

D

RECORD SYNTAXES FOR DESCRIPTIVE DATA

D.0 Scope

This appendix provides guidelines on the presentation of data in accordance with ISBD specifications, and a mapping of the variable fields and subfields defined in the *MARC 21 format for bibliographic data* to the corresponding elements in RDA.

D.1 ISBD Presentation LC-PCC PS

D.1.1 Order of Elements

The table below sets out the areas of description and order of elements within each area as specified in the consolidated edition of the *ISBD: International Standard Bibliographic Description*.¹ Specific rules can be found following the table below. An “M” in parentheses following the ISBD element name indicates that the element is designated as mandatory in the consolidated edition of the ISBD. Elements that are mandatory if the information is available or applicable to the resource are indicated with “MA”. Certain notes are also designated as mandatory in the ISBD (for details see section 7 of the consolidated edition).

The center column of the table shows the punctuation that precedes or encloses each ISBD element.

The corresponding RDA elements are identified in the right-hand column.

ISBD Area/Element	Punctuatio n	RDA Element
0. Content form and media type area		6.9 Content type
0.1 Content form (M)		
Subsequent content form in same media type	.	
Subsequent content form in different media type	+	
0.2 Media type (M)	:	3.2 Media type

1. Title and Statement of

ISBD Area/Element	Punctuation	RDA Element
Responsibility Area (M)		
1.1. Title proper (MA)		2.3.2 Title Proper RDA
1.2. Parallel title	=	2.3.3 Parallel Title Proper RDA
1.3. Other title information	:	2.3.4 Other Title Information RDA
1.4. Statement of responsibility		
First statement (MA)	/	2.4.2 Statement of Responsibility Relating to Title Proper RDA
Subsequent statement	;	2.4.2 Statement of Responsibility Relating to Title Proper RDA
2. Edition Area		
2.1. Edition statement (MA)		2.5.2 Designation of Edition RDA
2.2. Parallel edition statement	=	2.5.3 Parallel Designation of Edition RDA
2.3. Statement of responsibility relating to the edition		
First statement (MA)	/	2.5.4 Statement of Responsibility Relating to the Edition RDA
Subsequent statement	;	2.5.4 Statement of Responsibility Relating to the Edition RDA

ISBD Area/Element	Punctuation	RDA Element
2.4. Additional edition statement (MA)	,	2.5.6 Designation of a Named Revision of an Edition RDA
2.5. Statement of responsibility following an additional edition statement		
First statement (MA)	/	2.5.8 Statement of Responsibility Relating to a Named Revision of an Edition RDA
Subsequent statement	;	2.5.8 Statement of Responsibility Relating to a Named Revision of an Edition RDA
3. Material or Type of Resource Specific Area		
3.1. Mathematical data (Cartographic resources) (MA)		
3.1.1. Statement of scale (MA)		7.25.3 Horizontal Scale of Cartographic Content RDA
		7.25.4 Vertical Scale of Cartographic Content RDA
		7.25.5 Additional Scale Information RDA
3.1.2. Statement of projection	;	7.26 Projection of Cartographic Content RDA
3.1.3. Statement of coordinates and equinox (MA)	()	7.4.2 Longitude and Latitude RDA

ISBD Area/Element	Punctuation	RDA Element
		7.4.3 Strings of Coordinate Pairs RDA
		7.4.4 Right Ascension and Declination RDA
3.1.3.3 Statement of equinox	;	7.5 Equinox RDA
		7.6 Epoch RDA
3.3. Numbering (Serials) (MA)		
3.3.2 Numeric designation (MA)		2.6.2 Numeric and/or Alphabetic Designation of First Issue or Part of Sequence RDA
		2.6.4 Numeric and/or Alphabetic Designation of Last Issue or Part of Sequence RDA
3.3.3 Chronological designation (MA)	()	2.6.3 Chronological Designation of First Issue or Part of Sequence RDA
	()	2.6.5 Chronological Designation of Last Issue or Part of Sequence RDA
3.3.5 Parallel numbering system (MA)	=	2.6.6 Alternative Numeric and/or Alphabetic Designation of First Issue or Part of Sequence RDA

