

## **LIS 791 Resource Description**

**Syllabus (revised 9-9-2010)**

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**Online Fall 2010**

### **COURSE DESCRIPTION**

Application of standards and rules to the construction of tools for information retrieval, primarily digital resources and catalogs in library and information environments. Overview of concepts of knowledge organization. Anglo-American Cataloguing Rules and Machine Readable Cataloging (AACR2 and MARC21), Functional Requirements for Bibliographic Records (FRBR), Library of Congress Rule Interpretations (LCRI), and RDA (Resource Description and Access). Special problems in the organization of resources (library materials in various forms). Includes descriptive detail for different forms of material; choice and form of entry for names and uniform titles; provision of authority control for names and titles.

### **PREREQUISITES**

Required:

Successful completion of L&I SCI 511 Organization of Information

Basic computer literacy as outlined in the SOIS policy:  
<http://www.uwm.edu/Dept/SOIS/academics/MLIS/mliscomplit.htm>

SOIS technology requirements for distance learning:  
<http://www.uwm.edu/Dept/SLIS/academics/DE/deptechreq.htm>

Recommended:

Completion of L&I SCI 571 Information Access and Retrieval

### **COURSE REQUIREMENTS**

Homework 65% of the grade

Blogging 15% of the grade

Written final exam 20% of the grade

### **COURSE OBJECTIVES**

Upon completion of the course, students will:

- 1) Become conversant with concepts of description of and access to knowledge records;
- 2) Become conversant with the principles and standards for description and access and authority control;
- 3) Understand the broader theoretical context in which these principles function
- 4) Acquire the ability to create bibliographic records; and,
- 5) Cite authorities, synthesize opinions, and defend work in written and oral form.

## **METHOD**

The course begins with a theoretical overview of the role of resource description in the larger spheres of knowledge organization and bibliographic control. We then will proceed to techniques for description and access of all sorts of materials collected in libraries. Entity-relationship concepts will be introduced, and FRBR will be studied in detail. Resource description will be honed through homework assignments. Students will submit a project consisting of a complete set of bibliographic and authority records for a cogent set of resources, accompanied by a mock-up integrated index of the access points. A written final exam will cover principles in the models, rules and interpretations for resource description.

## **TEXTS REQUIRED FOR THIS COURSE:**

*Anglo-American Cataloguing Rules 2d edition.*

AACR2 is available to you online within Catalogers' Desktop, which we will use for the course. But, if you had a paper copy at hand it would probably also be helpful.

Taylor, Arlene G. 2007. *Understanding FRBR*. Libraries Unlimited.

You will need to read this entire book, so you can acquire a copy any way that works for you. It is not on reserve in the library (at least, not for this course).

## **ARTICLES available online:**

Campbell, D. Grant. 2005. Metadata, metaphor, and metonymy. *Cataloging & classification quarterly* 40 no. 3: 57-73.

Howarth, Lynne C. 2005. Metadata and bibliographic control: soul-mates or two solitudes? *Cataloging & classification quarterly* 40 no.3: 37-56.

Smiraglia, Richard P. 2008. Rethinking what we catalog: documents as cultural artifacts. *Cataloging & classification quarterly* 45 no.3: 25-37.

Smiraglia, Richard P. 2009. Bibliocentrism, cultural warrant, and the ethics of resource description: a case study. *Cataloging & classification quarterly* 47 no. 7: 671-86.

Spanhoff, Elisabeth de Rijk. 2002. Principle issues: catalog paradigms, old and new. *Cataloging & classification quarterly* 35 no.1: 37-59.

**E-Reserves (I'm told this link works but I wouldn't know:**

<http://d2tipsandtricks.blogspot.com/2010/03/content-ereserve.html>)

Smiraglia, Richard P. 1987. Bibliographic control theory and nonbook materials. In *Policy and practice in the bibliographic control of nonbook materials*, p. 15-24.

Smiraglia, Richard P. 1992. The continuous revision process. In *Origins, content and future of AACR2*, pp. 14-26.

