

**To:** Joint Steering Committee for Development of RDA  
**From:** Bill Leonard, CCC representative  
**Subject: Revision of RDA 1.7.3 (Punctuation)**

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CCC proposes the following revision to the general instruction for handling punctuation in transcribed elements. Instruction 1.7.3 does not follow the usual RDA style that separates exceptions from the main instruction. Also, the block of examples contains some illustrating the main instruction and others illustrating the two exceptions. We propose to separate the two exceptional situations from the main instruction following the style used elsewhere in RDA. We also propose to group the examples with the instruction, or exception, they illustrate. These changes will make the instruction easier to read and easier to apply.

## Proposed revision to 1.7.3:

### 1.7.3 Punctuation

Transcribe punctuation as it appears on the source, ~~except for the following situations:~~

~~a) omit punctuation that separates data to be recorded as one element from data to be recorded as a different element~~

~~b) omit punctuation that separates data to be recorded as one element from data recorded as a second or subsequent instance of the same element.~~

#### EXAMPLE

...and then there were none

What is it?...what is it not?

Vessels on the Northwest coast between Alaska and California -- 1543-1811

I don't do dishes!

~~DDC 21~~

~~Appears on the source with punctuation separating it from the other title information: DDC 21: International perspectives~~

~~Vanderbilt University~~

~~Appears on source with punctuation separating it from the place of publication: Vanderbilt University, Nashville~~

## Exceptions

**Punctuation separating different elements.** Omit punctuation that separates data to be recorded as one element from data to be recorded as a different element.

### EXAMPLE

#### DDC 21

Appears on the source with punctuation separating it from the other title information: DDC 21:  
International perspectives

#### Vanderbilt University

Appears on source with punctuation separating it from the place of publication: Vanderbilt University,  
Nashville

**Punctuation separating instances of the same element.** Omit punctuation that separates data to be recorded as one element from data recorded as a second or subsequent instance of the same element.

### EXAMPLE

#### Dakar

Appears on source with punctuation separating each place of publication: Ottawa - Dakar - Montevideo -  
Nairobi - New Delhi - Singapore

Add punctuation, as necessary, for clarity.

### EXAMPLE

Travaillez mieux, vivez mieux

Each word of the title appears on a separate line on the source of information

For instructions on the use of punctuation for the display of descriptive data according to ISBD specifications, see appendix [D \(D.1.2\)](#).

## Clean copy for 1.7.3:

### 1.7.3 Punctuation

Transcribe punctuation as it appears on the source.

#### EXAMPLE

...and then there were none  
What is it?...what is it not?  
Vessels on the Northwest coast between Alaska and California -- 1543--  
1811  
I don't do dishes!

#### Exceptions

***Punctuation separating different elements.*** Omit punctuation that separates data to be recorded as one element from data to be recorded as a different element.

#### EXAMPLE

DDC 21  
Appears on the source with punctuation separating it from the other title information: DDC 21:  
International perspectives

Vanderbilt University  
Appears on source with punctuation separating it from the place of publication: Vanderbilt University,  
Nashville

***Punctuation separating instances of the same element.*** Omit punctuation that separates data to be recorded as one element from data recorded as a second or subsequent instance of the same element.

#### EXAMPLE

Dakar  
Appears on source with punctuation separating each place of publication: Ottawa - Dakar - Montevideo -  
Nairobi - New Delhi - Singapore

Add punctuation, as necessary, for clarity.

EXAMPLE

Travaillez mieux, vivez mieux

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