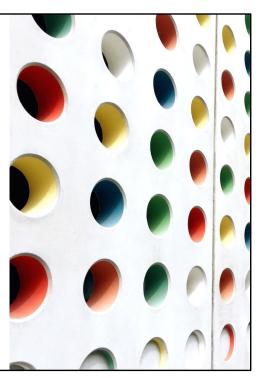
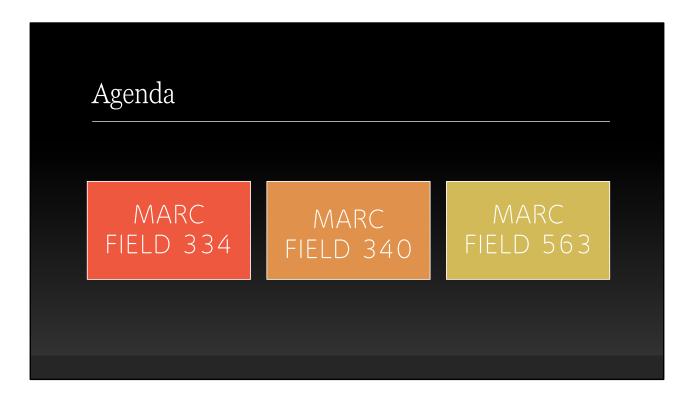
Don't Go Changing:

THE NEW 334, 340, & 563 MARC FIELDS

Dr. Pamela Thomas, Bibliographic Grant Manager, pthomas@illinoisheartland.org & Eric McKinney, CMC Cataloger, emckinney@illinoisheartland.org, Cataloging Maintenance Center, IHLS, September 8, 2022



Welcome! Eric and I will be talking about the relatively new 340 & 563 fields as well as the new way the 334 field can be used in your bibliographic records. All three fields are optional. We will take questions at the end of the presentation.



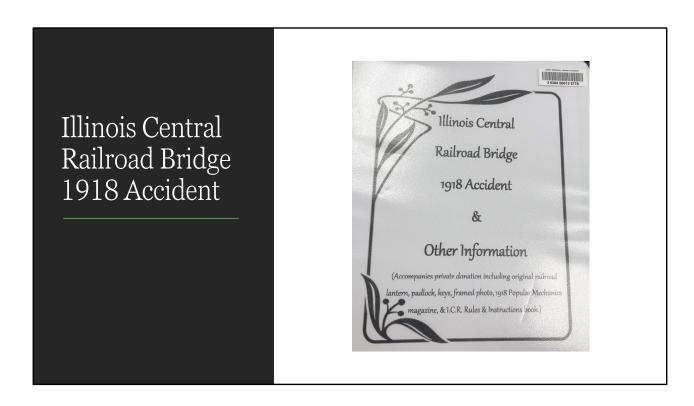
Examples of the 334 (Mode of Issuance), 340 (Physical Medium), and 563 (Binding Information) MARC fields will be discussed and shared. Although the 334 field is not new, it is now used for more than just continuing resources.

334_ _ single unit ‡2 rdami

334__ multiple unit ‡2 rdami

MARC Field 334 (Mode of Issuance)

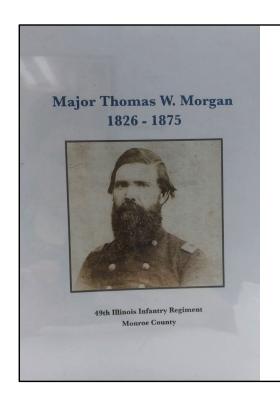
The 334 (Mode of Issuance) MARC Field has historically been only used for serials. However, it can now be used for other formats of materials. The 334 field is optional. OCLC Bib Formats & Standards defines the 334 field as, "A categorization reflecting whether a manifestation is issued in one or more units." Subfield a is for mode of issuance term, ‡b is mode of issuance code, and ‡2 is the source of term. There are also subfields 0 (Authority record control number or standard number), 1 (Real World Object URI, 6 (Linkage), and 8 (Field link and sequence number). However, OCLC instructs us not to use subfields 0 or 1 and ‡6 is system supplied. You will typically see the 334 coded for single unit or multiple unit as shown on the slide. This field does not end in a period. ‡2 rdami=mode of issuance. Both indicators are blank.



The Illinois Central Railroad Bridge 1918 Accident & Other Information was cataloged by the CMC for Groff Memorial Library.

Illinois Central Railroad Bridge 1918 Accident 334 Example

Here we can see the 334 field for the Illinois Central Railroad Bridge 1918 Accident. We know that this manifestation is a single unit.



