

To: Joint Steering Committee for Development of RDA  
From: Judith A. Kuhagen, Secretary, JSC  
Subject: Note on Manifestation and Item

The text below reflects the decisions made by the Joint Steering Committee during its November 2013 meeting and in email discussion after the meeting. This document was revised March 24, 2014 to add a change for 2.6.3.3, to add information about unchanged examples in 2.10.4.3, and to add punctuation in 2.17.2.3.

Additional changes from 6JSC/LC/24/Sec final were included in this document for 2.7.4.3, 2.8.4.3, 2.9.4.3, and 2.10.4.3. Additional changes from 6JSC/LC/25/rev/Sec final were included in this document for 2.7.6.3, 2.8.6.3, 2.9.6.3, 2.10.6.3, and 2.11.1.3.

**1.7.5 Symbols**

*[instruction unchanged except for 2<sup>nd</sup> paragraph below]*

Make an explanatory note if necessary (see 2.17).

=====

**1.7.9 Inaccuracies**

*[instruction unchanged except for 2<sup>nd</sup> paragraph below]*

Make a note correcting the inaccuracy if considered important for identification or access (see 2.17).

=====

**2.1.2.3 Resource Issued in More Than One Part**

*[instruction unchanged except for 2<sup>nd</sup> paragraph below]*

If the identification of a resource with ordered parts is not based on the first issue or part, make a note identifying the issue or part used as the basis for identification of the resource (see 2.17.13.3).

=====

**2.1.2.4 Integrating Resource**

*[instruction unchanged except for 3<sup>rd</sup> paragraph below]*

Make a note identifying the latest iteration consulted in making the description (see 2.17.13.4).

=====

#### **2.2.4 Other Sources of Information**

*[instruction unchanged except for 2<sup>nd</sup> paragraph below]*

When instructions specify transcription, indicate that the information is supplied from a source outside the resource itself:

by means of a note (see 2.17)

**or**

by some other means (e.g., through coding or the use of square brackets).

=====

#### **2.3.1.4 Recording Titles**

*[instruction unchanged except for 2<sup>nd</sup> paragraph of exceptions below]*

**Inaccuracies.** For a serial or an integrating resource, correct obvious typographic errors in the title proper. Make a note recording the title as it appears on the source of information (see 2.17.2.4). In case of doubt about whether the spelling of a word is incorrect, transcribe the spelling as found. Record as a variant title (see 2.3.6) the title of a serial or an integrating resource as it appears on the source of information, if considered important for access.

=====

#### **2.3.2.2 Sources of Information**

*[instruction unchanged except for 3<sup>rd</sup> paragraph below]*

Make a note on the source of the title proper, if required (see 2.17.2.3).

=====

#### **2.3.2.10 Resource with No Title**

*[instruction unchanged except for 2<sup>nd</sup> paragraph below]*

Make a note to indicate the source of the title proper (see 2.17.2.3).

=====

#### **2.3.2.11 Recording Devised Titles**

*[instruction unchanged except for 4<sup>th</sup> paragraph below]*

If the resource is a type that would normally have identifying information (e.g., a published book), make a note to indicate that the title has been devised (see 2.17.2.3).

=====

### **2.3.3.3 Recording Parallel Titles Proper**

*[instruction unchanged except for last paragraph below]*

If a parallel title proper is taken from a different source than the title proper, and that fact is considered important for identification, make a note on the source (see 2.17.2.3).

=====

### **2.3.3.5.1 Multipart Monographs**

*[instruction unchanged except for last paragraph below]*

If a parallel title proper is deleted on a subsequent part, make a note on the deletion if considered important for identification or access (see 2.17.2.4).

=====

### **2.3.3.5.2 Serials**

*[instruction unchanged except for last paragraph below]*

If a parallel title proper is deleted on a subsequent issue or part, make a note on the deletion if considered important for identification or access (see 2.17.2.4).

=====

### **2.3.4.7.1 Multipart Monographs**

*[instruction unchanged except for last paragraph below]*

If other title information that was recorded is then deleted on a subsequent part, make a note on the deletion (see 2.17.2.4).

=====

### **2.3.4.7.2 Serials**

*[instruction unchanged except for last paragraph below]*

If other title information that was recorded is then deleted on a subsequent issue or part, make a note on the deletion (see 2.17.2.4).

=====

#### **2.3.5.4.1 Multipart Monographs**

*[instruction unchanged except for last paragraph below]*

If parallel other title information that was recorded is then deleted on a subsequent part, make a note on the deletion (see 2.17.2.4).

=====

#### **2.3.5.4.2 Serials**

*[instruction unchanged except for last paragraph below]*

If parallel other title information that was recorded is then deleted on a subsequent issue or part, make a note on the deletion (see 2.17.2.4).

=====

#### **2.3.6.3 Recording Variant Titles**

*[instruction unchanged except for last paragraph below]*

Make a note on the source or basis for the variant title (see 2.17.2.3) if considered important for identification or access.

=====

#### **2.3.7.3 Recording Earlier Titles Proper**

*[1<sup>st</sup>-2<sup>nd</sup> paragraphs and examples unchanged]*

Make a note on the publication dates to which the earlier title proper applies (see 2.17.2.3). For online resources, instead of a note on publication dates, make a note on the date the earlier title proper was viewed (see 2.17.13.5).

##### **Alternative**

If the changes have been numerous, make a general note (see 2.17.2.4).

=====

#### **2.3.8.3 Recording Later Titles Proper**

[1<sup>st</sup>-3<sup>rd</sup> paragraphs and examples unchanged]

Make a note on the numbering or publication dates to which the change in the title proper applies (see 2.17.2.3).

**Alternative**

If the changes have been numerous, make a general note (see 2.17.2.4).

=====

**2.4.1.10.1 Multipart Monographs**

Make a note (see 2.17.3.6.1) if:

a statement of responsibility is added, deleted, or changed on a subsequent part of a multipart monograph

**and**

the addition, deletion, or change is considered important for identification or access.

=====

**2.4.1.10.2 Serials**

Make a note (see 2.17.3.6.2) if:

a statement of responsibility is added, deleted, or changed on a subsequent issue or part of a serial

**and**

the addition, deletion, or change does not require a new description (see 1.6.2)

**and**

the change is considered important for identification or access.

=====

**2.4.1.10.3 Integrating Resources**

[1<sup>st</sup> paragraph unchanged]

Make a note giving the earlier statement of responsibility (see 2.17.3.6.3) if the earlier statement is considered important for identification or access.

If a statement of responsibility is deleted on a subsequent iteration, delete the statement of responsibility to reflect the current iteration. Make a note on the deletion if considered important for identification or access (see 2.17.3.6.3).

=====

#### **2.5.1.5 Edition Statements Relating to Issues or Parts**

[1<sup>st</sup> paragraph unchanged]

Make a note giving edition statements relating to issues or parts if considered important for identification (see 2.17.4.3).

=====

#### **2.5.1.6.1 Multipart Monographs**

Make a note (see 2.17.4.5.1) if:

edition statements differ from one part of a multipart monograph to another

**and**

the difference is considered important for identification or access.

