

## 008

(00-05) <b>Date:</b>	(06) <b>DtSt:</b>	(07-10) <b>Dates:</b>
(11-14) <b>Dates:</b>	(15-17) <b>Ctry: xxk</b>	(18-21) <b>Ills: _</b>
(22) <b>Audn: _</b>	(23) <b>Form: _</b>	(24-27) <b>Cont: _</b>
(28) <b>GPub: _</b>	(29) <b>Conf: 0</b>	(30) <b>Fest: 0</b>
(31) <b>Indx: 1</b>	(33) <b>Fict: _</b>	(34) <b>Biog: _</b>
(35-37) <b>Lang: eng</b>	(38) <b>MRec: _</b>	(39) <b>Srce: u</b>

**Fields in red:** must be entered manually.

**Fields in blue:** defaults to be changed if necessary, to match item.

**Fields in grey:** defaults, do not change.

00-05: date entered on file / date catalogued -- *yymmdd* (e.g. 040428)

06: Type of date / publication status

**r** Reprint/reissue date and original date

06	<b>r</b>	
07-10	<b>2001</b>	<i>(latest reprint date)</i>
11-14	<b>1987</b>	<i>(original pub. date)</i>

**s** Single known date

06	<b>s</b>	
07-10	<b>1999</b>	
11-14	_____	<i>(leave blank)</i>

07-10: Date 1 [see above]

11-14: Date 2 [see above]

15-17: Place of publication -- [http://www.loc.gov/marc/countries/cou\\_pt3region.html](http://www.loc.gov/marc/countries/cou_pt3region.html)

Change default only if necessary, i.e. if *not* a UK publication, or more specific.  
If country code is two characters only, leave 3<sup>rd</sup> character space blank.

15-17	<b>enk</b>	<i>(England)</i>
	<b>dk_</b>	<i>(Denmark)</i>
	<b>ie_</b>	<i>(Ireland)</i>
	<b>stk</b>	<i>(Scotland)</i>

28: Government publication

– Not a government publication  
**f** National  
**i** International / intergovernmental  
**l** Local  
| No attempt to code

29: Conference publication

**0** Not a conference publication  
**1** Conference publication

30: Festschrift

**0** Not a festschrift  
**1** Festschrift

31: Index

**0** No index  
**1** Index present

35-37: Language

See: [http://www.loc.gov/marc/languages/lang\\_pt2.html](http://www.loc.gov/marc/languages/lang_pt2.html)

35-37 **eng** (*English*)  
**fre** (*French*)  
**ger** (*German*)  
**ita** (*Italian*)  
**spa** (*Spanish*)

**Example of 008 for a standard print item published in 2003 including an index:**

<b>Date:</b> 040331	<b>DtSt:</b> s	<b>Dates:</b> 2003
<b>Dates:</b> _____	<b>Ctry:</b> xxk	<b>Ills:</b> _
<b>Audn:</b> _	<b>Form:</b> _	<b>Cont:</b> _
<b>GPub:</b> _	<b>Conf:</b> 0	<b>Fest:</b> 0
<b>Indx:</b> 1	<b>Fict:</b> _	<b>Biog:</b> _
<b>Lang:</b> eng	<b>MRec:</b> _	<b>Srce:</b> u

## Main bibliographic details

ISBN	020		\$a
Local Dewey	092	0_	\$a
Personal auth	100	1_	\$a \$d
Title	245	1 0	\$a \$b \$c
Edition	250		\$a
Publication	260		\$a \$b \$c
Physical des	300		\$a \$b \$c
Series	440		\$a
General note	500		\$a
Local note	590		\$a
Subj. (name)	600	1 0	\$a \$d \$e \$v
Subj. (topic)	650	_0	\$a \$v \$x
Add. author	700	1 0	\$a \$d \$e

**Tags / subfields in red:** Mandatory (where information is available)

**Tags / subfields in blue:** Desirable (where information is available)

**Tags / subfields in green:** Optional

### 020

ISBN, without dashes or spaces. **\$a0711457514**

### 092

Local Dewey number, i.e. if classification of the item is not being done to strict DDC standards but is following existing / similar stock. Do not enter local shelfmarks here.