ISBD Area/Element	Punctuation	RDA Element
		2.6.8 Alternative Numeric and/or Alphabetic Designation of Last Issue or Part of Sequence RDA
	()	2.6.7 Alternative Chronological Designation of First Issue or Part of Sequence RDA
	()	2.6.9 Alternative Chronological Designation of Last Issue or Part of Sequence RDA
3.3.7 New sequence of numbering (MA)	;	
4. Publication, Production, Distribution, Etc., Area		
4.1. Place of publication, production, and/or distribution		
First place (M)		2.7.2 Place of Production RDA
		2.8.2 Place of Publication RDA
		2.9.2 Place of Distribution RDA
Subsequent place	;	2.7.2 Place of Production RDA
		2.8.2 Place of Publication RDA
		2.9.2 Place of Distribution RDA

ISBD Area/Element	Punctuation	RDA Element
4.2. Name of publisher, producer, and/or distributor (M)	:	2.7.4 Producer's Name RDA
		2.8.4 Publisher's Name RDA
		2.9.4 Distributor's Name RDA
4.3. Date of publication, production, and/or distribution (M)	,	2.7.6 Date of Production RDA
		2.8.6 Date of Publication RDA
		2.9.6 Date of Distribution RDA
		2.11 Copyright Date RDA
Printing or manufacturing information	()	
4.4. Place of printing or manufacture		2.10.2 Place of Manufacture RDA
4.5. Name of printer or manufacturer	:	2.10.4 Manufacturer's Name RDA
4.6. Date of printing or manufacture	,	2.10.6 Date of Manufacture RDA
5. Material Description Area		
5.1. Extent		3.4 Extent RDA
5.2. Other physical details	:	3.6 Base Material RDA
		3.7 Applied Material RDA
		7.15 Illustrative Content RDA
		7.17 Colour Content

ISBD Area/Element	Punctuation	RDA Element
		RDA
		3.15 Reduction Ratio RDA
		7.18 Sound Content RDA
		3.16 Sound Characteristic RDA
		3.11 Layout RDA
		3.9 Production Method RDA
5.3. Dimensions	;	3.5 Dimensions RDA
5.3.2 Bibliographic format and dimensions (Older monographic resources)		3.12 Book Format RDA
5.4. Accompanying material statement	+	27.1 Related Manifestation RDA
6. Series and Multipart Monographic Resource Area		
6.1. Title proper of a series or multipart monographic resource (MA)		2.12.2 Title Proper of Series RDA
		2.12.10 Title Proper of Subseries RDA
6.2. Parallel title of series or multipart monographic resource	=	2.12.3 Parallel Title Proper of Series RDA
		2.12.11 Parallel Title Proper of Subseries RDA
6.3. Other title information of a series or multipart monographic resource	:	2.12.4 Other Title Information of Series RDA

ISBD Area/Element	Punctuation	RDA Element
6.4. Statement of responsibility relating to a series or multipart monographic resource	/	2.12.12 Other Title Information of Subseries RDA
First statement	/	2.12.6 Statement of Responsibility Relating to Series RDA
Subsequent statement	;	2.12.14 Statement of Responsibility Relating to Subseries RDA
6.5. International standard number of a series or multipart monographic resource (MA)	,	2.12.6 Statement of Responsibility Relating to Series RDA
6.6. Numbering within a series or multipart monographic resource (MA)	;	2.12.14 Statement of Responsibility Relating to Subseries RDA
6.6. Numbering within a series or multipart monographic resource (MA)	;	2.12.8 ISSN of Series RDA
6.6. Numbering within a series or multipart monographic resource (MA)	;	2.12.16 ISSN of Subseries RDA
6.6. Numbering within a series or multipart monographic resource (MA)	;	2.12.9 Numbering within Series RDA
7. Note Area	;	2.12.17 Numbering within Subseries RDA