Chronology of military service of Major Thomas W. Morgan (1861-1864)

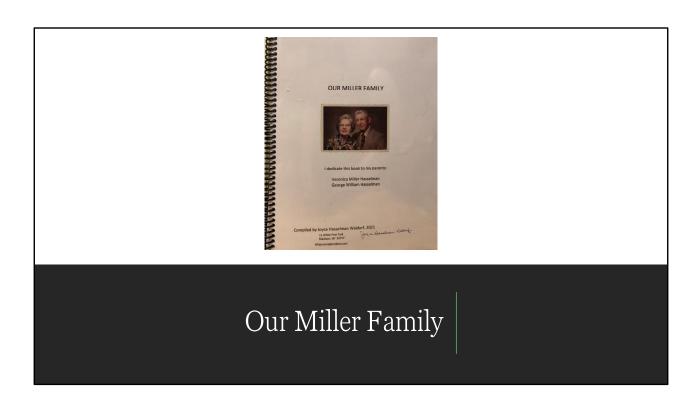
Chronology of military service of Major Thomas W. Morgan (1861-1864) was cataloged by CMC staff for the Morrison-Talbott Library.

```
100 1 Chmelir, William E., ‡e author.
```

- 245 1 0 Chronology of military service of Major Thomas W. Morgan (1861-1864) / ‡c by William E. Chmelir. 246 1 4 Major Thomas W. Morgan, 1826-1875: ‡b 49th Illinois Infantry Regiment Monroe County 264 1 [St. Louis, Missouri]: ‡b [William E. Chmelir], ‡c 2022. 300 32, 18 pages: ‡b illustrations (some color), color maps, portraits (some color); ‡c 28 cm

- 334 single unit ±2 rdami

Chronology of military service of Major Thomas W. Morgan (1861-1864) 334 Example



Our Miller Family was cataloged by CMC staff for Allerton Public Library District.

```
100 1 Waldorf, Joyce Hasselman, ‡e compiler.
245 1 0 Our Miller family / ‡c compiled by Joyce Hasselman Waldorf.
264 1 Madison, WI: ‡b Joyce Hasselman Waldorf, ‡c 2021.
300 194 pages: ‡b illustrations (some color), maps, portraits (some color), genealogical tables; ‡c 28 cm single unit ‡2 rdami
```

Our Miller Family 334 Example

As you can see on the slide, this is another single unit manifestation.



David Davis Mansion Blueprint

The CMC staff recently cataloged blueprints of the 1972 renovation of the David Davis Mansion located in Bloomington, IL, for the Abraham Lincoln Presidential Library & Museum.

245	0	0	David Davis Mansion : #b miscellaneous alterations, #k blueprints.
246	1		‡i Series title : ‡a Illinois State Historical Library blueprints
264		1	[Springfield, Illinois]: ‡b [State of Illinois Capital Development Board], ‡c [1943-1972]
300			62 sheets; ‡c 93 x 61 cm
334			multiple unit ‡2 rdami

David Davis Mansion Blueprints 334 Example

Here is an example of MARC field 334 with multiple unit since there are 62 sheets of blueprints in this collection. Next, Eric is going to talk about the 340 field.

MARC Field 340 – Physical Medium

Physical description information for an item that requires technical equipment for its use, and/or more granular description information of an item's material properties to facilitate access and discovery or to support collection management. Coded physical information is contained in fields 007 and 008. -- OCLC.com

The 340 is not a new field but is used infrequently. It is an optional field but can be useful for adding a lot of helpful descriptors to an item. Today we are going to look at 340 subfields a-p, as well as subfield 3 to see what types of information we can include with our items to help make them more accessible. I took our RDA-approved terms from RDA Registry's value vocabularies. Where the RDA Registry does not have value vocabulary for a subfield, I took my examples from OCLC's Bibliographic Formats and Standards. All resources referred to will be included at the end of the presentation.

http://www.rdaregistry.info/termList/

https://www.oclc.org/bibformats/en.html

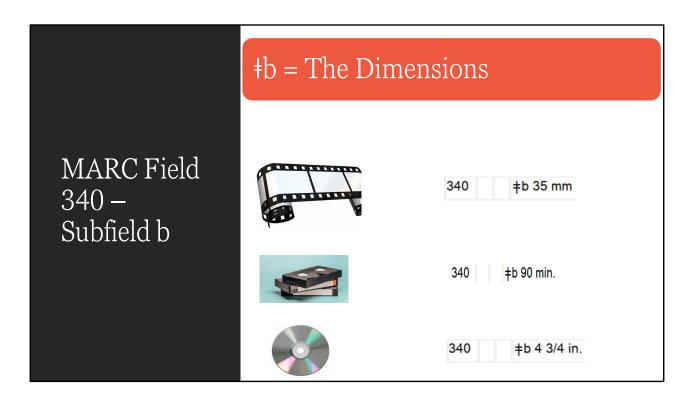
Subfield a. The material base (physical substance) and configuration on which the information is recorded. The Materials Concept Index List (CIL) in RDA Registry has 48 labels covering most types of material. That is too many to cover all of them but we can look at some of the more common ones and provide a link to all of them on the Resources page at the end of the presentation.