=====

#### **2.5.1.6.2 Serials**

Make a note (see 2.17.4.5.2) if:

an edition statement is added, deleted, or changed on a subsequent issue or part of a serial

**and**

the change is considered important for identification or access.

=====

#### **2.5.1.6.3 Integrating Resources**

[1<sup>st</sup> paragraph unchanged]

If the earlier edition statement is considered important for identification or access, make a note giving the earlier statement (see 2.17.4.5.3).

=====

#### **2.5.2.5 Statements Indicating Regular Revision or Numbering**

For serials and integrating resources, record statements indicating regular revision as a note on frequency (see 2.17.12) (e.g., *Revised edition issued every 6 months, Frequently updated*).

[2<sup>nd</sup> paragraph unchanged]

=====

#### **2.6.1.4 Recording Numbering of Serials**

*[instruction unchanged except for next-to-last paragraph below]*

Makes notes on variations in designations (see 2.17.5.4) if:  
there are variations in designations that do not constitute a new sequence  
**and**  
the variations are considered important for identification.

=====

### **2.6.2.3 Recording Numeric and/or Alphabetic Designation of First Issue or Part of Sequence**

*[instruction unchanged except for paragraph in alternative below]*

#### **Alternative**

Make a note on the numbering of the first issue or part of the sequence (see 2.17.5.3).

=====

### **2.6.3.3 Recording Chronological Designation of First Issue or Part of Sequence**

*[instruction unchanged except for paragraph in alternative below]*

#### **Alternative**

Make a note on the numbering of the first issue or part of the sequence (see 2.17.5.3).

=====

### **2.6.4.3 Recording Numeric and/or Alphabetic Designation of Last Issue or Part of Sequence**

*[instruction unchanged except for paragraph in alternative below]*

#### **Alternative**

Make a note on the numbering of the last issue or part of the sequence (see 2.17.5.3).

=====

### **2.6.5.3 Recording Chronological Designation of Last Issue or Part of Sequence**

*[instruction unchanged except for paragraph in alternative below]*

#### **Alternative**

Make a note on the numbering of the last issue or part of the sequence (see 2.17.5.3).

=====

#### 2.7.1.5.1 Multipart Monographs

Make a note (see 2.17.6.4.1) if:

the place of production changes on a subsequent part of a multipart monograph

**and**

the change is considered important for identification or access.

If the change is only in the presentation of the place name, make a note if the change is considered important for identification.

##### **Alternative**

If the changes have been numerous, make a general note (see 2.17.6.4.1).

Make a note (see 2.17.6.4.1) if:

a producer's name changes or a different producer is named on a subsequent part of a multipart monograph

**and**

the change is considered important for identification or access.

If the change is only in the presentation of the name, make a note if the change is considered important for identification.

##### **Alternative**

If the changes have been numerous, make a general note (see 2.17.6.4.1).

=====

#### 2.7.1.5.2 Serials

Make a note (see 2.17.6.4.2) if:

the place of production changes on a later issue or part of a serial

**and**

the change is considered important for identification or access.

If the change is only in the presentation of the place name, make a note if the change is considered important for identification.

##### **Alternative**

If the changes have been numerous, make a general note (see 2.17.6.4.2).

Make a note (see 2.17.6.4.2) if:



a producer's name changes or a different producer is named on a later issue or part of a serial

**and**

the change is considered important for identification or access.

If the change is only in the presentation of the name, make a note if the change is considered important for identification.

**Alternative**

If the changes have been numerous, make a general note (see 2.17.6.4.2).

=====

**2.7.1.5.3 Integrating Resources**

Change the place of production to reflect the current iteration of an integrating resource. Make a note on the earlier place if considered important for identification or access (see 2.17.6.4.3).

Change the producer's name to reflect the current iteration of an integrating resource. Make a note on any earlier name if considered important for identification or access (see 2.17.6.4.3).

**Alternative**

If the changes have been numerous, make a general note (see 2.17.6.4.3).

=====

**2.7.2.3 Recording Place of Production**

*[instruction unchanged except for last paragraph below]*

If the place name as transcribed is known to be fictitious, or requires clarification, make a note giving the actual place name, etc. (see 2.17.6.3).

=====

**2.7.4.3 Recording Producers' Names**

*[1<sup>st</sup> paragraph unchanged]*

**Optional Omission**

Omit levels in a corporate hierarchy that are not required to identify the producer. Do not use a mark of omission (...) to indicate such an omission.

If the name as transcribed is known to be fictitious, or requires clarification, make a note giving the actual name, etc. (see 2.17.6.3).

For instructions on recording the relationship to the producer of an unpublished resource, see 21.2.

=====

### **2.7.6.3 Recording Date of Production**

*[1<sup>st</sup> paragraph, its example box, and the Optional addition unchanged]*

If the date as it appears on the resource is represented in different calendars, record the dates in the order indicated by the sequence, layout, or typography of the dates on the source of information.

If the date as it appears in the resource is known to be fictitious or incorrect, make a note giving the actual date (see 2.17.6.3).

=====

### **2.7.6.4 Chronograms**

*[instruction unchanged except for last paragraph of alternative below]*

Make a note giving the chronogram if considered important for identification (see 2.17.6.3).

=====

### **2.8.1.5.1 Multipart Monographs**

Make a note (see 2.17.7.5.1) if:

the place of publication changes on a subsequent part of a multipart monograph

**and**

the change is considered important for identification or access.

If the change is only in the presentation of the place name, make a note if the change is considered important for identification.

#### **Alternative**

If the changes have been numerous, make a general note (see 2.17.7.5.1).

Make a note (see 2.17.7.5.1) if:

a publisher's name changes, or if a different publisher is named on a subsequent part of a multipart monograph

*and*

the change is considered important for identification or access.

If the change is only in the presentation of the name, make a note if the change is considered important for identification.

**Alternative**

If the changes have been numerous, make a general note (see 2.17.7.5.1).

=====

**2.8.1.5.2 Serials**

Make a note (see 2.17.7.5.2) if:

the place of publication changes on a later issue or part of a serial

*and*

the change is considered important for identification or access.

If the change is only in the presentation of the place name, make a note if the change is considered important for identification.

**Alternative**

If the changes have been numerous, make a general note (see 2.17.7.5.2).

Make a note (see 2.17.7.5.2) if:

a publisher's name changes, or if a different publisher is named on a later issue or part of a serial

*and*

the change is considered important for identification or access.

If the change is only in the presentation of the name, make a note if the change is considered important for identification.

**Alternative**

If the changes have been numerous, make a general note (see 2.17.7.5.2).

=====

**2.8.1.5.3 Integrating Resources**

Change the place of publication to reflect the current iteration of an integrating resource. Make a note on the earlier place if considered important for identification or access (see 2.17.7.5.3).

Change the publisher's name to reflect the current iteration of an integrating resource. Make a note on any earlier name if considered important for identification or access (see 2.17.7.5.3).

#### **Alternative**

If the changes have been numerous, make a general note (see 2.17.7.5.3).

=====

### **2.8.2.3 Recording Place of Publication**

*[instruction unchanged except for last paragraph below]*

If the place name as transcribed is known to be fictitious, or requires clarification, make a note giving the actual place name, etc. (see 2.17.7.3).