**COURSE SCHEDULE**

Date	Topics	Readings	Due
September 2, 2010	Getting acquainted About this course An overview of resource description	Smiraglia, "Rethinking what we catalog" Howarth, "Metadata and bibliographic control" Campbell, "Metadata, metaphor, and metonymy" Spanhoff, "Principle Issues" Smiraglia, "Bibliographic control theory and nonbook materials" Smiraglia, "The Continuous Revision Process"	
September 9, 2010	Elements of resource description Bibliographic precedents Technical reading Eschew bibliocentrism	Smiraglia, "Bibliocentrism" AACR2 Introduction, Chapter 1 LCRI as appropriate	

September 16, 2010	Transcription	AACR2, chapters 2-12 LCRI for chapters 1-12	
September 23, 2010	Physical description		Assignment 1: transcription
September 30, 2010	Annotating the description		
October 7, 2010	Siting the work	<b>Canadian Thanksgiving is this week ... relax a bit ....</b>	Assignment 2: annotated description
October 14, 2010	Selecting access points Formulating access points Authority work Authority control		
October 21, 2010	MARC-ing it all up		Assignment 3: Bibliographic reference work
October 28, 2010	FRBR		
November 4, 2010	FRAD, etc.		Assignment 4: MARC21 bibliographic records
November 11, 2010	<b>This is the real Veteran's Day (Remembrance Day in Canada). So let's take a week off.</b>		

November 18, 2010	RDA MARC21 for RDA		Assignment 5: MARC21 authority records
November 25, 2010	American Thanksgiving; time for pumpkin pie		eat turkey; go shopping; help the economy
December 2, 2010	Ethical considerations in resource description		
December 9, 2010	Summary and overview of the experience		Assignment 6: Index to cataloged records
December 16, 2010			final exam

## COURSE REQUIREMENTS AND POLICIES

Software.

This course requires use of the following software and file formats:

Microsoft Word 2003 or 2007 or Open Office Writer for text documents; acceptable file formats: .doc, .docx, .rtf, or .odt.

Contacting the Professor

I reside in Philadelphia, Pennsylvania, and I often work in both Amsterdam and Toronto. So I will always be available to you online, but time delays have to be taken into account. It is always easiest to reach me via email.

D2L and Student Privacy Statement:

Certain SOIS courses utilize the instructional technology Desire to Learn (D2L) to facilitate online learning. D2L provides instructors the ability to view both individual

data points and aggregate course statistics, including the dates and times individual students access the system, what pages a student has viewed, the duration of visits, and the IP address of the computer used to access the course website. This information is kept confidential in accordance with the Family Educational Rights and Privacy Act (FERPA), but may be used for student evaluation.

## UWM AND SOIS ACADEMIC POLICIES

The following links (note these are not linked directly; please copy the link into your browser) contain university policies affecting all SOIS students. Many of the links below may be accessed through a PDF-document maintained by the Secretary of the University: <http://www.uwm.edu/Dept/SecU/SyllabusLinks.pdf>. Undergraduates may also find the Panther Planner and Undergraduate Student Handbook useful (<http://www.uwm.edu/Dept/OSL/DOS/Handbook2005-06.pdf>). For graduate students, there are additional guidelines from the Graduate School ([http://www.uwm.edu/Dept/Grad\\_Sch/StudentInfo/](http://www.uwm.edu/Dept/Grad_Sch/StudentInfo/)), including those found in the Graduate Student and Faculty Handbook: [http://www.uwm.edu/Dept/Grad\\_Sch/Publications/Handbook/](http://www.uwm.edu/Dept/Grad_Sch/Publications/Handbook/).

Students with disabilities. If you will need accommodations in order to meet any of the requirements of a course, please contact the instructor as soon as possible. Students with disabilities are responsible to communicate directly with the instructor to ensure special accommodation in a timely manner. There is comprehensive coverage of issues related to disabilities at the Student Accessibility Center (<http://www.uwm.edu/Dept/DSAD/SAC/MainOffice.html>), important components of which are expressed here: <http://www.uwm.edu/Dept/DSAD/SAC/SACltr.pdf>.

Religious observances. Students' sincerely held religious beliefs must be reasonably accommodated with respect to all examinations and other academic requirements, according to the following policy: [http://www.uwm.edu/Dept/SecU/acad%2Badmin\\_policies/S1.5.htm](http://www.uwm.edu/Dept/SecU/acad%2Badmin_policies/S1.5.htm). Please notify your instructor within the first three weeks of the Fall or Spring Term (first week of shorter-term or Summer courses) of any specific days or dates on which you request relief from an examination or academic requirement for religious observances.