The 340 subfield a is used with 3-D objects and realia more so than books. For example, this board game, Liebrary, was cataloged by our supremely talented Metadata Cataloger, Katy Egts. Katy described the game as: 1 game (350 book cards, 10 Liebrary cards, 1 answer sheet pad, 1 category die, 6 pencils, 1 two-minute timer, 1 game board, 6 Liebrary book pawns, 5 divider cards, 1 two-page folded instruction booklet, 1 plastic box insert, 1 cardboard container for book cards). Here is a basic description of the materials Katy found were used in constructing the components. (This is not the completed 340's in the final record. I pared it down to illustrate subfield a. We will see Katy's complete formatting of the Liebrary game at the end of this portion of the presentation.)

Subfield 2 is the code for the controlled vocabulary that the terms came from. In this case, the RDA Registry's Materials Concept Index List (CIL) which is shortened to "rdamat." If you have an item that does not have a label that accurately describes it, you can still list the material in subfield a and omit subfield 2 since you are not pulling the term from a

controlled vocabulary. (We will see examples later in the presentation.) The indicators are not defined so we leave those blank.

The full list of bases can be found at http://www.rdaregistry.info/termList/RDAMaterial/.



Subfield b. The dimensions are the measurements of the material configuration. The RDA Registry does not have a value vocabulary for dimensions so the examples here were taken from OCLC's Bibliographic Standards. You might be used to seeing "cm" as the measurement for books, but other dimensions are more suitable for materials besides books. For instance, you might see "mm" (millimeter) for films, "min." (minutes) for a videotape, or "in." for audio discs. Note that the abbreviation for inches and minutes are the only ones with periods.

tc = The Material Applied To The Surface

MARC Field 340 – Subfield c



340 ‡c oil paint ‡2 rdamat

340 ‡c ink ‡2 rdamat



340 ‡c rubber ‡2 rdamat

Subfield c. The material applied to surface is the physical substance applied to the material base. This might apply to a variety of 3-D objects and realia. If a material has been applied to the surface of the item, it can be recorded here. For example, if cataloging an original painting you could use acrylic paint or oil paint depending on what the artist used. Salvador Dali used oil paint to paint the original "Persistence of Memory" painting. So, if we were cataloging the original, we would use "oil paint." Because I can't afford an original Dali, we catalog for the glory and not necessarily the riches, I only have a print. We would use "ink" as term for the print.

Our next example is a set of rubber stamps. These were created using a computer numerical control (CNC) routing machine, (a fun tool for your makerspace should you have one) for a local school that was going to put on a health fair. And then COVID came so they weren't quite finished out. You can see on the top two stamps, that they have a wood background. The stamping material itself is rubber. In this case, our 340 would look like: 340 ‡c rubber ‡2 rdamat.

Like the Material Base and Configuration, we can get our controlled vocabulary labels from the RDA Materials CIL as indicated in subfield 2.

http://www.rdaregistry.info/termList/RDAMaterial/

‡d = The Information Recording Technique

MARC Field 340 -Subfield d



340 ‡d blueprint process ‡2 rdapm

Staking Ja Mat. 18 191.

The Parties Grant Grant

340 ‡d handwritten

Subfield d. The technique used to record the information in or on the material base. RDA Registry has 20 labels on the CIL for subfield d. Our examples above include one of the blueprints Pam talked about earlier and a letter with the cool, old-timey writing. "Blueprint process" comes directly from the CIL so I can include subfield 2 to denote which controlled vocabulary I used to find the term. While the note is handwritten, the CIL does not offer the term for use. I still want to note it in my record, however. In this case, I omit subfield 2 since it wasn't taken from our controlled vocabulary. You might see a period at the end of a 340 without a subfield 2. However, when cataloging by the Program for Cooperative Cataloging (PCC) and OCLC bibliographic standards, we omit the period. Other labels for description include: "etching," "inscribing," "burning" (think actual heat here and not CDs/DVDs), as well as "embossing."

