replaced
Type c	ELvl I		Srce	d	Audn		Ctrl	Lan
BLvl m	Form		Comp	fm	AccM		MRec	Ctry
	Part		TrAr	b				
Desc i	FMus a		LTxt	n	DtSt r		Dates 2017 , 2

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31   February 2022   Virtual AskQC Office Hours: Getting a fix on fixed field elements, part 2   OCLC

The Transposition and Arrangement element in 008/33 applies only to scores, so the one-character code of n for not applicable is system supplied for sound recordings. The default is blank for scores, meaning it is not an arrangement or transposition to a different key or pitch. I've listed the 3 values for this coding; u for unknown is also a valid code. The example shows a score that is an arrangement rather than the original composition.

008/33, 006/16: Type of Visual Material (TMat) (VIS)

Mandatory one-character code

Default code is a fill character "■"

Videorecording = *v*

Flash card = *o*

Art original = *a*

Slide = *s*

Toy = *w*

Kit = *b*

May factor into matching

Indexed:

- mt: Material Type Word Index

- mt= Material Type Phrase Index

Visual Materials		Rec stat	c	Entered	20180112		Replaced	20210128192143.5
Type r	ELvl	Srce	d	Audn j		Ctrl	Lang	zxx
BLvl m	Form	GPub		Time n n n		MRec	Ctry	enk
Desc i	TMat w	Tech	n	DtSt s		Dates 2017	,	

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Moving on from the music formats, we come to 2 elements for visual materials. The Type of Visual Material coding in 008/33 may factor into matching decisions. For example, one could have both a motion picture and a videorecording with the same title, so coding this element correctly is important. When you are cataloging online, OCLC forces you to code this element by supplying a fill character as the default value in the blank workform. With over a dozen codes possible, please read the definitions carefully when you first start cataloging visual materials. I've listed some of the codes. This element is indexed in the material type indexes. The example, showing "w" for a toy, is for a Brontosaurus hand puppet.

008/34, 006/17: Technique (Tech) (VIS)

Optional one-character code

Used for motion pictures & videorecordings

Default: *n*

Animation = *a*

Live action = *l*

Animation & live action = *c*

Other = *z*

Not a factor in matching

Indexed:

- mt: Material Type Word Index
- mt= Material Type Phrase Index

Visual Materials		Rec stat	c	Entered	20190204
Type g	ELvl M	Srce d	Audn	Ctrl	
BLvl m	Form	GPub	Time 1 3 0	MRec	
Desc i	TMat v	Tech l	DtSt s	Dates 2019	

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The last element we'll cover today is Technique in the 008/34 position. This is an optional one-character code with the default of n for not applicable. It is only used in the visual materials format for motion pictures and videorecordings to code the technique used to create motion. Some of the possible codes are listed, such as the letter L for live action. Please read the definitions when you start to apply these in cataloging. The example is for a videorecording on DVD that uses live action, so is coded L.

And now back to Charlene where we'll take questions.

Part 1 presented in October 2021
Go to oc.lc/askqc

October 2021

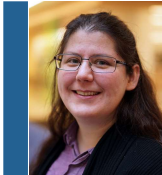**Getting a fix on fixed field elements**

Cynthia Whitacre, Jay Weitz, Hayley Moreno, and Charlene Morrison explained usage of fixed fields common to most or all bibliographic formats, with a future presentation planned for fixed fields limited to specific formats. This presentation covered leader elements, as well as 001, 005, 006, and 008 fields, describing data such as encoding level, language codes, and dates.

- WebEx recording - October 12
- WebEx recording - October 21
- Presentation slides
- Member questions

Recording and slides and member questions available

Just a reminder that if you want to get to part 1, go to the oc.lc/askqc address on the web and navigate to the October 2021 session as shown here. There you will see the recordings from both sessions presented in October, the slides, and all the questions and answers posed at those sessions.

On the call today

Charlene Morrison
Database Specialist

Cynthia Whitacre
Senior Metadata
Operations Manager

Shanna Griffith
Database Specialist

Robert Bremer
Senior Consulting
Database Specialist

Jay Weitz
Senior Consulting
Database Specialist

Thank you!

March Virtual AskQC Office Hours
Bibliographic Formats & Standards
chapter 3: a deep dive

Tuesday, 8 Mar. at 10:00 AM Eastern
Thursday, 17 Mar. at 4:00 PM Eastern

**Registration and session links
available at oc.lc/askqc**

Send cataloging policy questions at
any time to askqc@oclc.org

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