=====

### **2.8.4.3 Recording Publishers' Names**

Record the publisher's name by applying the basic instructions at 2.8.1.

*[examples unchanged]*

#### **Optional Omission**

Omit levels in a corporate hierarchy that are not required to identify the publisher. Do not use a mark of omission (...) to indicate such an omission.

If the name as transcribed is known to be fictitious, or requires clarification, make a note giving the actual name, etc. (see 2.17.7.3).

For instructions on recording the relationship to the publisher, see 21.3.

=====

### **2.8.6.3 Recording Date of Publication**

*[1<sup>st</sup> paragraph, its example box, the Optional addition, and its example box unchanged]*

If the date as it appears on the resource is represented in different calendars, record the dates in the order indicated by the sequence, layout, or typography of the dates on the source of information.

EXAMPLE

5772  
2012

**Date of publication appears in both the Jewish and Gregorian calendars**

1377 H.Sh.  
1419 H.Q.

**Date of publication appears in both the Hijri Shamsi (solar) and Hijri Qamari (lunar) calendars. Source of information reads: 1377 H.Sh. 1419 H.Q.**

2485 BE  
1942

**Date of publication appears in both the Thai (Buddhist Era) and Gregorian calendars. Source of information reads: 2485 BE, 1942**

If the date as it appears in the resource is known to be fictitious or incorrect, make a note giving the actual date (see 2.17.7.3).

=====

#### **2.8.6.4 Chronograms**

*[instruction unchanged except for last paragraph of alternative below]*

Make a note giving the chronogram, if considered important for identification (see 2.17.7.3).

=====

#### **2.9.1.5.1 Multipart Monographs**

Make a note (see 2.17.8.4.1) if:

the place of distribution changes on a subsequent part of a multipart monograph

**and**

the change is considered important for identification or access.

If the change is only in the presentation of the place name, make a note if the change is considered important for identification.

#### **Alternative**

If the changes have been numerous, make a general note (see 2.17.8.4.1).

Make a note (see 2.17.8.4.1) if:

a distributor's name changes, or if a different distributor is named on a subsequent part of a multipart monograph

**and**

the change is considered important for identification or access.

If the change is only in the presentation of the name, make a note if the change is considered important for identification.

**Alternative**

If the changes have been numerous, make a general note (see 2.17.8.4.1).

=====

**2.9.1.5.2 Serials**

Make a note (see 2.17.8.4.2) if:

the place of distribution changes on a later issue or part of a serial

**and**

the change is considered important for identification or access.

If the change is only in the presentation of the place name, make a note if the change is considered important for identification.

**Alternative**

If the changes have been numerous, make a general note (see 2.17.8.4.2).

Make a note (see 2.17.8.4.2) if:

a distributor's name changes, or if a different distributor is named on a later issue or part of a serial

**and**

the change is considered important for identification or access.

If the change is only in the presentation of the name, make a note if the change is considered important for identification.

**Alternative**

If the changes have been numerous, make a general note (see 2.17.8.4.2).

=====

**2.9.1.5.3 Integrating Resources**

Change the place of distribution to reflect the current iteration of an integrating resource. Make a note on the earlier place if considered important for identification or access (see 2.17.8.4.3).

Change the distributor's name to reflect the current iteration of an integrating resource. Make a note on any earlier name if considered important for identification or access (see 2.17.8.4.3).

**Alternative**

If the changes have been numerous, make a general note (see 2.17.8.4.3).

=====

**2.9.2.3 Recording Place of Distribution**

*[instruction unchanged except for last paragraph below]*

If the place name as transcribed is known to be fictitious, or requires clarification, make a note giving the actual place name, etc. (see 2.17.8.3).

=====

**2.9.4.3 Recording Distributors' Names**

Record the distributor's name by applying the basic instructions at 2.9.1.

*[examples unchanged]*

**Optional Omission**

Omit levels in a corporate hierarchy that are not required to identify the distributor. Do not use a mark of omission (...) to indicate such an omission.

If the name as transcribed is known to be fictitious, or requires clarification, make a note giving the actual name, etc. (see 2.17.8.3).

For instructions on recording the relationship to the distributor, see 21.4.

=====

**2.9.6.3 Recording Date of Distribution**

*[1<sup>st</sup> paragraph, its example box, and the Optional addition unchanged]*

If the date as it appears on the resource is represented in different calendars, record the dates in the order indicated by the sequence, layout, or typography of the dates on the source of information.

If the date as it appears in the resource is known to be fictitious or incorrect, make a note giving the actual date (see 2.17.8.3).

=====

#### 2.9.6.4 Chronograms

*[instruction unchanged except for last paragraph of alternative below]*

Make a note giving the chronogram, if considered important for identification (see 2.17.8.3).

=====

#### 2.10.1.5.1 Multipart Monographs

Make a note (see 2.17.9.4.1) if:

the place of manufacture changes on a subsequent part of a multipart monograph

**and**

the change is considered important for identification or access.

If the change is only in the presentation of the place name, make a note if the change is considered important for identification.

##### **Alternative**

If the changes have been numerous, make a general note (see 2.17.9.4.1).

Make a note (see 2.17.9.4.1) if:

a manufacturer's name changes, or if a different manufacturer is named on a subsequent part of a multipart monograph

**and**

the change is considered important for identification or access.

If the change is only in the presentation of the name, make a note if the change is considered important for identification.

##### **Alternative**

If the changes have been numerous, make a general note (see 2.17.9.4.1).

=====

#### 2.10.1.5.2 Serials

Make a note (see 2.17.9.4.2) if:

the place of manufacture changes on a later issue or part of a serial

**and**

the change is considered important for identification or access.



If the change is only in the presentation of the place name, make a note if the change is considered important for identification.

**Alternative**

If the changes have been numerous, make a general note (see 2.17.9.4.2).

Make a note (see 2.17.9.4.2) if:

a manufacturer's name changes, or if a different manufacturer is named on a later issue or part of a serial

**and**

the change is considered important for identification or access.

If the change is only in the presentation of the name, make a note if the change is considered important for identification.

**Alternative**

If the changes have been numerous, make a general note (see 2.17.9.4.2).

=====

**2.10.1.5.3 Integrating Resources**

Change the place of manufacture to reflect the current iteration of an integrating resource. Make a note on the earlier place if considered important for identification or access (see 2.17.9.4.3).

Change the manufacturer's name to reflect the current iteration of an integrating resource. Make a note on any earlier name if considered important for identification or access (see 2.17.9.4.3).

**Alternative**

If the changes have been numerous, make a general note (see 2.17.9.4.3).

=====

**2.10.2.3 Recording Place of Manufacture**

*[instruction unchanged except for last paragraph below]*

If the place name as transcribed is known to be fictitious, or requires clarification, make a note giving the actual place name, etc. (see 2.17.9.3).

=====

### 2.10.4.3 Recording Manufacturers' Names

Record the manufacturer's name by applying the basic instruction at 2.10.1.

*[examples unchanged]*

#### **Optional Omission**

Omit levels in a corporate hierarchy that are not required to identify the manufacturer. Do not use a mark of omission (...) to indicate such an omission.

