

To: Joint Steering Committee for Development of RDA
From: Judith A. Kuhagen, Secretary, JSC
Subject: Revision of RDA 2.3.1.7 (Titles of Parts, Sections, and Supplements) and RDA 2.3.2.6 (Collective Title and Titles of Individual Contents)

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 correct a typographical error in 2.3.2.6.2.

2.3.1.7 Titles of Parts, Sections, and Supplements

If the title of a separately issued part, section, or supplement appears on the source of information without the title that is common to all parts or sections, record the title of the part, section, or supplement as the title.

EXAMPLE

British journal of applied physics

Title of part recorded as title proper. Common title, which does not appear on the same source, recorded as title proper of series: Journal of physics

When a common title is not recorded with the title of a part, section, or supplement, record it in any of the following ways that are applicable:

- a) as part of the series statement (see 2.12)
- b) as the title of a related work (see 25.1).

If the title of a separately issued part, section, or supplement appears on the source of information with the title that is common to all parts or sections, apply these instructions, as applicable:

title of part, section, or supplement insufficient to identify the resource (see 2.3.1.7.1)

title of part, section, or supplement sufficient to identify the resource (see 2.3.1.7.2).

2.3.1.7.1 Title of Part, Section, or Supplement Insufficient to Identify the Resource

If:

the title of the separately issued part, section, or supplement appears on the same source of information with the title common to all parts or sections (or the title of the larger resource)

and:

the title of the part, section, or supplement alone is insufficient to identify the resource

then:

record the common title followed by the title of the part, section, or supplement.

EXAMPLE

Advanced calculus. Student handbook

Acta Universitatis Carolinae. Philologica

Key abstracts. Industrial power and control systems

Journal of the American Leather Chemists' Association. Supplement

Études et documents tchadiens. Série B

If the title of the part, section, or supplement has an enumeration or alphabetic designation, record (in this order):

- a) the common title
- b) the enumeration or designation of the part, section or supplement
- c) the title of the part, section, or supplement.

EXAMPLE

Journal of polymer science. Part A, General papers

Progress in nuclear energy. Series II, Reactors

Der Ring des Nibelungen. Zweiter Tag, Siegfried

Treat a phrase such as *new series*, *second series*, etc., that appears on the same source of information with the title proper of an unnumbered monographic series as the title of a part, section, or supplement. If such a phrase differentiates a new sequence of numbering of a numbered monographic series or serial, treat it as part of numbering within the series (see 2.12.9.6) or numbering within the serial (see 2.6.2.3).

EXAMPLE

Cambridge studies in international and comparative law. New series

Title of part and common title recorded as title proper of an unnumbered monographic series

2.3.1.7.2 Title of Part, Section, or Supplement Sufficient to Identify the Resource

If:

the title of a separately issued part, section, or supplement appears on the same source of information with the title common to all parts or sections (or the title of the larger resource)

and:

the title of the part, section, or supplement alone is sufficient to identify the resource

then:

record the title of the part, section, or supplement as the title.

EXAMPLE

Structured settlements

Title of part recorded as title proper. Common title recorded as title proper of series:

Art of advocacy

Chuckles bites the dust

Title of part recorded as title proper. Common title recorded as title proper of series:

Mary Tyler Moore

Exception

Serials and integrating resources. For serials and integrating resources, record the common title followed by the title of the part, section, or supplement even if the title of the part, section, or supplement alone is sufficient to identify the resource.

EXAMPLE

Key abstracts. Industrial power and control systems

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2.3.2.6 Collective Title and Titles of Individual Contents

Record collective titles and titles of individual contents as appropriate to the type of description:

comprehensive description (see 2.3.2.6.1)

or

analytical description (see 2.3.2.6.2).

2.3.2.6.1 Comprehensive Description

If:

the type of description chosen for the resource is a comprehensive description (see 1.5.2)

and

the resource has a source of information for the title proper with both a collective title and the titles of individual contents within the resource

then:

record the collective title as the title proper.

EXAMPLE

Three notable stories

Source of information also has the titles of the three stories contained in the resource: Love and peril **by the Marquis of Lorne**; To be or not to be **by Mrs. Alexander**; and The melancholy hussar **by Thomas Hardy**

Six Renoir drawings

Source of information also has the titles of the six drawings contained in the resource: La danse à la campagne; Les deux baigneuses; Pierre Renoir; Enfants jouant à la balle; Baigneuse assise; **and** Étude d'une enfant

Optional Addition

Record the titles of the individual contents as titles of related works (see 25.1).

2.3.2.6.2 Analytical Description

If:

the type of description chosen for the resource is an analytical description (see 1.5.3)

and

the resource has a source of information for the title proper with both the title of the content being described and a collective title for the larger resource

then:

record the title of the content being described as the title proper.

EXAMPLE

English history, 1914–1945

Source of information also has the series title: The Oxford history of England

Miss Mapp

Source of information also has the collective title for the larger work: All about Lucia

Record the collective title for the larger resource as a series title (see 2.12.2).

Optional Addition

Record the collective title for the larger resource as the title of a related work (see 25.1).

Exception

If the title of the individual content being described is insufficient to identify the manifestation, record the collective title for the larger resource, followed by the title of the content being described (see 2.3.1.7).