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WITHDRAWAL

May 2009

Geomatic Data Sets Cataloguing Rules

This standard is hereby withdrawn. Its content is covered in CAN/CGSB-171.100-2009, North American Profile of ISO 19115:2003 — Geographic Information — Metadata (NAP — Metadata).

RETRAIT

Mai 2009

Disponible en anglais seulement

Cette norme, publiée en anglais seulement, est retirée par le présent avis. Son contenu fait l'objet de CAN/CGSB-171.100-2009, Profil nord-américain de la norme ISO 19115:2003 — Information géographique — Métadonnées (PNA — Métadonnées).

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GEOMATIC DATA SETS CATALOGUING RULES

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GEOMATIC DATA SETS CATALOGUING RULES

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Prepared by the

Canadian General Standards Board



Approved by the

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CGSB wishes to acknowledge the contribution of the Working Group which was responsible for developing this standard; in particular, Velma Parker (Editor), David Brown, Margaret Stewart, and Frank Williams (Co-Editors).

This National Standard of Canada is published in English only. It is based upon the Anglo-American Cataloguing Rules, so many aspects of which are language-specific that translation is not feasible.

CANADIAN GENERAL STANDARDS BOARD

GEOMATIC DATA SETS CATALOGUING RULES

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PREFACE

These rules arose out of an initiative of the Inter-Agency Committee on Geomatics (IACG), a federally-sponsored committee consisting of members from Canadian federal agencies. In 1989, the IACG recognized the need in Canada for standards to promote the sharing of geomatic data. Under the auspices of the Canadian General Standards Board, the IACG established a committee with representation from the three levels of government, universities, public utilities as well as industry and trade organizations to further identify and prioritize areas for standards development.

It was determined that geomatic standards were needed for the following areas: feature classification, cataloguing, data encoding, geographic referencing, data quality and symbology. Committees were established to develop standards for each area. The Committee on Cataloguing Standards (Working Group 4) was further subdivided into two committees — one responsible for the data dictionary/directory with the other responsible for descriptive cataloguing. The Working Group charged with compiling the rules for descriptive cataloguing was composed of David Brown and Velma Parker from the National Archives of Canada, Margaret Stewart from the National Library of Canada and Frank Williams from the University of Ottawa representing the Association of Canadian Map Libraries.

These rules are the result of work which began in the fall of 1989. Although the revised second edition of the *Anglo-American Cataloguing Rules* contains separate chapters for cartographic materials and computer files, the Committee saw as its task the compilation of relevant rules from these chapters into one sequence. Additions and modifications were made to the rules where necessary to address the unique nature of geomatic material. Copies of the draft were distributed for review and comment in the fall of 1990 to a variety of specialized and generalized librarians, geographers and geomatic specialists. The Committee reviewed and incorporated many of the comments received, added applicable examples wherever possible and finalized the rules.

The abbreviations for units of measurement found in this National Standard of Canada are those of the *Anglo-American Cataloguing Rules* and differ from those found in the *Canadian Metric Practice Guide*.

ACKNOWLEDGEMENTS

The Committee would like to thank a number of individuals who assisted in the compilation of these rules. Thanks are due to those who contributed to the Committee's understanding of geomatic material by patiently guiding them through the cataloguing of actual examples of geomatic data sets — namely, Robert Keeley (Department of Fisheries and Oceans), Barbara Farrell (Carleton University), Gordon Plunkett (Department of Energy, Mines and Resources) and Joel Yan (Statistics Canada). The Committee also acknowledges those who responded to the draft of the rules; although their remarks could not be answered separately, they will see many of their comments reflected in the final version.

The Committee is grateful to the Canadian Library Association, which administered on behalf of the American Library Association and the Library Association (United Kingdom) the licence to use parts of *Anglo-American Cataloguing Rules*, second edition, 1988 revision, which forms the basis of these rules. The Canadian Library Association, the American Library Association, and the Library Association, joint copyright holders of AACR2R, have licensed the Canadian General Standards Board to reproduce and modify AACR2R to create these cataloguing rules for geomatic data sets.

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CANADIAN GENERAL STANDARDS BOARD

GEOMATIC DATA SETS CATALOGUING RULES

GENERAL INTRODUCTION

0.1 These rules are for the description of geomatic data sets only in the construction of catalogues and other lists. To prepare a complete catalogue entry, these rules must be used in conjunction with AACR2R Part II (for the formulation of name and uniform title access points), subject indexing system, and, where appropriate, a suitable classification scheme. (0.1 mod.)

0.2. These rules have been taken, for the most part, from AACR2R Chapters 1 (General), 9 (Computer Files) and 3 (Cartographic Materials) and put into one sequence obviating the necessity to refer back and forth among various chapters. In a few instances, wording, rules, or examples were borrowed from ISBD(CF)¹ as well. Where necessary, rules, especially from Chapters 1 and 3 have been amended to apply more directly to geomatic materials. In a few cases (e.g., 7B1), new rules had to be added to cover situations not dealt with in the existing rules.

The style and structure closely follow that of *Cartographic material : a manual of interpretation of AACR2* which is already familiar to many cataloguers of cartographic materials. The style is generally in accordance with the *Chicago Manual of Style*,² and the spellings are those of Webster's *New International Dictionary*.³ (0.2 mod.)

STRUCTURE OF THE RULES

0.3. The rules follow the sequence of cataloguers' operations in most present-day libraries and bibliographic agencies. (0.3 mod.)

0.4. The rules proceed from the general to the specific. (0.4 mod.)

ALTERNATIVES AND OPTIONS

0.5. Some rules are designated as *alternative rules* or as *optional additions*, and some other rules or parts of rules are introduced by *optionally*. These provisions arise from the recognition that different solutions to a problem and differing levels of detail and specificity are appropriate in different contexts. Decide some alternatives and options as a matter of cataloguing policy for a particular catalogue or bibliographic agency and, therefore, exercise them either always or never. Exercise other alternatives and options case by case. All cataloguing agencies should distinguish between these two types of options and keep a record of their policy decisions and of the circumstances in which a particular option may be applied. (0.7)

0.6. The word *prominently* (used in such phrases as *prominently named* and *stated prominently*) means that a statement to which it applies must be a formal statement found in one of the prescribed sources of information (see 0B) for areas 1 and 2 for the class of material to which the item being catalogued belongs. (0.8)

0.7. These rules recognize the necessity for judgement and interpretation by the cataloguer. Such judgement and interpretation may be based on the requirements of a particular catalogue or upon the use of the items being catalogued. The need for judgement is indicated in these rules by words and phrases such as *if appropriate*, *important*, and *if necessary*. Such words and phrases indicate recognition of the fact that uniform legislation for all types and sizes of catalogue is neither possible nor desirable, and encourage the application of individual judgement based on specific local knowledge. This statement in no way contradicts the value of standardization. Apply such judgements consistently within a particular context and record the cataloguing agency's policy. (0.9)

1. *ISBD (CF) : International Standard Bibliographic Description for Computer Files*. — London : IFLA Universal Bibliographic Control and International MARC Programme, 1989.

2. *The Chicago Manual of Style : for Authors, Editors, and Copywriters*. — 13th ed., rev. and expanded. — Chicago ; London : University of Chicago Press, 1982.

3. *Webster's Third New International Dictionary of the English Language, Unabridged* / editor in chief, Philip Babcock Gove and the Merriam-Webster editorial staff. — Springfield, Mass. : Merriam-Webster ; Harlow, Essex : distributed by Longman Group, c1986.

APPENDICES, GLOSSARY

0.8. Certain matters of general application (abbreviations and the treatment of numerals) are dealt with in appendices. For some issues (e.g., capitalization) reference must be made to appendices in AACR2R. (0.10 mod.)

Some but not all of the appendices in AACR2R have been included. However, because of its length, Appendix A (Capitalization) has been omitted. Only selected parts of Appendices B (Abbreviations) and C (Numerals) have been included in these rules.

The AACR2R appendices have the same force as the rules and should be applied consistently.

The glossary contains terms relevant both to cataloguing and to geomatic data sets. The definitions have been taken from a variety of sources, the source of each being given following the definition.

STYLE

0.9. In matters of style not covered by the rules and appendices (e.g., matters of punctuation other than prescribed punctuation), follow the *Chicago Manual of Style*. (0.11)

LANGUAGE PREFERENCES

0.10. The rules contain some instances in which a decision is made on the basis of language and in which English is preferred. Users of the rules who do not use English as their working language should replace the specified preference for English by a preference for their working language. Authorized translations will do the same. (0.12)

EXAMPLES

0.11. The examples used throughout these rules are illustrative and not prescriptive. That is, they illuminate the provisions of the rule to which they are attached, rather than extend those provisions. Do not take the examples or the form in which they are presented as instructions unless specifically told to do so by the accompanying text.

Wherever possible, geomatic examples have been substituted for those in AACR2R. However, if geomatic examples were not found, the examples in AACR2R were usually retained. Appendix E includes full descriptions prepared by the committee for selected geomatic data sets. Please note that these descriptions lack main and added entries for names and titles. They also lack subject access points and classification numbers.

Examples often have explanatory notes in italics added to them. Do not confuse them with notes to be added to the description by the cataloguer (see 7). In the rules, a note to be added to the description is indicated in the examples by *Note*. Do not add this word to the actual description.

Two marks of omission are used in examples. One indicates that the mark is to form a part of the actual catalogue entry. Its appearance is shown in the next line:

by Thomas Smith . . . [et al.]

The other indicates the incompleteness of the example itself. Where it appears, the required wording (governed by a rule other than the one at which it appears) is to take its place in the actual catalogue entry. Its appearance is shown in the next line: (0.14)

London : Walt Disney Product . . . — (Disney storyteller)

Full descriptive entries, lacking headings and other access points, are included in Appendix E.

ACCESS POINTS

0.12. For instructions on the formulation of access points, see part II of AACR2R. (0.21 mod.)

RULE NUMBERING, CONCORDANCE

0.13. The rule numbers of the manual generally follow the system used in AACR2R, although the chapter numbers have been eliminated. Most rules in the manual have been subsumed under those of Chapter 1 of AACR2R except Chapter 13 (Analysis), which retains the designation 13 in the manual. To aid reference to AACR2R, the AACR2R rule number is quoted in parentheses following the rule. If the rule has been changed in any way, the abbreviation "mod." is added to the AACR2R rule number.

A concordance referring from the AACR2R rule to its counterpart in these rules has been included for convenience.

METHODS OF PROCEDURE

0.14. It is a cardinal principle of AACR2R that the description of a physical item should be based on the rules dealing with the class of materials to which that item belongs. There may be a need in some instances to consult the other chapters in AACR2R, especially when constructing notes. In short, the starting point for description is the physical form of the item in hand, not the original or any other form in which the work has been published.

In describing serial geomatic files, use both this text and AACR2R Chapter 12, in that order. (0.24 mod.)

0.15. The ISBD(G) contains an area for details that are special to a particular class of material or type of publication. This third area is used for cartographic materials, computer files, and serial publications. Where it is applicable and appropriate, repeat this area. For example, in describing a serial geomatic file give details relating to the mathematical data, file characteristics, and its seriality, in that order. (0.25 mod.)

OPTIONS AND OMISSIONS

0.16. All notes are optional (unless a note is specifically stated to be mandatory) in that their inclusion in the entry depends on the nature of the item described and the purpose of the entry concerned. In addition, the wording of notes in the examples is not prescriptive (i.e., if desired, choose another wording provided that it meets the general requirements of brevity and clarity). (0.27 mod.)

0.17. Not all measurements prescribed for geomatic materials are metric. They are the normal measurements used at this time in institutions in Australia, Canada, the United Kingdom, and the United States. Where no predominant system of measurement exists, metric measurements have been used. Substitute metric measurements for nonmetric measurements when:

either a) in the course of time a metric measurement becomes the normal measurement for the materials in question

or b) the rules are being used in a country where only metric measurements are used. (0.28 mod.)

0.18. Rule 0D contains a specification of three levels of description. Consider each of these levels as a minimum. When appropriate, add further information to the required set of data. The three levels of description allow libraries flexibility in their cataloguing policy, because they prescribe an entry that is in conformity with bibliographic standards and yet allow some materials to be described in more detail than others. Use the three levels of description:

either a) by choosing a level of description for all items catalogued in the institution

or b) by drawing up guidelines for the use of all three levels in one catalogue depending on the type of item being described.

This standardization at three levels of description will help in achieving uniformity of cataloguing, and it is recommended that each machine-readable record carry an indication of the level at which the item has been described. (0.29 mod.)

DESCRIPTION

0. GENERAL RULES (9.0)

0A. Scope (9.0A)

0A1. These rules cover the description of geomatic files, representing the whole or part of the earth or any celestial body, that are encoded for manipulation by computer. These files comprise data and programs. Computer files may be stored on, or contained in carriers available for direct access or by remote access.

These rules do not cover electronic devices such as calculators, etc.; see Chapter 10 of AACR2R for such materials. Programs residing in the permanent memory of a computer (ROM) or firmware are considered to be part of the device and should be described in conjunction with the device (e.g., the programming language of a particular computer, such as Applesoft in ROM). (9.0A1 mod.)

0A2. Organization of the description

The description is divided into the following areas:

- Title and statement of responsibility
- Edition
- Material (or type of publication) specific details
- Publication, distribution, etc.
- Physical description
- Series
- Note
- Standard number and terms of availability

Each of these areas is divided into a number of elements as set out in the following rules.

(1.0B1 mod.)

0B. Sources of information

(9.0B, 1.0A)

0B1. A source of information may be unitary in nature or may be collective (e.g., two or more title screens). Prefer information found in the chief source to information found elsewhere.

(1.0A1 mod.)

0B2. Chief source of information. The chief source of information for geomatic files is the title screen(s). If there is no title screen, take the information from other formally presented internal evidence (e.g., internal labels, main menus, program statements, meta-files [metadata]).

If the information required is not available⁴ from internal sources, take it from the following sources (in this order of preference):

- the physical carrier or its labels⁵
- information issued by the publisher, creator, etc., with the file (sometimes called "documentation")
- information printed on the container issued by the publisher, distributor, etc.

If the item being described consists of two or more separate physical parts, treat a container or its permanently-affixed label that is the unifying element as the chief source of information if it furnishes a collective title and the formally presented information in, or the labels on, the parts themselves do not.

If the information required is not available from the chief source or the sources listed above, take it from the following sources (in this order of preference):

- other published descriptions of the file
- other sources (including unpublished descriptions of the file).

(9.0B1 mod.)

0B3. Items lacking a chief source of information. If no part of the items supplies data that can be used as the basis of the description, take the necessary information from any available source, whether this be a reference work or the content of the item itself. In all such cases give in a note the reason for and/or source of the supplied data.

(1.0A2 mod.)

4. *Available*, in this context, includes the cataloguer's access to equipment to mount or read the file.

5. *Label* means any permanently affixed paper, plastic, etc., label that is added by the publisher, creator, etc., of the file, as opposed to those added locally, and as opposed to the container itself, which may have data embossed or printed on it.

In case of variation in fullness of information found in these sources, prefer the source with the most complete information.

0B4. Prescribed sources of information. The prescribed source(s) of information for each area of the description of geomatic files is set out below. Enclose information taken from outside the prescribed source(s) in square brackets.

AREA	PRESCRIBED SOURCES OF INFORMATION
Title and statement of responsibility	Chief source of information, the carrier or its labels, information issued by the publisher, creator, etc., container.
Edition	Chief source of information, the carrier or its labels, information issued by the publisher, creator, etc., container
Mathematical data	Chief source of information, the carrier or its labels, information issued by the publisher, creator, etc., container.
File characteristics	Any source
Publication, distribution, etc.	Chief source of information, the carrier or its labels, information issued by the publisher, creator, etc., container.
Physical description	Any source
Series	Chief source of information, the carrier or its labels, information issued by the publisher, creator, etc., container.
Note	Any source
Standard number and terms of availability	Any source (9.0B2 mod., 3.0B3 mod.)

0C. Punctuation

(1.0C)

0C1. Precede each area, other than the first area, by a full stop, space, dash, space (. —) unless the area begins a new paragraph.

Precede or enclose each occurrence of an element of an area with standard punctuation prescribed at the head of each section of this chapter.

Precede each mark of prescribed punctuation by a space and follow it by a space, except for the comma, full stop, hyphen (see AACR2R 12.3A1), and opening and closing parentheses and square brackets. The comma, full stop, hyphen, and closing parenthesis and square bracket are not preceded by a space; the hyphen and the opening parenthesis and square bracket are not followed by a space.

Precede the first element of each area, other than the first element of the first area or the first element of an area beginning a new paragraph, by a full stop, space, dash, space. When that element is not present in a description, precede the first element that is present by a full stop, space, dash, space instead of the prescribed preceding punctuation for that element.

Indicate an interpolation (i.e., data taken from outside the prescribed source(s) of information) by enclosing it in square brackets. Indicate a conjectural interpolation by adding a question mark within the square brackets. Indicate the omission of part of an element by the mark of omission (...). Precede and follow the mark of omission by a space. Omit any area or element that does not apply in describing an individual item; also omit its prescribed preceding or enclosing punctuation. Do not indicate the omission of an area or element by the mark of omission.

When adjacent elements within one area are to be enclosed in square brackets, enclose them in one set of square brackets unless one of the elements is a general material designation, which is always enclosed in its own set of square brackets.

Skaterdater [GMD] / [produced by] Marshal Backlar

but [London : Phipps, 1870]

When adjacent elements are in different areas, enclose each element in a set of square brackets.

[2nd ed.] — [London] : Thomsons, 1973.

When an element ends with an abbreviation followed by a full stop or ends with the mark of omission and the punctuation following that element either is or begins with a full stop, omit the full stop that constitutes or begins the prescribed punctuation.

261 p. ; 24 cm. — (Canadian Ethnic Studies Association series ; v. 4)

not 261 p. ; 24 cm.. — (Canadian Ethnic Studies Association series ; v. 4)

When punctuation occurring within or at the end of an element is retained, give it with normal spacing. Prescribed punctuation is always added, even though double punctuation may result.