**\$a344.014** not **\$a344.014 PAR**

If classifying to DDC, enter in **082**, with Dewey edition no. in \$2 – **\$a344.01441 \$221**

### 100

Personal author. 100 entries must be checked with the Library of Congress Name Authority File:

<http://authorities.loc.gov/>

- Click >> **Search Authorities** <<
- Change **Search type** to **Name Authority Headings**
- Enter the author's name from the item in hand, in the form *Surname, First name*
- Look for an Authorized Heading for the name as you have entered it, i.e.




**Example 1: Lodge, David**

There are three Authorized Headings for this name, each with different dates of birth:

Lodge, David, 1921-  
Lodge, David, 1935-  
Lodge, David, 1958-

You will need to verify which author (if any) is responsible for the item at hand.

- Click the  button next to a name
- Click on the name below **Select a Link to View the Authority Record**
- Check the **670** tag information to see if your item is mentioned, or whether you can draw a reasonable conclusion from other works mentioned.
- The **100** tag gives you the Name Authority, e.g.

**\$a Lodge, David, \$d 1935-**

**Example 2: Chudley, Roy**

Some names will have only a References button, i.e. 

- Click on the References button next to the name
- Click on the name below **Select a Link Below to Continue... (See:)**
- This will take you to the closest Authorized Heading
- As above in **Example 1**, make sure you have the right author for the item in hand

In this case, the authorized heading in the 100 tag is:

**\$a Chudley, R.**

You must take a note of **400** tag information if given, i.e.

**100 1\_ \$aChudley, R.**  
**400 1\_ \$aChudley, Roy.**

The **400** tag is a ‘See From’ reference, so borrowers who search the OPAC using the incorrect form of the name (*Chudley, Roy*) will be referred to the correct form (*Chudley, R.*) and its associated titles.

- In the MARC editor in Horizon, enter the author’s surname into **100 \$a**
- Right-click on the surname and choose **Link Options...**
- Choose **Browse Link...**
- From the author browse list, highlight and **Link** the correct form of author name if it exists as given by Library of Congress (above)
- If the correct form of the name does not exist, do not link, but simply enter the name as given by Library of Congress into the **100** tag.
- Add **400** tag information into the new authority record (if given in LC) by double-clicking on the **100** name entry.

Status: c		Created: 15/10/2003		
Owned by: Unowned		Author		
Field: Leader [Optional]				
000	RecS:	n	Type: z	ELvl: o
008	Date	031015	Geo. s	Roma
	Langu	_	Kind of a	Cat. ru z
	Subjec	n	Type o n	Series n
	Use -	a	Use - b	Use - b
	Subjec		_	Gov. a u
	REvl:	n	Recor a	Perso n
	Level	d	Mod. r	Srce: u
100	1	_	‡a Jackson, A. B. ‡q (Andrew Buchanan), ‡d 1965-	
400	1	_	‡a <u>Jackson, Andrew Buchanan</u> , ‡d 1965-	

Author subfields and their order:

**\$aThomson, F. H. \$q(Francis Haddock), \$cSir, \$d1856-1904.**

*\$a Name \$q Fuller form of name \$c Other titles \$d Dates of birth / death*

**For detailed information on author entry standards, see Appendix 1 (p. 8)**

## 245

Title. Enter the title as given on the title page, not the front cover or the spine.

Unless the title contains proper nouns or acronyms which would normally be capitalized (Scotland, SFEU, Charles Rennie Mackintosh), do not capitalize anything except the first word. Points to note: 'the West End of Glasgow' is capitalized, being the name of a specific geographical area; 'the west end of the street' is not.

**245 14 \$aThe happy prince / \$cJohn Bond.**

**Note:** the subfield indicators will change automatically when you save the record. In the example above: **245 11** (before saving) **245 14** (after saving)

- Add one character space after the end of the title before adding /
- Author's name in **\$c** is entered in natural order, i.e. *First name Surname*
- Add full-stop after author's name

Enter multiple authors as given on the title page:

**\$cR. Chudley and R. Greeno.**

**\$cTim Wells & Daisy Goodwin.**

**\$cby T. F. Prince and B. Taylor.**

**\$cJane Scott, Harriet Moorehead.** (*if names are given without further text*)

Enter subtitles in **\$b** if given on the title page. Do not enter blurbs from front cover here.