http://www.rdaregistry.info/termList/RDAproductionMethod/

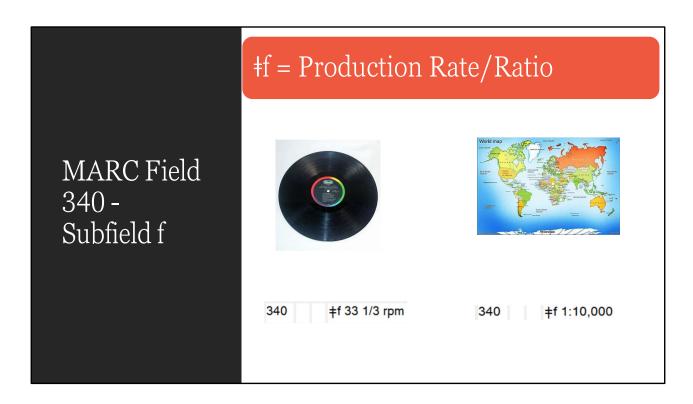
#e = Support MARC Field 340 Subfield e 340 | | #e metal #2 rdamat | 340 | | #e ivory #2 rdamat

Subfield e. The physical material on which or in which records are mounted, bound, or otherwise supported. Again our labels are taken from the RDA Registry's RDA Material list.

Our first example here is a plaque that consists of metal lettering on a metal background, which is the support. In this case I would choose "metal" as my supporting material and include subfield 2.

Or perhaps you have a collection of scrimshaw, like this piece from a collection in the Smithsonian. In that case, we can use the label "ivory" in subfield c, since it is used as the underlying material that the etching is created on. Ivory also appears on the RDA Registry list so we can add our subfield 2.

http://www.rdaregistry.info/termList/RDAMaterial/



Subfield f. The normal rate or ratio at which the information in the material must be used to be meaningful. This might include the magnification ratio of photographic reductions, revolutions per minute for sound recordings, and scale for a map. The record album above plays at 33 1/3 rpm. Playing it at any other rpm would make it less – if at all – meaningful. The same can be said for the map. If you are trying to use the map out in the real world but are using 1:20,000 for the scale, you will probably not end up where you intended.

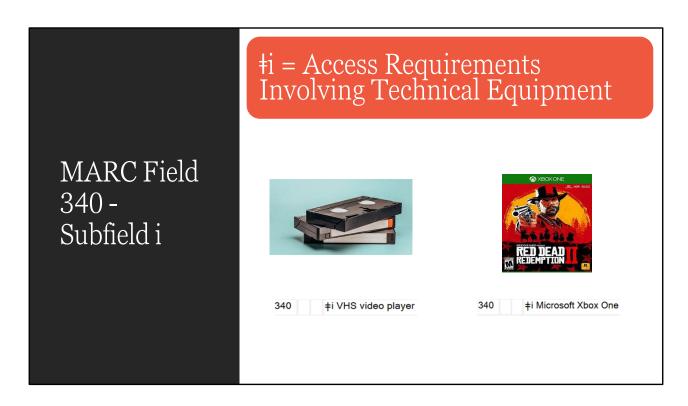
#g = The Color Content MARC Field 340 Subfield g 340 | #g monochrome #2rdacc

Subfield g. The color characteristics of the content of a resource. There are only two choices on the CIL for color content – monochrome and polychrome. Monochrome is defined as "A color content that consists of tones of one color, or black and white, or black or white and another color." The first picture of Tyrion and Oberon is in grayscale so it can be considered monochrome. OCLC defines polychrome as "A color content that consists of two colors, neither of which is black or white, or more than two colors." While Tyrion and Oberon themselves may still be monochrome in the picture, there are more than two colors present besides their black and white coats. This picture is considered polychrome while the dogs are considered adorable.

Note that achromatic values (white, gray, and black) are considered to be colors. https://www.rdaregistry.info/termList/RDAColourContent/



Subfield h. The location of the described materials within the material base and configuration. This is helpful if you want to point to a specific part of the whole. If you're cataloging that mix tape you made for your bestie and you want to note a song with particular meaning, you can use 340 subfield h to note where on the cassette the song lives. Similarly, if you have a rack of slides but want to give special attention to a certain slide, just note it in 340 subfield h.