Quo vadis? : a narrative from the time of Nero

(1.0C1)

0D. Levels of detail in the description

The elements of description provided in these rules constitute a maximum set of information. This rule sets out three recommended levels of description each containing those elements that must be given as a minimum by libraries and other cataloguing agencies choosing that level of description. Base the choice of a level of description on the purpose of the catalogue or catalogues for which the entry is constructed. Include this minimum set of elements for all items catalogued at the chosen level when the elements are applicable to the item being described and when, in the case of optional additions, the library has chosen to include an optional element. See also 0.18. (1.0D mod.)

0D1. First level of description. For the first level of description, include at least the elements set out in this schematic illustration:

Title proper / first statement of responsibility, if different from main entry heading in form or number or if there is no main entry heading. — Edition statement. — Material (or type of publication) specific details.⁶ — First publisher, etc., date of publication, etc. — Extent of item. — Note(s). — Standard number

See 1B, 1F, 2B, 3, 4D, 4F, 5B, 7, and 8B.

(1.0D1 mod.)

0D2. Second level of description. For the second level of description, include at least the elements set out in this schematic illustration:

Title proper [general material designation] = Parallel title : other title information / first statement of responsibility ; each subsequent statement of responsibility. — Edition statement / first statement of responsibility relating to the edition. — Material (or type of publication), specific details.⁷ — First place of publication, etc. : first publisher, etc., date of publication, etc. — Extent of item : other physical details ; dimensions. — (Title proper of series / statement of responsibility relating to series, ISSN of series ; numbering within the series. Title of subseries, ISSN of subseries ; numbering within subseries). — Note(s). — Standard number.

(1.0D2 mod.)

0D3. Third level of description. For the third level of description, include all elements set out in the following rules that are applicable to the item being described. (1.0D3)

6. This area must include the scale statement, and if applicable, the designation of characteristics, and seriality characteristics (AACR2 12.3).

7. This area must include the scale statement, and if applicable, the projection statement, coordinates, file characteristics (designation number of records, etc.), and seriality characteristics (AACR2R 12.3).

0E. Language and script of the description

(1.0E)

0E1. In the following areas, give information transcribed from the item itself in the language and script⁸ (wherever practicable) in which it appears there:

Title and statement of responsibility
Edition
Publication, distribution, etc.
Series

Give details for the mathematical data and file characteristics areas in English.

Replace symbols or other matter than cannot be reproduced by the facilities available with a cataloguer's description in square brackets. Make an explanatory note if necessary. (See also 1B1, 1F9, and 2B2.)

In general, give interpolations into these areas in the language and script of other data in the area. Exceptions to this are:

- a) prescribed interpolations and abbreviations
- b) general material designations (see 1C)
- c) supplied forms of the place of publication (see 4C2, 4C3 and 4C6)
- d) statements of function of the publisher, distributor, etc. (see 4E).

If the other data are romanized, give interpolations according to the same romanization.

Give all elements in the other areas (other than the key-title (see 8C) and titles and quotations in notes) in the language and script of the cataloguing agency. (1.0E1 mod.)

0F. Inaccuracies

(1.0F)

0F1. In an area where transcription from the item is required, transcribe an inaccuracy or a misspelled word as it appears in the item. Follow such an inaccuracy either by [*sic*] or by *i.e.* and the correction within square brackets. Supply a missing letter or letters in square brackets. (1.0F1)

0G. Accents and other diacritical marks

(1.0G)

0G1. Add accents and other diacritical marks that are not present in the data found in the source of information in accordance with the usage of the language used in the context. (1.0G1)

0H. Items with several chief sources of information

(1.0H)

0H1. Single part items. Describe an item in one physical part from the first occurring chief source of information or the one that is designated as first, unless one of the following applies.

- a) In cataloguing an item comprising different works and with no chief source of information pertaining to the whole item, treat the sources of information for the different works as if they were a single source. Common examples include 8-track tapes containing a number of data sets with internal label information for each (see 1G4).
- b) Prefer a chief source of information bearing a later date of publication, distribution, etc.
- c) If the chief sources present the item in different aspects (e.g., as an individual item and as part of a multipart item), prefer the source that corresponds to the aspect in which the item is to be treated.
- d) For items that contain written or spoken words for which there are chief sources of information in more than one language or script, prefer (in this order):
 - i) the source in the language or script of the written or spoken words if there is only one such language or script or only one predominant language or script;

8. The ALA/LC romanization tables are used in examples in which romanization occurs. This usage is based on the recognition that these tables are used by the overwhelming majority of libraries in Australia, Canada, the United Kingdom, and the United States. Authorized translations will, in examples, substitute romanizations derived from the standard romanization tables prevailing in libraries in the countries or areas for which the translation is intended. (0.13)

- ii) the source in the original language or script of the work if the words are in more than one language or script, unless translation is known to be the purpose of the publication, in which case use the source in the language of the translation;
- iii) the source in the language or script that occurs first in the following list: English, French, German, Spanish, Latin, any other language using the roman alphabet, Greek, Russian, any other language using the cyrillic alphabet, Hebrew, any other language using the Hebrew alphabet, any other language. (1.0H1 mod.)

0H2. Multipart items. Describe an item in several physical parts from the chief source of information for the first part. If the first part is not available, use the first part that is. If there is no discernible first part, use the part that gives the most information. Failing this, use any part or a container that is a unifying element. Show variations in the chief sources of information of subsequent parts in notes, or, when so instructed, by incorporating the data with those derived from the first part. (1.0H2)

0J. Description of whole or part (3.0J)

0J1. In describing a collection, describe the collection as a whole *or* describe each file (giving the name of the collection as the series), according to the needs of the cataloguing agency. If the collection is catalogued as a whole and descriptions of the individual parts are considered desirable, see 13. If in doubt whether to describe the collection as a whole or to describe each part separately, describe the collection as a whole. (3.0J1)

Description of the collection as a whole

Canada on video disk [computer file] : VLD 0001 / produced by the Canada Map Office, Energy, Mines and Resources, 30 October 1987, in cooperation with the Department of National Defence = Le Canada sur vidéodisque : VLD 0001 / produit par le Bureau des cartes du Canada, Énergie, mines et ressources, 30 octobre 1987 en collaboration avec le Ministère de la défense nationale. — Input scales differ (W 141°—W 52°/N 84°—N 41°). — Computer programs (19 files) and computer images (121). — [Ottawa] : Energy, Mines and Resources = Énergie, mines et ressources, c1987.

1 computer optical disk : col. ; 12 in.

2 computer floppy disks ; 5¼ in.

Description of one file—separate description

The world [computer file]. — Input scale 1:30 000 000 ; Mercator proj. (W 180°—E 180°/N 85°—S 90°). — [Ottawa] : Energy, Mines and Resources, c1987.

1 computer image: col. — (Canada on video disk).

Shows time zones and shipping lanes.

"Series 1145".

Original map printed in 1983.

Description of one file—multilevel description

Canada on video disk [computer file] : VLD 0001 / produced by the Canada Map Office, Energy, Mines and Resources, 30 October 1987, in cooperation with the Department of National Defence = Le Canada sur vidéodisque : VLD 0001 / produit par le Bureau des cartes du Canada, Énergie, mines et ressources, 30 octobre 1987 en collaboration avec le Ministère de la défense nationale. — Input scales differ (W 141°—W 52°/N 84°—N 41°). — Computer programs (19 files) and computer images (121). — [Ottawa] : Energy, Mines and Resources = Énergie, mines et ressources, c1987.

1 computer optical disk : col., single sided ; 12 in.

2 computer floppy disks ; 5¼ in.

The world — Input scale 1:60 000 000 ; Miller cylindrical proj. (W 180°—E 180°/N 90°—S 90°).

1. TITLE AND STATEMENT OF RESPONSIBILITY AREA

(1.1, 9.1)

Contents:

- 1A. Preliminary rule
- 1B. Title proper
- 1C. General material designation
- 1D. Parallel titles
- 1E. Other title information
- 1F. Statements of responsibility
- 1G. Items without a collective title

1A. Preliminary rule

(1.1A, 9.1A)

1A1. Punctuation

For instructions on the use of spaces before and after prescribed punctuation, see 0C.

Precede the title of a supplement or section (see 1B11) by a full stop.

Enclose the general material designation in square brackets.

Precede each parallel title by an equals sign.

Precede each unit of other title information by a colon.

Precede the first statement of responsibility by a diagonal slash.

Precede each subsequent statement of responsibility by a semicolon.

For the punctuation of this area for items without a collective title, see 1G4.

For the use of the equals sign to precede parallel statements, see the appropriate rules following.

(1.1A1, 9.1A1)

1A2. Sources of information. Take information recorded in this area from the prescribed sources of information (see 0B4). Enclose information supplied from any other source in square brackets.

Give the elements of data in the order of sequence of the following rules, even if this means transposing data. However, if case endings are affected, if the grammatical construction of the data would be disturbed, or if one element is inseparably linked to another, transcribe the data as found.

(1.1A2 mod.)

1B. Title proper

(1.1B, 9B1)

1B1. Transcribe the title proper exactly as to wording, order, and spelling, but not necessarily as to punctuation and capitalization. Give accentuation and other diacritical marks that are present in the prescribed sources of information (see also 0G). Capitalize according to Appendix A, AACR2R.

Inuit land use & occupancy project database

1971 census boundaries- 1:50,000 (coverage 000)

National analysis of trends in emergencies systems (NATES)

Minor urban centered region boundaries (coverage 041)

The PSC 1974 American national election survey

Visitrend + visiplot

1986 CARTLIB

World map data sets

Canada on video disk

Postal code conversion file

An alternative title is part of the title proper (see Glossary, Appendix C). Precede and follow the word *or* (or its equivalent in another language) introducing an alternative title by a comma. Capitalize the first word of the alternative title.

If the title proper as given in the prescribed sources of information includes the punctuation marks ... or [], replace them by — and (), respectively.

If the title proper as given in the prescribed sources of information includes symbols that cannot be reproduced by the facilities available, replace them with a cataloguer's description in square brackets. Make an explanatory note if necessary.

(1.1B1 mod.)

1B2. If the title proper includes a statement of responsibility or the name of a publisher, distributor, etc., and the statement or name is an integral part of the title proper (i.e., connected by a case ending or other grammatical construction), transcribe it as part of the title proper.

(1.1B2)

1B3. If the title proper consists solely of the name of a person or body responsible for the item, transcribe such a name as the title proper. (1.1B3)

1B4. Abridge a long title proper only if this can be done without loss of essential information. Never omit any of the first five words of the title proper (excluding the alternative title). Indicate omissions by the mark of omission. (1.1B4)

1B5. If a letter or word appears only once but the design of the prescribed sources of information makes it clear that it is intended to be read more than once, repeat the letter or word without the use of square brackets.

Flood risk map, Souris area, Manitoba = Région de Souris, carte du
risque d'inondation, Manitoba

(*Source of information reads:* Flood risk map région de Souris area
carte du risque d'inondation, Manitoba)

If the first level of description is used (see 0D1), the transcription of such a title is: (1.1B5 mod.)

Flood risk map, Souris area, Manitoba

1B6. If a title proper includes separate letters or initials without full stops between them, transcribe such letters without spaces between them.

If such letters or initials have full stops between them, transcribe them with full stops and omit any internal spaces. (1.1B6)

CLI land capability for recreation

P.E.I. school census (coverage 921A)

The U.S. map set

1B7. Supply a title proper for an item lacking prescribed sources of information from the rest of the item, or a reference source, or elsewhere. If no title can be found in any source, devise a brief descriptive title. Always include in the supplied title the name of the area or subject covered. Enclose such a supplied or devised title in square brackets. (1.1B7 mod. & 3.1B4 mod.)

[International map of the world 1:1 000 000 : Canada]

(*Title from original paper maps*)

1B8. Always give the source of the title proper in a note (see 7B3). If the title has been supplied (see 1B7), give the source of the supplied title in a note (see 7B3). (9.1B2)

1B9. If the prescribed sources of information bear titles in two or more languages or scripts, transcribe as the title proper the one in the language or script of the main written or spoken content of the item. If this criterion is not applicable, choose the title proper by reference to the order of titles on, or the layout of, the prescribed sources of information. Record the other titles as parallel titles (see 1D). (1.1B8 mod.)

1B10. If the prescribed sources of information bear more than one title, and if both or all of the titles are in the same language and script, choose the title proper on the basis of the sequence or layout of the titles. If these are insufficient to enable the choice to be made or are ambiguous, choose the most comprehensive title. (3.1B3 mod.)

1B11. If the title proper for an item that is supplementary to, or a section of, another item appears in two or more parts not grammatically linked, give the title of the main work first, followed by the title(s) of the supplementary item(s) or section(s) in order of their dependence. Separate the parts of the title proper by full stops. (1.1B9 mod.)

Afrika-Kartenwerk. Serie W, Westafrika (Nigeria, Kamerun)

1B12. If the prescribed sources of information bear both a collective title and the titles of individual works, give the collective title as the title proper and give the titles of the individual works in a contents note (see 7B18). (1.1B10 mod.)

1B13. If the title proper includes a statement of the scale, include that statement in the transcription. (3.1B2)

1B14. Do not record a file name or a data set name as the title proper unless it is the only name given in the prescribed sources. If desired, give a file name or data set name not used as the title proper in a note (see 7B4). (9.1B3 mod.)

1C. Optional addition. General material designation

(1.1C, 9.1C)

1C1. Choose one of the lists of general designations given below and use terms from the chosen list in all descriptions for which general material designations are desired.⁹

If general material designations are to be used in cataloguing, British agencies should use terms from List 1 and agencies in Australia, Canada and the United States should use terms from List 2.¹⁰

(1.1C1)

LIST 1
computer file
multimedia

LIST 2
computer file
kit

1C2. Give the appropriate designation immediately following the title proper (or the last part of the title proper, see 1B11).

(9.1C1 mod.)

Drifting buoys [computer file]

Postal code conversion file [computer file]

Forlioni National Park- zoning & shoreline [computer file]

In the case of an item having no collective title, give the appropriate designation immediately following the first title (inclusive of part title (see 1B11) and alternative titles (see 1B1), but exclusive of parallel titles (see 1D) and other title information (see 1E)).

(1.1C2)

1C3. If the item is a reproduction in one material of a work originally presented in another (e.g., topographic map on a computer file), give the general material designation appropriate to the material being described (e.g., give the designation appropriate to the computer file).

(1.1C3 mod.)

1C4. If the item contains parts belonging to materials falling into two or more categories, and if none of these is the predominant constituent of the item, give either *multimedia* or *kit* as the designation (see 1C1 and 10C1).

(1.1C4, 9.1C2 mod.)

1D. Parallel titles

(1.1D, 9.1D)

1D1. Transcribe parallel titles in the order indicated by their sequence on, or by the layout of, the prescribed sources of information.

(1.1D1 mod.)

Drifting buoys [GMD] = Les bouées dérivantes

1D2. In preparing a second-level description (see 0D2), give the first parallel title. Give any subsequent parallel title that is in English.

Strassenkarte der Schweiz [GMD] = Carte routière de la Suisse =
Road map of Switzerland

If, in preparing a second-level description, all of the following conditions apply:

- a) the title proper is in a nonroman script
- b) the first parallel title recorded in accordance with the instructions in the preceding paragraph is in a nonroman script
- c) no title is in English

give as the second parallel title the one that is (in order of preference) in French, German, Spanish, Latin, any other roman alphabet language.

In preparing a third-level description (see 0D3), transcribe all parallel titles appearing in the prescribed sources of information according to the instructions in 1B.

(1.1D2 mod.)

1D3. Transcribe an original title in a language different from that of the title proper appearing in the prescribed sources of information as a parallel title if the item contains all or some of the text in the original language, or if the original title appears

9. In all subsequent examples, other than those illustrating general material designations directly, the designation is indicated by [GMD]. The use of [GMD] in examples does not imply that a designation is required.

10. Use kit for any item containing more than one type of material if the relative predominance of components is not easily determinable, and for a single-medium package of textual material (e.g. a "lab kit," a set of activity cards).

before the title proper in the prescribed sources of information. Transcribe as other title information an original title in the same language as the title proper (see 1E). In all other cases give the original title in a note. (1.1D3 mod)

1D4. Give parallel titles appearing outside the prescribed sources of information in a note (see 7B5). (1.1D4 mod)

1E. Other title information (1.1E, 9.1E)

1E1. Transcribe all other title information appearing in the prescribed sources of information according to the instruction in 1B. (1.1E1 mod)

Map projection via hypercard [GMD] : a guide to map projections

Canada on video disk [GMD] : VLD 0001

1986 CARTLIB [GMD] : digital boundary file

1E2. Transcribe other title information in the order indicated by the sequence on, or the layout of, the prescribed sources of information. (1.1E2 mod)

1E3. Lengthy other title information. If the other title information is lengthy, either give it in a note (see 7B5) or abridge it.

Abridge other title information only if this can be done without loss of essential information. Never omit any of the first five words of the other title information. Indicate omissions by the mark of omission. (1.1E3)

1E4. If the other title information includes a statement of responsibility or the name of a publisher, distributor, etc., and the statement or name is an integral part of the other title information, transcribe it as such. (1.1E4)

1E5. Transcribe other title information following the whole or part of the title proper or the parallel title to which it pertains.

Canada on video disk [GMD] : VLD 0001 = Le Canada sur
vidéodisque : VLD 0001

If there are no parallel titles, and if other title information appears in more than one language or script, give the other title information that is in the language or script of the title proper. If this criterion does not apply, give the other title information that appears first. *Optionally*, give the other title information in other languages. Precede each parallel statement by an equals sign. (1.1E5 mod)

1E6. If the title proper needs explanation, supply a brief addition as other title information in the language of the title proper. If the title proper does not include an indication of the geographic area or subject covered by the item, and if the other title information does not include such an indication, or, if there is no other title information, supply, as other title information, a word or brief phrase indicating the area or subject covered. (1.1E6, 3.1E2 mod.)

