The British Library Guide to RDA Name Authority Records
The British Library Guide to RDA Name Authority Records

- Policies developed at weekly RDA review meetings during training
- Agreed with the Library of Congress
- Not an official PCC document but compatible with LC-PCC-PS
- Used as a reference tool by other partners in NACO
- Updated regularly
The British Library Guide to RDA Name Authority Records

- Navigation by hyperlinks from Contents
- Hyperlinks from Guide directly into:
  - RDA
  - LC-PCC-PS
  - MARC 21 Format for Authority Data
  - Subject Headings Manual
  - Library of Congress documentation
INTRODUCTION

This guide describes British Library's best practice for the creation of RDA name authority records. It results both from discussions with the Library of Congress, and from the contributions of many cataloguers in weekly RDA policy review meetings over a period of months, without whom the guide would not have been possible.

This guide should be read in conjunction with the LC-PCC-PS, LC-PCC PS, and DCM: Descriptive Cataloging Manual, Z1. Name and Series Authority Records (Cataloger's Desktop login required).
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- Brief guidelines only
- RDA access points for families are uncommon at the BL
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046 – Special Coded Dates

046 - Special Coded Dates (R) (MARC 21 ©, 9.3 RDA, 10.4 RDA, 11.4 RDA)

Record dates if they are readily ascertainable from research done to satisfy NACO requirements. Otherwise the field may be omitted.

- Special Coded Dates - ISO 8601 and edtf
- Special Coded Dates - Personal Names
- Special Coded Dates - Corporate Names
- Special Coded Dates - Conference Names
- Special Coded Dates - Jurisdiction Names

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368 – Other Attributes of Person or Corporate Body

- Other Attributes - General
- Other Attributes - Personal names
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- Relation between 368 and 110 qualifier

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See also 2013 Changes to RDA.

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374 – Occupation (R) (MARC 21 ✓, 9.16 RDA)

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Hyperlinks from these headings to sections of the Guide
Citing Sources

- Explains how sources may be cited in 670 field
- Explains how sources may be cited in $u/v$ subfields in 046/3XX fields
- Due to be expanded with fuller guidance
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370 - Associated Place
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- Reorganization of Instruction on Saints
- Additional Exception for Titles of Religious Rank
- Distinguishing Between Access Points for Persons
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The Guide will continue to be updated and expanded with new material
Hyperlinks

- Hierarchical links between levels in the Guide
- Links to related sections within the Guide
- Links to RDA
- Links to MARC 21
- Links to other documentation
Hyperlinks

Fuller Form of Name (9.19.1.4 RDA) — LINK TO RDA

In Authorized Access Points.

Apply the option to provide a fuller form of name if a part of the forename or surname used in the preferred name is represented by an initial or an abbreviation, if the cataloger considers it important for identification:

Smith, J. (James)

For unused parts of name, do not apply the option: Add unused forenames or surnames only if needed to distinguish one access point from another:

Smith, James (James Alan) — LINK TO MARC 21

This element is also recorded in MARC 21 field 378. — LINK TO SECTION IN GUIDE

Back to Distinguishing between Access Points for Persons — UP ONE LEVEL

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INTRODUCTION

This guide describes British Library best practice for the creation of RDA name authority records. It results both from discussions with the Library of Congress, and from the contributions of many cataloguers in weekly RDA policy review meetings over a period of months, without whom the guide would not have been possible.

This guide should be read in conjunction with the LC-PCC-PS, and DCM: Descriptive Cataloging Manual, Z1. Name and Series Authority Records (Cataloger's Desktop login required).

Queries concerning this Guide may be directed to richard.moore@bl.uk

This Guide was updated in July 2013 to reflect the recent 2013 Changes to RDA, and contains notes on Qualifiers in Access Points Requiring RDA Review. This update has been reviewed by the Library of Congress.
Updates, Suggestions and Corrections

- Please email any updates, suggestions and corrections to The British Library

  richard.moore@bl.uk

  AuthorityControl@bl.uk
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THE END