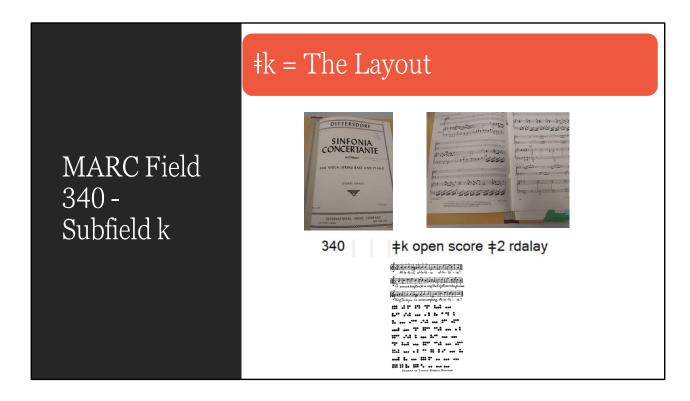


Subfield i. Access requirements involving technical equipment. I think of this one as similar to subfield f. Here you want to list what equipment is needed to use the material, i.e., what is needed to make it meaningful? VHS tapes are not much good without a VHS player. If your library circulates video games, it is important for the patron to know what system that game will work with.



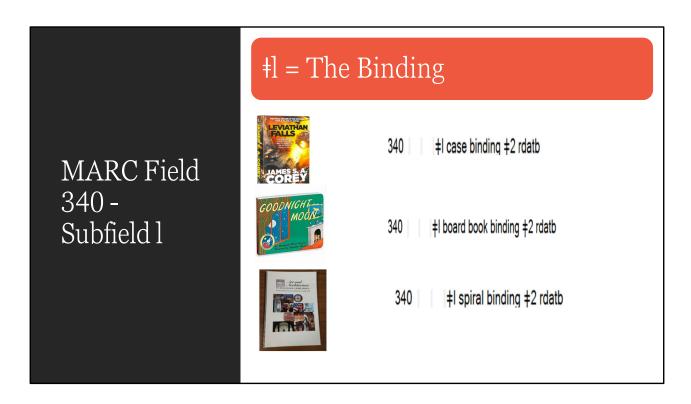
Subfield j. The relationship between an original carrier and the carrier of a reproduction made from the original. RDA Registry provides a total of 18 generation labels (well, 19, but "duplicate" has been deprecated). Subfield j is used for sound recordings, film strips, and microfilm.

Record albums are usually created by making copies of a master recording. The album above was created in such a manner so it is defined as a "derivative master," which is "A generation that is derived from the master" per the RDA Registry. The description of "printing master" for microfilm denotes that it is a generation used for making copies of the resource. Other labels include "master" which is a high-resolution digital recording used to make derivative copies and "master tape" which is the original recorded version of a tape. http://www.rdaregistry.info/termList/RDAGeneration/



Subfield k. Concepts for an arrangement of text, images, tactile notation, or other content in a manifestation. The CIL for Layout has 17 labels, many of which are geared towards music resources such as scores. The subfield 2 for Layout is "rdalay."

The score above is an example of an "open score" or a layout that consists of music presented in units called parallels. Subfield k also allows the description of music scores that are in braille. Unfortunately, I couldn't find a physical example but this image from the Library of Congress shows one form of a braille score. Because this is an example page, none of the labels for subfield k really represent my image but I wanted to show what one looked like. The traditional bars with notes and chords is at the top with the braille equivalent printed beneath.



Subfield I. The method used to bind a published or unpublished resource, or other binding information.

Case binding is "A type of binding that sews or glues sheets into sections that are glued together to form a flat spine and that are attached to endpapers which are in turn attached to a stiff outer casing." This is just a verbose way to say "hardback." A paperback is described as "perfect binding," which OCLC defines as, "A type of binding that glues sheets together and to a flexible outer casing to form a spine."

Many of you may have board books in your children's collection. OCLC describes their binding as, "A type of binding for sheets of thick paperboard with covers that are folded and bound to form a spine." "Thick paperboard" is the key here.

Finally, we have an example of a spiral-bound item. "A type of binding that uses a continuous wire or plastic coil that is threaded through holes along the edge of each sheet." This shouldn't be confused with "comb binding" which uses "... closely spaced curved flaps of metal or plastic that are threaded through the holes of each sheet."

Other bindings you might come across include:

For 3-ring binders: "Open ring binding" if it is a resource that can be opened to remove

outdated sheets and insert new ones. Use "closed ring binding" if the resource cannot be opened to include or remove sheets.

"Saddle stitch binding" is used for items that are folded paper stapled along the fold to form a spine.

"Springback binding" has a metal spring to clamp the materials in. It can be opened to add or remove sheets.