ISBD Area/Element	Punctuation	RDA Element
		25.1 Related Work RDA
		2.14 Frequency RDA
		2.20.12 Note on Frequency RDA
		3.20 Equipment or System Requirement RDA
		26.1 Related Expression RDA
		2.20.2 Note on Title RDA
		2.3.6 Variant Title RDA
		7.2 Nature of the Content RDA
		7.3 Coverage of the Content RDA
		7.11 Place and Date of Capture RDA
		7.21 Medium of Performance of Musical Content RDA
		7.12 Language of the Content RDA
		7.16 Supplementary Content RDA
		2.20.3 Note on Statement of Responsibility RDA
		7.23 Performer, Narrator, and/or Presenter RDA
		7.24 Artistic and/or

ISBD Area/Element	Punctuation	RDA Element
		Technical Credit RDA
		2.20.4 Note on Edition Statement RDA
		25.1 Related Work RDA
		26.1 Related Expression RDA
		27.1 Related Manifestation RDA
		7.27 Other Details of Cartographic Content RDA
		2.20.5 Note on Numbering of Serials RDA
		2.20.6 Note on Production Statement RDA
		2.20.7 Note on Publication Statement RDA
		2.20.8 Note on Distribution Statement RDA
		2.20.9 Note on Manufacture Statement RDA
		2.20.10 Note on Copyright Date RDA
		3.22.2 Note on Extent of Manifestation RDA
		3.6 Base Material RDA

ISBD Area/Element	Punctuation	RDA Element
		3.7 Applied Material RDA
		3.8 Mount RDA
		3.9 Production Method RDA
		3.10 Generation RDA
		3.11 Layout RDA
		7.17 Colour Content RDA
		3.12 Book Format RDA
		3.13 Font Size RDA
		3.14 Polarity RDA
		3.15 Reduction Ratio RDA
		3.16 Sound Characteristic RDA
		7.19 Aspect Ratio RDA
		3.17 Projection Characteristic of Motion Picture Film RDA
		3.18 Video Characteristic RDA
		3.19 Digital File Characteristic RDA
		3.20 Equipment or System Requirement RDA
		3.22.4 Note on Dimensions of Manifestation RDA
		3.22.6 Note on

ISBD Area/Element	Punctuation	RDA Element
		Changes in Carrier Characteristics RDA
		7.15 Illustrative Content RDA
		2.20.11 Note on Series Statement RDA
		7.16 Supplementary Content RDA
		2.15 Identifier for the Manifestation RDA
		2.20.13 Note on Issue, Part, or Iteration Used as Basis for Identification of the Resource RDA
		7.22 Duration RDA
		7.13.3 Form of Musical Notation RDA
		7.10 Summarization of the Content RDA
		4.4. Restrictions on Access RDA
		4.5. Restrictions on Use RDA
		7.7 Intended Audience RDA
		3.22.3 Note on Extent of Item RDA
		3.21 Item-Specific Carrier Characteristic RDA
		3.22.5 Note on

ISBD Area/Element	Punctuation	RDA Element
		Dimensions of Item RDA
		2.17 Custodial History of Item RDA
		2.18 Immediate Source of Acquisition of Item RDA
8. Resource Identifier and Terms of Availability Area		
8.1. Resource identifier (MA)		2.15 Identifier for the Manifestation RDA
8.1.5 Fingerprint (Older monographic resources)		2.15 Identifier for the Manifestation RDA
8.2. Key title (Continuing resources) (MA)	=	2.3.9 Key Title RDA
8.3. Terms of availability	:	4.2 Terms of Availability RDA

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ISBD: International Standard Bibliographic Description. Consolidated edition. Berlin: De Gruyter Saur, 2011. (IFLA series on bibliographic control, vol. 44).

D.1.2 ISBD Punctuation

D.1.2.1 General Instructions

Precede each area, other than the first area, or each occurrence of a note or standard number, etc., area, by a full stop, space, dash, space (. —) unless the area begins a new paragraph.

Precede or enclose each occurrence of an element within an area with standard punctuation as prescribed in **D.1.2.2–D.1.2.9 RDA**. If the element is the first element present in an area, omit any preceding punctuation prescribed for that element.