**245 14 \$aThe happy prince : \$ba magical tale / \$cby John Bond ; illustrated by  
Quentin Blake.**

- Add one character space after the end of the title proper before adding a colon :

For edited works:

**245 14 \$aThe Penguin book of 20<sup>th</sup> century verse / \$cedited by Ken Cook.**

Note: editors are entered in the 700 tag in Surname, First name order:

**700 1\_ \$aCook, Ken.**

## 250

Edition statement. **\$a2nd ed.**

## 260

Publication details. **\$a Place of publication :\$b Publisher,\$c Date of publication.**

**260 \$aLondon : \$bMacmillan, \$c1971.**

**260 \$aNew York ; \$aBerlin : \$bSpringer Verlag, \$c1977.**

## 300

Physical description. **\$a Extent, no. of pages :\$b Illustrations, other details ;\$c Dimensions  
+\$e Accompanying material**

**300 \$a149 p.**

**300 \$a50 p. ; \$c23 cm.**

**300 \$a200 p. : \$bill. ; \$c20 cm.**

**300 \$axx, 364 p. : \$bill. ; \$c24 cm. + \$e1 CD-ROM (4 3/4 in.)**

## 440

Series statement. Enter a series name only if it is being used as a searchable term, i.e. it may be useful to search on the 'Dummies' series for various IT applications, but not a 'How To...' series in which the subjects are diverse and do not naturally group together. Enter the latter under 490.

Use **\$n** for number or part of a work, **\$v** for volume number.

**440** \_0 \$aFor dummies  
**440** \_0 \$aManaging best practice ; \$v43

Note: the second subfield indicator in **440** is for non-filing characters (as in the **245** tag) ... so it will depend whether you want to file 'For dummies' alphabetically in 'F', or set the second subfield indicator to 4 to file under 'dummies'.

## 500

General note. If the title in **245** has been taken from the cover (in the absence of a title page) add a note here. Also add a note if item includes an index.

**500** \$aTitle from cover.  
**500** \$aIncludes index.

## 590

Local contents note. Enter local subject terms if they are to be searchable under General Keyword.

## 600

Subject term: personal name. If the item is about an individual (biographies, studies, etc) enter their name here.

**Note:** names in **600** must follow Library of Congress Name Authority File if an entry exists, so follow instructions for **100** above.

**600** 1 \$aMackintosh, Charles Rennie, \$d1868-1928.

## 650

Subject term: topical.

## 700

Added personal authors. Enter any additional authors, and follow Library of Congress Name Authority File if entries exist.

If an item has two or more authors, enter the first name as listed on the title page into **100** and add the additional authors into **700**.

**100** 1 \$aFriberg, Bo, \$d1940-  
**245** 14 \$aThe advanced professional pastry chef / \$cBo Friberg ; with Amy Kemp Friberg.  
**700** 1 \$aFriberg, Amy Kemp.

## Appendix 1      Examples of 100, 110 and 111 entries

### 100 - MAIN ENTRY: PERSONAL NAME (NR)

A personal name used as a main entry in a bibliographic record.

#### Indicators

- First - Type of personal name entry element
  - 0 - Forename  
The name is a forename or is a name consisting of words, initials, letters, etc., that are formatted in direct order.
  - 1 - Surname  
The name is a single or multiple surname formatted in inverted order or a single name without forenames that is known to be a surname.
  - 3 - Family name  
The name represents a family, clan, dynasty, house, or other such group and may be formatted in direct or inverted order.
- Second - Undefined
  - # - Undefined