1986 CARTLIB [GMD] : digital boundary file : [Canada]

Postal code conversion file [GMD] : [Canada]

1F. Statements of responsibility (1.1F, 9.1F)

1F1. Transcribe statements of responsibility appearing prominently in the item in the form in which they appear there. If a statement of responsibility is taken from a source other than the prescribed sources of information, enclose it in square brackets. (1.1F1, 9.1F1 mod.)

Geophysics of North America CD-ROM [GMD] / developed by
National Geophysical Data Center

World map data sets [GMD] / by Richard D. Langston

Japan, percent doctors per prefecture population 1984 [GMD] / Sandy
Osler

The European map set [GMD] / written by James Taylor

Give statements relating to sponsors, etc., or to persons or bodies who have prepared or contributed to the production of the file, in a note (see 7B6). (9.1F1)

1F2. If no statement of responsibility appears prominently (see 0.6) in the item, neither construct one nor extract one from the content of the item. Give the relevant information in a note (see 7B6).

Do not include in the title and statement of responsibility area statements of responsibility that do not appear prominently in the item. If such a statement is necessary, give it in a note. (1.1F2 mod.)

1F3. If a statement of responsibility precedes the title proper in the prescribed sources of information, transpose it to its required position unless it is an integral part of the title proper (see 1A2 and 1B2). (1.1F3 mod.)

1F4. Transcribe a single statement of responsibility as such whether the two or more persons or corporate bodies named in it perform the same function or different functions. (1.1F4)

Map projections via hypercard : a guide to map projections /
created by Tau Rho Alpha, Joe F. Virgil, Lauren Buchholz

1F5. If a single statement of responsibility names more than three persons or corporate bodies performing the same function, or with the same degree of responsibility, omit all but the first of each group of such persons or bodies. Indicate the omission by the mark of omission (...) and add *et al.* (or its equivalent in a nonroman script) in square brackets. (1.1F5)

Nahanni National Park land system, land type (coverage 916)
[GMD] / [developed by] Phillip Gimbarzensky ... [et al. for the]
Forest Management Institute

1F6. If there is more than one statement of responsibility, transcribe them in the order indicated by their sequence on, or the layout of, the prescribed sources of information. If the sequence and layout are ambiguous or insufficient to determine the order, transcribe the statements in the order that makes the most sense. If statements of responsibility appear in sources other than the prescribed sources, transcribe them in the order that makes the most sense. (1.1F6 mod.)

1F7. Include titles and abbreviations of titles of address, and distinction, initials of societies, qualifications, date(s) of founding, mottoes, etc., in statements of responsibility if:

- a) such data are necessary grammatically
- b) the omission would leave only a person's given name or surname ... / by Dr. Johnson
- c) the title is necessary to identify a person

Otherwise, omit all such data from statements of responsibility. Do not use the mark of omission.

... / by Harry Smith
(*Source of information reads:* by Dr. Harry Smith)

... / sponsored by the Library Association
(*Source of information reads:* sponsored by the Library Association
(founded 1877))

... / by T.A. Rennard
(*Source of information reads:* by the late T.A. Rennard)

(1.1F7 mod.)

1F8. Add a word or short phrase to the statement of responsibility if the relationship between the title and the person(s) or body (bodies) named in the statement is not clear. (9.1F2, 1.1F8)

Federal land database [GMD] / [developed by] Habitat and Land
Use Division, Sustainable Development Branch, Canadian Wildlife
Service, Conservation and Protection, Environment Canada

Nahanni National Park land system, land type (coverage 916) [GMD]
/ [developed by] Phillip Gimbarzensky ... [et al. for the] Forest
Management Institute

1F9. Replace symbols or other matter that cannot be reproduced by the facilities available with the cataloguer's description in square brackets. Make an explanatory note if necessary. (1.1F9)

1F10. If an item has parallel titles but a statement(s) of responsibility in only one language or script, transcribe the statement of responsibility after all the parallel titles or other title information.

If an item has parallel titles and a statement or statements of responsibility in more than one language or script, transcribe each statement after the title proper, parallel title, or other title information to which it relates.

Canada on video disk [GMD] : VLD 0001 / produced by the Canada
Map Office, Energy, Mines and Resources, 30 October 1987, in
cooperation with the Department of National Defence = Le Canada sur
vidéodisque : VLD 0001 / produit par le Bureau des cartes du Canada,
Énergie, mines et ressources, 30 octobre 1987 en collaboration avec le
Ministère de la défense nationale

If it is not practicable to give the statements of responsibility after the titles to which they relate, transcribe the statement of responsibility in the language or script of the title proper and omit the others. (1.1F10)

1F11. If there are no parallel titles and a statement of responsibility appears in more than one language or script, transcribe the statement in the language or script of the title proper. If this criterion does not apply, transcribe the statement that appears first. (1.1F11)

Optionally, transcribe the parallel statements, each preceded by an equals sign.

1F12. Treat a noun phrase occurring in conjunction with a statement of responsibility as other title information if it is indicative of the nature of the work.

If the noun or noun phrase is indicative of the role of the person(s) or body (bodies) named in the statement of responsibility rather than of the nature of the work, treat it as part of the statement of responsibility.

In case of doubt, treat the noun or noun phrase as part of the statement of responsibility. (1.1F12)

1F13. When a name associated with responsibility for the item is transcribed as part of the title proper (see 1B2) or other title information (see 1E4), do not make any further statement relating to that name unless such a statement is required for clarity, or unless a separate statement of responsibility including or consisting of that name appears in the prescribed source of information. (1.1F13 mod.)

PC Globe 4.0 [GMD]

1F14. Transcribe a statement of responsibility even if no person or body is named in that statement.

A statement of responsibility may include words or phrases that are neither names nor linking words. (1.1F14)

1F15. Omit statements found in the prescribed sources of information that neither constitute other title information nor form part of statements of responsibility. (1.1F15 mod.)

1G. Items without a collective title (1.1G, 9.1G)

1G1. If an item lacks a collective title, either describe the item as a unit (see 1G2, 1G3 and 1G4), or make a separate description for each separately titled part (see 1G5), or (in certain circumstances) supply a collective title (see 1G6). (3.1G1 mod., 9.1G1 mod.)

1G2. In describing the item as a unit, if one work is the predominant part, treat the title of that work as the title proper and name the other work(s) in a contents note (see 7B18). (1.1G1 mod.)

1G3. If more than one (but not all) of the separately titled works predominate, treat the predominating works as instructed in 1G4, and name the other work(s) in contents notes (see 7B18). (1.1G4 mod.)

1G4. If describing the item as a unit, transcribe the titles of the individually titled works in the order in which they appear in the prescribed sources of information or, if there is no single prescribed source of information, in the order in which they appear in the item, treating multiple sources of information as if they were one source (see 0H).

Separate the titles of the works by semicolons if the works are all by the same person(s) or emanate from the same body (bodies), even if the titles are linked by a connecting word or phrase. Follow the title of each work by its parallel title(s) and other title information.

If the individual works are by different persons or emanate from different bodies, or in case of doubt, follow the title of

each work by its parallel title(s), other title information, and statement(s) of responsibility. Separate the groups of data with a full stop followed by two spaces. (1.1G3 mod.)

Grand Teton [GMD]; Yellowstone National Park
(Both maps produced by the same body)

1G5. If, in an item lacking a collective title, no one work predominates, make a separate description for each separately titled work, linking the separate descriptions with notes (see 7B21). (1.1G2 mod.)

Optionally, for the statement of the extent in each of these descriptions, see 5B3. Link the separate descriptions with notes (see 7B21). For instructions on sources of information, see 0B. (9.1G4 mod.)

1G6. If an item lacking a collective title consists of a large number of physically separate parts, supply a collective title as instructed in 1B7. (3.1G5 mod.)

1G7. Make the relationship between statements of responsibility and the parts of an item lacking a collective title and described as a unit clear by additions as instructed in 1F8. (9.1G3)

2. EDITION AREA

Contents:

- 2A. Preliminary rule
- 2B. Edition statement
- 2C. Statements of responsibility relating to the edition
- 2D. Statement relating to a named revision of an edition
- 2E. Statements of responsibility relating to a named revision of an edition (1.2, 9.2)

2A. Preliminary rule (1.2A, 9.2A)

2A1. Punctuation

For instructions on the use of spaces before and after prescribed punctuation, see 0C.

Precede this area by a full stop, space, dash, space.

Precede a statement relating to a named revision of an edition by a comma.

Precede the first statement of responsibility following an edition statement by a diagonal slash.

Precede each subsequent statement of responsibility by a semicolon.

For the use of the equals sign to precede parallel statements, see the appropriate rule following. (1.2A1, 9.2A1)

2A2. Sources of information. Give in this area information taken from the prescribed sources of information. Enclose information supplied from any other source in square brackets. (1.2A2 mod.)

2B. Edition statement (1.2B, 9.2B)

2B1. Transcribe a statement relating to an edition of an item that contains differences from other editions of that item, or to a named reissue of an item, as instructed in the following rules. (9.2B1 mod.)

Transcribe the edition statement as found on the item. Use abbreviations as instructed in Appendix A and numerals as instructed in Appendix B. (1.2B1)

Rev. ed.

NORC test ed.

Level 3.4

Rev. ed. 10/2/82

3rd update

Version 1.0

[Version] 1.1

Version 01.01.00

Prelim. release 0.5

Release 1.0

Give the source of the edition statement in a note (see 7B7) if it is different from the source of the title proper. (9.2B1)

2B2. If the edition statement consists solely or chiefly of characters that are neither numeric nor alphabetic, give the statement in words in the language and script of the title proper and enclose them in square brackets.

If the edition statement consists of a letter or letters and/or a number or numbers without accompanying words, add an appropriate word or abbreviation. (1.2B2)

2B3. In case of doubt about whether a statement is an edition statement, take the presence of words such as *edition*, *issue*, *version*, *release*, *level*, *update* (or their equivalents in other languages) as evidence that the statement is an edition statement and transcribe it as such. (9.2B2, 1.2B3)

2B4. *Optional addition.* If an item lacks an edition statement but is known to contain significant changes from other editions (e.g., changes in the data involving content, standardized coding, etc.; changes in the programming including changes in the program statements, programming language, and programming routines and operations; the addition of sound or graphics; improvement of graphics), supply a suitable brief statement in the language and script of the title proper and enclose it in square brackets. (9.2B3 mod., 1.2B4 mod.)

[Version 7]

2B5. Do not treat an issue of a file that incorporates minor changes as a new edition. Such minor changes include corrections of misspellings of data, changes in the arrangement of the contents, changes in the output format or the display medium, and changes in the physical characteristics (e.g., blocking factors, recording density). If desired, give the details of such changes in a note (see 7B7). (9.2B4)

2B6. Transcribe an edition statement appearing in accompanying material only if it also refers to the file. In case of doubt, do not record such an edition statement. (9.2B5)

2B7. If an edition statement appears in more than one language or script, transcribe the statement that is in the language or script of the title proper. If this criterion does not apply, transcribe the statement that appears first. *Optionally*, transcribe the parallel statement(s), each preceded by an equals sign. (9.2B6)

2B8. If an item lacking a collective title and described as a unit contains one or more works with an associated edition statement, transcribe such statements following the titles and statements of responsibility to which they relate, separated from them by a full stop. (9.2B7, 1.2B8)

2C. Statements of responsibility relating to the edition (1.2C, 9.2C)

2C1. Transcribe a statement of responsibility relating to one or more editions, but not to all editions of a file following the edition statement if there is one. Follow the instructions in 1F for the transcription and punctuation of such statements. If desired, transcribe other statements of responsibility relating to the edition in a note (see 7B7). (1.2C1 mod., 9.2C1 mod.)

Rev. ed. / program has been converted from BASIC to
FORTRAN IV by Allen P. Smith

2C2. In case of doubt about whether a statement of responsibility applies to all editions or only to some, or if there is no edition statement, give such a statement in the title and statement of responsibility area.

When describing the first edition, give all statements of responsibility in the title and statement of responsibility area (see 1F). (1.2C2)

2C3. If an item has parallel edition statements that have been recorded (2B7) and a statement of responsibility relating to the edition in only one language or script, give the statement of responsibility after all the parallel edition statements. (1.2C3)

2C4. *Optional addition.* If an item has both an edition statement and a statement of responsibility relating to the edition in more than one language or script, give each statement of responsibility after the edition statement to which it relates. (1.2C4)

2C5. If an item has an edition statement in only one language or script and a statement of responsibility relating to the edition in more than one language or script, give the statement of responsibility in the language or script of the title proper. If this criterion does not apply, give the statement that appears first.

Optionally, transcribe the parallel statements of responsibility after the edition statement, each preceded by an equals sign. (1.2C5)

2D. Statement relating to a named revision of an edition

(1.2D, 9.2D)

2D1. If an item is a revision of an edition (a named reissue of a particular edition containing changes from that edition), transcribe the statement relating to that revision following the edition statement and its statements of responsibility. (1.2D1, 9.2D1)

ICPSR ed., OSIRIS IV version

Do not record statements relating to a named revision of an edition when the changes are of a minor nature (see 2B5). (9.2D1)

2D2. If the statement relating to the revision appears in more than one language or script, follow the instructions in 2B7. (1.2D2)

2D3. Do not record statements relating to a reissue of an edition that contains no changes unless the item is considered to be of particular importance to the cataloguing agency. (1.2D3)

2E. Statements of responsibility relating to a named revision of an edition (1.2E, 9.2E)

2E1. Transcribe a statement of responsibility relating to one or more named revisions of an edition (but not to all such revisions) following the statement relating to the revision(s). Follow the instructions in 1F for the transcription and punctuation of such statements of responsibility. (1.2E1)

3rd ed., version 1.2 / programmed by W.G. Toepfer

2E2. If an item has parallel statements relating to the revision of an edition that have been recorded (see 2D2) and a statement of responsibility relating to that revision in only one language or script, give the statement of responsibility following all the parallel statements relating to the revision. (1.2E2)

2E3. *Optional addition.* If the statement of responsibility referred to in 2E1 appears in more than one language or script, give each statement as instructed in 2C4 and 2C5. (1.2E3)

3. MATERIAL (OR TYPE OF PUBLICATION) SPECIFIC DETAILS AREA

(1.3)

Contents:

- 3A. Preliminary rule
- 3B. Statement of scale
- 3C. Statement of projection
- 3D. Statement of coordinates and equinox
- 3E. File characteristics

3A. Preliminary rule

(3.3A, 9.3A)

3A1. Punctuation

For instructions on the use of spaces before and after prescribed punctuation, see 0C.

Precede the mathematical data area by a full stop, space, dash, space.

Precede the projection statement by a semicolon.

Enclose the statement of coordinates and equinox in one pair of parentheses.

If both coordinates and equinox are given, precede the statement of equinox by a semicolon.

Precede the statement of epoch by a comma.

(3.3A1)

Precede the file characteristics area by a full stop, space, dash, space.

Enclose each statement of the number of records, statements, etc., in parentheses.

Precede a statement of the number of records, statements, etc., by a colon when that number follows the number of files. (9.3A1)

3A2. Use English words and abbreviations in this area. (3.3A2)

3A3. This area is repeatable. In each instance, give the elements, as applicable, in the following order: mathematical data, file characteristics, and seriality (AACR2R 12.3).

3B. Statement of scale

(3.3B

3B1. If the geomatic item has been electronically encoded from a cartographic item, record the scale of the cartographic item as a representative fraction expressed as a ratio (1:). Precede the ratio by *Input scale*. Give the scale even if it is already recorded as part of the title proper or other title information.

Input scale 1:2 000 000

Input scale 1:50 000

If a scale statement found in the prescribed sources of information or accompanying material is not expressed as a representative fraction, give it as a representative fraction in square brackets.

If a representative fraction or other scale statement is found in a source other than the prescribed sources of information, give the scale as a representative fraction in square brackets.

If no scale for a digital geomatic item can be found in the prescribed sources of information, give *Input scale indeterminate*. (3.3B1 mod.)

3B2. If composed of unconnected geographic coordinate data (e.g., point data with specific longitude and latitude referencing) then give *Scale not applicable*. (For example the coordinates of a number of floating buoys obtained by satellite positionings).

3B3. Optional addition. Give additional scale information that is found on the item (such as a statement of comparative measures or limitation of the scale to particular parts of the item). Use standard abbreviations and numerals in place of words. Precede such additional information by a full stop.

Quote the additional scale information if:

a) the statement presents unusual information that cannot be verified by the cataloguer

or

b) a direct quotation is more precise than a statement in conventional form

or

c) the statement on the item is in error or contains errors. (3.3B2

3B4. If the scale within one item varies¹¹ and the outside values are known, give both scales connected by a hyphen.

If the values are not known, give *Input scale varies*. (3.3B3 mod.)

3B5. If the description is of a multipart item with two scales, give both. Give the scales in the order of the titles (see 1.1G) or if this does not apply, in order of predominance. If predominance does not apply, give the larger scale first. (3.3B4 mod.)

3B6. If the description is of a multipart item with three or more scales, and one or two scales predominate, give the predominating scale(s). If no scale(s) predominate, give *Input scales differ*. Scales not mentioned here may be recorded in a note (see 7B8a). (3.3B5 mod.)

3B7. In describing an item in which all the main maps are of one or two scales, give the scale or both scales (in the latter case give the larger scale first). If the main maps are of three or more scales, and one or two scales predominate, give the predominating scale(s). If no scale(s) predominate, give *Input scales differ*. Scales not recorded here may be mentioned in a note (see 7B8a). (3.3B6 mod.)

3B8. Give a statement of scale for celestial charts, maps of imaginary places, views (bird's-eye views or map views), and maps with nonlinear scales only if the information appears on the item. If the item is not drawn to scale, give *Not to scale*. (3.3B7 mod.)

Input scale 1' per 2 cm.

¹¹ The item (e.g., map) is constructed at a variable scale (e.g., the central part of a city is at a large scale (e.g., 1:16 000) which changes at a continuous ratio outward to a smaller scale for the outskirts (e.g., 1:28 000). This does not apply to perspective views nor to cartographic items constructed according to any given projection.

3B9. In describing a three-dimensional representation, give the vertical scale (specified as such) after the horizontal scale if the vertical scale can be ascertained. (3.3B8 mod.)