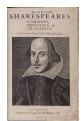
"Slide binding" uses a single length of metal or plastic bent into a C cross-section which holds the sheets in place.

Pam will tell us a bit more about binding coming up as she describes the 563 field.

†m = The Book Format

MARC Field 340 -Subfield m Leaf or folium – "A double-sided page folded vertically." = Wikipedia

Folio - "A bibliographic format that consists of one or more leaves that are 1/2 of the whole sheet." - RDA Registry

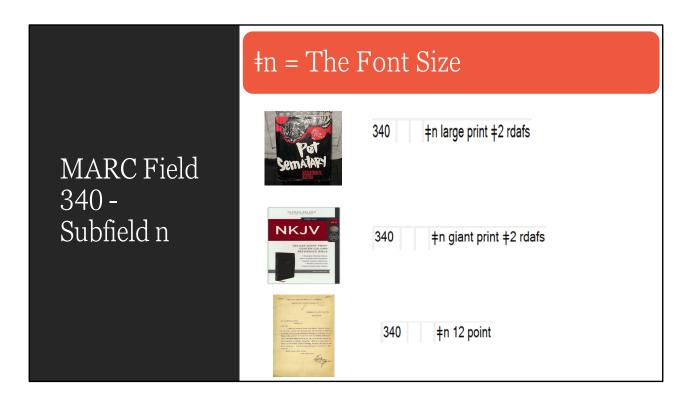


Shakespeare's first folio circa 1623

340 +m folio +2 rdabf

Subfield m. OCLC defines the book format as, "The result of folding a printed sheet to form a gathering of leaves (e.g., a sheet folded once to form a folio, twice to form a quarto, three times to form an octavo)". I found Wikipedia's complete definition a bit more helpful. ""The term "folio" (from Latin folium 'leaf'[1]), has three interconnected but distinct meanings in the world of books and printing: first, it is a term for a common method of arranging sheets of paper into book form, folding the sheet only once, and a term for a book made in this way; second, it is a general term for a sheet, leaf or page in (especially) manuscripts and old books; and third, it is an approximate term for the size of a book, and for a book of this size."

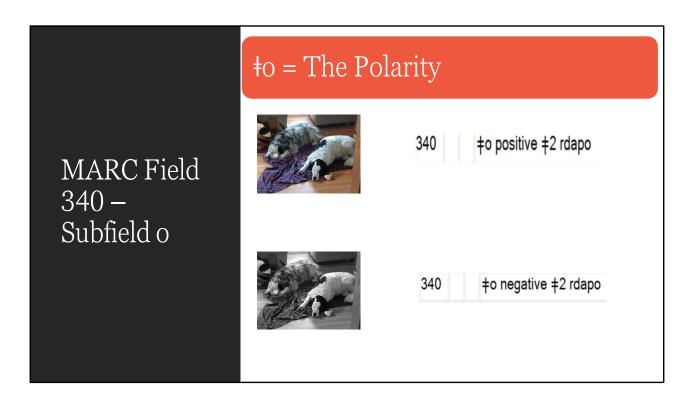
RDA Registry has 15 labels to use depending on your format. For a complete list see: http://www.rdaregistry.info/termList/bookFormat/



Subfield n. The size of the type used to represent the characters and symbols in a resource. The RDA Registry only has 3 labels for font size. In addition to large print and giant print, "jumbo braille" is also an option. But you may still record information in subfield n if you have an item that doesn't fall under any of those descriptors.

Here we have a type-written letter where it is noted that it was typed with a 12 point font. We simply omit subfield 2.

http://www.rdaregistry.info/termList/fontSize/.



Subfield o. The relationship of the colors and tones in an image to the colors and tones of the object reproduced. This is used when cataloging images. The only three options on the RDA Registry are positive, negative, and mixed polarity. Here are Tyrion and Oberon again demonstrating each for us. Good dogs!

http://www.rdaregistry.info/termList/RDAPolarity/

‡p = The Illustrative Content MARC Field volumes: +b illustrations (some color), maps (some color), plans, portraits, diagrams; +c 28 cm 340 -Subfield p 340 ‡g monochrome ‡2 rdapcc 340 ‡g polychrome ‡2 rdacc 340 p illustration 2 rdaill 340 +p map +2 rdaill 340 pp plan +2 rdaill 340 +p portrait +2 rdaill 340 **‡p** diagram

Subfield p. Here are the general or specific indications of the type or types of illustrative content contained in a source. There are 15 labels in the RDA Registry; however, 3 are listed as deprecated. "Illustrations" and "Illuminations" are now recorded in the singular. "Music" is no longer recorded in the 340 subfield p.