#### Subfield Codes

- \$a - Personal name (NR)  
A surname and/or forename; letters, initials, abbreviations, phrases, or numbers used in place of a name; or a family name.
- \$b - Numeration (NR)  
A roman numeral or a roman numeral and a subsequent part of a forename when the first indicator value is 0.
- \$c - Titles and other words associated with a name (R)
- \$d - Dates associated with a name (NR)  
Dates of birth, death, or flourishing, or any other date associated with a name.
- \$e - Relator term (R)  
Describes the relationship between a name and a work.
- \$f - Date of a work (NR)  
A date of publication used with a title of a work in a name/title field.
- \$g - Miscellaneous information (NR)  
A data element not more appropriately contained in another defined subfield.
- \$j - Attribution qualifier (R)  
Attribution information for names when the responsibility is unknown, uncertain, fictitious or pseudonymous.
- \$k - Form subheading (R)
- \$l - Language of a work (NR)  
The name of a language(s) used with a title of a work in a name/title field.
- \$n - Number of part/section of a work (R)  
A number designation for a part or section of a work used with a title in a name/title field.
- \$p - Name of part/section of a work (R)  
A name designation of a part or section of a work used with a title in a name/title field.
- \$q - Fuller form of name (NR)  
A more complete form of the name contained in subfield \$a.
- \$t - Title of a work (NR)  
A uniform title, a title page title of a work, or a series title used in a name/title field.
- \$u - Affiliation (NR)  
An affiliation or address of the name.

#### Examples

- 100 0#SaJohn,\$cthe Baptist, Saint.
- 100 0#SaJohn\$bII Comnenus,\$cEmperor of the East,\$d1088-1143.
- 100 0#SaAuthor of The diary of a physician,\$d1807-1877.
- 100 0#SaClaude,\$cd'Abbeville, pere,\$dd. 1632.
- 100 1#SaFitzgerald, David.
- 100 1#SaChiang, Kai-shek,\$d1887-1975.
- 100 1#SaWatson,\$cRev.
- 100 1#SaBlackbeard, Author of,\$d1777-1852.
- 100 1#SaLe Conte, John Eatton,\$d1784-1860.
- 100 1#SaEl-Abiad, Ahmed H.,\$d1926-
- 100 0#SaJohn Paul\$bII,\$cPope,\$d1920-
- 100 1#SaSeuss,\$cDr.
- 100 1#SaChurchill, Winston,\$cSir,\$d1874-1965.
- 100 1#SaWard, Humphrey,\$cMrs.,\$d1851-1920.
- 100 1#SaWalle-Lissnijder,\$cvande.
- 100 0#SaThomas,\$cAquinas, Saint,\$d1225?-1274.
- 100 0#SaH. D.\$q(Hilda Doolittle),\$d1886-1961.
- 100 1#SaGresham, G. A.\$q(Geoffrey Austin)
- 100 1#SaSmith, Elizabeth\$q(Ann Elizabeth)
- 100 1#SaBeeton,\$cMrs.\$q(Isabella Mary),\$d1836-1865.
- 100 1#SaBrown, B. F.\$uChemistry Dept., American University.
- 100 3#SaFarquhar family.
- 110 - MAIN ENTRY: CORPORATE NAME (NR)**  
 A corporate name used as a main entry in a bibliographic record.

## Indicators

- First - Type of corporate name entry element
  - 0 - Inverted name  
The corporate name begins with a personal name in inverted order.
  - 1 - Jurisdiction name  
The entry element is a name of a jurisdiction that is also an ecclesiastical entity or is a jurisdiction name under which a corporate name or a title of a work is entered.
  - 2 - Name in direct order
- Second - Undefined
  - # - Undefined