If the name as transcribed is known to be fictitious, or requires clarification, make a note giving the actual name, etc. (see 2.17.9.3).

For instructions on recording the relationship to the manufacturer, see 21.5.

=====

### 2.10.6.3 Recording Date of Manufacture

*[1<sup>st</sup> paragraph, its example box, and the Optional addition unchanged]*

If the date as it appears on the resource is represented in different calendars, record the dates in the order indicated by the sequence, layout, or typography of the dates on the source of information.

If the date as it appears in the resource is known to be fictitious or incorrect, make a note giving the actual date (see 2.17.9.3).

=====

### 2.10.6.4 Chronograms

*[instruction unchanged except for last paragraph of alternative below]*

Make a note giving the chronogram, if considered important for identification (see 2.17.9.3).

=====

### 2.11.1.3 Recording Copyright Dates

*[1<sup>st</sup> paragraph, 2<sup>nd</sup> paragraph, and its examples unchanged]*

**Optional Addition**

If the date as it appears on the resource is not of the Gregorian or Julian calendar, add the corresponding date or dates of the Gregorian or Julian calendar. Indicate that the information was taken from a source outside the resource itself (see 2.2.4).

EXAMPLE

©2556 [2013]

**Copyright date appears in Buddhist calendar on the source of information**

If the date as it appears on the resource is represented in different calendars, record the dates in the order indicated by the sequence, layout, or typography of the dates on the source of information.

If the resource has multiple copyright dates that apply to various aspects (e.g., text, sound, graphics), record any that are considered important for identification or selection.

*[examples unchanged]*

*[paragraph preceding optional addition unchanged]*

**Optional Addition**

Make a note giving the other copyright dates (see 2.17.10.3) or record the other dates as copyright dates of related manifestations (see 27.1).

=====

**2.12.1.5 Resource in More Than One Series**

*[instruction unchanged except for last paragraph below]*

*If:*

parts of the resource belong to different series

*and*

the relationship between parts of the resource and different series cannot be stated clearly in the series statement

*then:*

make a note giving details of the series (see 2.17.11.3).

=====

**2.12.1.6.1 Multipart Monographs and Serials**

Make a note (see 2.17.11.5.1) if:

a series statement is added, deleted, or changed on a subsequent issue or part of a multipart monograph or serial

**and**  
this change cannot be stated clearly in the series statement

**and**  
the change is considered important for identification or access.

=====

#### **2.12.1.6.2 Integrating Resources**

*[1<sup>st</sup> paragraph unchanged]*

Make a note if the change is considered important for identification or access (see 2.17.11.5.2).

=====

#### **2.12.9.3 Recording Numbering within Series**

*[instruction unchanged except for paragraph below]*

If the numbering that appears on the source of information is known to be incorrect, transcribe it as it appears. Make a note giving the correct numbering (see 2.17.11.4).

=====

#### **2.14.1.3 Recording Frequency**

*[instruction unchanged except for last paragraph below]*

If none of the terms in the list is appropriate or sufficiently specific, make a note giving details of the frequency (see 2.17.12.3).

=====

#### **2.14.1.4 Recording Changes in Frequency**

Make a note on a change in frequency (see 2.17.12.4).

=====

### **2.17 Note on Manifestation**

#### **2.17.1 Basic Instructions on Making Notes on Manifestations**

##### **2.17.1.1 Scope**

A **note on manifestation ▼** is a note providing information on attributes of the manifestation.

For notes on describing carriers, see 3.21.

#### **2.17.1.2 Sources of Information**

Take information for notes on manifestation from any source.

#### **2.17.1.3 Making Notes on Manifestation**

Make a note on manifestation by applying the general guidelines at 1.10.

### **2.17.2 Note on Title**

#### **2.17.2.1 Scope**

*[no changes, other than renumbering, to the content of former 2.20.2.1]*

#### **2.17.2.2 Sources of Information**

*[no changes, other than renumbering, to the content of former 2.20.2.2]*

#### **2.17.2.3 Title Source**

*[no changes, other than renumbering, to the content of former 2.20.2.3 other than the last paragraph below]*

For online resources, make a separate note indicating the date the resource was viewed (see 2.17.13.5).

#### **2.17.2.4 Title Variations, Inaccuracies, and Deletions**

*[no changes, other than renumbering, to the content of former 2.20.2.4]*

#### **2.17.2.5 Other Information Relating to a Title**

*[no changes, other than renumbering, to the content of former 2.20.2.5]*

### **2.17.3 Note on Statement of Responsibility**

#### **2.17.3.1 Scope**

*[no changes, other than renumbering, to the content of former 2.20.3.1]*

#### **2.17.3.2 Sources of Information**

*[no changes, other than renumbering, to the content of former 2.20.3.2]*

### **2.17.3.3 Attribution**

*[no changes, other than renumbering, to the content of former 2.20.3.3]*

### **2.17.3.4 Variant Forms of Names**

*[no changes, other than renumbering, to the content of former 2.20.3.4]*

### **2.17.3.5 Other Information Relating to a Statement of Responsibility**

*[no changes, other than renumbering, to the content of former 2.20.3.5]*

### **2.17.3.6 Change in Statement of Responsibility**

Make notes on changes in a statement of responsibility as appropriate to the mode of issuance of the resource:

- multipart monographs (see 2.17.3.6.1)
- serials (see 2.17.3.6.2)
- integrating resources (see 2.17.3.6.3).

#### **2.17.3.6.1 Multipart Monographs**

*[no changes, other than renumbering, to the content of former 2.20.3.6.1]*

#### **2.17.3.6.2 Serials**

*[no changes, other than renumbering, to the content of former 2.20.3.6.2]*

#### **2.17.3.6.3 Integrating Resources**

*[no changes, other than renumbering, to the content of former 2.20.3.6.3]*

### **2.17.4 Note on Edition Statement**

#### **2.17.4.1 Scope**

*[no changes, other than renumbering, to the content of former 2.20.4.1]*

#### **2.17.4.2 Sources of Information**

*[no changes, other than renumbering, to the content of former 2.20.4.2]*

#### **2.17.4.3 Edition Statements Relating to Issues, Parts, Etc.**

*[no changes, other than renumbering, to the content of former 2.20.4.3]*

#### **2.17.4.4 Other Information Relating to an Edition Statement**

*[no changes, other than renumbering, to the content of former 2.20.4.4]*

#### **2.17.4.5 Change in Edition Statement**

Make notes on changes in edition statements as appropriate to the mode of issuance of the resource:

    multipart monographs (see 2.17.4.5.1)

    serials (see 2.17.4.5.2 )

    integrating resources (see 2.17.4.5.3).