3C. Statement of projection (3.3C)

3C1. Give the statement of projection if it is found on the item, its container or case, or accompanying printed material. Use abbreviations as instructed in Appendix A and numerals as instructed in Appendix B. (3.3C1)

; Albers equal-area conic proj.

; Lambert conformal conic proj.

; Universal transverse Mercator proj.

3C2. Optional addition. Give phrases associated with the projection statement if they are found on the item, its container or case, or accompanying printed material. Such associated phrases concern, for example, meridians, parallels, and/or ellipsoid. (3.3C2 mod.)

; azimuthal equidistant proj. centered on Nicosia, N 35°
10', E 33°22'

3D. Optional addition. Statement of coordinates and equinox (3.3D)

3D1. For terrestrial data files, etc., give the coordinates in the following order:

westernmost extent of area covered by item (longitude)

easternmost extent of area covered by item (longitude)

northernmost extent of area covered by item (latitude)

southernmost extent of area covered by item (latitude)

Express the coordinates in degrees(°), minutes('), and seconds(") of the sexagesimal system (360° circle) taken from the Greenwich prime meridian. Precede each coordinate by W, E, N, or S, as appropriate. Separate the two sets of latitude and longitude by a diagonal slash neither preceded nor followed by a space. Separate each longitude or latitude from its counterpart by a dash.

(W 180°—E 180°/N 90°—S 90°)

(E 79°—E 86°/N 20°—N 12°)

(E 15°00'00"—E 17°30'45"/N 1°30'12"—S 2°30'35")

(W 74°50'—W 74°40'/N 45°05'—N 45°00')

Optionally, give other meridians (prime, local, or source) found on the item in the note area (see 7B8a). (3.3D1 mod.)

3D2. For celestial data files, give as coordinates the right ascensions of the item, or the right ascensions of the western and eastern limits of its collective coverage, and the declination of the centre of the item, or the northern and southern limits of its collective coverage.

Designate the right ascension by RA, followed by the hours and, when necessary, minutes and seconds of the twenty-four-hour clock.

Designate the declination by *Decl.*, followed by the degrees (°) and, when necessary, minutes(') and seconds(") of the sexagesimal system (360° circle), using a plus sign (+) for the northern celestial hemisphere and a minus sign (–) for the southern celestial hemisphere.

Separate right ascensions and declinations from each other by a diagonal slash, neither preceded nor followed by a space. When two right ascensions are given, record both separated by *to*. When two declinations are given, record both separated by *to*.

When coordinates are given, give also the statement of equinox. Express the equinox as a year preceded by a semicolon and *eq.* Give also a statement of the epoch when it is known to differ from the equinox. Separate it from the statement of the equinox by a comma and precede it by *epoch*.

(RA 16 hr. 30 min. to 19 hr. 30 min./Decl. –16° to –49°; eq. 1950,
epoch 1948.5)

(RA 16 hr./Decl. –23°; eq. 1950)

(RA 2 hr./Decl. +30° ; eq. 1950)

(RA 2 hr. 00 min. to 2 hr. 30 min./Decl. -30° to -45° ; eq. 1950)

For electronic charts centered on a pole, give the declination limit.

(Centered at South Pole/Decl. limit -60°)

For digital collections of charts arranged in declination zones, give the declination limits of each zone, but omit the statement of right ascension. If the zones are numerous, give the declination limits of the first few zones followed by the mark of omission and the declination limit of the last zone.

(Zones +90° to +81°, +81° to +63°, +63° to +45° ; eq. 1950)

(Zones +90° to +81°, +81° to +63°, ... -81° to -90° ; eq. 1950)

(3.3D2 mod.)

FILE CHARACTERISTICS AREA

3E. File characteristics

(9.3B)

3E1. Designation. When the information is readily available, indicate the type of file. Use one of the following terms:

computer data
computer image(s)
computer program(s)
computer data and program(s)
computer data, image(s) and program(s)

Optionally, if general material designations are used (see 1C1), omit *computer* from the file designation.
(9.3B1 mod.)

3E2. Number of records, statements, etc. If a file designation is given and if the information is readily available, give the number or approximate number of files that make up the content (use *file* or *files* preceded by an arabic numeral) and/or these other details:

a) *Data*. Give the number or approximate number of records and/or bytes.

Computer data (1 file : 350 records)
Computer data (550 records)
Computer data (1 file : 600 records, 240 000 bytes)
Computer data (1 file : 1.2 megabytes)

b) *Programs*. Give the number or approximate number of statements and/or bytes.

Computer data (588 megabytes) and programs (54 files)
Computer program (1 file : 200 statements)
Computer program (2150 statements)

c) *Multipart files*. Give the number or approximate number of records and/or bytes, or statements and/or bytes in each part.

Computer data (3 files : 100, 450, 550 records)
Computer programs (2 files : 4300, 1250 bytes)
Computer data (2 files : ca. 330 records each)
Computer data (2 files : 800, 1250 records) and programs 3 files : 7260, 3490, 5076 bytes)
Computer programs (19 files) and computer images (121)
Computer data (2 files : 3.5, 2 megabytes)

If such numbering cannot be given succinctly, omit the information from this area. If desired, give it in a note (see 7B8).
(9.3B2)

4. PUBLICATION, DISTRIBUTION, ETC., AREA

(1.4, 9.4)

Contents:

- 4A. Preliminary rule
- 4B. General rule
- 4C. Place of publication, distribution, etc.
- 4D. Name of publisher, distributor, etc.
- 4E. Statement of function of publisher, distributor, etc.
- 4F. Date of publication, distribution, etc.
- 4G. Place of manufacture, name of manufacturer, date of manufacture

4A. Preliminary rule

(1.4A, 9.4A)

4A1. Punctuation

For instructions on the use of spaces before and after prescribed punctuation, see 0C.

Precede this area by a full stop, space, dash, space.

Precede a second or subsequently named place of publication, distribution, etc., by a semicolon.

Precede the name of a publisher, distributor, etc., by a colon.

Enclose a supplied statement of function of a publisher, distributor, etc., in square brackets.

Precede the date of publication, distribution, etc., by a comma.

Enclose the details of manufacture (place, name, date) in parentheses.

Precede the name of a manufacturer by a colon.

Precede the date of manufacturer by a comma.

For the use of the equals sign to precede parallel statements, see the appropriate rules following.

(1.4A1)

4A2. Sources of information. Give in this area information taken from the prescribed sources of information. Enclose in square brackets information supplied from a source other than those prescribed.

(1.4A2 mod.)

4B. General rule

(1.4B, 9.4B)

4B1. In this area, record information about the place, name, and date of all types of publishing, distributing, releasing, and issuing activities. For unpublished materials, see 4C8, 4D9 and 4F10.

(1.4B1)

4B2. Record information relating to the manufacture of the item in this area.

(1.4B2)

4B3. When more than one place, name, or date is recorded in this area, give them in the order that is appropriate to the item being described.

(1.4B3)

4B4. Give names of places, persons, or bodies as they appear, omitting accompanying prepositions unless case endings would be affected. Use abbreviations as instructed in Appendix A.

(1.4B4)

Berolini

... : Im Deutschen Verlag

but

Paris

not À Paris

... : Dept. of Geography and Regional Planning,

University of Pennsylvania

not

... : Department of Geography and Regional Planning,

University of Pennsylvania

4B5. If the original publication details on accompanying documentation are covered by a label containing publication details relating to a reissue, etc., give the publication details of the later publication in this area. Give the original publication details in a note (see 7B9) if they can be ascertained readily.

(1.4B5 mod.)

4C. Place of publication, distribution, etc.

(1.4C, 9.4C)

4C1. Transcribe a place of publication, etc., in the form and the grammatical case in which it appears.

Köln

Lugduni Batavorum

If the name of a place appears in more than one language or script, give the form in the language or script of the title proper. If this criterion does not apply, give the form that appears first.

(1.4C1)

4C2. Supply another form of the name of a place if such an addition is considered desirable as an aid to identifying the place, using the English form of name if there is one. (1.4C2)

4C3. If the name of the country, state, province, etc., appears in the source of information, transcribe it after the name of the place if it is considered necessary for identification, or if it is considered necessary to distinguish the place from others of the same name. Supply the name of the country, state, province, etc., if it does not appear in the source of information but is considered necessary for identification or distinction, using the English form of name if there is one. Use abbreviations (see A.8). (1.4C3)

City and country, etc. appear in prescribed source of information

Tolworth, England

Boulder, Colo.

Cary, N.C.

Indiana, PA

City alone appears in prescribed source of information

Waco [Tex.]

London [Ont.]

Santiago [Chile]

Renens [Switzerland]

4C4. If a place name is found only in an abbreviated form in the item, transcribe it as found, and add the full form or complete the name. (1.4C4)

Mpls [i.e. Minneapolis]

Rio [de Janeiro]

4C5. If two or more places in which a publisher, distributor, etc., has offices are named in the item, give the first named place. Give any subsequently named place that is given prominence by the layout or typography of the source of information. If the first named place and any place given prominence are not in the home country of the cataloguing agency, give also the first of any subsequently named places that is in the home country. Omit all other places.

Toronto

(Source of information reads: Toronto, Buffalo, London.

Cataloguing agency in Canada)

Montréal ; Toronto

(Toronto given prominence by typography)

London ; New York

(Cataloguing agency in the United States)

Toronto ; London

(Source of information reads: Toronto, Buffalo, London.

Cataloguing agency in the United Kingdom)

New York ; London ; Sydney

(London given prominence by typography. Cataloguing agency in Australia)

For items with two or more places of publication, distribution, etc., relating to two or more publishers, distributors, etc. see 4D5. (1.4C5)

4C6. If the place of publication, distribution, etc., is uncertain, supply the probable place in the English form of name if there is one, followed by a question mark.

[Munich?]

If no probable place can be given, supply if possible the name of the country, state, province, etc. If, in such a case, the country, state, province, etc., is not certain, follow it by a question mark.

[Canada]

[Spain?]

If no place or probable place can be given, give *s.l.* (sine loco), or its equivalent in a nonroman script. (1.4C6)

[S.l.]

4C7. *Optionally*, give the full address of a publisher, distributor, etc., after the name of the place. Enclose the full address in parentheses. Do not give the full address for major trade publishers. (1.4C7)

4C8. Do not record a place of publication, distribution, etc., for unpublished items. Do not record a place of publication, distribution, etc., for unpublished collections (including those containing published items but not published as collections). Do not give *s.l.* in either case. (1.4C8 mod., 9.4C2 mod.)

4D. Name of publisher, distributor, etc. (1.4D, 9.4D)

4D1. Give the name of the publisher, and *optionally* the distributor, of a published computer file, etc., following the place(s) to which it relates. (1.4D1)

Boulder, Colo. : National Environment Satellite, Data and Information Service

Newton Upper Falls, Mass. ; Ipswich : Practicorp
(*Cataloguing agency in the United Kingdom*)

Prague : [s.n.]

[S.l.] : Bruce & James Program Publishers ; [New York : Distributed by Simon & Schuster]

Bellevue, Wash. : Temporal Acuity Products ; Owatonna, Minn. : Distributed exclusively by Musictronic

Ann Arbor : University of Michigan, Institute for Social Research, 1968

Richmond, Va. : Rhiannon Software, c1985

4D2. Give the name of a publisher, distributor, etc., in the shortest form in which it can be understood and identified internationally.

: W.H. Allen

not : Allen
(*Avoids confusion with other publishers called Allen*)

: SAS Institute
(*Source of information reads: SAS Institute, Inc.*)

If the shortest form of the name of the publisher, distributor, etc., is in more than one language or script, give the form that is in the language or script of the title proper. If this criterion does not apply, give the shortest form in the language or script that appears first.

Optionally, give the shortest form in each language or script. Precede each parallel statement by an equals sign. If the shortest form is the same in all languages or scripts, give it only once. (1.4D2)

: MEDS = SDMM

: Energy, Mines and Resources = Énergie, mines et ressources

but : Høst

not : Høst & Sons Forlag = Høst & Son Publisher

4D3. In giving the name of a publisher, distributor, etc., retain:

- a) words or phrases indicating the function (other than solely publishing) performed by the person or body

: Distributed by New York Graphic Society

- b) parts of the name required to differentiate between publishers, distributors, etc., or to identify subsidiary companies. (1.4D3)

: Longmans, Green

but : Longmans Educational

not : Longmans

4D4. If the name of the publisher, distributor, etc., appears in a recognizable form in the title and statement of responsibility area, give it in the publication, distribution, etc., area in the shortest possible form. If in such a case, the publisher, distributor, etc., is a person, give the initials and the surname of the person. (1.4D4)

4D5. If an item has two or more publishers, distributors, etc., describe it in terms of the first named and the corresponding place(s). In the following cases, add subsequently named publishers, distributors, etc., and their corresponding places (if they are different from the place(s) already named):

- a) when the first and subsequently named entities are linked in a single statement

London : Macmillan for the University of York

- b) when the first named entity is a distributor, releasing agency, etc., and a publisher is named subsequently

- c) when a subsequently named entity is clearly distinguished as the principal publisher, distributor, etc., by layout or typography

Toronto : McClelland and Stewart : World Crafts Council
(*Second publisher given prominence by typography*)

- d) when the subsequently named publisher, distributor, etc., is in the home country of the cataloguing agency and the first named publisher, distributor, etc., is not.

Paris : Gauthier-Villars ; Chicago : University of Chicago Press
(*Cataloguing agency in the United States*)

New York : Dutton ; Toronto : Clarke, Irwin
(*Cataloguing agency in Canada*)

Follow this rule for multipart items (see 0H2) when the publisher, etc., or the name of the publisher, etc., changes in the course of publication. (1.4D5)

4D6. Optionally, give the name and, when appropriate, the place of a distributor when the first named entity is a publisher. (1.4D6)

4D7. If the name of the publisher, distributor, etc., is unknown, give *s.n.* (sine nomine) or its equivalent in a nonroman script. (1.4D7)

[United States : *s.n.*, 198-]

4D8. In case of doubt about whether a named agency is a publisher or a manufacturer, treat it as a publisher. (1.4D8)

4D9. Do not record the name of a publisher, distributor, etc., for unpublished items. Do not record the name of a publisher, distributor, etc., for unpublished collections (including those containing published items but not published as collections). Do not give *s.n.* in either case. (1.4D9 mod., 9.4D2 mod)

4E. Optional addition. Statement of function of publisher, distributor, etc.

(1.4E, 9.4E)

4E1. Add to the name of a publisher, distributor, etc., a term that clarifies the function of the publisher, distributor, etc., unless:

a) the phrase naming the publisher, distributor, etc., includes words that indicate the function performed by the person(s) or body (bodies) named

or

b) the function of the publishing, distributing, etc., agency is clear from the context. (1.4E1 mod.)

Chicago : National Opinion Research Center ; Storrs,
Conn. : Roper Public Opinion Research Center
[distributor]

4F. Date of publication, distribution, etc.

(1.4F, 9.4F)

4F1. For published items, give the date (i.e. year) of publication, distribution, etc., of the edition, revision, etc., named in the edition area. If there is no edition statement, give the date of the first publication of the edition to which the item belongs. Give dates in Western-style arabic numerals.

, 1975

, 1976 (*not 1 9 v 9*)

For unpublished items see 4F10.

(1.4F1 mod.)

4F2. Give the date as found in the item even if it is known to be incorrect. If a date is known to be incorrect, add the correct date.

, 1697 [i.e. 1967]

If necessary, explain any discrepancy in a note.

, 1963 [i.e. 1971]

Note: Originally issued as a sound disk in 1963; issued as a cassette
in 1971.

(1.4F2)

4F3. Give the date of a named revision of an edition as the date of publication only if the revision is specified in the edition area (see 2D). In this case, give only the date of the named revision. (1.4F3)

4F4. If the publication date differs from the date of distribution, add the date of distribution if it is considered to be significant by the cataloguing agency. If the publisher and distributor are different, give the date(s) after the name(s) to which they apply.

London : Macmillan, 1971 [distributed 1973]

London : Educational Records, 1973 ; New York : Edcorp
[distributor], 1975

Toronto : Royal Ontario Museum, 1971 ; Beckenham [Kent] :
Edward Patterson [distributor]

(Distribution date known to be different but not recorded)

If the publication and distribution dates are the same, give the date after the last named publisher, distributor, etc. (1.4F4)

4F5. Optional addition. Give the latest date of copyright following the publication, distribution, etc., date if the copyright date is different. (1.4F5)

1967, c1965

4F6. If the dates of publication, distribution, etc., are unknown, give the copyright date or, in its absence, the date of manufacture (indicated as such) in its place. (1.4F6)

c1989

4F7. If no date of publication, distribution, etc., copyright date, or date of manufacture appears in an item, supply an approximate date of publication.

, [1988 or 1989]	<i>one year or the other</i>
, [1969?]	<i>probable date</i>
, [between 1986 and 1990]	<i>use only for dates fewer than 20 years apart</i>
, [ca. 1986]	<i>approximate date</i>
, [198-]	<i>decade certain</i>
, [198-?]	<i>probable decade</i>
, [19—]	<i>century certain</i>
, [19—?]	<i>probable century</i>

Optionally, give an approximate date of publication if it differs significantly from the date(s) specified in 4F6. (1.4F7 mod.)

4F8. If two or more dates are found on the various parts of a multipart item (e.g., when an item is published in parts over a number of years), give the earlier and later or earliest and latest dates, separated by a hyphen.

In describing a multipart item that is not yet complete, give the earliest or earlier date only, and follow it with a hyphen and four spaces.

, [1985]-

Optionally, when the item is complete, add the latest or later date. (1.4F8)

, [1984?-1988?]

4F9. Give the date of creation of an unpublished geomatic file. (1.4F9, 9.4F2 mod.)