Precede each mark of prescribed punctuation by a space and follow it by a space, except for the comma, full stop, and opening and closing parentheses and square brackets. The comma, full stop, and closing parenthesis and square bracket are not preceded by a space; the opening parenthesis and square bracket are not followed by a space.

Omit any area or element that does not apply to the resource being described; also omit its prescribed preceding or enclosing punctuation. Do not indicate the omission of an area or element by the mark of omission.

When adjacent elements within one area are to be enclosed in square brackets, enclose each in its own set of square brackets.

EXAMPLE

[London] : [Phipps], [1870]

When an element ends with an abbreviation followed by a full stop or ends with the mark of omission and the punctuation following that element either is or begins with a full stop, include the full stop that constitutes or begins the prescribed punctuation.

EXAMPLE

3rd ed.. —

not

3rd ed. —

When punctuation occurring within or at the end of an element is retained, give it with normal spacing. Prescribed punctuation is always added, even though double punctuation may result.

EXAMPLE

Quo vadis? : a narrative from the time of Nero

When in an area or an element the same information appears in two or more languages and/or scripts, the following provisions apply.

a) When one element is recorded in two or more languages and/or scripts, the information in each language and/or script after the first is preceded by an equals sign.

b)

When, in a single area, two or more elements are recorded in two or more languages and/or scripts, the elements in each language and/or script are given together with the appropriate preceding punctuation for each element. The whole group of elements for the first language and/or script recorded is preceded by punctuation appropriate to the first element and each group after the first is preceded by an equals sign.

c)

When a single statement (e.g., a statement of responsibility) is recorded partly in one language and/or script and partly in two or more languages and/or scripts, the several linguistic forms are transcribed together. Equals signs or other punctuation symbols are used as appropriate.

If information is taken from a source outside the resource itself, use square brackets to indicate that fact.

D.1.2.2 Title and Statement of Responsibility Area

Precede the title of a section or supplement (see [2.3.1.7 RDA](#)) by a full stop, unless the title of the section, etc., is preceded by an enumeration or alphabetic designation, in which case precede the enumeration or alphabetic designation by a full stop and precede the title by a comma.

When using a comprehensive description for a resource that lacks a collective title (see [2.3.2.9 RDA](#)), the following provisions apply.

a)

Separate the titles proper of the parts by semicolons if the parts are all by the same person(s) or emanate from the same body (bodies), even if the titles are linked by a connecting word or phrase. Follow the title proper of each part by its parallel title(s) (preceded by an equals sign) and other title information (preceded by a colon), the statement of responsibility is given after all the titles, parallel titles and statements of other title information.

EXAMPLE

Clock symphony : no. 101 ; Surprise symphony : no. 94 / Haydn
Lord Macaulay's essays ; and, Lays of ancient Rome

b)

If the parts are by different persons or families, or corporate bodies, or in case of doubt, follow the title proper of each part by its parallel title(s) (preceded by an equals sign), other title information (preceded by a colon), and statement(s) of responsibility (preceded by a diagonal slash or by a semicolon, as appropriate). Separate the groups of data with a full stop.

EXAMPLE

Saudades do Brasil : suite de danses pour orchestre / Darius Milhaud. Symphonie concertante pour trompette et orchestre / Henry Barraud
Le prince / Machiavel. Suivi de L'anti-Machiavel de Frédéric II
Title page reads: Machiavel. Le prince, suivi de L'anti-Machiavel de Frédéric II

When a preferred source of information bears one or more parallel titles, but the statement of other title information is in only one language and/or script, the other title information, if given, is given after the last parallel title transcribed.

When a preferred source of information bears one or more parallel titles and/or parallel statements of other title information, but the statement of responsibility is in only one language and/or script, the statement of responsibility is given after the last parallel title or parallel other title information transcribed.

D.1.2.3 Edition Area

Precede this area by a full stop, space, dash, space.

Precede a statement relating to a named revision of an edition by a comma.