##### **2.17.4.5.1 Multipart Monographs**

*[no changes, other than renumbering, to the content of former 2.20.4.5.1]*

##### **2.17.4.5.2 Serials**

*[no changes, other than renumbering, to the content of former 2.20.4.5.2]*

##### **2.17.4.5.3 Integrating Resources**

*[no changes, other than renumbering, to the content of former 2.20.4.5.3]*

#### **2.17.5 Note on Numbering of Serials**

##### **2.17.5.1 Scope**

*[no changes, other than renumbering, to the content of former 2.20.5.1]*

##### **2.17.5.2 Sources of Information**

*[no changes, other than renumbering, to the content of former 2.20.5.2]*

##### **2.17.5.3 Numbering of First Issue or Part and/or Last Issue or Part**

*[no changes, other than renumbering, to the content of former 2.20.5.3]*

##### **2.17.5.4 Complex or Irregular Numbering**

*[no changes, other than renumbering, to the content of former 2.20.5.4]*

##### **2.17.5.5 Period Covered**

*[no changes, other than renumbering, to the content of former 2.20.5.5]*

**2.17.6 Note on Production Statement**

**2.17.6.1 Scope**

*[no changes, other than renumbering, to the content of former 2.20.6.1]*

**2.17.6.2 Sources of Information**

*[no changes, other than renumbering, to the content of former 2.20.6.2]*

**2.17.6.3 Details Relating to Production Statement**

*[no changes, other than renumbering, to the content of former 2.20.6.3]*

**2.17.6.4 Change in Production Statement**

Make notes on changes in place of production and/or the producer's name as appropriate to the mode of issuance of the resource:

- multipart monographs (see 2.17.6.4.1)
- serials (see 2.17.6.4.2)
- integrating resources (see 2.17.6.4.3).

**2.17.6.4.1 Multipart Monographs**

*[no changes, other than renumbering, to the content of former 2.20.6.4.1]*

**2.17.6.4.2 Serials**

*[no changes, other than renumbering, to the content of former 2.20.6.4.2]*

**2.17.6.4.3 Integrating Resources**

*[no changes, other than renumbering, to the content of former 2.20.6.4.3]*

**2.17.7 Note on Publication Statement**

**2.17.7.1 Scope**

*[no changes, other than renumbering, to the content of former 2.20.7.1]*

**2.17.7.2 Sources of Information**

*[no changes, other than renumbering, to the content of former 2.20.7.2]*

**2.17.7.3 Details Relating to Publication Statement**



*[no changes, other than renumbering and the deletion of the 11<sup>th</sup> example in the first example box, to the content of former 2.20.7.3]*

~~Date of publication appears as: תרפ"ט~~

~~Date of publication recorded as: [1929]~~

#### **2.17.7.4 Suspension of Publication**

*[no changes, other than renumbering, to the content of former 2.20.7.4]*

#### **2.17.7.5 Change in Publication Statement**

Make notes on changes in place of publication and/or the publisher's name as appropriate to the mode of issuance of the resource:

    multipart monographs (see 2.17.7.5.1)

    serials (see 2.17.7.5.2)

    integrating resources (see 2.17.7.5.3).

##### **2.17.7.5.1 Multipart Monographs**

*[no changes, other than renumbering, to the content of former 2.20.7.5.1]*

##### **2.17.7.5.2 Serials**

*[no changes, other than renumbering, to the content of former 2.20.7.5.2]*

##### **2.17.7.5.3 Integrating Resources**

*[no changes, other than renumbering, to the content of former 2.20.7.5.3]*

#### **2.17.8 Note on Distribution Statement**

##### **2.17.8.1 Scope**

*[no changes, other than renumbering, to the content of former 2.20.8.1]*

##### **2.17.8.2 Sources of Information**

*[no changes, other than renumbering, to the content of former 2.20.8.2]*

##### **2.17.8.3 Details Relating to Distribution Statement**

*[no changes, other than renumbering, to the content of former 2.20.8.3]*

##### **2.17.8.4 Change in Distribution Statement**

Make notes on changes in place of distribution and/or the distributor's name as appropriate to the mode of issuance of the resource:

- multipart monographs (see 2.17.8.4.1)
- serials (see 2.17.8.4.2)
- integrating resources (see 2.17.8.4.3).

#### **2.17.8.4.1 Multipart Monographs**

*[no changes, other than renumbering, to the content of former 2.20.8.4.1]*

#### **2.17.8.4.2 Serials**

*[no changes, other than renumbering, to the content of former 2.20.8.4.2]*

#### **2.17.8.4.3 Integrating Resources**

*[no changes, other than renumbering, to the content of former 2.20.8.4.3]*

### **2.17.9 Note on Manufacture Statement**

#### **2.17.9.1 Scope**

*[no changes, other than renumbering, to the content of former 2.20.9.1]*

#### **2.17.9.2 Sources of Information**

*[no changes, other than renumbering, to the content of former 2.20.9.2]*

#### **2.17.9.3 Details Relating to Manufacture Statement**

*[no changes, other than renumbering, to the content of former 2.20.9.3]*

#### **2.17.9.4 Change in Manufacture Statement**

Make notes on changes in place of manufacture and/or the manufacturer's name as appropriate to the mode of issuance of the resource:

- multipart monographs (see 2.17.9.4.1)
- serials (see 2.17.9.4.2)
- integrating resources (see 2.17.9.4.3).

#### **2.17.9.4.1 Multipart Monographs**

*[no changes, other than renumbering, to the content of former 2.20.9.4.1]*

#### **2.17.9.4.2 Serials**

*[no changes, other than renumbering, to the content of former 2.20.9.4.2]*

### **2.17.9.4.3 Integrating Resources**

*[no changes, other than renumbering, to the content of former 2.20.9.4.3]*

### **2.17.10 Note on Copyright Date**

#### **2.17.10.1 Scope**

*[no changes, other than renumbering, to the content of former 2.20.10.1]*

#### **2.17.10.2 Sources of Information**

*[no changes, other than renumbering, to the content of former 2.20.10.2]*

#### **2.17.10.3 Details Relating to Copyright Dates**

*[no changes, other than renumbering, to the content of former 2.20.10.3]*

### **2.17.11 Note on Series Statement**

#### **2.17.11.1 Scope**

*[no changes, other than renumbering, to the content of former 2.20.11.1]*

#### **2.17.11.2 Sources of Information**

*[no changes, other than renumbering, to the content of former 2.20.11.2]*

#### **2.17.11.3 Complex Series Statements**

*[no changes, other than renumbering, to the content of former 2.20.11.3]*

#### **2.17.11.4 Incorrect Numbering within Series**

*[no changes, other than renumbering, to the content of former 2.20.11.4]*

#### **2.17.11.5 Change in Series Statements**

Make notes on changes in series statements as appropriate to the mode of issuance of the resource:

- multipart monographs and serials (see 2.17.11.5.1)
- integrating resources (see 2.17.11.5.2).