, [1986]

4F10. Give the date or inclusive dates of unpublished collections (including those containing published items but not published as collections). (1.4F10)

4F11. Give any other useful dates (e.g., dates of collection of data) in a note (see 7B7 and 7B9). (9.4F3)

4G. Place of manufacture, name of manufacturer, date of manufacture (1.4G, 9.4G)

4G1. If the name of the publisher is unknown and the place and name of the manufacturer are found in the item, give the place and name of the manufacturer. (1.4G1)

[S.I. : s.n.], 1986 (Cleveland, Ohio : CD Wonderworks)

4G2. In recording the place and name of the manufacturer, follow the instructions in 4B-4D. (1.4G2)

4G3. If the date of manufacture is given in place of an unknown date of publication, distribution, etc. (see 4F6), do not repeat it here. (1.4G3)

4G4. *Optional addition.* Give the place, name of manufacturer, and/or date of manufacture if they are found in the item and differ from the place, name of publisher, distributor, etc., and date of publication, distribution, etc., and are considered important by the cataloguing agency. (1.4G4, 9.4G2)

5. PHYSICAL DESCRIPTION AREA¹² (1.5, 9.5)

Contents:

- 5A. Preliminary rule
- 5B. Extent of item (including specific material designation)
- 5C. Other physical details

12. Do not give a physical description for a computer file that is available only by remote access or resides on the hard disk of a computer. See 7B1C and 7B10.

- 5D. Dimensions
- 5E. Accompanying material

5A. Preliminary rule

(1.5A, 9.5A)

5A1. Punctuation

For instructions on the use of spaces before and after prescribed punctuation, see 0C.

Precede this area by a full stop, space, dash, space or start a new paragraph.

Precede other physical details (i.e., other than extent or dimensions) by a colon.

Precede dimensions by a semicolon.

Precede each statement of accompanying material by a plus sign.

Enclose physical details of accompanying material in parentheses.

(1.5A1, 9.5A1)

5A2. Sources of information. Take information for this area from any source. Take explicitly or implicitly stated information from the item itself.

(1.5A2 mod.)

5A3. If an item is available in different formats (e.g., as tape or disk), give the physical description of the format in hand.

Optionally, make a note describing formats in which it is available (see 7B16).

(1.5A3 mod.)

5A4. Introductory note. This area is applicable to a computer file that is available for local access, i.e., in a physical carrier, such as a cassette, disk, cartridge, or reel, which is designed for the user to insert into the computer. This area is not to be used for computer files available only by remote access or residing on the hard disk of a computer.

(15BD (CF) p. 50 mod.)

5B. Extent of item (including specific material designation)

(1.5B, 9.5B)

5B1. Record the number of physical units of the carrier by giving the number of them in arabic numerals and one of the following terms as appropriate:

computer cartridge

computer cassette

computer disk

computer reel

1 computer disk

2 computer cassettes

1 computer reel

When new physical carriers are developed for which none of these terms is appropriate, give the specific name of the physical carrier as concisely as possible, preferably qualified by *computer*.

1 computer card

If the information is readily available and if desired, indicate the specific type of physical medium.

1 computer chip cartridge

1 computer tape cartridge

1 computer tape cassette

1 computer tape reel

1 computer optical disk

1 computer optical card

1 computer floppy disk

Optionally, if general material designations are used (see 1C1), omit *computer* from the specific material designation.

Give a trade name or other similar specification in a note (see 7B1b).

(9.5B1 mod.)

If the units of the item (e.g., educational sets) are identical, add *identical* before the specific material designation.

(1.5B1 mod.)

25 identical computer disks

5B2. In describing a multipart item that is not yet complete, give the specific material designation alone preceded by three spaces.

computer tape reels

Optionally, when the item is complete, add the number of physical units.

(1.5B)

20 computer tape reels

5B3. If the description is of a separately titled part of an item lacking a collective title (see 1G5), express the fractional extent in the form *on reel 2, on 3 of 5 disks, on 1 disk, etc.*

(9.5B)

5C. Other physical details

(9.5C)

5C1. If the file is encoded to produce sound, give *sd*. If the file is encoded to display in two or more colours, give *col*.

1 computer chip cartridge : *sd*

1 computer disk : *col*.

1 computer disk cartridge : *sd., col.*

Give details of the requirements for the production of sound or the display of colour in a note (see 7B1b).

(9.5C)

5C2. *Optionally*, give the physical characteristics, if readily available and if they are considered to be important, e.g.:

number of sides used

recording density (e.g., number of bytes per inch (*bpi*), single, double)

sectoring

storage capacity

tracks

(9.5C2 mod)

1 computer disk : *sd., col., single sided, single density, soft sectored*

2 computer tape reels : 6,250 *bpi*

1 computer floppy disk : *single sided, single density, soft sectored, 80 tracks.*

5D. Dimensions

(1.5D, 9.5D)

5D1. Give the dimensions of the physical carrier as instructed below.

a) *Disks*. Give the diameter of the disk in inches, to the next 1/4 inch up.

1 computer disk : *col. ; 5 1/4 in.*

1 computer optical disk : *col. ; 4 3/4 in.*

b) *Cartridges*. Give, in inches to the next 1/4 inch up, the length of the side of the cartridge that is to be inserted into the machine.

1 computer chip cartridge ; 3 1/2 in.

c) *Cassettes*. Give the length and height of the face of the cassette in inches, to the next 1/8 inch up.

1 computer cassette ; 3 7/8 × 2 1/2 in.

d) *Reels*. Do not give dimensions for reels.

e) *Other carriers*. Give the appropriate dimensions of other physical carriers in centimetres to the next whole centimetre up.

(9.5D1)

1 computer card ; 9 × 6 cm.

5D2. If the item consists of more than one physical carrier and they differ in size, give the smallest or smaller and the largest or larger size, separated by a hyphen.

(9.5D2)

3 computer disks ; 3 1/2–5 1/4 in.

5D3. *Optionally*, if the item is in a box or other container, with or without accompanying material, name the container and give its dimensions *either* after the dimensions of the item *or* as the only dimensions. (1.5D2 mod.)

4 computer tape cassettes : sd., col. ; in container
12 × 36 × 20 cm.

5E. Accompanying material (1.5E, 9.5E)

5E1. Give details of accompanying material (see Glossary, Appendix C) in one of the following ways:

a) make a separate entry

or

b) make a multilevel description (see 13.6)

or

c) make a note (see 7B11)

or

d) give the number of physical units in arabic numerals and the name of the accompanying material (using, when appropriate, a specific material designation) at the end of the physical description.

1 computer disk ; 5¼ in. + 1 user's guide

1 computer disk ; 5¼ in. + 1 user manual and addendum

(*Accompanying material has title:* User manual and addendum)

1 computer disk ; 3½ in. + 1 demonstration disk + 1 codebook

2 computer disks ; 5¼ in.

Note: Second disk is back-up

1 computer cassette ; 3 7/8 × 2½ in. + 7 maps

1 computer disk ; 5¼ in. + 1 demonstration disk + 1 set of
user's notes

Optional addition. If method d) is used and if more detail is desired, give the physical description of the accompanying material. (1.5E1 mod.)

1 computer disk : col.; 3½ in. + 1 v. (51 p. : ill. ; 20 cm.)

1 computer cassette : col. ; 3 7/8 × 2½ in. + 1 sound cassette
(20 min. : analog, stereo.)

5E2. If no physical description is given (see footnote 11), give details of any accompanying material according to a), b), or c). (9.5E2 mod.)

6. SERIES AREA (1.6, 9.6)

Contents:

- 6A. Preliminary rule
- 6B. Title proper of series
- 6C. Parallel titles of series
- 6D. Other title information of series
- 6E. Statements of responsibility relating to series
- 6F. ISSN of series
- 6G. Numbering within series
- 6H. Subseries
- 6J. More than one series statement

6A. Preliminary rule (1.6A, 9.6A)

6A1. Punctuation

For instructions on the use of spaces before and after prescribed punctuation, see 0C.

Precede this area by a full stop, space, dash, space.

Enclose each series statement (see 6J) in parentheses.

Precede each parallel title by an equals sign.

Precede other title information by a colon.
Precede the first statement of responsibility by a diagonal slash.
Precede each subsequent statement of responsibility by a semicolon.
Precede the ISSN of a series or subseries by a comma.
Precede the numbering within a series of subseries by a semicolon.
Precede the title of a subseries by a full stop.

For the use of the equals sign to precede parallel statements, see the appropriate rules following.

(1.6A1, 9.6A)

6A2. Sources of information. Take information recorded in this area from the prescribed sources of information. Enclose any information supplied from other sources in square brackets, within the parentheses enclosing each series statement.

(1.6A2 mod)

6B. Title proper of series

(1.6B, 9.6B)

6B1. If an item is issued in a series, transcribe the title proper of the series as instructed in 1B (see also AACR2 12.1B).

(1.6B)

Digital data series ; 4

SAS data library series - D-101

6B2. If different forms of the title of the series (other than parallel titles) appear, choose the title given in the first of the prescribed sources for the series area as the title proper of the series. Give the other form(s) in the note area if of value in identifying the item.

If the title of the series does not appear in the first of the prescribed sources of information and different forms appear elsewhere in the item, choose the title given in the other prescribed sources in the order of preference for the sources (e.g., if different forms appear in the second and third sources, choose the one appearing in the second source).

(1.6B)

6C. Parallel titles of series

(1.6C)

6C1. Follow the instructions in 1D (second level of description) when transcribing the parallel titles of a series.

(1.6C)

6D. Other title information of series

(1.6D)

6D1. Give other title information of a series only if it provides valuable information identifying the series. Follow the instructions in 1E when transcribing other title information of a series.

(1.6D)

6E. Statements of responsibility relating to series

(1.6E)

6E1. Transcribe statements of responsibility appearing in conjunction with the series title only if they are considered to be necessary for identification of the series. Follow the instructions in 1F when transcribing a statement of responsibility relating to a series.

(1.6E)

Open file report / U.S. Geological Survey

6F. ISSN of series

(1.6F)

6F1. Give the International Standard Serial Number (ISSN) of a series if it appears in the item being described (see also 6H4). Give the ISSN in the standard manner (i.e., ISSN followed by a space and two groups of four digits separated by a hyphen).

(1.6F)

6G. Numbering within series

(1.6G)

6G1. Give the numbering of the item within the series in the terms given in the item. Use abbreviations as instructed in Appendix A and numerals as instructed in Appendix B.

(1.6G)

JRO Suchfix Stadtplan ; Nr. 405

American national election study series ; no. 13

SAS data library series ; D-101

Open file report / U.S. Geological Survey ; 88-364

6G2. If the parts of a multipart item are separately numbered within a series, give the first and the last numbers if the numbering is continuous. Otherwise, give all the numbers. For numbering of a periodical series, see AACR2R 12.6B.(1.6G2)

vol. 10-13

A, C, M

2051-2059

6G3. If the item has a designation other than a number, give the designation as found. (1.6G3)

6H. Subseries (1.6H)

6H1. If an item is one of a subseries (see Glossary, Appendix C) and both the series and the subseries are named in the item, give the details of the main series (see 6A-6G) first and follow them with the name of the subseries and the details of that subseries. (1.6H1)

Super graphics. Series I ; 2

6H2. If the subseries has an alphabetic or numeric designation and no title, give the designation. If such a subseries has a title as well as a designation, give the title after the designation. (1.6H2)

National income patterns. Series 3, Indonesia

6H3. Give parallel titles, other title information, and statements of responsibility relating to subseries as instructed in 6C, 6D, and 6E. (1.6H3)

6H4. Give the ISSN of a subseries if it appears in the item being described; in such a case, omit the ISSN of the main series. (1.6H4)

6H5. Give the numbering within a subseries as instructed in 6G. (1.6H5)

6J. More than one series statement (1.6J)

6J1. The information relating to one series, or series and subseries, constitutes one series statement. If an item belongs to two or more series and/or two or more series and subseries, give separate series statements and enclose each statement in parentheses. Follow the instructions in 6A-6H in recording each series statement.

If parts of an item belong to different series and this relationship cannot be stated clearly in the series area, give details of the series in a note (see 7B12). (1.6J1)

7. NOTE AREA (1.7, 9.7)

Contents:

7A. Preliminary rule

7B. Notes

7A. Preliminary rule (1.7A, 9.7A)

7A1. Punctuation

Precede each note by a full stop, space, dash, space *or* start a new paragraph for each.

Separate introductory wording from the main content of a note by a colon followed but not preceded by a space. (1.7A1, 9.7A1)

7A2. Sources of information. Take data recorded in notes from any suitable source. Use square brackets only for interpolations within quoted material. See also 0E. (1.7A2)

7A3. Form of notes

Order of information. If data in a note correspond to data found in the title and statement of responsibility, edition, material (or type of publication) specific details, publication, etc., physical description, and series areas, give the elements of the data in the order in which they appear in those areas. In such a case, use prescribed punctuation, except substitute a full stop for a full stop, space, dash, space.

When giving names or titles originally in nonroman scripts, use the original script whenever possible rather than a romanization (see 1.0E).

Quotations. Give quotations from the item or from other sources in quotation marks. Follow the quotation by an indication of its source, unless that source is the chief source of information. Do not use prescribed punctuation within quotations.

References. Refer to passages in the item, or in other sources, if these either support the cataloguer's own assertions or save repetition in the catalogue entry of information readily available from other sources.

Formal notes. Use formal notes employing an invariable introductory word or phrase or a standard form of words when uniformity of presentation assists in the recognition of the type of information being presented or when their use provides economy of space without loss of clarity.

Informal notes. When making informal notes, use statements that present the information as briefly as clarity, understandability, and grammar permit. (1.7A3)

7A4. Notes citing other editions and works

Other editions. In citing another edition of the same work, give enough information to identify the edition cited.

Other works and other manifestations of the same work. In citing other works and other manifestations of the same work (other than different editions with the same title), always give the title and (when applicable) the statement(s) of responsibility. Give the citation in the form: main entry heading, title proper; *or* in the form: title proper / statement of responsibility. When necessary, add the edition and/or date of publication of the work cited.

Accompanied by: Domesday video disk user guide / Peter
Armstrong and Mike Tibbetts. 255 p. ; 21 cm. ISBN
0 563 21313 2.

Notes relating to items reproduced. In describing an item that is a reproduction of another (e.g., a set of maps reproduced as video images), give the notes relating to the reproduction and then the notes relating to the original. Combine the notes relating to the original in one note, giving the details in the order of the areas to which they relate. (1.7A4)

7A5. Notes contain useful descriptive information that cannot be fitted into other areas of the description. When appropriate, combine two or more notes to make one note. (1.7A5)

7B. Notes

Make notes as set out in the following subrules and in the order given there. However, give a particular note first when it has been decided that note is of primary importance. (1.7B, 9.7B)

7B1. Nature and scope and system requirements

a) *Nature and scope.* Make notes on the nature or scope of the file unless it is apparent from the rest of the description.

Covers world oceans

Consists of text and illustrations; does not contain a program to create
map projections

Combined time series analysis and graph plotting system

b) *System requirements.* Make a note on the system requirements of the file if the information is readily available. Begin the note with *System requirements*. Give the following characteristics in the order in which they are listed below. Precede each characteristic, other than the first, by a semicolon.

the make and model of the computer(s) on which

the file is designed to run

the amount of memory required

the name of the operating system

the software requirements (including the
programming language)

the kind and characteristics of any required or

recommended peripherals

hardware (internal modifications)

(9.7B1 + ISBD(CF) 7.5.1.)

System requirements: 48K RAM; Apple Disk II with controller; col. monitor

(File requires colour monitor for display)

System requirements: Apple family; 48K RAM; DOS 3.3

System requirements: IBM PC; 64K; colour card; 2 disk drives

System requirements: Commodore Super PET SP9000; 64K; Commodore BASIC, version 4.0; dual disk drive

System requirements: Apple II, II+, or IIe; 48K; DOS 3.3; Applesoft in ROM

System requirements: Apple II or higher; 48K; DOS 3.3; Applesoft BASIC; some programs require game paddles

System requirements: IBM PC or 100% compatible; 128K; DOS 1.1 to DOS 2.1

System requirements: RTI Series 500 CD-ROM DataDrive

System requirements: IBM system/360 or system/370; 128k core; full OS/VS 360/370; SAS/GRAPH; plotter

System requirements: IBM PC-AT or XT; CD-ROM player and drive

If the requirements are ambiguously stated, then record the characteristics as they appear in the documents associated with the item.

If the information on system requirements is not readily available, add note *System requirements unknown*.

c) *Mode of access*. If a file is available only by remote access, always specify the mode of access. (9.7B1)

Online access via DATAPAC

Mode of access: Electronic mail using BITNET

If a file is not available by remote access, but is available in-house, specify the mode of access.

Online access using a dedicated terminal to a DEC VAX 6320. No remote access.

d) *Resolution*. Give a general statement, if the information is readily available, on the structure of the data (raster, vector or both).

Includes both raster and vector data of varying scales and resolution.

Vector file.

If known, give the resolution of vector images that have been digitized from a cartographic item (e.g., every 2 mm). For raster images, provide a statement about area that each raster represents (e.g., 5 meters × 5 meters). If known, give the vertical resolution for three-dimensional items.

e) *Situation date*. Give the situation date(s) of the information or date(s) when the data were collected if it differs from the publication or edition date.

Based on 1976 census.

Earliest data dates from 1978.

Covers United Kingdom, 1980-1986.

Data collected May-Aug. 1981.

f) *Relief*. Make a note on the method of relief portrayal.

Relief shown by hypsometric tints and spot heights.

Relief shown by contours and spot heights.

7B2. Language and script. Give the language(s) and/or script(s) of the spoken or written content of a file unless this is apparent from the rest of the description.

In German

Record the programming language as part of the system requirements note (see 7B1b). (9.7B)

7B3. Source of title proper. Always give the source of the title proper. (9.7B)

Title from title screen

Title from "catalogue record" provided by the producer

Title from codebook

Title supplied in correspondence by creator of the file

Title supplied by cataloguer

Title from container

Title from descriptive insert

7B4. Variations in title. Make notes on titles borne by the item other than the title proper. *Optionally*, give a romanization of the title proper.