Students called to active military duty. UWM has several policies that accommodate students who must temporarily lay aside their educational pursuits when called to active duty in the military (see <http://www3.uwm.edu/des/web/registration/militarycallup.cfm>), including provisions for refunds, readmission, grading, and other situations.

Incompletes. A notation of "incomplete" may be given in lieu of a final grade to a student who has carried a subject successfully until the end of a semester but who, because of illness or other unusual and substantial cause beyond the student's control, has been unable to take or complete the final examination or some limited amount of other term work. An incomplete is not given unless the student proves to the instructor that s/he was prevented from completing course requirements for just cause as indicated above ([http://www.uwm.edu/Dept/SecU/acad%2Badmin\\_policies/S31.pdf](http://www.uwm.edu/Dept/SecU/acad%2Badmin_policies/S31.pdf)).

Discriminatory conduct (such as sexual harassment). UWM and SOIS are committed to building and maintaining a campus environment that recognizes the inherent worth and dignity of every person, fosters tolerance, sensitivity, understanding, and mutual respect, and encourages the members of its community to strive to reach their full potential. The UWM policy statement ([http://www.uwm.edu/Dept/SecU/acad%2Badmin\\_policies/S47.pdf](http://www.uwm.edu/Dept/SecU/acad%2Badmin_policies/S47.pdf)) summarizes and defines situations that constitute discriminatory conduct. If you have questions, please contact an appropriate SOIS administrator.

Academic misconduct. Cheating on exams and plagiarism are violations of the academic honor code and carry severe sanctions, ranging from a failing grade for a course or assignment to expulsion from the University. See the following document (<http://www.uwm.edu/Dept/OSL/DOS/conduct.html>) or contact the SOIS Investigating Officer (currently the Associate Dean) for more information.

Complaints. Students may direct complaints to the SOIS Dean or Associate Dean. If the complaint allegedly violates a specific university policy, it may be directed to the appropriate university office responsible for enforcing the policy.

Grade appeal procedures. A student may appeal a grade on the grounds that it is based on a capricious or arbitrary decision of the course instructor. Such an appeal shall follow SOIS appeals procedures or, in the case of a graduate student, the Graduate School. These procedures are available in writing from the respective department chairperson or the Academic Dean of the College/School ([http://www.uwm.edu/Dept/SecU/acad%2Badmin\\_policies/S28.htm](http://www.uwm.edu/Dept/SecU/acad%2Badmin_policies/S28.htm)).

Examinations, Finals. The Secretary of the University is authorized to prepare the final examination schedule. The time of the final examination for an individual or a class may be changed only with the prior approval of the dean or director of the respective college/school. The change will involve a postponement to a later date. For individuals with exam conflicts, a separate week at the very end of the exam week will be reserved to take one of the conflicting exams ([http://www.uwm.edu/Dept/SecU/acad+admin\\_policies/S22.htm](http://www.uwm.edu/Dept/SecU/acad+admin_policies/S22.htm)).

### **Selective Bibliography of Resource Description (being updated 9-14-2010)**

Authority Control: The Key to Tomorrow's Catalog. Phoenix: Oryx Press, 1982.

Burger, Robert. Authority Work: The Creation, Use, Maintenance, and Evaluation of Authority Records and Files. Littleton, Colo.: Libraries Unlimited, 1985.

Byrum, John D. and Olivia M.A. Madison. 2000. Reflections on the goals, concepts and recommendations of the IFLA study on Functional Requirements of Bibliographic Records. In Proceedings of the FRBR Seminar, Florence, 27-28 January 2000, ed. Mauro Guerrini. (Rome: Associazione italiana biblioteche). <<http://www.aib.it/sezioni/toscana/conf/frbr/byrmadis.htm>>.

Clack, Doris Hargrett. Authority Control: Principles, Applications, and Instructions. Chicago: ALA,

1990.

Dunkin, Paul S. *How to Catalog a Rare Book*. 2nd ed., rev. Chicago: American Library Association, 1973.

Fidel, Raya and Michael Crandall. "The AACR2 as a Design Schema for Bibliographic Databases." *Library Quarterly* 58 (1988): 123-142.

*Foundations of Cataloging: A Sourcebook*. Edited by Michael Carpenter and Elaine Svenonius. Littleton, Colo.: Libraries Unlimited, 1986.

Frost, Carolyn O. *Cataloging Nonbook Materials: Problems in Theory and Practice*. Littleton, Colo.: Libraries Unlimited, 1983.

