

MARC CODING

What is a MARC record?

- **Machine-readable cataloging record.**
Machine-readable means that a computer can read and interpret the data in the cataloging record.

What is a cataloging record?

- Cataloging record is the bibliographic record or the information traditionally shown on a catalog card.

MARC record is just the vehicle for the cataloging information.

- Information put into the MARC format is determined by various rules and interpretations, such as AACR2R, Library of Congress Subject Headings (LCSH), Dewey Decimal Classification System, etc.

MARC record was designed by a group of 16 people in the middle 60's.

- Designed as a communication structure to allow cataloging information to be standardized
- Designed by computer programmers, not librarians!!
- Not intuitive, or user-friendly!
- Designed for card sets, not online catalogs

MARC 21 format for bibliographic data, 1999 ed. is the latest edition of the standard.

- Combines USMARC and CANMARC. Are moving toward an international standard, but not quite there yet.
- Is constantly being updated and revised

A MARC tutorial, *Introduction to MARC Tagging: An OCLC tutorial* is available free from OCLC.

- <http://www.oclc.org/support/training/connexion/marc/default.htm>

Components of a MARC record

- Leader
- Fixed fields
- Variable fields

Leader

- Used exclusively by the computer
- Includes type of record
 - DRA – Type:
 - OCLC – Type:

- Bibliographic level
 - DRA – Bib I:
 - OCLC – BLvL:

- Encoding level
 - DRA - Enc I:
 - OCLC – ELvI:

Fixed fields - 008

Contains important information about the item in abbreviated form.

The code that is put in "type" affects all the fixed fields. Each format has its own fixed fields.

See MARC 21 manual or OCLC Bibliographic Formats and Standards for the MARC codes for the fixed fields.

Most of the information in the fixed fields is to be used by the computer, often for qualifying searches.

Variable fields

Variable fields contain the descriptive cataloging information and the access points.

Variable fields contain:

- Tags
- Indicators
- Subfields

Tags

- Three-digit numbers assigned to a particular field
 - 092 – Dewey Decimal number
 - 100 – Personal name main entry
 - 245 – Title and statement of responsibility

Indicators

- Indicators perform different functions based on the tag they are used with and their position (first or second)
- Tracing indicators turn indexing on and off
 - 245; 10; a Against the grain
 - First indicator 1 creates a title added entry
- Filing indicators
 - 245; 14; a The age of reason
 - Second indicator 4 skips the initial article "the"

- Display constant indicators
 - 246; 14;a All along the watchtower
 - First indicator 1 creates a note and a title added entry
 - Second indicator 4 creates the print constant Cover title:
- Other
 - 100; 0 ;a Muddy Waters.
 - In the 100 field the first indicator shows the type of name it is. In this example Muddy Waters does not have a surname, so the first indicator is a 0 instead of the usual 1.

Common variable fields

- 010 – Library of Congress control number
- 020 – ISBN (International Standard Book Number)
- 022 – ISSN (International Standard Serial Number)
- 050 – Library of Congress classification number assigned by the Library of Congress
- 082 – Dewey number assigned by the Library of Congress
- 090 – Library of Congress classification number assigned by a library other than the Library of Congress
- 092 – Dewey number assigned by a library other than the Library of Congress
- 099 – Local Dewey number

Main entries

- 100 – Personal name main entry
- 110 – Corporate body main entry
- 111 – Conference name main entry

Titles

- 130 – Uniform title main entry – usually used for serials or the Bible
- 240 – Uniform title not a main entry – used to bring together different manifestations of the same work
- 245 – Title proper
 - \$a Title proper. \$n number of part, \$p name of part \$h [gmd] : \$b subtitle / \$c statement of responsibility, which includes authors, editors, illustrators, etc.
- 246 – Variant titles, i.e. cover titles, spine titles, etc.

Other variable fields

- 250 – Edition statement
- 260 – Imprint
 - \$a place of publication : \$b publisher, \$c date of publication and/or copyright date.

- 300 – Physical description
 - \$a extent of item : \$b illustrations ; \$c size + \$e accompanying material.

Series

- 440 – Traced series
- 490 – Untraced series, or series traced another way

Notes

- 500 – General note
- 504 – Bibliography
- 505 – Contents
- 508 – Creation/production credits
- 511 – Participants or performers
- 520 – Summary
- 521 – Target audience
- 526 – Study program (Accelerated readers)
- 538 – System details
- 546 – Translation note
- 586 – Awards note

Subject headings – 6XX

- 600 – Personal name subject heading
- 610 – Corporate body subject heading
- 611 – Conference subject heading
- 650 – Topical subject heading
- 651 – Geographic subject heading
- 655 – Genre subject heading

Added entries – 7XX

- 700 – Personal name added entry
- 710 – Corporate body added entry
- 711 – Conference added entry
- 730 – Uniform title added entry
- 740 – Title added entry

Linking fields – 7XX

- 780 – Earlier title for serials
- 785 – Later title for serials
- 787 – Related title for serials

Other – 8XX

- 800 – Personal name series
- 830 – Uniform title series

- 856 – http address – used to link to internet resources

Parallel tag construction

Final two characters of the 1XX, 4XX, 6XX, 7XX, and 8XX fields refer to similar groups.

- X00 – Personal names
- X10 – Corporate names
- X11 – Meeting or conference names
- X30 – Uniform titles
- X40 – Bibliographic titles

Examples:

- 100 – Personal name main entry
- 600 – Personal name subject heading
- 700 – Personal name added entry
- 800 – Personal name series

- 130 – Uniform title main entry
- 630 – Uniform title subject heading
- 730 – Uniform title added entry
- 830 – Uniform title series entry