Title on manual: Compu-math decimals

Also known as: MAXLIK

Variant title: PCCF

Optionally, transcribe a file name or data set name if it differs from the title proper. For locally assigned file name or data set name, see 7B20. (9.7B)

File name: ONT86CD.SAS

7B5. Parallel titles and other title information. Give the title in another language and other title information not recorded in the title and statement of responsibility area if they are considered to be important. (9.7B)

7B6. Statements of responsibility. Make notes on variant names of persons or bodies named in statements of responsibility if they are considered to be important for identification. Give statements of responsibility not recorded in the title and statement of responsibility area. Make notes on persons or bodies connected with a work, or significant persons or bodies connected with previous editions and not already named in the description. (9.7B)

Data collected in collaboration with Christiane Klapisch, École
pratique des hautes études, Paris

Additional contributors to program: Eric Rosenfeld,
Debra Spencer

Simulation rev. and reprogrammed by John Smith for
use in an online time-sharing environment

Systems designer, Henry Letow; sound, LF Acoustics

User's guide by John Unger Zussman

Data maintained under agreement with the International
Oceanographic Commission

7B7. Edition and history. Give the source of the edition statement if it is different from that of the title proper.

Ed. statement from container label

Make notes relating to the edition being described or to the history of the item.

Undated version of 1982 program

Program first issued in 1981

Give details of minor changes such as those listed in 2B5 if they are considered to be important.

Mnemonic tags substituted for numeric tags

Monochrome version recoded for colour

Cite other works upon which the item depends for its content.

(9.7B7 mod.)

Based on: Area master file, Geography tape file, and Postal code address masterfile

7B8. Material (or type of publication) specific details

7B8a. Mathematical and other cartographic data. Make notes about the degree of exactness with respect to the geodetic base in one of the following ways:

- a) by recording the largest scale of the map(s), chart(s) or image(s) for which the data are valid
or
b) by recording the code representing the accuracy class of the item from a table of standard accuracy measures
or
c) by recording a general statement of accuracy.

Give the reference ellipsoid of revolution corresponding to the shape of the earth upon which all geographic coordinate data in the item are based.

Clarke 1880.

World geodetic system 1984.

Fisher.

Give the geodetic datum that applies to a given reference ellipsoid.

North American datum 1927.

North American datum 1983.

Geodetic 1949.

Give mathematical data not already included in the mathematical data area for remote-sensing and other imagery.

Imagery recorded in discrete spectral bands with multispectral scanner (MSS) on NASA LANDSAT-1 (formerly ERTS-1). Orbital altitude 920 km. (570 mi.)

Give other mathematical and cartographic data additional to, or elaborating on, that given in the mathematical data area. (3.7B8 mod.)

Scale of original: ca. 1:1 300

Scale departure graph: "Statute miles Mercator projection"

Military grid

Input scales vary from 1:50 000 to 1:4 000 000

Make notes on the magnitude of celestial charts.

Limiting magnitude 3.5

7B8b. File characteristics. Give important file characteristics that are not included in the file characteristics area.

Hierarchical file structure

Number of variables: 960

Number of routines: 102

File size varies

File size unknown

ASCII character set

Blocked BCDs, 40 records per block, 90 characters per record

If a file consists of numerous parts, the numbering of which cannot be given succinctly in the file characteristics area, and if the information is considered to be important, give the number or approximate number of records, statements, etc., in each part. (1.7B8, 9.7B1)

File size: 520, 300, 280, 400, 320, 400, 500 records

File size: ca. 520, 300, 400, 320 statements

File size: 75, 65, 63, 92, 81, 109 kilobytes

Maximum record size: 2800 bytes

7B9. Publication, distribution, etc. Make notes on publication, distribution, etc., details that are not included in the publication, distribution, etc., area and are considered to be important. (9.7B1)

Solely distributed by the Laboratory

User's manual distributed by the American Political Science Association, Washington, D.C.

7B10. Physical description. Make notes on important physical details that are not included in the physical description area, especially if these affect the use of the item. If the file is available only by remote access, give physical details (e.g., color, sound) if they are readily available and considered important. (9.7B1)

Displays in red, yellow, and blue

Not copy-protected

Second disk is back-up

Baud rate, 2400 bps

7B11. Accompanying material. Make notes on the location of accompanying material if appropriate. Give details of accompanying material neither mentioned in the physical description area nor given a separate description (see 5E). (9.7B1)

Accompanied by manuals for various software packages

Accompanied by: IBM user's guide. [24], 61 p. : maps

Accompanied by: Domesday video disk user guide / Peter Armstrong and Mike Tibbetts. 255 p. : 21 cm. ISBN 0 563 21313 2

Accompanied by report and by: SAS/GRAPH user's guide. 1989 ed. 126 p. : col. ill., col. maps.

Manual dated 1983.

Includes supplementary file data 1981.

7B12. Series. Make notes on series data that cannot be given in the series area. (9.7B1)

Originally issued in series: European Community study series.

7B13. Dissertations. If the item being described is a dissertation or thesis presented as part of the requirements for an academic degree, give *Thesis* followed by a brief statement of the degree for which the author was a candidate (e.g., (M.A.) (Ph.D.), or, for theses to which conventional abbreviations do not apply, (doctoral) or (master's)), the name of the institution or faculty to which the thesis was presented, and the year in which the degree was granted. (2.7B1)

Thesis (M.A.)—University of Illinois at Urbana-Champaign, 1984

If the item is a revision or abridgement of a thesis, state this. (2.7B13 mod)

If the item lacks a formal thesis statement, give a bibliographic history note. (2.7B13 mod)

7B14. Audience. Make a brief note of the intended audience for, or intellectual level of, a file if this information is stated on or on the item, its container, or accompanying material. (9.7B1)

Intended audience: High school students

Designed for those with a professional interest in analyzing spatial data (e.g., geographers, planners, meteorologists)

7B16. Other formats. Give the details of other formats in which the content of the file has been issued. (9.7B16)

Issued also for IBM PC and PC-compatible hardware

Also issued in NTX, DXF and DLG formats

Also available on 5¼ floppy disk

Also available in microfiche and paper copy

7B17. Summary. Give a brief objective summary of the purpose and content of an item unless another part of the description provides enough information. (9.7B17)

Summary: This file provides a link between the six-character postal code and the standard geographical areas for which Statistics Canada produces data. Retired codes are included for historical reference.

Summary: Outline maps to be used with other statistical, etc., data sets for plotting and mapping purposes.

Summary: Maps and graphs of the world, continents and 177 countries show demography, health, economic conditions, politics, communications, tourist attractions, etc.

Summary: Ordnance Survey maps, pictures, text give information at the local level. The national level includes census information (1981), General Household Survey, etc.

Summary: Standard census boundaries including geostatistical area boundaries and major hydrographic features.

Summary: Coverage depicts the municipalities, urban communities, watershed and agricultural information within the Québec region.

Summary: Covers Windsor, Ontario and its immediate fringe and contains detailed information on sewer and subdivision plan status data per individual land parcel, etc.

Summary: Maps show land use of the National Wildlife Area based on 1978 1:10 000 aerial photography with overlays showing the coast.

7B18. Contents. List the parts of an item.

Contents: 1. Idaho — 2. Montana — 3. Oregon — 4. Washington

Contents: Census divisions — Census consolidated subdivisions — Census divisions — Federal electoral districts — Census tracts [25 metropolitan areas, 12 agglomerations] — Forward sortation areas [25 metropolitan areas] — Population ecumene [national and 12 metropolitan areas] — Agricultural ecumene.

Contents: World map — World projections — North America — South America — Europe — Africa — Asia — South Pacific — Names.

Contents: Community disk — National disk.

Make notes on additional or partial contents when appropriate.

(9.7B18)

Contains information on all 50 states

Contains coordinates; date(s) of creation, updating, and retirement; and related census areas(s) and federal electoral district(s).

7B19. Numbers. Give important numbers borne by the item other than ISBNs or ISSNs (see 8B). (9.7B1)

Map control no.: 011D00*

SE-2002

7B20. Copy being described, library's holdings, and restrictions on use. Give important descriptive details of the particular copy being described. Give details of the library's holdings of a multipart item if those holdings are incomplete. Indicate any restrictions on the use of the item. If desired, give a locally assigned file or data set name. If desired, give the date when the content of the file was copied from, or transferred to, another source. (1.7B20, 9.7B2)

Local data set name: RBBIT.1

Library's set lacks disk 7

File closed until Jan. 1990

File copied Jan. 1985 from local area network

7B21. "With" notes. If the title and statement of responsibility area contains a title that applies to only a part of an item lacking a collective title and therefore more than one entry is made, make a note beginning *With:* and listing the other separately titled works in the item in the order in which they appear there. (9.7B2)

7B22. Combined notes relating to the original. In making a note relating to an original, combine the data into a single note (see 7A4, and 11F). (1.7B2)

Original maps produced by Surveys and Mapping Branch, Dept. of Energy, Mines and Resources between 1956 and 1987.

8. STANDARD NUMBER AND TERMS OF AVAILABILITY AREA

(1.8, 9.8)

Contents:

- 8A. Preliminary rule
- 8B. Standard number
- 8C. Key-title
- 8D. Terms of availability
- 8E. Qualification

8A. Preliminary rule

(1.8A, 9.8A)

8A1. Punctuation

For instructions on the use of spaces before and after prescribed punctuation, see 0C.

Precede this area by a full stop, space, dash, space *or* start a new paragraph.

Precede each repetition of this area by a full stop, space, dash, space.

Precede a key-title by an equals sign.

Precede terms of availability by a colon.

Enclose a qualification to the standard number or terms of availability in parentheses. (1.8A1, 9.8A1)

8A2. Sources of information. Take information included in this area from any source. Do not enclose any information in brackets. (1.8A2)

8B. Standard number

(1.8B, 9.8B)

8B1. Give the International Standard Book Number (ISBN), or International Standard Serial Number (ISSN), or any other internationally agreed standard number for the item being described. Give such numbers with the agreed abbreviation and with the standard spacing or hyphenation. (1.8B1)

8B2. If an item bears two or more such numbers, give the one that applies to the item being described.

Optionally, give more than one number and add a qualification as prescribed in 1.8E. Give a number for a complete set before the number(s) for the part(s). Give numbers for parts in the order of the parts. Give a number of accompanying material last. (1.8B2)

8B3. Give any number other than an International Standard Number assigned to a file in a note (see 7B19). (1.8B2 mod., 9.8B2 mod.)

8B4. If a number is known to be incorrectly printed in the item, give the correct number if it can be readily ascertained and add (*corrected*) to it. (1.8B4)

8C. Key-title (1.8C, 9.8C)

8C1. Give the key-title of a serial, if it is found on the item or is otherwise readily available, after the International Standard Serial Number (ISSN). Give the key-title even if it is identical with the title proper. If no ISSN is given, do not record the key-title. (1.8C1)

8D. Optional addition. Terms of availability (1.8D, 9.8D)

8D1. Give the terms on which the item is available. These terms consist of the price (given in numerals with standard symbols) if the item is for sale, or a brief statement of other terms if the item is not for sale. (1.8D1)

\$800.00

ISBN 0-87085-325-5 : \$99.95

Free to universities and colleges, for hire to others

8E. Qualification (1.8E, 9.8E)

8E1. Give, after the standard number, a brief qualification when an item bears two or more standard numbers.

Optionally, when the terms of availability (see 8D) need qualification, give one briefly. (1.8E1)

ISBN 0-87490-399-8 : \$49.00 (\$19.00 for students)

8E2. If there is no standard number, give the terms of availability before any qualification. (1.8E2)

9. SUPPLEMENTARY ITEMS (1.9, 9.9)

Contents:

9A. Supplementary items described independently

9B. Supplementary items described dependently

9A. Supplementary items described independently (1.9A)

9A1. Describe supplementary (including accompanying and related) items that are to be catalogued separately (see AACR2R 21.28) as separate items. For instructions on the recording of the title proper of supplementary items, the titles proper of which consist of two or more parts, see 1B11. (1.9A1)

9B. Supplementary items described dependently (1.9B)

9B1. Choose one of the following methods of describing supplementary (including accompanying and related) items described dependently:

a) record the item as accompanying material as instructed in 5E1d

1 computer disk ; 5¼ in. + 1 demo disk

1 computer disk : col. ; 3½ in. + 1 v. (51 p. : ill. ; 20 cm.)

or b) record minor supplementary items in a note (see 7B11)

or c) use the multilevel description (see 13.6). (1.9B1)

10. ITEMS MADE UP OF SEVERAL TYPES OF MATERIAL

(1.10, 9.10)

10A. This rule applies to items that are made up of two or more components, two or more of which belong to distinct material types (e.g., a computer disk and an atlas). (1.10A)

10B. If an item has one predominant component, describe it in terms of that component and give details of the subsidiary component(s) as accompanying material following the physical description (see 5E) or in a note (see 7B11). (1.10B)

10C. If an item has no predominant component, apply the following in addition to other relevant rules. (1.10C)

10C1. General material designation. If a general material designation is used (see 1C):

a) for an item without a collective title, give the appropriate designation after each title

b) for an item with a collective title, follow the instructions in 1.1C4. (1.10C1)

... [kit]

or ... [multimedia]

10C2. Physical description. Apply whichever of the following three methods is appropriate to the item being described.

a) Give the extent of each part or group of parts belonging to each distinct class of material as the first element of the physical description (do this if no further physical description of each item is desired). *Optionally*, if the parts are in a container, name the container and give its dimensions.

b) Give a separate physical description for each part or group of parts belonging to each distinct class of material (do this if a further physical description of each item is desired). Give each physical description on a separate line. *Optionally*, if the parts are in a container, name the container after the last physical description and give its dimensions.

c) For items with a large number of heterogeneous materials, give a general term as the extent. Give the number of such pieces unless it cannot be ascertained. *Optionally*, if the pieces are in a container, name the container and give its dimensions. (1.10C2)

10C3. Notes. Give notes on particular parts of the item together following the series area or following the physical description(s) if no series area is present. (1.10C3)

10D. Multilevel description (1.10D)

10D1. *Optionally*, in describing a single part of a multimedia item, follow the instructions in 13.6. (1.10D1)

11. REPRODUCTIONS (1.11 mod.)

11A. In describing an item consisting of map images, which also employs digital elements (e.g., computer optical disc products), give the data relating to the reproduction in all areas except the note area.

Give data relating to the original in the note area (but give numeric and/or alphabetic, chronological, etc., designations or serials in the material (or type of publication) specific details area). (1.11A mod.)

11B. If the reproduction has a title different from the original, give the title of the reproduction as the title proper. Give the original title as other title information if it appears on the chief source of information of the reproduction (see 1D3). Otherwise, give the title of the original in the note area (see 11F). (1.11B mod.)

11C. If the reproduction has the edition statement, publication details, or series data of the original as well as those of the reproduction give those of the reproduction in the edition, publication, distribution, etc., and series areas. Give the details of the original in the note area (see 11F). (1.11C mod.)

11D. Give the physical description of the reproduction in the physical description area. Give the physical description of the original in the note area (see 11F). (1.11D mod.)

11E. If the reproduction has a standard number, give it in the standard number and terms of availability area, together with the key-title and terms of availability of the reproduction. Give the standard number and key-title of the original in the note area (see 11F). (1.11E mod.)

11F. Give all the details of the original of a reproduction in a single note (see also 7A4). Give the details of the original in the order of the areas of the description. (1.11F mod.)

Original maps produced by Surveys and Mapping Branch, Dept. of Energy, Mines and Resources between 1956 and 1987.

Computer image of map printed in 1985.

13. ANALYSIS

Contents:

- 13.1 Scope
- 13.2 Analytical added entries
- 13.3 Analysis of monographic series and multipart monographs
- 13.4 Note area
- 13.5 "In" analytics
- 13.6 Multilevel description

13.1. Scope (13.1)

13.1A. Analysis is the process of preparing a bibliographic record that describes a part or parts of a geomatic item for which a comprehensive entry might be made. The rules in this chapter offer various ways of achieving analysis. Some of these methods of analysis are related to provisions found in other areas, but all the methods are collected here with general guidelines to assist in the selection of one of the means of analysis. Cataloguing agencies have their own policies affecting analysis; in particular, a policy predetermining the creation of separate bibliographic records may override any other consideration.

Although the rules in this chapter are stated as instructions, apply them according to the policy of the cataloguing agency. (13.1A mod.)

13.2. Analytical added entries (13.2)

13.2A. If, in a comprehensive entry for a larger work, a part is named either in the title and statement of responsibility area or in the note area, make an added entry for that part. The heading for the added entry consists of the main entry heading (which may include or consist of a uniform title) or title proper of the part (see AACR2R 21.30M). This method is appropriate when direct access to the part is wanted without creating an additional bibliographic record for the part. (13.2A)

13.3. Analysis of monographic series and multipart monographs (13.3)

13.3A. If the item is a part of a monographic series or a multipart monograph and has a title not dependent on that of the comprehensive item, prepare an analytical entry consisting of a complete bibliographic description of the part. Give the collective title of the multipart item as the title proper of the series followed, if applicable, by the volume number of the individual part (see 1.6). (13.3A mod.)

13.4. Note area (13.4)

13.4A. In making a comprehensive entry for a larger work, list the parts in a contents note. This technique is the simplest means of analysis; the bibliographic description of the part is usually limited to a citation of title or name and title. (13.4A)

13.5 "In" Analytics (13.5)

13.5A. If more bibliographic description is needed for the part than can be obtained by displaying it in the note area, make an "In" analytic entry.

The descriptive part of an "In" analytic entry consists of a description of the part analyzed followed by a short citation of the whole item in which the part occurs.

Make a description of the part analyzed consisting of those of the following elements that apply to the part:

- title proper, other title information, statement(s) of responsibility
- edition
- material specific areas (mathematical data, file characteristics, etc.)
- publication, distribution, etc., details (if different from the host)
- extent and specific material designation (when appropriate, in terms of its physical position within the whole item)
- other physical details
- dimensions
- notes

Begin the citation of the whole item with *In* (italicized, underlined, or otherwise emphasized). Follow *In* by:

- name and/or uniform title heading (see AACR2R Part II) of the whole item, if appropriate
- title proper
- GMD (if different)
- other title information (if required for identification)
- statement(s) of responsibility when necessary for identification
- edition statement
- material specific areas when needed for identification
- standard number publication details (of a monographic item)

(13.5A mod)

The world [computer file]. — Input scale 1:30 000 000 ; Mercator proj. (W 180° —E 180°/N 85°—S 90°).