##### **2.17.11.5.1 Multipart Monographs and Serials**

*[no changes, other than renumbering, to the content of former 2.20.11.5.1]*

#### **2.17.11.5.2 Integrating Resources**

*[no changes, other than renumbering, to the content of former 2.20.11.5.2]*

#### **2.17.12 Note on Frequency**

##### **2.17.12.1 Scope**

*[no changes, other than renumbering, to the content of former 2.20.12.1]*

##### **2.17.12.2 Sources of Information**

*[no changes, other than renumbering, to the content of former 2.20.12.2]*

##### **2.17.12.3 Details on Frequency of Updating or Currency of the Contents**

*[no changes, other than renumbering, to the content of former 2.20.12.3]*

##### **2.17.12.4 Change in Frequency**

*[no changes, other than renumbering, to the content of former 2.20.12.4]*

#### **2.17.13 Note on Issue, Part, or Iteration Used as the Basis for Identification of the Resource**

##### **2.17.13.1 Scope**

*[no changes, other than renumbering, to the content of former 2.20.13.1]*

##### **2.17.13.2 Sources of Information**

*[no changes, other than renumbering, to the content of former 2.20.13.2]*

##### **2.17.13.3 Issue or Part Used as the Basis for the Identification of a Multipart Monograph or Serial**

*[no changes, other than renumbering and updating in 2<sup>nd</sup> paragraph below, to the content of former 2.20.13.3]*

Apply these additional instructions, as applicable:

numbered serials (see 2.17.13.3.1)

unnumbered serials (see 2.17.13.3.2)

multipart monographs (see 2.17.13.3.3).

##### **2.17.13.3.1 Numbered Serials**

*[no changes, other than renumbering, to the content of former 2.20.13.3.1]*

**2.17.13.3.2 Unnumbered Serials**

*[no changes, other than renumbering, to the content of former 2.20.13.3.2]*

**2.17.13.3.3 Multipart Monographs**

*[no changes, other than renumbering, to the content of former 2.20.13.3.3]*

**2.17.13.4 Iteration Used as the Basis for the Identification of an Integrating Resource**

*[no changes, other than renumbering, to the content of former 2.20.13.4]*

**2.17.13.5 Date of Viewing of an Online Resource**

*[no changes, other than renumbering, to the content of former 2.20.13.5]*

=====

**2.18 Custodial History of Item**

**2.18.1 Basic Instructions on Recording Custodial History of Item**

**2.18.1.1 Scope**

*[no changes, other than renumbering, to the content of former 2.17.1.1]*

**2.18.1.2 Sources of Information**

*[no changes, other than renumbering, to the content of former 2.17.1.2]*

**2.18.1.3 Recording Custodial History of Item**

*[no changes, other than renumbering, to the content of former 2.17.1.3]*

=====

**2.19 Immediate Source of Acquisition of Item**

**2.19.1 Basic Instructions on Recording Immediate Source of Acquisition of Item**

**2.19.1.1 Scope**

*[no changes, other than renumbering, to the content of former 2.18.1.1]*

**2.19.1.2 Sources of Information**

*[no changes, other than renumbering, to the content of former 2.18.1.2]*

**2.19.1.3 Recording Immediate Source of Acquisition of Item**

*[no changes, other than renumbering, to the content of former 2.18.1.3]*

=====

**2.20 Identifier for the Item**

**2.20.1 Basic Instructions on Recording Identifiers for the Item**

**2.20.1.1 Scope**

*[no changes, other than renumbering, to the content of former 2.19.1.1]*

**2.20.1.2 Sources of Information**

*[no changes, other than renumbering, to the content of former 2.19.1.2]*

**2.20.1.3 Facsimiles and Reproductions**

*[no changes, other than renumbering, to the content of former 2.19.1.3]*

**2.20.1.4 Recording Identifiers for the Item**

*[no changes, other than renumbering, to the content of former 2.19.1.4]*

**2.20.1.5 Incorrect Identifiers**

*[no changes, other than renumbering, to the content of former 2.19.1.5]*

=====

**2.21 Note on Item**

**2.21.1 Basic Instructions on Making Notes on Items**

**2.21.1.1 Scope**

A **note on item ▼** is a note providing information on attributes of the item.

For notes on describing item-specific carrier characteristics, see 3.22.

**2.21.1.2 Sources of Information**

Take information for notes on item from any source.

### **2.21.1.3 Making Notes on Item**

Make a note on item by applying the general guidelines at 1.10.

=====

### **3.1.4.3 Recording Predominant Carrier Type and Extent in General Terms**

*[1<sup>st</sup> paragraph unchanged]*

Record details of the pieces in a note if considered important for identification or selection (see 3.21.2.3).

*[examples and remainder of instruction unchanged]*

=====

### **3.1.6.1 Multipart Monographs and Serials**

*[1<sup>st</sup>-2<sup>nd</sup> paragraphs unchanged]*

*If:*

the carrier type (3.3) or other characteristics of the carrier (3.6–3.20) are changed in a subsequent issue or part

*or*

new carrier characteristics are introduced

*then:*

record the changed (or new) characteristics as instructed for those elements. Make a note if the change is considered important for identification or selection (see 3.21.4.3.1).

*[exception unchanged]*

=====

### **3.1.6.2 Integrating Resources**

*[1<sup>st</sup>-2<sup>nd</sup> paragraphs unchanged]*

*If:*

the carrier type (see 3.3) or other characteristics of the carrier (see 3.6–3.20) are changed in a subsequent iteration

*or*

new characteristics are introduced

*then:*

change the carrier description to reflect the current iteration. Make a note on the earlier characteristics if the change is considered important for identification (see 3.21.4.3.2).

=====

#### **3.4.1.5 Units Cannot Be named Concisely**

If the units cannot be named concisely, record the number of physical units and describe them as *various pieces*. Record the details of the pieces in a note if considered important for identification or selection (see 3.21.2.3).

*[remainder of instruction unchanged]*

=====

#### **3.4.1.7.1 Computer Discs, Cartridges, Etc.**

*[instruction unchanged except for last paragraph below]*

If the number of subunits cannot be stated succinctly, record the details in a note if considered important for identification or selection (see 3.21.2.10).

=====

#### **3.4.1.7.5 Online Resources**

*[instruction unchanged except for last paragraph below]*

If the number of subunits cannot be stated succinctly, record the details in a note if considered important for identification or selection (see 3.21.2.10).

=====

#### **3.4.1.10 Incomplete Resource**

*[1<sup>st</sup>-2<sup>nd</sup> paragraphs unchanged]*

*If:*

the resource was planned to be in more than one unit, but not all have been issued

*and*

it appears that the resource will not be continued

*then:*

describe the incomplete set by recording the number of units issued. Make a note that no more units have been issued (see 3.21.2.4).

=====

#### **3.4.5.2 Single Volume with Numbered Pages, Leaves, or Columns**

*[1<sup>st</sup> paragraph unchanged]*



If the volume is numbered as leaves but has text on both sides, see 3.4.5.5 or make an explanatory note (see 3.21.2.11).

### **Exceptions**

*[1<sup>st</sup> paragraph unchanged]*

If required for identification or selection, record more precise information about pagination, blank leaves, or other aspects of collation: either expand the extent (if this can be done succinctly) or make a note (see 3.21.2.9).

*[remainder of instruction, including remainder of exception above, unchanged]*

=====

#### **3.4.5.3.2 Inessential Matter**

*[instruction unchanged except for last paragraph of exception below]*

Otherwise, make a note (see 3.21.2.9).

=====

#### **3.4.5.6 Incomplete Volume**

*[1<sup>st</sup> paragraph and its example unchanged]*

Record this imperfection as a note on item-specific carrier characteristic (see 3.22.1).

*[3<sup>rd</sup> paragraph and its example unchanged]*

Record this imperfection as a note on item-specific carrier characteristic (see 3.22.1).

