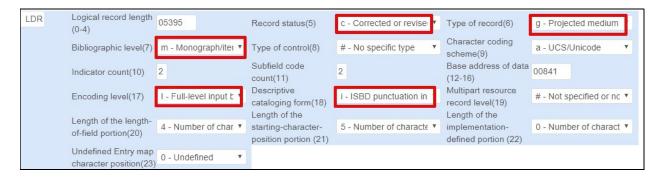
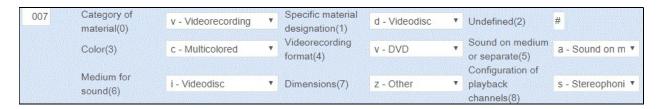
Bibliographic Record

- 1. Make sure you have the correct record for the video
 - a. Check the following fields
 - i. Title (245)
 - ii. Version (250)
 - iii. Control numbers (020, 024, 028)
 - iv. Format is a DVD (300, 538)
 - v. Region (538, 346, 347)
 - vi. Languages (041, 546)
 - vii. Date (260 or 264)
 - b. The item in hand should match the record for the above fields.
 - c. The record maybe a match even if the Control number information is omitted (020, 024, 028). But you should be able to verify the other fields.
- 2. Cataloging line by line
 - a. Sample title: "This changes everything"; "Star Wars Episode IV"
 - b. Cataloging is the same as books, except for the following:
 - i. LDR: Leader
 - 1. Same as books except position 2 = g (projected medium)
 - 2. Check values with red underlining



ii. 007: Resource Characteristics

- 1. Added if not present
- 2. Example: vd#cvaizs
- 3. Items 0-2,4,6-7 do not change.

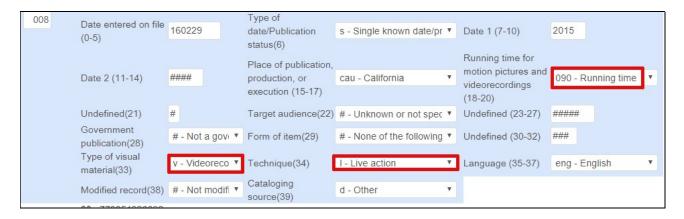


- 4. Variations for Items, 3,5,8
 - a. Color (3): Multicolored, black-and-white, mixed

- b. Sound on medium (5): Sound on medium, No sound
- c. Playback (8): Stereophonic, Monoaural, Quadraphonic, Mixed, Unknown, Not applicable

iii. 008: Resource Characteristics

- 1. Like books except for the following
- 2. Run Time (18-20)
- 3. Type (33) = Videorecording
- 4. Technique (43)
 - a. a = animation
 - b. 1 = live action
 - c. c = animation and live action

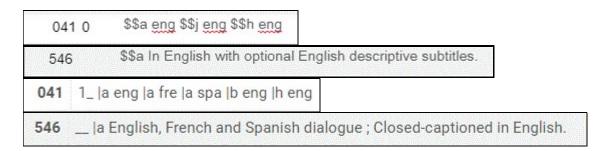


iv. 020, 024, 028: Control numbers – Add if not present

- 1. 020 # = ISBN
- 2. 024 1# = Universal Product Code (UPC)
- 3. 028 42 = Publisher or Distributor Number

v. 041 and 546: Language Code and Language Note

- 1. Code and Note should agree
- 2. 041 Subfield b is "Summary or Abstract" (used for Subtitles in old records before subfield j was an option)
- 3. 041 Subfield j is "Subtitle"
- 4. 041 Subfield h is "Language of original"
- 5. Indicator 1
 - a. 0 = item is not a translation
 - b. 1 = item is a translation or includes a translation



- vi. 049: OCLC Code = KMED
- vii. 050: LC Call Number
 - 1. DVDs receive LC Call numbers
 - 2. Print the call number on the disc surface with a DVD marker.

viii. 245: Title Statement

- 1. YOU MUST VIEW THE FILM
- 2. 245 information should come from title screen and end credits, NOT the container.
- 3. If the title on the title screen is a foreign title and the title on the container is an English title, you will need to put a long label on the DVD that shows this.

ix. 300: Physical Description – Include run time

300 \$\$a 1 videodisc (90 min.) : \$\$b sound, color ; \$\$c 4 3/4 in.

x. 336-338: RDA fields (339+ fields are optional)

336	\$\$a two-dimensional moving image \$\$b tdi \$\$2 rdacontent
337	\$\$a video \$\$b v \$\$2 rdamedia
338	\$\$a videodisc \$\$b vd \$\$2 rdacarrier

xi. 508: Credits

- 1. In feature films, these can be extensive
- 2. Do not add items that are included in the 245.
- 3. For feature films, a director and producer should be listed either in the 245 or the 508. The rest are optional.

xii. 511: Cast, Narrator

- 1. Indicator 1
 - a. 0 = no Display constant. Use this when a narrator is involved. You must say "Narrated by "... or "Narrator,"

511 0	\$\$a Narrated by Naomi Klein.
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- b. 1 = the display constant is "Cast:"
- 2. Feature film casts:
 - a. Can be extensive
 - b. List the top three actors/actresses if they do not appear in the record.
 - c. List more than three if a player is popular and likely to be searched.

\$11 1 \$\$a Mark Hamill, Harrison Ford, Carrie Fisher, Peter Cushing, Alec Guinness.

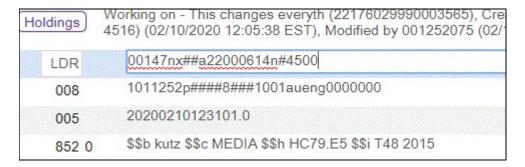
xiii. 546: Language Note -- See 041 above

xiv. 7xx: Added Entries

- 1. For feature films the following should appear The director, the producers, the production company, the top actors/actresses
- 2. All others are optional. Do not delete if they appear. Do not add if they do not appear.

Holding Record

- 1. The holding code for DVDs is "Media"
- 2. Call numbers are in LC format.



Item Record