“Series 1145”.

In: Canada on video disk. — [Ottawa] : Energy, Mines and Resources, c1987.

13.5B. Parts of “In” Analytics

(13.5B)

13.5B1. In making an “In” analytic entry for a part of a geomatic item that is itself catalogued by means of an “In” analytic entry, make an “In” analytic note containing information about the whole item and about the part containing the part being analyzed. Give information about the smaller item first, and then information about the comprehensive item in the form of series statement.

(13.5B1 mod)

NM-13: Regina [computer file]. — Ed. 1. — (W 108°—W 102°/N 53°—N 48°).

Computer image of map printed in 1970.

In: [International map of the world 1:1 000 000. — [Ottawa] : Energy, Mines and Resources, c1987. — (Canada on video disk = Canada sur vidéodisque)

13.6. Multilevel description

(13.6)

13.6A. Multilevel description is normally used by national bibliographies and those cataloguing agencies that prepare entries needing complete identification of both part and comprehensive whole in multiple linked records.

Divide the descriptive information into two or more levels. Give at the first level only information relating to the comprehensive whole. Give at the second and subsequent levels information relating to the individual sub-parts and sub-sub-parts. The process is carried out for as many levels as are required to describe fully the item and its parts.

When all the parts are received, complete any element left open.

(13.6A mod)

When the title of a part is preceded by a number or unit designation, the two statements are separated by a colon, space (:).

Give at each level the elements of description, as applicable, in the same order and with the same punctuation as prescribed in areas 1-8.

Canada on video disk [computer file] : VLD 0001 / produced by the Canada Map Office, Energy, Mines and Resources, 30 October 1987, in cooperation with the Department of National Defence = Le Canada sur vidéodisque : VLD 0001 / produit par le Bureau des cartes du Canada, Énergie, mines et ressources, 30 octobre 1987 en collaboration avec le Ministère de la défense nationale. — Input scales differ (W 141°—W 52°/N 84°—N 42°). — Computer programs (19 files) and computer images (121). — [Ottawa] : Energy, Mines and Resources = Énergie, mines et ressources, c1987.

1 computer optical disk : col., single sided; 12 in.

2 computer floppy disks ; 5¼ in.

The world. — Input scale 1:60 000
000 ; Miller cylindrical proj. (W 100°—E 180°/N 90°—S 90°).

The world. — Input scale 1:30 000
000; Mercator proj. (W 180°—E 180°/N 85°—S 90°).

“Series 1145”.

Canada. — Input scale 1:15 840 000 ;
Lambert conformal conic proj. (W 141°—W 55°/N 85°—N 42°).

“MCR 18”.

[International map of the world 1:1 000
000 : Canada = Carte internationale
du monde au 1:1 000 000 : Canada]. —
Input scale 1:1 000 000 ; Lambert
conformal conic proj. (W 141°—W 52°/
N 85°—N 42°).

“Series 1301”.

Withdrawn/Retirée

APPENDIX A¹³

ABBREVIATIONS

Contents:

- A.1 General rule
- A.2 Titles and statements of responsibility
- A.3 Other parts of the catalogue entry
- A.4 Corresponding words in another language
- A.5 Compound words
- A.6 Inflected languages
- A.7 Roman alphabet abbreviations
- A.8 Names of certain countries, states, provinces, territories, etc. (B mod.)

A.1. GENERAL RULE (B.1)

A.1A. Use abbreviations in catalogue entries as instructed in A.2-A.8. Use the abbreviations prescribed in A.9-A.10. (B.1A)

A.2. TITLES AND STATEMENTS OF RESPONSIBILITY (B.4)

A.2A. Use only the following categories of abbreviations in the title and statement of responsibility area, any statement of responsibility in the edition area, and titles and statements of responsibility in the series area and contents notes:

- 1) those found in the prescribed sources of information for the particular area
- 2) *i.e.*, *et al.*, and their equivalents in nonroman scripts (see 0F, 1F5). (B.4A)

A.3. OTHER PARTS OF THE CATALOGUE ENTRY (B.5)

A.3A. Abbreviate words elsewhere in the catalogue entry, subject to the limitations specified in footnotes to A.7. However, do not do so if the brevity of the statement makes abbreviations unnecessary or if the resulting statement might not be clear. Do not use a single-letter abbreviation to begin a note. Do not abbreviate words in quoted notes. (B.5A)

A.4. CORRESPONDING WORDS IN ANOTHER LANGUAGE (B.6)

A.4A. Use an abbreviation for the corresponding word in another language if the abbreviation commonly used in that language has the same spelling. In case of doubt, do not use the abbreviation. (B.6A)

A.5. COMPOUND WORDS (B.7)

A.5A. Use a prescribed abbreviation for the last part of a compound word (e.g., *Textausg.* for *Textausgabe*). (B.7A)

A.6. INFLECTED LANGUAGES (B.8)

A.6A. In inflected languages, use the abbreviation of a word listed in A.7-A.8 in the nominative case for an inflected form of that word. If, however, the abbreviation includes the final letter(s) of the word, modify the abbreviation to show the final letter(s) of the inflected form (e.g., литература, лит-ра; литературы, лит-ры.). (B.8A)

13. This appendix comprises a selection of the abbreviations most useful for preparing descriptive entries. For a complete list of authorized abbreviations see AACR2R Appendix B.

ABBREVIATIONS

A.7. ROMAN ALPHABET ABBREVIATIONS

(B.9)

Term	Abbreviation	Term	Abbreviation
aastakäik	aastak	Compañía	Cía.
Abdruck	Abdr.	Company	Co.
abgedruckt	abgedr.	compare	cf.
Abteilung, Abtheilung	Abt.	confer	cf.
afdeling	afd.	copyright	c
aflevering	afl.	Corporation	Corp.
altitude	alt. ¹⁴	corrected	corr.
and others	et al.	corregido	corr.
Anno Domini	A.D.	corretto, -a	corr.
approximately	approx.	corrigé, -e	corr.
årgang	årg.	część	cz.
argraffiad	arg.	declination	decl. ¹⁴
átdolgozott	átdolg.	deel	d.
Auflage	Aufl.	del (Danish, Norwegian, Swedish)	d.
Ausgabe	Ausg.	département	dép.
avdeling	avd.	Department	Dept.
Band	Bd.	diameter	diam.
band	bd.	diena	d.
Bändchen	Bdchn.	djilid	djil.
Bände	Bde.	document	doc.
Before Christ	B.C.	dopunjeno	dop.
bilangan	bil.	drukarnia	druk.
binary coded decimal	BCD	edición	ed.
bind	bd.	edition, -s	ed., eds.
black and white	b&w	édition	éd.
bogtrykkeri	bogtr.	edizione	ed.
boktrykkeri	boktr.	enlarged	enl.
book	bk.	equinox	eq. ¹⁴
broj	br.	ergänzt	erg.
Brother, -s	Bro., Bros. ¹⁵	establecimiento	
Buchdrucker, -ei	Buchdr.	tipográfico	estab. tip.
Buchhandlung	Buchh.	et alii	et al.
bulletin	bull.	et cetera	etc.
bytes per inch	bpi	évfolym	évfol.
bytes per second	bps	facsimile, -s	facsim., facsims.
capitolo	cap.	fascicle	fasc.
část	č.	fascicule	fasc.
centimetre, -s	cm.	folio	fol.
century	cent. ¹⁷	following	ff.
cetakan	cet.	foot, feet	ft.
chapter	ch.	fratelli	f.lli ¹⁵
circa	ca.	Gebrüder	Gebr. ¹⁵
číslo	čís.	gedruckt	gedr.
colored, coloured	col.	genealogical	geneal.
Compagnia	Cia.	godina	g.
Compagnie	Cie	government	govt.
		Government Printing Office	G.P.O.

Term	Abbreviation	Term	Abbreviation
Her (His) Majesty's Stationery Office	H.M.S.O.	number, -s	no.
Hermanos	Hnos. ¹⁵	numbered	numb.
id est	i.e.	numer	nr.
Idus	Id.	numero (Finnish)	n:o
illustration, -s	ill.	numéro (French)	no
imienia	im.	numero (Italian)	n.
imprenta	impr.	número (Spanish)	no.
imprimerie	impr.	Nummer	Nr.
inch, -es	in.	nummer	nr.
including	incl.	nuovamente	nuov.
Incorporated	Inc. ¹⁶	odbitka	odb.
introduction	introd.	oddział	oddz.
izdája	izd.	omarbeidet	omarb.
izmenjeno	izm.	oplag	opl.
jaargang	jaarg.	opplag	oppl.
Jahrgang	Jahrg.	opracowane	oprac.
jilid	jil.	otisk	ot.
Kalendae	Kal.	page, -s	p.
kiadás	kiad.	paperback	pbk.
kilometre, -s	km.	part, -s	pt., pts.
kniha	kn.	parte	pt.
knjiga	knj.	partie, -s	ptie, pties
kötet	köt.	photograph, -s	photo., photos.
księgarnia	ksieg.	poprawione	popr.
leto	l.	predelan	pred.
librairie	libr.	preface	pref.
Lieferung	Lfg.	preliminary	prelim.
Limited	Ltd. ¹⁶	projection	proj. ¹⁴
livraison	livr.	proširen	proš.
maatschappij	mij.	przekład	przekł.
ménuo	mén.	przerobione	przerob.
metai	m.	publishing	pub.
metre, -s	m.	redakcja	red.
miesięcznik	mies.	refondu, -e	ref.
millimetre, -s	mm.	report	rept.
miscellaneous	misc.	reproduced	reprod.
Nachfolger	Nachf. ¹⁵	reviderade	revid.
nakład	nakł.	revisé, -e	rev.
nakladatelství	nakl.	revised	rev.
naukowy	nauk.	revu, -e	rev.
neue Folge	n.F.	right ascension	RA ¹⁴
new series	new ser.	riveduto	riv.
no name (of publisher)	s.n.	ročník	roč.
no place (of publication)	s.l.	ročník	rocz.
nombor	no.	rok	r.
nomor	no.	rozszerzone	rozzsz.
Nonae	Non.	série	sér.
nouveau, nouvelle	nouv.	series	ser.
		sešit	seš.

Term	Abbreviation	Term	Abbreviation
sine loco	s.l.	udarbejdet	udarb.
sine nomine	s.n.	udgave	udg.
skład główny	skł.gł.	udgivet	udg.
sound	sd. ¹⁷	uitgaaf	uitg.
stabilimento tipográfico	stab. tip	uitgegeven	uitg.
številká	št.	uitgevers	uitg.
stronica	str.	umgearbeitet	umgearb.
superintendent	supt.	Universitäts-Buchdrucker, -ei	Univ.-Buchdr.
Superintendent of Documents	Supt. of Docs.	upplaga	uppl.
supplement	suppl.	utarbeidet	utarb.
svazek	sv.	utgave	utg.
szám	sz.	utgiven	utg.
tahun	th.	uzupełnione	uzup.
talleres gráficos	tall. gráf.	verbesserte	verb.
Teil, Theil	T.	vermehrte	verm.
tipografía, tipográfica	tip.	volume, -s	v.
tiskárna	tisk.	volume, -s	vol., vols. ¹⁸
title page	t.p.	vuosikerta	vuosik.
tjetakan	tjet.	vydání	vyd.
tome	t.	wydanie	wyd.
tomo	t.	wydawnictwo	wydawn.
towarzystwo	tow.	wydział	wydz.
typographical	typog.	založba	zal.
typographie,		zeszyt	zesz.
typographique	typ.	zväzok	zv.
		zvezek	zv.

14. Use only in recording mathematical data in entries for cartographic materials.

15. Use only in names of firms and other corporate bodies.

16. Use in headings and in indicating the period when an item was created.

17. Do not use in general or specific material designations.

18. Use at the beginning of a statement and before a roman numeral.

A.8. NAMES OF CERTAIN COUNTRIES, STATES, PROVINCES, TERRITORIES, ETC.

(B.14)

A.8A. Use the following abbreviations of the names of certain countries and of states, provinces, territories, etc., of Australia, Canada, and the United States when used:

- 1) as additions to the name of the place of publication or distribution in the publication, distribution, etc., area (see 4C3)
- 2) in notes.

Do not abbreviate the name of a city or town even if it has the same name as a state, etc. listed below (e.g., *Washington, D.C.* not *Wash., D.C.*). Do not abbreviate any place name that is not in the list.

Name	Abbreviation	Name	Abbreviation
Alabama	Ala.	Newfoundland	Nfld.
Alberta	Alta.	North Carolina	N.C.
Arizona	Ariz.	North Dakota	N.D.
Arkansas	Ark.	Northern Territory	N.T.
Australian Capital Territory	A.C.T.	Northwest Territories	N.W.T.
British Columbia	B.C.	Nova Scotia	N.S.
California	Calif.	Oklahoma	Okla.
Colorado	Colo.	Ontario	Ont.
Connecticut	Conn.	Oregon	Or.
Delaware	Del.	Pennsylvania	Pa.
District of Columbia	D.C.	Prince Edward Island	P.E.I.
Distrito Federal	D.F.	Puerto Rico	P.R.
Florida	Fla.	Queensland	Qld.
Georgia	Ga.	Rhode Island	R.I.
Illinois	Ill.	Russian Soviet Federated Socialist Republic	R.S.F.S.R.
Indiana	Ind.	Saskatchewan	Sask.
Kansas	Kan.	South Australia	S. Aust.
Kentucky	Ky.	South Carolina	S.C.
Louisiana	La.	South Dakota	S.D.
Maine	Me.	Tasmania	Tas.
Manitoba	Man.	Tennessee	Tenn.
Maryland	Md.	Territory of Hawaii	T.H.
Massachusetts	Mass.	Texas	Tex.
Michigan	Mich.	Union of Soviet Socialist Republics	U.S.S.R.
Minnesota	Minn.	United Kingdom	U.K.
Mississippi	Miss.	United States	U.S.
Missouri	Mo.	Vermont	Vt.
Montana	Mont.	Victoria	Vic.
Nebraska	Neb.	Virgin Islands	V.I.
Nevada	Nev.	Virginia	Va.
New Brunswick	N.B.	Washington	Wash.
New Hampshire	N.H.	West Virginia	W. Va.
New Jersey	N.J.	Western Australia	W.A.
New Mexico	N.M.	Wisconsin	Wis.
New South Wales	N.S.W.	Wyoming	Wyo.
New York	N.Y.	Yukon Territory	Yukon (B.14A mod.)
New Zealand	N.Z.		

APPENDIX B

NUMERALS

Contents:

- B.1 General rule
- B.2 Arabic vs. Roman
- B.3 Arabic numerals vs. numbers expressed as words
- B.4 Numerals beginning notes
- B.5 Oriental numerals
- B.6 Inclusive numbers
- B.7 Alternative dates
- B.8 Ordinal numerals

(C)

B.1. GENERAL RULE

(C.1)

B.1A. Apply the following rules to all items published in the nineteenth century or later. Apply them also to items published before the nineteenth century unless AACR2R rules 2.12-2.18 instruct otherwise. (C.1A)

B.2. ARABIC VS. ROMAN

(C.2)

B.2A. Description

(C.2B)

B.2A1. Substitute arabic numerals for roman in the following areas and elements of the bibliographic description:

- a) in an edition statement
- b) in the material (or type of publication) specific details area unless a particular rule directs otherwise (see 3B3) or unless B.2A2 applies
- c) in the date of publication, distribution, etc., element
- d) in the other physical details element of the physical description area
- e) in the series numbering in the series area unless B.2A2 applies. (C.2B1)

B.2A2. Use roman numerals in the areas and elements listed in B.2A1 if the substitution of arabic numerals makes the statement less clear (e.g., when roman and arabic numerals are used in conjunction to distinguish the volume, section, series, or other group from the number, part, or other division of that group). (C.2B2)

B.2A3. When using roman numerals, give them in capitals except those used in paging or page references and those appearing in lowercase in the chief source of information or in quoted notes. Use lowercase roman numerals in paging or page references even when capitals appear in the item. (C.2B3)

xlili, 289 p.

B.3. ARABIC NUMERALS VS. NUMBERS EXPRESSED AS WORDS

(C.3)

B.3A. Headings

(C.3A)

B.3A1. Retain numbers expressed as words in the names of corporate bodies unless a particular rule instructs otherwise (see AACR2R 24.7B2). (C.3A1)

Four Corners Geological Society

B.3A2. Retain numbers expressed as words in uniform titles if they are an integral part of the name of the work. In the case of numbers used to identify particular parts of a work, follow the instructions in the appropriate rule (see AACR2R 25.6A2 and 25.18A3). (C.3A2)

B.3B. Description

(C.3B)

B.3B1. Substitute arabic numerals for numbers expressed as words in the following areas and elements of the bibliographic description:

- a) in an edition statement
- b) in the material (or type of publication) specific details area unless a particular rule directs otherwise (see 3B3)
- c) in the date of publication, distribution, etc., element
- d) in the physical description area
- e) in the series numbering.

(C.3B1)

B.4. NUMERALS BEGINNING NOTES

(C.4)

B.4A. Express a numeral that is the first word of a note in words unless the note is a quotation. In the latter case, give the numeral as it appears in the source.

(C.4A)

First ed. published in 1954

"5th anniversary printing"—T.p. verso

Four no. a year, 1931; 5 no. a year, 1932-1934

B.5. ORIENTAL NUMERALS

(C.5)

B.5A. In cataloguing Arabic alphabet, Far Eastern, Greek, Hebrew, Indic, etc., materials, substitute roman numerals or Western-style arabic numerals for numerals in the vernacular as instructed in the following rules.

(C.5A)

B.5B. Use roman numerals in romanized headings for persons identified by numerals (e.g., rulers).

(C.5B)

B.5C. Use Western-style arabic numerals in romanized headings for corporate bodies and in uniform titles.

(C.5C)

B.5D. Use Western-style arabic numerals in the following areas and elements of the bibliographic description:

- 1) in an edition statement
- 2) in the material (or type of publication) specific details area unless a particular rule directs otherwise (see 3B3)
- 3) in the date of publication, distribution, etc., element
- 4) in the physical description area
- 5) in the series numbering.

