To: Renate Behrens, Chair, RDA Steering Committee

CC: Anne Welsh, Secretary, RDA Steering Committee

From: Chris Holden, Technical Team Liaison Officer

Subject: Technical Working Group formal response to RSC/ExtentWG/2025/3: Proposal for Manifestation: **extent of unit** and its subtypes

Recommendation 1: Create the element Manifestation: **extent of unit.**

Approve.

Recommendation 2: Add Manifestation: **bibliographic format** as a subtype of Manifestation: **extent of unit**. Update the Prerecording section to include the language providing the option of using a value of Manifestation: **manifestation extent statement**.

Approve.

We think the definition should be updated to indicate the element is now a subtype:

> **bibliographic format:**
>
> <u>An extent of unit that is</u> a proportional relationship between a whole sheet and the individual leaves that result if that sheet is left full, cut, or folded in a manifestation.

Recommendation 3: Retain this element as a subtype of Manifestation: **sound characteristic**. Replace the element reference label "tape configuration" with "number of recording tracks". Add Manifestation: **number of recording tracks** as a subtype of Manifestation: extent of unit. Update the Prerecording section to include the language providing the option of using a value of Manifestation: **manifestation extent statement.**

Provisionally approve.

As referenced in RSC/ExtentWG/2024/1/rev2, the definition should be updated to indicate that the element applies to carriers beyond just audiotape. It should also be updated to indicate the element is now a subtype of extent:

> **number of recording tracks:**
>
> <u>An extent of unit that is</u> a number of tracks on ~~an audiotape~~ <u>a unit</u>**.**

The Technical Working Group approves of changing the label to "number of recording tracks" and adding it as a subtype of Manifestation: **extent of unit**. However, the group is uncomfortable with also retaining the element as a subtype of Manifestation: **sound characteristic**. While RDA technically allows polyhierarchies, the group does not think it is the best option in this specific case.

There is current precedent in RDA for Manifestation: **sound characteristic** to refer to another element in its Prerecording section without that element being a specific subtype. The Prerecording section for Manifestation: **sound characteristic** points the cataloger to Manifestation: **digital file characteristic** for digitally recorded sound.

We recommend a similar strategy for Manifestation: **number of recording tracks**. If the element is going to be a subtype of Manifestation: **extent of unit,** the element should not also be a subtype of Manifestation: **sound characteristic**. However, a statement should be added to the Prerecording section of Manifestation: **sound characteristic** which reads:

> For instructions on recording the number of recording tracks used to encode sound, see Manifestation: **number of recording tracks**.

Recommendation 4.1: Update the definition of Manifestation: **dimensions**. Add Manifestation: **dimensions** as a subtype of Manifestation: **extent of unit**. Update the Prerecording section to include the language providing the option of using a value of Manifestation: **manifestation extent statement**.

Approve.

We think the definition should be updated to indicate the element is now a subtype:

> **dimensions:**
>
> An extent of unit that is a set of measurements of the size of a unit of a manifestation

Recommendation 4.2: Update the current Prerecording Condition Options for still images and cartographic images to refer to the element Manifestation: **dimensions of embodied content** instead. Retain the three options under Recording.

Approve.

Recommendation 4.3: Move the instructions under Recording an unstructured description to Community Resources. The instructions related to containers will be associated with the element Manifestation: **dimensions of container.**

Approve.

Recommendation 4.4: Under a new structured description section for Manifestation: **dimensions**, provide options that specify a stipulated order for dimensions of various carriers.

Approve.

Recommendation 5.1: Remove *leaf* from the **RDA Carrier Extent Unit** vocabulary encoding scheme. A *leaf* is not a value for unitary structure but refers to a subunit of a volume and is proposed to be used in values for Manifestation: **extent of unit.**

Approve.

Recommendation 5.2: Update the glossary definition of *leaf*.

Provisionally approve.

The Technical Working Group does not recommend changing the definition of *leaf* without further investigation. Different communities have different definitions of this term, and the current definition was a result of the 3R Project taking them into account. The cartographic cataloging community may see the relationship between folded sheets and leaves differently from the rare books cataloging community, for instance.

Recommendation 5.3: Update the glossary definition of *updating loose-leaf* to use the term *leaves* instead of *pages* as *pages* refers to layout of embodied content.

Approve.

Recommendation 5.4: Add *panel* to the glossary. All panels including blank panels are counted. The term *panel* can be used in a value for Manifestation: **extent of unit**.

Approve.

There was some confusion over the reason for adding this term and if more communities need to be consulted. The definition should begin with "a unit of extent", to mirror current glossary definitions for terms such as "page" and "leaf".

> **panel:**
>
> ~~A physical unit~~ <u>A unit of extent</u> that derives from a single sheet folded at least two times; each panel is a subunit of the sheet and may embody content on each side.

Recommendation 5.5: Add *folded leaf* to the glossary. The definition treats a folded leaf like a folded sheet but bound in a volume. The term *folded leaf* can be used in a value for Manifestation: **extent of unit**.

Similar to 5.2, we recommend further investigation on the effects of redefining *leaf* and adding *folded leaf*.