## Subfield Codes

- \$a - Corporate name or jurisdiction name as entry element (NR)  
A name of a corporate body or the first entity when subordinate units are present; a jurisdiction name under which a corporate body, city section, or a title of a work is entered; or a jurisdiction name that is also an ecclesiastical entity.
- \$b - Subordinate unit (R)  
A name of a subordinate corporate unit, a name of a city section, or a name of a meeting entered under a corporate or jurisdiction name.
- \$c - Location of meeting (NR)  
A place name or a name of an institution where a meeting was held.
- \$d - Date of meeting or treaty signing (R)  
The date a meeting was held or, in a name/title field, the date a treaty was signed.
- \$e - Relator term (R)  
Describes the relationship between a name and a work.
- \$f - Date of a work (NR)  
A date of publication used with a title of a work in a name/title field.
- \$g - Miscellaneous information (NR)  
The name of the *other party* to a treaty in a name/title field; a subelement that is not more appropriately contained in subfield \$c, \$d, or \$n in a meeting entered under a corporate name; or a data element that is not more appropriately contained in another defined subfield in any other type of corporate name field.
- \$k - Form subheading (R)
- \$l - Language of a work (NR)  
A name designation of a part or section of a work used with a title in a name/title field.
- \$n - Number of part/section/meeting (R)  
A number designation for a meeting entered under a corporate name or for a part or section of a work used with a title in a name/title field.
- \$p - Name of part/section of a work (R)  
A name designation of a part or section of a work used with a title in a name/title field.
- \$t - Title of a work (NR)  
A uniform title, a title page title of a work, or a series title used in a name/title field.
- \$u - Affiliation (NR)  
An affiliation or address of the name.

## Examples

110 0#\$aNewman (Jean and Dorothy) Industrial Relations Library.

- 110 2#SaJ.C. Penney Co.
- 110 1#SaCyprus (Archdiocese)
- 110 1#SaPennsylvania.\$bState Board of Examiners of Nursing Home Administrators.
- 110 1#SaJalisco (Mexico).\$tLey que aprueba el plan regional urbano de Guadalajara, 1979-1983.
- 110 2#SaPRONAPADE (Firm)
- 110 1#SaBirmingham (Ala.)
- 110 2#SaScientific Society of San Antonio (1892- 1894)
- 110 2#SaSt. James Church (Bronx, New York, N.Y.)
- 110 1#SaUnited States.\$bCongress.\$bJoint Committee on the Library.
- 110 1#SaParis.\$bMontmartre.
- 110 2#SaCatholic Church.\$bConcilium Plenarium Americae Latinae\$d(1899 :\$cRome, Italy)
- 110 2#SaEastman Kodak Company,\$edefendant-appellant.
- 110 1#SaMinnesota.\$bConstitutional Convention\$d(1857 :\$gRepublican)
- 110 1#SaUnited States.\$bCongress\$n(97th, 2nd session :\$d1982).\$bHouse.
- 110 2#SaNew York Public Library.\$kManuscript\$paAulendorf Codex.
- 110 1#SaUnited States.\$bNational Technical Information Service.\$u5205 Port Royal Road, Springfield, VA 22161.
- 110 1#SaUnited States.\$bCourt of Appeals (2nd Circuit)
- 110 1#SaUnited States.\$kTreaties, etc.\$gFrance,\$dJuly 28, 1967.

**111 - MAIN ENTRY: MEETING NAME (NR)**

A meeting name used as a main entry in a bibliographic record.

**Indicators**

- First - Type of meeting name entry element
  - 0 - Inverted name  
The meeting name begins with a personal name in inverted order.
  - 1 - Jurisdiction name  
The entry element is a jurisdiction name under which a meeting name is entered.
  - 2 - Name in direct order
- Second - Undefined
  - # - Undefined

## Subfield Codes

- \$a - Meeting name or jurisdiction name as entry element (NR)  
A name of a meeting, or the first entity when subordinate units are present; or a jurisdiction name under which a meeting name is entered.
- \$c - Location of meeting (NR)  
A place name or a name of an institution where a meeting was held.
- \$d - Date of meeting (NR)
- \$e - Subordinate unit (R)  
The name of a subordinate unit entered under a meeting name.
- \$f - Date of a work (NR)  
A date of publication used with a title of a work in a name/title field.
- \$g - Miscellaneous information (NR)  
A data element not more appropriately contained in another defined subfield.
- \$k - Form subheading (R)
- \$l - Language of a work (NR)  
The name of a language(s) used with a title of a work in a name/title field.
- \$n - Number of part/section/meeting (R)  
A number designation for a meeting entered under a corporate name or for a part or section of a work used with a title in a name/title field
- \$p - Name of part/section of a work (R)  
A name designation of a part or section of a work used with a title in a name/title field.
- \$q - Name of meeting following jurisdiction name entry element (NR)  
The name of a meeting that is entered under a jurisdiction name contained in subfield \$a.
- \$t - Title of a work (NR)  
A uniform title, a title page of a work, or a series title used in a name/title field.
- \$u - Affiliation (NR)  
An affiliation or address of the name.