=====

#### **3.4.5.7 Pages, Etc., Numbered as Part of a Larger Sequence**

*[no changes to instruction other than 2<sup>nd</sup> paragraph below]*

If the resource has pagination of its own as well as pagination forming part of a larger sequence, record the pagination for the individual resource. Make a note on pagination forming part of the larger sequence (see 3.21.2.6).

=====

#### **3.4.5.11 Double Leaves**

[1<sup>st</sup> paragraph unchanged]

Make a note to explain the format (see 3.21.2.11).

=====

#### **3.4.5.12 Duplicated Paging, Etc.**

If the paging is duplicated (e.g., in some books with parallel texts), record both pagings and make an explanatory note (see 3.21.2.7).

[examples unchanged]

=====

#### **3.4.5.14 Single Sheet**

[no changes to this instruction except for last paragraph of exception below]

Provide details of the sheet's layout (including the numbering of the panels) in a note if considered important for identification or selection (see 3.21.2.9).

=====

#### **3.4.6.3 Number of Subunits**

[1<sup>st</sup> and 2<sup>nd</sup> paragraphs and their examples unchanged]

Record the details of the pieces in a note (see 3.21.2.3) if they are not recorded as part of the extent but are considered important for identification or selection.

=====

#### **3.5.1.4.2 Cartridges**

[no changes to this instruction other than 3<sup>rd</sup> paragraph below]

**Film, filmstrip, and video cartridges.** For film, filmstrip, and video cartridges, record the gauge (i.e., width) of the film or tape in millimetres and use the metric symbol *mm*. For 8 mm film, indicate whether the gauge is single, standard, super, or Maurer. Make a note on the length of the film or tape if considered important for identification or selection (see 3.21.3.3).

=====

#### **3.5.1.4.3 Cassettes**

[no changes to this instruction other than 3<sup>rd</sup> paragraph below]

**Film and videocassettes.** For film and videocassettes, record the gauge (i.e., width) of the film or tape in millimetres and use the metric symbol *mm*. For 8 mm film, indicate whether the gauge is single, standard, super, or Maurer. Make a note on the length of the film or tape if considered important for identification or selection (see 3.21.3.3).

=====

#### 3.5.1.4.8 Overhead Transparencies

Record the height × width of the transparency, excluding any frame or mount. If applicable, make a note on the size as framed or mounted (see 3.21.3.3).

[example unchanged]

=====

#### 3.5.1.4.9 Reels

[instruction unchanged except for 3<sup>rd</sup> paragraph below]

**Film and videotape reels.** For film and videotape reels, record the diameter of the reel in centimetres followed by the gauge (i.e., width) of the film or tape in millimetres and use the metric symbol *mm*. Use a comma to separate the gauge of the film or tape from the diameter of the reel. For 8 mm film, indicate whether the gauge is single, standard, super, or Maurer. Make a note on the length of the film or tape if considered important for identification or selection (see 3.21.3.3).

=====

#### 3.5.1.4.10 Rolls

**Film and microfilm rolls.** For film and microfilm rolls, record the gauge (i.e., width) of the film in millimetres and use the metric symbol *mm*. For 8 mm film, indicate whether the gauge is single, standard, super, or Maurer. Make a note on the length of the film if considered important for identification or selection (see 3.21.3.3).

[examples unchanged]

=====

#### 3.5.1.4.11 Sheets

Record the height × width of the sheet, excluding any frame or mount. If applicable, make a note on the size as framed or mounted (see 3.21.3.3).

*[remainder of instruction unchanged]*

=====

#### **3.5.1.4.14 Volumes**

*[instruction unchanged except for 4<sup>th</sup> and 6<sup>th</sup> paragraphs below]*

If the volume contains separate text blocks of varying dimensions, record the height (or height × width) of the binding only. Make a note on the dimensions of the text blocks if considered important for identification or selection (see 3.21.3.3 or 3.22.3.3, as applicable).

If the binding is known to be a replacement binding or one that was applied after the resource was issued, make a note indicating that fact (see 3.22.1.3).

=====

#### **3.5.1.8.1 Multipart Monographs and Serials**

*[1<sup>st</sup> paragraph and example unchanged]*

Make a note on the details of the change if considered important for identification or selection (see 3.21.3.4.1).

=====

#### **3.5.1.8.2 Integrating Resources**

If the dimensions of an integrating resource change, change the dimensions to reflect the current iteration. Make a note if the change is considered important for identification or selection (see 3.21.3.4.2).

=====

### **3.21 Note on Carrier**

#### **3.21.1 Basic Instructions on Making Notes on Carriers**

##### **3.21.1.1 Scope**

A **note on carrier** ▼ is a note providing information on attributes of the carrier or carriers of the manifestation.

For notes on identifying manifestation attributes other than those describing carriers, see 2.17.

##### **3.21.1.2 Sources of Information**

Take information for notes on carrier from any source.

**3.21.1.3 Making Notes on Carrier**

Make a note on carrier by applying the general guidelines at 1.10.

**3.21.2 Note on Extent of Manifestation**

**3.21.2.1 Scope**

*[no changes, other than renumbering, to the content of former 3.22.2.1]*

**3.21.2.2 Sources of Information**

*[no changes, other than renumbering, to the content of former 3.22.2.2]*

**3.21.2.3 Describing Various Pieces**

*[no changes, other than renumbering, to the content of former 3.22.2.3]*

**3.21.2.4 Resource Issued in More Than One Unit Not to Be Continued**

*[no changes, other than renumbering, to the content of former 3.22.2.4]*

**3.21.2.5 Score and Parts in a Single Physical Unit**

*[no changes, other than renumbering, to the content of former 3.22.2.5]*

**3.21.2.6 Pagination Forming Part of a Larger Sequence**

*[no changes, other than renumbering, to the content of former]*

**3.21.2.7 Duplicated Paging**

*[no changes, other than renumbering, to the content of former 3.22.2.7]*

**3.21.2.8 Number of Bibliographic Volumes Differing from Number of Physical Volumes**

*[no changes to the 1<sup>st</sup> paragraph and its example in former 3.22.2.8]*

**Exception**

**Serials.** The extent of a serial is recorded as the number of bibliographic volumes (see 3.4.5.16). In general, do not record the number of physical volumes. If considered important for identification or selection, make a note on the number of physical volumes

in the item being described. Record this information as an item-specific carrier characteristic (see 3.22).

**3.21.2.9 Early Printed Resources**

*[no changes, other than renumbering, to the content of former 3.22.2.9]*

**3.21.2.10 Resource Containing Both Text, Still Images, Etc., and Sound and/or Moving Images**

*[no changes, other than renumbering, to the content of former 3.22.2.10]*

**3.21.2.11 Other Details of Extent**

*[no changes, other than renumbering, to the content of former 3.22.2.11]*

**3.21.3 Note on Dimensions of Manifestation**

**3.21.3.1 Scope**

*[no changes, other than renumbering, to the content of former 3.22.4.1]*

**3.21.3.2 Sources of Information**

*[no changes, other than renumbering, to the content of former 3.22.4.2]*

**3.21.3.3 Details of Dimensions of Manifestation**

*[no changes, other than renumbering, to the content of former 3.22.4.3]*

**3.21.3.4 Change in Dimensions of Manifestation**

Make notes on changes in dimensions of the manifestation as appropriate to the mode of issuance of the resource:

    multipart monographs and serials (see 3.21.3.4.1)

    integrating resources (see 3.21.3.4.2).