The 300 field above is from an older edition of the Encyclopedia Britannica. It has a variety of illustrative content that we can account for with 340 ‡p. Because there are both color and black and white illustrations and maps, we will need to add both monochrome and polychrome to our record. After that, we add all other illustrative content listed in the 300. Like illustration and map, plan and portrait are also listed on the CIL for illustrative content in the RDA Registry. However, diagram is not. But we can still account for it using subfield p by simply omitting subfield 2.

http://www.rdaregistry.info/termList/IllusContent/

#3 = Materials Specified

MARC Field 340 -Subfield 3



340	‡3 die ‡a wood ‡2 rdamat
340	‡3 pawn ‡a wood ‡2 rdamat
340	‡3 container ‡a cardboard ‡2 rdamat
340	‡3 cards ‡a paper ‡2 rdamat
340	‡3 answer sheet pad ‡a paper ‡2 rdamat
340	‡3 instruction booklet ‡a paper ‡2 rdamat
340	‡3 timer ‡a plastic ‡2 rdamat
340	‡3 box insert ‡a plastic ‡2 rdamat

Subfield 3. Here is where you specify the materials contained. It is especially useful when you have something like kits where multiple items are included. We started with Liebrary so it's a good way to finish. Earlier, we saw that we can account for the types of material that the items are made of using 340 subfield a. If you recall, Katy listed wood, cardboard, paper, and plastic as our material base configuration. Subfield 3 gives a way to differentiate the items and list what each is made of. Here Katy has noted that the die and the pawn are made of wood, the container from cardboard, the answer sheet pad and instruction booklet from paper, and the timer and box insert from plastic. Because all are labels from the Materials CIL, Katy added "rdamat" in subfield 2.

100	1	Strunk, Bill, ‡e compiler.
245	1 0	Amelia Büngener Strunk-Wilhlem Strunk ; Valentine Wick - Catherine (Krezeisen) Wick ; W.L. Strunk - Anna (Wick) Strunk : ‡b family genealogies / ‡c [compiled by Bill Strunk] ; contribute Caroline E. Strunk.
246	1 8	Bünenger-Strunk-Wick family genealogies
264	1	[Nashville, Tennesse]: †b [Bill Strunk], †c [between 1996 and 2021]
300		7, 5, 6, 6, 11, 60 unnumbered pages: +b illustrations, coat of arms, genealogical tables; +c 30 cm
334		single unit ‡2 rdami
336		text +b txt +2 rdacontent
337		unmediated +b n +2 rdamedia
338		volume +b nc +2 rdacarrier
340		‡g monochrome ‡2 rdapcc
340		‡I spiral binding ‡2 rdatb
340		‡p illustration ‡2 rdaill
340		‡p coat of arms ‡2 rdaill
340		‡p genealogical table ‡2 rdaill
520		A family history of the Strunk, Wick, and Büngener families of Illinois.
563		Volume is spiral bound in a plastic binding.

MARC Field 563 (Binding Information)

The 563 field is optional. Both indicators are blank. OCLC Bib Formats & Standards defines the 563 field as, "A note about binding information for primarily antiquarian materials, rare books, and other special collections. Do **not** use for serials bound together after publication for shelving and storage purposes." Subfield a is the Binding note, while ‡u is the Uniform Resource Identifier, ‡3 is Materials specified, ‡5 is the Institution to which field applies, ‡6 is Linkage, and ‡8 is Field link and sequence number. I have usually only seen 563 fields with ‡a. For more information about subfields u, 3, 5, 6, and 8, you can go to the OCLC Bib Formats & Standards page, https://www.oclc.org/bibformats/en/5xx/563.html.

The example on the slide above is from the Amelia Bungener Strunk-Wilhelm Strunk manifestation, which the CMC cataloged for Morton Public Library District.

340	‡g monochrome ‡2 rdapcc
340	‡l open ring binding ‡2 rdatb
340	‡p illustration ‡2 rdaill
340	‡p portrait ‡2 rdaill
500	"(Accompanies private donation including original railroad lantern, padlock, keys, framed photo, 1918 Popular Mechanics magazine, & I.C.R. Rules & Instructions book.)"Cove
500	Housed at The Groff Memorial Library.
500	Materials in binder donated.
520	This volume includes images, newspaper articles, and more that pertain to the Illinois Centrail Railroad Bridge 1918 accident in Grayville, Illinois.
563	Volume has open ring binding on left-hand side.