## Examples

111 2#\$aSymposium Internacional "Manuel Pedroso" In Memoriam \$d(1976 :  
\$cGuanajuato, Mexico)

- 111 1#SaChicago.\$qCartography Conference.
- 111 2#SaGovernor's Conference on Aging (N.Y.)\$d(1982 :\$cAlbany, N.Y.)
- 111 2#SaEsto '84\$d(1984 :\$cToronto, Ont).\$eRaamatunäituse Komitee.
- 111 2#SaWorld Peace Conference\$n(1st :\$d1949 :\$cParis, France and Prague, Czechoslovakia)
- 111 2#SaWhite House Conference on Library and Information Services \$d(1979 :\$cWashington, D.C.).\$eOhio Conference Delegation.
- 111 2#SaInternational Symposium on Quality Control (1974- )
- 111 2#SaNational Conference on Physical Measurement of the Disabled,\$n2nd,\$cMayo Clinic,\$d1981,\$gProjected, not held.
- 111 1#SaParis.\$qPeace Conference,\$d1919.
- 111 2#SaSymposium on the Underground Disposal of Radioactive Wastes \$d(1979 :\$cOtaniemi, Finland)\$4fnd
- 111 2#SaExpo '70\$c(Osaka, Japan)

## Appendix 2          Examples of 245 and 246 entries

## 245 - TITLE STATEMENT (NR)

The title and statement of responsibility area of the bibliographic description of a work.

### Indicators

- First - Title added entry  
A value that indicates whether a title added entry is to be generated from field 245.
  - 0 - No added entry  
No title added entry is made either because no title added entry is desired or because the title added entry is not traced the same as the title in field 245.
  - 1 - Added entry  
The desired title added entry is the same as the title in field 245.
- Second - Nonfiling characters
  - 0-9 - Number of nonfiling characters

### Subfield Codes

- \$a - Title (NR)
- \$b - Remainder of title (NR)
- \$c - Statement of responsibility, etc. (NR)
- \$f - Inclusive dates (NR)  
The time period during which the entire content of the described materials was created.
- \$g - Bulk dates (NR)  
The time period during which the bulk of the content of the described materials was created.
- \$h - Medium (NR)
- \$k - Form (R)  
A term that is descriptive of the form of the described materials, determined by an examination of their physical character, the subject of their intellectual content, or the order of information within them.
- \$n - Number of part/section of a work (R)
- \$p - Name of part/section of a work (R)
- \$s - Version (NR)  
The name, code, or description of a copy of the described materials that was generated at different times or for different audiences.

### Examples

- 245 00\$aWriters' & artists' yearbook 2004 : \$b a directory for writers, artists, playwrights, writers for film, radio and television, designers, illustrators and photographers.
- 245 14\$aThe teachings of Don Juan : \$b a Yaqui way of knowledge / \$c Carlos Castaneda.
- 245 00\$aOklahoma \$h [sound recording] ; \$b Carousel ; South Pacific...
- 245 00\$aSCRAN (Scottish Cultural Resource Access Network) \$h [electronic resource].
- 245 04\$aThe West End conservation manual.
- 245 04\$aThe plays of Oscar Wilde / \$c edited by Alan Bird.
- 245 10\$aHow to play chess / \$c Kevin Wicker ; with a foreword by David Pritchard ; illustrated by Karel Feuerstein.
- 245 00\$aManagement report. \$n Part I / \$c U.S. Navy's Military Sealift Command.
- 245 00\$aShort-Harrison-Symmes family papers, \$f 1760-1878.
- 245 00\$skRecords, \$f 1939-1973 \$g 1965-1972.
- 245 03\$aLa mer \$h [sound recording] ; \$b Khamma ; Rhapsody for clarinet and orchestra / \$c Claude Debussy.
- 245 14\$aThe charity ball : \$b a comedy in four acts : \$k typescript, \$f 1889 / \$c by David Belasco and Henry C. DeMille.
- 245 00\$aPortals to the world. \$p Selected Internet resources. \$p Maldives \$h [electronic resource] / \$c created and maintained by the Asian Division, Area Studies Directorate.
- 245 00\$aFocus on grammar \$h [electronic resource] : \$b basic level.
- 245 00\$aConcerto per piano n. 21, K 467 \$h [sound recording] / \$c W.A. Mozart. L'assedio di Corinto. Ouverture / G. Rossini.
- 245 10\$aAhab's wife, or, The star-gazer : \$b a novel / \$c by Sena Jeter Naslund ; illustrations by Christopher Wormell.