Frost, Carolyn O. *Media Access and Organization: A Cataloging and Reference Sources Guide for Nonbook Materials*. Englewood, Colo.: Libraries Unlimited, 1989.

IFLA. 1998. *Functional requirements for bibliographic records*. (Munich: K.G. Saur).  
<<http://www.ifla.org/VII/s13/frbr/frbr.pdf>> or <<http://www.ifla.org/VII/s13/frbr/frbr.htm>>.  
International Conference on Cataloging Principles. "Statement of Principles," in *Foundations of Cataloging*, pp. 176-185.

Intner, Sheila and Richard P. Smiraglia, *Policy and Practice in the Bibliographic Control of Nonbook Materials*. Chicago: American Library Assn., 1987.

Leazer, Gregory H. "An Examination of Data Elements for Bibliographic Description: Toward a Conceptual Schema for the USMARC Formats." *Library Resources & Technical Services* 36 (1992): 189-208.

Leazer, Gregory H. "A Conceptual Schema for the Control of Bibliographic Works." In *Navigating the Networks*, p. 115-35.

Leazer, Gregory H. and Richard P. Smiraglia. "Qualitative Analysis of Derivative Bibliographic Relationships: Toward a Grounded Theory of Works." *Library Resources & Technical Services* 43(1999): 191-212.

Lubetzky, Seymour. "Principles of Descriptive Cataloging," in *Foundations of Cataloging*, pp. 104-112.

*Navigating the Networks: Proceedings of the ASIS Mid-Year Meeting, Portland, Oregon, May 21-25, 1994*. Ed. by Deborah Lines Andersen, Thomas J. Galvin, Mark D. Giguere. Medford, N.J.: Learned Information, 1994.

Osborn, Andrew. *Serial Publications*. 3d ed. Chicago: American Library Association, 1980.

Rockwell, Ken. Problem areas in the descriptive cataloging of sheet maps. *Cataloging & Classification Quarterly* 27 no1-2 (1999): 39-63.

Smiraglia, Richard P. "Cataloging Music and Sound Recordings," in *Policy and Practice*, pp. 106-



127.

Smiraglia, Richard P. "New Promise for the Universal Control of Recorded Knowledge. *Cataloging & Classification Quarterly* 11 no. 3/4 (1990): 1-16.

Smiraglia, Richard P. "Derivative Bibliographic Relationships: Linkages in the Bibliographic Universe." In *Navigating the Networks*, p. 167-83.

Smiraglia, Richard P. "Works as Signs and Canons: Toward an Epistemology of The Work." In *Dynamism and Stability in Knowledge Organization: Proceedings of the Sixth International ISKO Conference, 10-13 July 2000, Toronto, Canada*, ed. Clare Beghtol, Lynne C. Howarth, Nancy J. Williamson. *Advances in Knowledge Organization* 7. Würzburg: Ergon Verlag, 2000, pp. 295-300.

Smiraglia, Richard P. and Gregory H. Leazer. "Derivative Bibliographic Relationships: The Work Relationship in the OCLC Online Union Catalog." *Journal of the American Society for Information Science* 50 (1999): 493-505.

Snyman, M. M. M.; Van Rensburg, Marietjie Jansen. *Reengineering name authority control*. *The Electronic Library* 17 (1999): 313-22.

Svenonius, Elaine., Betty Baughman and Mavis Molto. "Title-Page Sanctity," *Cataloging & Classification Quarterly* 6 (1986): 3-22.

Svenonius, Elaine and Betty Baughman. "AACR2: Main Entry Free?" *Cataloging & Classification Quarterly* 5 (1984): 1-15.

Swanson, Edward. "Choice and Form of Access Points According to AACR 2." *Cataloging & Classification Quarterly* 11 no. 3/4 (1990): 35-62.

Taylor, Arlene G. "Authority Control and System Design," in *Policy and Practice*, pp. 64-81.

Tillett, Barbara B. "A Taxonomy of Bibliographic Relationships." *Library Resources & Technical Services* 35 (1991): 150-59.

Tull, Laura, Norma Velez-Vendrell, Jacque Halverson. "Establishing Geographic Names." *Cataloging & Classification Quarterly* 10 no. 3 (1990): 3-17.

Vellucci, Sherry L. "Uniform Titles as Linking Devices." *Cataloging & Classification Quarterly* 12 no. 1 (1990): 35-62.