Illinois Central Railroad Bridge 1918 accident MARC Field 563

Illinois Central Railroad Bridge 1918 accident also has a 563 field (Binding Information). I have included the 340 fields and the 563 field. As you can see, the 340 ‡I informs us that this manifestation has open ring binding, while the 563 expands on that information by providing the detail that the open ring binding is on the left-hand side. Having a 340 ‡I and a 563 field is allowed. From OCLC's Bib Formats & Standards (under 340 ‡I instructions): ‡I Binding A method used to bind a published or unpublished resource, or other binding information. May be recorded using a controlled term or other structured description. For a list of RDA-controlled terms, see RDA Type of Binding.

Additional unstructured (or textual) information on binding may be recorded in <u>field</u> <u>563</u>.

https://www.oclc.org/bibformats/en/3xx/340.html

340	‡q polychrome ‡2 rdacc
340	‡I spiral binding ‡2 rdatb
340	+p illustration +2 rdaill
340	‡p map ‡2 rdaill
340	+p portrait +2 rdaill
353	bibliography +b bibliography
504	Includes bibliographic references (page 32).
520	A chronology of Major Thomas W. Morgan's military service during the Civil War, including biographical information.
563	Spiral binding with metal rings on left-hand side.

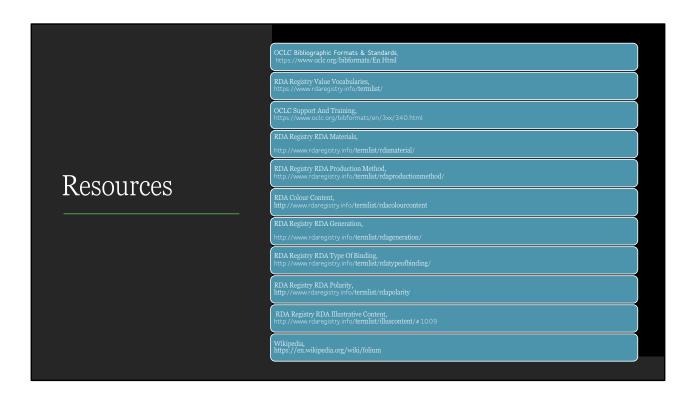
Chronology of military service of Major Thomas W. Morgan (1861-1864) 563 Example

As you can see on the slide, there is a 340 ‡l with spiral binding and then a 563 which expands on that information, letting us know that there is spiral binding with metal rings on the left-hand side.

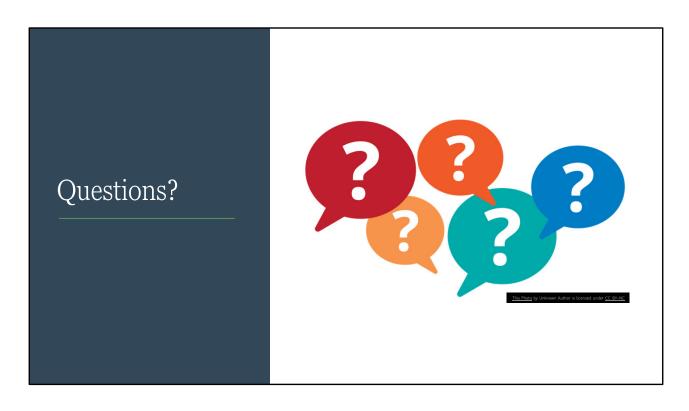
340	‡g polychrome ‡2 rdacc
340	‡g monochrome ‡2 rdapcc
340	‡I spiral binding ‡2 rdatb
340	‡p illustration ‡2 rdaill
340	‡p map ‡2 rdaill
340	‡p portrait ‡2 rdaill
340	‡p genealogical table ‡2 rdaill
353	bibliography ‡b bibliography
353	index +b index
504	Includes bibliographic references (pages 1-2) and index.
520	The history of the Miller family from Piatt and De Witt County, Illinois.
563	Spiral bound on left side of volume.

Our Miller Family 563 Example

In Our Miller Family, there is again a 340 ‡l spiral binding accompanied by a 563 with the added information that the spiral binding is on the left side of the volume.



These are the resources we used to create this presentation.



Do you have any questions for us?

ON THE CALL TODAY

Questions? Contact the CMC: cmc@illinoisheartland.org



Barbera Scoby



Dr. Pamela Thomas Mary Cornell CMC Cataloger CMC Bibliographic Grant Manager



CMC Cataloger



Eric McKinney CMC Cataloger



Katy Egts Metadata Cataloger

On the call today are Barb Scoby, Dr. Pamela Thomas, Mary Cornell, Eric McKinney, and Katy Egts.