## 246 - VARYING FORM OF TITLE (R)

A form of the title appearing on different parts of an item or a portion of the title proper, or an alternative form of the title when the form differs significantly from the title contained in field 245.

### Indicators

- First - Note/added entry controller  
A value that indicates whether an added entry for the title is to be generated.
  - 0 - Note, no added entry
  - 1 - Note, added entry
  - 2 - No note, no title added entry
  - 3 - No note, added entry
- Second - Type of title  
A value that indicates the type of title contained in field 246 and controls the generation of a note and an associated display constant. All of the values except 0 and 1 generate a note field.
  - # - No type specified
  - 0 - Portion of title  
An added entry may be generated by first indicator value 1. No note is generated.
  - 1 - Parallel title  
The parallel title that is contained in subfield \$b of field 245. No note is generated.
  - 2 - Distinctive title  
A special title that appears in addition to the regular title on individual issues of an item and by which the issue may be known. *Distinctive title*: may be generated with the note for display.
  - 3 - Other title  
A title that appears on the piece that is not more appropriately indicated by one of the other values. *Other title*: may be generated with the note for display.
  - 4 - Cover title  
A title that is printed on the original cover of a publication or lettered or stamped on the publisher's binding and which is used when the cover is not the chief source of the bibliographic description. *Cover title*: may be generated with the note for display.
  - 5 - Added title page title  
A title in another language found on a title page that is not used as the chief source of the bibliographic description. *Added title page title*: may be generated with the note for display.
  - 6 - Caption title  
A title printed at the head of the first page of text. *Caption title*: may be generated with the note for display.
  - 7 - Running title  
A title printed at the top or bottom margin of each page of a publication. *Running title*: may be generated with the note for display.
  - 8 - Spine title  
A publisher's title found on the spine of a publication. *Spine title*: may be generated with the note for display.

### Subfield Codes

- \$a - Title proper/short title (NR)
- \$b - Remainder of title (NR)

- \$f - Date or sequential designation (NR)  
A date or a volume/issue number that relates the variant title to the bibliographic description when a note is generated from the field.
- \$g - Miscellaneous information (NR)
- \$h - Medium (NR)
- \$i - Display text (NR)
- \$n - Number of part/section of a work (R)
- \$p - Name of part/section of a work (R)

## Examples

246 0#**\$i**Added title page title on some issues:**\$a**Annual report

246 13**\$a**California State Assembly file analysis

246 3#**\$a**Four corners power review

246 1#**\$i**Panel title:**\$a**Welcome to big Wyoming

246 1#**\$i**Also known as:**\$a**COMPENDEX

246 1#**\$i**Augmented title:**\$a**Development of electro-optical laser velocimeter system for flame studies

246 30**\$a**LRMP

246 31**\$a**Nihon

246 12**\$a**Creating jobs**\$f**1980

246 15**\$a**Murshid al-Sdn**\$f**1982- 1983

246 3#**\$a**BEEC bulletin

246 17**\$a**B.E.E.C. bulletin

246 04**\$a**[variant title]**\$g**(varies slightly)

246 1#**\$i**At head of title:**\$a**Science and public affairs**\$f**Jan. 1970-Apr. 1974

246 1#**\$i**Title on container:**\$a**New Brunswick royal gazette