Verona, Eva. *Corporate Headings: Their Use in Library Catalogues and National Bibliographies: A Comparative and Critical Study*. London: IFLA Committee on Cataloging, 1975.

Verona, Eva. "Literary Unit vs. Bibliographical Unit," in *Foundations of Cataloging*, pp. 152-175.

Wilson, Patrick. *Two Kinds of Power: An Essay on Bibliographical Control*. Berkeley: University of California Press, 1978.

## **SELECTIVE BIBLIOGRAPHY OF DESCRIPTIVE CATALOGING TOOLS (to be updated 9-14-2010)**

### General

Gorman, Michael. *The Concise AACR2, 1988 Revision*. Chicago: ALA, 1989.

ISBD(G): *General International Standard Bibliographic Description: Annotated Text*. London: IFLA, 1977.

ISBD(M): *International Standard Bibliographic Description for Monographic Publications*. Rev. ed. London: IFLA, 1978.

Maxwell, Margaret F. *Handbook for AACR 2: Explaining and Illustrating the Anglo-American Cataloguing Rules*. 1988 revision. Chicago: American Library Association, 1989.

*Names of Persons: National Usages for Entry in Catalogues*. 3rd ed. London: IFLA, 1977.

Olson, Nancy B., and Edward Swanson, eds. *The Complete Cataloging Reference Set*. DeKalb, Ill.: Minnesota Scholarly Press, 1988.

Saye, Jerry D. and Sherry L. Vellucci. *Notes in the Catalog Record: Based on AACR2 and LC Rule Interpretations*. Chicago: American Library Association, 1989.

*USMARC Format for Bibliographic Data: Including Guidelines for Content Designation*. Network Development and MARC Standards Office, Library of Congress. Washington: Cataloging Distribution Service, 1988-.

### Archives, Manuscripts, Etc.

*Archives, Personal Papers, and Manuscripts*. 2nd ed. Chicago: Society of American Archivists, 1989.

Fox, Michael J. Peter L. Wilkerson and Susanne R. Warren. *Introduction To Archival Organization And Description*. [Los Angeles, Calif.] : Getty Information Institute, c1998.

Roe, Kathleen D. *Guidelines For Arrangement And Description Of Archives And Manuscripts : A Manual For Historical Records Programs In New York State*. Albany, N.Y.: University of the State of New York, State Education Dept., New York State Archives and Records Administration, 1995.

Walch, Victoria Irons, and Marion Matters. *Standards For Archival Description: A Handbook, Information Systems, Data Exchange ...* Chicago : Society of American Archivists, 1994.

Describing Archival Materials: The Use of the MARC AMC Format. Ed. by Richard P. Smiraglia. New York: Haworth Press, 1990. (Also issued as CCQ 11n3/4.)

### Cartographic Materials

Cartographic Materials: A Manual of Interpretation for AACR2. Hugo L. P. Stibbe, ed. Chicago: American Library Association, 1982.  
ISBD(CM): International Standard Bibliographic Description for Cartographic Materials. London: IFLA, 1977.

### Computer Files and Internet Resources

Olson, Nancy B. Cataloging Internet Resources: A Manual And Practical Guide. 2nd ed. Dublin, Ohio: OCLC Online Computer Library Center, c1997.

Computer Software Cataloging: Techniques and Examples. Ed. Deanne Holzberlein. New York: Haworth Press, 1985.

Dodd, Sue A. Cataloging Machine-Readable Data Files: An Interpretive Manual. Chicago: American Library Association, 1982.

Dodd, Sue A. and Ann M. Sandberg-Fox. Cataloging Microcomputer Files: A Manual of Interpretation for AACR2. Chicago: American Library Association, 1985.

McGrath, Ellen. "Cataloging Legal Databases Available Through LEXIS." *Cataloging & Classification Quarterly* 15, no. 1 (1992): 3-26.

Olson, Nancy B. A Manual of AACR 2 Examples for Microcomputer Software and Video Games. Minnesota AACR 2 Trainers Series. Lake Crystal, MN: Soldier Creek Press, 1983.

Olson, Nancy B. Cataloging Microcomputer Software. Englewood, Colo.: Libraries Unlimited, 1988.

### Government Documents

Cataloging Government Documents: A Manual of Interpretation for AACR2. ALA, Government Documents Round Table. Chicago: American Library Association, 1984.