Record dimensions as instructed at 3.5.1.4.

**3.21.3.4.1 Multipart Monographs and Serials**

*[no changes, other than renumbering, to the content of former 3.22.4.4.1]*

**3.21.3.4.2 Integrating Resources**

*[no changes, other than renumbering, to the content of former 3.22.4.4.2]*

**3.21.4 Note on Changes in Carrier Characteristics**

**3.21.4.1 Scope**

*[no changes, other than renumbering, to the content of former 3.22.6.1]*

**3.21.4.2 Sources of Information**

*[no changes, other than renumbering, to the content of former 3.22.6.2]*

**3.21.4.3 Change in Carrier Characteristics**

Make notes on changes in carrier characteristics as appropriate to the mode of issuance of the resource:

    multipart monographs and serials (see 3.21.4.3.1)

    integrating resources (see 3.21.4.3.2).

**3.21.4.3.1 Multipart Monographs and Serials**

*[no changes, other than renumbering, to the content of former 3.22.6.3.1]*

**3.21.4.3.2 Integrating Resources**

*[no changes, other than renumbering, to the content of former 3.22.6.3.2]*

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**3.22 Note on Item-Specific Carrier Characteristic**

**3.22.1 Basic Instructions on Making Notes on Item-Specific Carrier Characteristics**

**3.22.1.1 Scope**

A **note on item-specific carrier characteristic** ▼ is a note providing additional information about carrier characteristics that are specific to the item being described and are assumed not to apply to other items exemplifying the same manifestation.

For notes on identifying item-specific characteristics other than those describing carriers, see 2.21.

**3.22.1.2 Sources of Information**

Take information for notes on item-specific carrier characteristics from any source.

**3.22.1.3 Making Notes on Item-Specific Carrier Characteristics**

Make notes on item-specific carrier characteristics by applying the general guidelines at 1.10.

Make a note about carrier characteristics of the specific item being described if considered important for identification or selection.

EXAMPLE

Numerous wormholes throughout with some loss of text

Library has copy number 38 of 50; signed by the artist

Library's copy has errata sheets inserted

Notes by author on endpapers

Record details of the library's holdings of a multipart monograph, serial, or integrating resource if those holdings are incomplete.

EXAMPLE

Library set lacks slides 7–9

Also apply the following instructions, as applicable:

note on item-specific carrier characteristics for an early printed resource (see 3.22.1.4)

note on extent of item (see 3.22.2)

note on dimensions of item (see 3.22.3).

### **3.22.1.4 Making Notes on Item-Specific Carrier Characteristics for an Early Printed Resource**

For early printed resources, make a note about special features of the specific item being described (e.g., rubrication, illumination, binding).

Also make a note about other item-specific carrier characteristics as instructed at 3.22.1.3.

*[examples from former 3.21.2.3 unchanged]*

### **3.22.2 Note on Extent of Item**

#### **3.22.2.1 Scope**

*[no changes, other than renumbering, to the content of former 3.22.3.1]*

#### **3.22.2.2 Sources of Information**

*[no changes, other than renumbering, to the content of former 3.22.3.2]*

#### **3.22.2.3 Making Notes on Extent of Item**

Make a note providing additional information on the extent of the item if these details are:



not recorded as part of the extent element  
**and**  
considered important for identification or selection.

EXAMPLE

Library's copy lacks appendices, pages 245–260

Library's copy imperfect: leaves preceding leaf 81 and leaves after leaf 149 are lacking  
**Extent recorded as:** leaves 81-149

Library's copy lacks pages after 179  
**Extent recorded as:** xxiv, 179 (incomplete)

**3.22.3 Note on Dimensions of Item**

**3.22.3.1 Scope**

*[no changes, other than renumbering, to the content of former 3.22.5.1]*

**3.22.3.2 Sources of Information**

*[no changes, other than renumbering, to the content of former 3.22.5.2]*

**3.22.3.3 Making Notes on Dimensions of Item**

Make a note providing additional information on the dimensions of the item if these details are:

not recorded as part of the dimensions element  
**and**  
considered important for identification or selection.

Record dimensions as instructed at 3.5.1.3.

*[examples from former 3.22.5.3 unchanged]*

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**18.6 Note on Persons, Families, and Corporate Bodies Associated with a Resource**

If the relationship to a person, family, or corporate body associated with a resource requires explanation (e.g., in a case where an attribution of authorship is dubious), make one or more of the following types of notes, as applicable:

- a) note on statement of responsibility (see 2.17.3)
- b) note on edition statement (see 2.17.4)

- c) note on production statement (see 2.17.6)
- d) note on publication statement (see 2.17.7)
- e) note on distribution statement (see 2.17.8)
- f) note on manufacture statement (see 2.17.9)
- g) cataloguer's note (see 5.9).

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#### **D.1.1 Order of Elements**

*[no changes in D.1.1 other than those in the specific lines below from section 7]*

#### 7. Note Area

2.17.12 Note on Frequency

2.17.2 Note on Title

2.17.3 Note on Statement of Responsibility

2.17.4 Note on Edition Statement

2.17.5 Note on Numbering of Serials

2.17.6 Note on Production Statement

2.17.7 Note on Publication Statement

2.17.8 Note on Distribution Statement

2.17.9 Note on Manufacture Statement

2.17.10 Note on Copyright Date

3.21.2 Note on Extent of Manifestation

3.21.3 Note on Dimensions of Manifestation

3.21.4 Note on Changes in Carrier Characteristics

2.17.11 Note on Series Statement

2.17.13 Note on Issue, Part, or Iteration Used as Basis for Identification of the Resource

3.22.2 Note on Extent of Item

3.22 Note on Item-Specific Carrier Characteristic

3.22.3 Note on Dimensions of Item

2.18 Custodial History of Item

2.19 Immediate Source of Acquisition of Item

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Glossary –these entries deleted:

**~~Item-Specific Carrier Characteristic~~**

~~A characteristic that applies to the carrier or carriers of the specific item being described and is assumed not to apply to other items exemplifying the same manifestation.~~

**~~Item-Specific Carrier Characteristic of Early-Printed Resource~~**

~~A characteristic that applies to the carrier or carriers of the specific early printed item being described and is assumed not to apply to other items exemplifying the same manifestation. Includes rubrication, illumination, and other hand-colouring, manuscript additions, and binding.~~

**~~Note on Manifestation or Item~~**

~~An annotation providing additional information about manifestation or item attributes.~~

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Glossary –these entries added:

**Note on Carrier**

A note providing information on attributes of the carrier or carriers of the manifestation.

**Note on Item**

A note providing information on attributes of the item.

**Note on Item-Specific Carrier Characteristic**

A note providing additional information about carrier characteristics that are specific to the item being described and are assumed not to apply to other items exemplifying the same manifestation.

**Note on Manifestation**

A note providing information on attributes of the manifestation.