Precede the first statement of responsibility following an edition statement by a diagonal slash.

Precede each subsequent statement of responsibility by a semicolon.

D.1.2.4 Material or Type of Resource Specific Area

Precede or enclose each occurrence of an element of an area with standard punctuation as instructed under [D.1.2.4.1–D.1.2.4.3 RDA](#)) below, as applicable.

D.1.2.4.1 Mathematical Data (Cartographic Resources)

Precede this area, or each occurrence of this area, by a full stop, space, dash, space.

When the representative fraction is computed from a verbal statement of scale, it is given in square brackets. Precede the projection statement by a semicolon.

Enclose the statement of coordinates and equinox in one pair of parentheses.

If both coordinates and equinox are recorded, precede the statement of equinox by a semicolon.

Precede the statement of epoch by a comma.

D.1.2.4.2 Numbering (Serials)

Precede this area, or each occurrence of this area, by a full stop, space, dash, space.

Follow the numbering of the first issue or part of a serial by a hyphen.

Precede the numbering by a hyphen when only the numbering of the last issue or part of a serial is given.

Enclose a date following a numeric and/or alphabetic designation in parentheses; otherwise, the chronological designation is given without parentheses.

Corrected or alternative forms of dates that do not appear on the resource are given enclosed in square brackets.

Precede a parallel numbering system by an equals sign when more than one system of designation is used.

Precede a new sequence of numbering by a semicolon.

D.1.2.5 Publication, Production, Distribution, Etc., Area

Precede this area by a full stop, space, dash, space.

Precede a second or subsequently named place of publication, production and/or distribution by a semicolon.

Precede the name of a publisher, producer and/or distributor by a colon.

Enclose a supplied statement of function of a distributor in square brackets.

Precede the date of publication, production and/or distribution by a comma.

Enclose the details of manufacture (place, name, date) in parentheses.

Precede the name of a manufacturer by a colon.

Precede the date of manufacture by a comma.

D.1.2.6 Material Description Area

Precede this area by a full stop, space, dash, space or start a new paragraph.

Precede other physical details (i.e., other than extent or dimensions) by a colon.

Precede dimensions by a semicolon.

Precede each statement of accompanying material by a plus sign.

Enclose extent, other physical details, and dimensions of accompanying material in parentheses.

D.1.2.7 Series and Multipart Monographic Resource Area

Precede this area by a full stop, space, dash, space.

Enclose each series statement or each multipart monographic resource statement (see [2.12.1.5 RDA](#)) in parentheses.

Precede each parallel title by an equals sign.

Precede other title information by a colon.

Precede the first statement of responsibility by a diagonal slash.

Precede each subsequent statement of responsibility by a semicolon.

Precede the ISSN of a series or sub-series or the ISBN of a multipart monographic resource by a comma.

Precede the numbering within a series or sub-series or multipart monographic resource by a semicolon.

D.1.2.8 Note Area

Precede each note by a full stop, space, dash, space, or start a new paragraph for each.

D.1.2.9 Resource Identifier and Terms of Availability Area

Precede this area by a full stop, space, dash, space, or start a new paragraph.

Precede each repetition of this area by a full stop, space, dash, space.

Precede a key title by an equals sign.

Precede terms of availability by a colon.

Enclose a qualification to the standard number or terms of availability in parentheses.

D.1.3 Multilevel Description LC-PCC PS

D.1.3.1 Definition

A multilevel description is a form of presentation of descriptive data based on the division of descriptive information into two or more levels. The first level contains information common to the whole or main resource. The second and subsequent levels contain information relating to the individual part.

D.1.3.2 Presentation of a Multilevel Description

When describing both the larger resource and its parts by means of a multilevel description (see [1.5.4 RDA](#)), divide the descriptive information into two or more levels. Record at the first level only information relating to the resource as a whole or the main resource. Record at the second level information relating to a group of parts or to the individual part being described. If information at the second level relates to a group of parts, record information relating to the individual part at a third level. Make the levels distinct by layout and/or other means.

When all the parts are received, complete any element left open.