### Graphic Materials

Graphic Materials: Rules for Describing Original Items and Historical Collections. Washington: Library of Congress, 1982.

### Looseleaf Publications

Cataloging Rules for the Description of Looseleaf Publications: With Special Emphasis on Legal Materials. Washington: Library of Congress, 1987.

## Music and Sound Recordings

ISBD: (PM): International Standard Bibliographic Description for Printed Music. London: IFLA, 1980.

Smiraglia, Richard P. *Cataloging Music: A Manual for Use with AACR2*. 2nd ed. Lake Crystal, MN: Soldier Creek Press, 1987.

Smiraglia, Richard P. *Music Cataloging: The Bibliographic Control of Printed and Recorded Music in Libraries*. Englewood, Colo.: Libraries Unlimited, 1989.

Weitz, Jay. *Music Coding and Tagging*. Lake Crystal, Minn.: Soldier Creek Press, 1991.

## Nonbook Materials

*Cataloging Special Materials: Critiques and Innovations*. Edited by Sanford Berman. Phoenix: Oryx Press, 1986.

Frost, Carolyn O. *Cataloging Nonbook Materials: Problems in Theory and Practice*. Littleton, Colo.: Libraries Unlimited, 1983.

ISBD(NBM): International Standard Bibliographic Description for Nonbook Materials. Rev. ed. London: IFLA, 1987.

Olson, Nancy B. *Cataloging of Audiovisual Materials: A Manual Based on AACR 2*. 2nd ed. Mankato, MN: Minnesota Scholarly Press, 1985.

*Policy and Practice in the Bibliographic Control of Nonbook Media*. Edited by Sheila S. Intner and Richard P. Smiraglia. Chicago: American Library Association, 1987.

Rogers, JoAnn V. *Nonprint Cataloging for Multimedia Collections*. 2nd ed., with revisions by Jerry D. Saye. Littleton, Colo.: Libraries Unlimited, 1987.

Weihs, Jean with Shirley Lewis and Janet Macdonald. *Nonbook Materials: The Organization of Integrated Collections*. 2nd ed. Ottawa: Canadian Library Association, 1979.

## Rare Books

*Descriptive Cataloging of Rare Books*. 2nd ed. Washington: Cataloging Distribution Service, Library of Congress, 1991.

*Examples to Accompany Descriptive Cataloging of Rare Books*. Chicago: ACRL, 1999.

ISBD(A): International Standard Bibliographic Description for Older Monographic Publications (Antiquarian). London: IFLA, 1980.

Dunkin, Paul S. *How to Catalog a Rare Book*. 2nd ed., rev. Chicago: American Library Association, 1973.

"Relator Terms for Rare Book, Manuscript, and Special Collections Cataloging: Third Edition." Prepared by the RBMS Standards Committee. *College & Research Libraries News* 48:9 (Oct. 1987): 553-557.

*Standard Citation Forms for Published Bibliographies and Catalogs Used in Rare Book Cataloging*. Washington: Library of Congress, 1982.

#### Serials

Canaan, Judith Proctor. *Special Problems in Serials Cataloging*. Washington: Library of Congress, 1979.

ISBD(S): *International Standard Bibliographic Description for Serials*. London: IFLA, 1977.

Kozsely, Marianne G. and Cynthia C. Ryans. "Cataloging Telephone Directories." *Cataloging & Classification Quarterly* 15, no. 4 (1992): 107-19.

Leong, Carol L. H. *Serials Cataloging Handbook: An Illustrative Guide to the Use of AACR2 and LC Rule Interpretations*. Chicago: ALA, 1989.

*Newspaper Cataloging Manual*. CONSER/USNP ed. Washington: Library of Congress, 1984.

Osborn, Andrew. *Serial Publications: Their Place and Treatment in Libraries*. 3rd ed. Chicago: American Library Association, 1980.

Thomas, Nancy G. and Rosanna O'Neil. *Notes for Serials Cataloging*. Edited by Arlene G. Taylor. Littleton, Colo.: Libraries Unlimited, 1986.

#### Visual Materials

*Archival Moving Image Materials: A Cataloging Manual*. Washington: Library of Congress, 1984.

Aichele, Jean and Nancy B. Olson. *A Manual of AACR 2 Examples for Motion Pictures and Videorecordings*. Minnesota AACR 2 Trainers Series. Lake Crystal, MN: Soldier Creek Press, 1981.