(C.5D)

B.5E. Consider inclusive dates and other numbers to be a single unit in languages that are read from right to left.

1960-1965 *not* 1965-1960

Add punctuation to the left of the inclusive dates or numbers.

(C.5E)

.1973-1976

B.6. INCLUSIVE NUMBERS

(C.6)

B.6A. Give inclusive dates and other inclusive numbers in full.

1967-1972

p. 117-128

(C.6A)

B.7. ALTERNATIVE DATES

(C.7)

B.7A. When alternative dates of birth or death are given in headings for persons (see AACR2R 22.17), give the second of the alternatives as it is spoken.

d. 1506 or 7

d. 1819 or 20

b. 1899 or 1900

In all other cases, give the numbers in full.

(C.7A)

B.8. ORDINAL NUMERALS

(C.8)

B.8A. In the case of English-language items, record ordinal numerals in the form 1st, 2nd, 3rd, 4th, etc.

(C.8A)

B.8B. In the case of other languages, follow the usage of the language if ascertainable.¹⁹

(C.8B)

1^{er}, 1^{ère}, 2^e, 3^e, etc.

(French)

1., 2., 3., etc.

(German)

1^o, 1^a, 2^o, 2^a, 3^o, 3^a, etc.

(Italian)

B.8C. For Chinese, Japanese, and Korean items, accompany the arabic numeral by the character indicating that the numeral is ordinal.

(C.8C)

B.8D. If the usage of a language cannot be ascertained, use the form 1., 2., 3., etc.

(C.8D)

¹⁹ A useful source for the form of ordinal numerals in European languages is: Allen, C.G. *A Manual of European Languages for Librarians*. — London ; New York : Bowker, 1975.

APPENDIX C

GLOSSARY

Access point. A name, term, code, etc., under which a bibliographic record may be searched and identified. (AACR2R)

Accompanying material. Material issued with, and intended to be used with, the item being catalogued. (AACR2R)

Accuracy. Degree of precision of the digital topographic information compared to its correspondence referenced to the geodetic network. Accuracy of geometric representation data (point, line, area) is given by the difference between the positions of the geometric representation associated with an entity and the real position of the corresponding topographic feature, as measured with respect to the geodetic network. (NTDB)

Added title page. A title page preceding or following the title page chosen as the basis for the description of the item. It may be more general (e.g., a series title page), or equally general (e.g., a title page in another language). *See also* Series title page. (AACR2R)

Aerial remote-sensing image. An image produced by a remote-sensing device located in an aircraft.

Alternative title. The second part of a title proper that consists of two parts, each of which is a title; the parts are joined by *or* or its equivalent in another language (e.g., *The tempest, or, The enchanted island*). (AACR2R)

Analytical entry. An entry for a part of an item for which a comprehensive entry is also made. (AACR2R)

Analytical note. The statement in an analytical entry relating the part being analyzed to the item of which it is a part. (AACR2R)

Area. A major section of the bibliographic description, comprising data of a particular category or set of categories. *See also* Element. (AACR2R)

Atlas. 1. A volume of maps, plates, engravings, tables, etc., with or without descriptive text. It may be an independent publication or it may have been issued as accompanying material (q.v.). (AACR2R)

2. A collection of maps designed to be kept (bound or loose) in a volume. (ICA)

Binder's title. A title lettered on the cover of an item by a binder, as distinguished from a title on the publisher's original cover. *See also* Cover title, Spine title. (AACR2R)

Bird's-eye view. A perspective representation of the landscape, as it might be visible from a high view-point above the surface of the earth, or other celestial body, in which detail is shown as if projected on to an oblique plane. (ICA)

Caption title. A title given at the beginning of the first page of the text. (AACR2R)

Carrier. *See* Container, Physical carrier.

Cartographic material. Any material representing the whole or part of the earth or any celestial body at any scale. Cartographic materials include two- and three-dimensional maps and plans (including maps of imaginary places), aeronautical, navigational, and celestial charts; atlases; globes; block diagrams; sections; aerial, satellite and space photographs with a cartographic purpose; bird's-eye views (map views), etc. (AACR2R mod)

Catalogue. 1. A file of bibliographic records contained in a collection, a library, or a group of libraries, arranged according to some definite plan. 2. In a wider sense, a list of materials prepared for a particular purpose (e.g., an exhibition catalogue, sales catalogue). (AACR2R mod)

CD-ROM. *See* Computer optical disk.

Celestial chart. A map representing the heavens. (Based on Stamp)

Chart (Cartography). 1. A map designed primarily for navigation. 2. In cartography, a special-purpose map generally designed for the use of navigators (e.g., an aeronautical chart, a nautical chart), although the word is also used to designate other types of special-purpose maps, e.g., a celestial chart (i.e., a "star chart"). See also map. (AACR2)

Chief source of information. The source of bibliographic data to be given preference as the source from which a bibliographic description (or portion thereof) is prepared. (AACR2R)

Collection. 1. Three or more independent works or parts of works by one author published together. 2. Two or more independent works or parts of works by more than one author published together and not written for the same occasion or for the publication in hand. (AACR2R)

Collective title. A title proper that is an inclusive title for an item containing several works. (AACR2R)

Coloured illustration. An illustration in two or more colours. (Neither black nor white is a colour.) (AACR2R)

Computer. A machine that receives, stores, manipulates, and communicates information and/or instructions. Computers can be broadly categorized into three groups, distinguished largely by their physical size: (1) main frame computers, (2) minicomputers, and (3) microcomputers, also called "home computers," "personal computers" and "business computers." (ISBD(CF))

Computer cartridge. A physical carrier for computer data. See also Computer chip cartridge.

Computer cassette. A physical carrier consisting of a small magnetic tape, in a rectangular container including two reels to which the tape is attached, from which computer files may be read and onto which they may be written. (ISBD(CF))

Computer chip cartridge. A physical carrier consisting of a permanently encased ROM chip, from which data or program(s) may be read. (ISBD(CF))

Computer data. See Data file.

Computer disk. See Computer floppy disk, Computer optical disk, Disk, Hard disk.

Computer file. Material (data file(s) and/or program(s)) encoded for manipulation by computer. See also Data file, Program. (ISBD(CF))

Computer floppy disk. A physical carrier consisting of a removable, flexible magnetic disk, from which computer files may be read and onto which they may be written. Also called a diskette. (ISBD(CF))

Computer image. A digital or analog drawing or picture stored in various formats (e.g., NTX, DXF, TIFF, NTSC) on a computer disk or tape and which can be shown on different display devices (e.g., printer, plotter, CRT).

Computer optical disk. A removable, non-flexible disk, used for storage of data in optical (as opposed to magnetic) form and serviced by laser technology. Examples of optical disks are: Compact Disk Read Only Memory (CD-ROM, usually 12 cm), Write Once Read Many (WORM), interactive video disks (usually 30 cm). (ISBD(CF))

Computer program. See Program.

Computer reel. A plastic or metal spool containing a roll of magnetic tape. (NCR mod.)

Computer tape. A magnetic tape that can be read by a computer. See also Magnetic tape. (CCSM)

Computer tape cassette. A physical carrier consisting of a small magnetic tape, in a rectangular container including two reels to which the tape is attached, from which computer files may be read and onto which they may be written. (ISBD(CF))

Computer tape reel. A plastic or metal spool containing a roll of magnetic tape.

Computer videodisk. See Computer optical disk.

Container. Any housing for an item, a group of items, or part of an item that is physically separable from the material being housed. See also Physical carrier, Sleeve. (AACR2R)

Corporate body. An organization or group of persons that is identified by a particular name and that acts, or may act, as an entity. Typical examples of corporate bodies are associations, institutions, business firms, nonprofit enterprises, governments, government agencies, religious bodies, local churches, and conferences. (AACR2R)

Cover title. A title printed on the cover of an item as issued. *See also* Binder's title, Spine title. (AACR2R)

Data File. A collection of interrelated records treated as a unit and containing information which may consist of numbers, letters, symbols, or a combination of these. Types of data files include numeric files, text files, and graphics files. (ISBD(CF))

Data set name. *See* File name (Computer files).

Declination. 1. In a system of polar or spherical coordinates, the angle at the origin between a line to a point and the equatorial plane, measured in a plane perpendicular to the equatorial plane. 2. The arc between the equator and the point measured on a great circle perpendicular to the equator. 3. (astronomy) The angular distance to a body on the celestial sphere measured north or south through 90° from the celestial equator along the hour circle of the body. Comparable to latitude on the terrestrial sphere. (USDMA)

Direct access (Computer files). The use of computer files via carriers (e.g., disks, cassettes, cartridges) designed to be inserted into a computer or its auxiliary equipment by the user. *See also* Remote access (Computer files). (AACR2R)

Disk. *See* Computer disk, Computer floppy disk, Computer optical disk, Hard disk.

Diskette. *See* Computer floppy disk.

Distributor. An agent or agency that has exclusive or shared marketing rights for an item. (AACR2R)

Documentation. Information issued by the publisher, creator, etc., with the file, normally in the form of manuals or guides (sometimes computer readable) describing how to initiate, operate, and maintain computer files and systems. (ISBD(CF))

Edition: Computer files. All copies embodying essentially the same content and issued by the same entity. (AACR2R)

Element. A word, phrase, or group of characters representing a distinct unit of bibliographic information and forming part of an area (q.v.) of the description. (AACR2R)

Elevation. Vertical distance measured above a specific level, e.g., sea level. (CLARK)

Ellipsoid. A surface whose plane sections (cross sections) are all ellipses or circles, or the solid enclosed by such a surface. (USDMA)

Entry. A record of an item in a catalogue. (AACR2R)

Epoch. An arbitrary moment in time to which measurements of position for a body or orientation for an orbit are referred. (USDMA)

Equinoctial point. *See* Equinox.

Equinox. One of the two points of intersection of the ecliptic and the celestial equator, occupied by the sun when its declination is 0°. Also called equinoctial point. (USDMA)

Extent of item. The first element of the physical description area. It gives the number and the specific material designation of the units of the item being described and, in some cases, other indications of the extent (e.g., duration). *See also* Specific material designation. (AACR2R)

File, Computer. *See* Computer file.

File name (Computer files). A designation usually consisting of a fixed number of alphanumeric characters used in a computer system to identify a file or a program. Sometimes, a file name is called a "data set name". For external designations of a computer file (e.g., ONT76CO.SAS), *see* Title proper. (ISBD(CF) mod.)

Firmware. A program stored on a chip permanently encased in the computer. (ISBD(CF))

Format. In its widest sense, a particular physical presentation of an item.

(AACR2R)

General material designation. A term indicating the broad class of material to which an item belongs (e.g., *computer file*).
See also Specific material designation.

(AACR2R)

Geodetic coordinates. A coordinate system, on a specific spherical or spheroidal surface, which expresses the position of points in terms of latitude and longitude.

(ICA)

Geodetic datum. A reference surface consisting of five quantities: the latitude and longitude of an initial point, the azimuth of a line from this point and two constants necessary to define the reference spheroid. It forms the basis for the computation of horizontal-control surveys in which the curvature of the earth is considered.

(USDMA)

Geographic coordinates. Coordinates in terms of latitude and longitude.

(ICA)

Geomatics. The scientific and technical domain concerned with methods, procedures and technologies associated with computer systems for the collection, manipulation, display and dissemination of geographically referenced data.

Graticule. 1. An imaginary network of meridians and parallels on the surface of the earth or other celestial body. (a) Division of a circle into 360 degrees; (b) division of a circle into 400 grads. 2. A network of lines, on the face of a map, which represents meridians and parallels.

(ICA)

Greenwich meridian. *See* Prime meridian.

Grid. Network of two sets of uniformly spaced parallel lines, one set intersecting the other at right angles. When superimposed on a map, it usually carries the name of the projection used for the map – that is, Lambert grid, transverse Mercator grid, universal transverse Mercator grid. *See also* Military grid.

(CM)

Half title. A title of a publication appearing on a leaf preceding the title page.

(AACR2R)

Hard disk. A non-flexible magnetic disk, in a solid container, used to read and write computer files; hard disks can be either fixed or removable, but are applicable only in remote access even when the disk is in a stand alone microcomputer.

(ISBD(CF))

Hardware. The physical components of a computer, including electronic or mechanical equipment used in the operation of a computer system.

(ISBD(CF))

Infrared scanning. Scanning using a remote-sensing device which is capable of recording data in the infrared portion of the spectrum.

(CM)

Initial meridian. *See* Prime meridian.

International meridian. *See* Prime meridian.

International Standard Book Number (ISBN). *See* Standard Number.

International Standard Serial Number (ISSN). *See* Standard number.

Item. A document or set of documents in any physical form, published, issued, or treated as an entity, and as such forming the basis for a single bibliographic description.

(AACR2R)

Jacket (disk). *See* Sleeve.

Kit. 1. An item containing two or more categories of material, no one of which is identifiable as the predominant constituent of the item; also designated “multimedia item,” (q.v.). 2. A single-medium package of textual material (e.g., a “press kit,” a set of printed test materials, an assemblage of printed materials published under the name “Jackdaw”).

(AACR2R)

Label (external). Any permanently affixed paper, plastic, etc., label that is added by the publisher, creator, etc., of the file, as opposed to those added locally, and as opposed to the container itself, which may have data embossed or printed on it.

(AACR2R)

Label (internal). 1. A record written on magnetic tape defining the logical structure of the data on the tape volume. 2. The first record on a hard disk, or floppy disk volume giving the name or the disk volume.

Latitude. The latitude of a place is its angular distance on a meridian measured northwards or southwards from the terrestrial equator. Hence, on a sphere, it is the angle measured at its centre between the plane of the equator and the radius to any point on the surface of the sphere. *See also* Parallel (of latitude). (CI)

Local meridian. The meridian through any particular place or observer, serving as the reference for local time. (USDM)

Longitude. The angle, measured in a plane parallel to that of the equator, between the plane of the meridian through a point and the plane of the Prime meridian or other selected datum meridian. (IC)

Machine-readable data file. *See* Computer file.

Magnetic tape. A continuous, flexible recording medium whose base material is impregnated or coated with a magnetically sensitive material ready to accept data in the form of magnetically polarized spots. (NR)

Magnitude. 1. Relative brightness of a celestial body. Also called stellar magnitude. 2. The intensity of a short-period magnetic fluctuation, usually expressed in milligausses or gammas. 3. Relating to amount, size, or greatness. (USDM)

Map. A representation, normally to scale and on a flat medium, of a selection of material or abstract features on, or in relation to, the surface of the earth or of another celestial body. (AACR2)

Map projection. Any systematic arrangement of meridians and parallels, portraying the curved surface of the sphere or spheroid upon a plane. (ICA)

Map view. *See* Bird's-eye view.

Meridian. A great circle arc of 180 degrees terminated by the geographic poles. *See also* Local meridian, Prime meridian. (ICA)

Meridian of origin. *See* Source meridian.

Military grid. Two sets of parallel lines intersecting at right angles and forming squares; the grid is superimposed on maps, charts, and other similar representations of the earth's surface in an accurate and consistent manner to permit identification of ground locations with respect to other locations and the computation of direction and distance to other points. (USDM)

Monograph. A nonserial item (i.e., an item either complete in one part or complete, or intended to be completed, in a finite number of separate parts). (AACR2)

Monographic series. *See* Series 1.

Multimedia item. An item containing two or more categories of material, no one of which is identifiable as the predominant constituent of the item; also designated "kit" (q.v.). (AACR2)

Multipart file. A bibliographic entity that consists of more than one computer file (q.v.). (AACR2)

Multipart item. A monograph complete, or intended to be completed, in a finite number of separate parts.

Multispectral photo image. An image produced by a remote-sensing device which has utilized two or more spectral bands. (CM)

Multispectral scanning image. An image produced by a multispectral scanner (a remote-sensing device) that is capable of recording data in the ultraviolet and visible portions of the spectrum as well as the infrared. (CM)

Multivolume monograph. *See* Multipart item.

Operating system. Programs that manage the tasks and operations of a computer system, which may include the sequencing of programs, input-output control, debugging, compilation, accounting, storage assignments, data management, and related services. (ISBD/CF)

Other title information. A title borne by an item other than the title proper or parallel or series title(s); also any phrase appearing in conjunction with the title proper, etc., indicative of the character, contents, etc., of the item or the motives for, or occasion of, its production or publication. The term includes subtitles, avant-titres, etc., but does not include variations on the title proper (e.g., spine titles, sleeve titles). (AACR2R)

Parallel (of latitude). A small circle parallel to the equator, on which all points have the same latitude. (ICA)

Parallel title. The title proper in another language and/or script. (AACR2R)

Part. 1. One of the subordinate units into which an item has been divided by the author, publisher, or manufacturer. In the case of printed monographs, generally synonymous with volume (q.v.); it is distinguished from a fascicle (q.v.) by being a component unit rather than a temporary division of a work. 2. As used in the physical description area, "part" designates bibliographic units intended to be bound several to a volume. (AACR2R)

Physical carrier. A physical medium in which data, sound, images, etc., are stored. For certain categories of material, the physical carrier consists of a storage medium (e.g., tape, film) sometimes encased in a plastic, metal, etc., housing (e.g., cassette, cartridge) that is an integral part of the item. *See also* Container, Volume. (AACR2R)

Plan (Cartography). *See* Map.

Prime meridian. The meridian on the earth's surface from which longitude is measured. Since 1884, the meridian of Greenwich has, by general consent, been recognized as the prime meridian. (ICA)

Program. A set of steps or routines instructing the computer to perform certain tasks, including the processing of data. Also called "software." (ISBD(CF))

Programming language. A language used by programmers to write computer programs, which may require assembly compilation, interpretation, or translation before a computer can execute it. (ISBD(CF))

Published (computer file). Said of a computer file that has been made available and/or is accessible to the public. (ALA mod.)

Radar, sidelooking airborne (SLAR). *See* Sidelooking airborne radar (SLAR) image.

Radar, synthetic aperture (SAR). *See* Synthetic aperture radar (SAR) image.

Raster. A pattern of horizontal scanning lines, as traced by an electron beam in a cathode ray tube. It is commonly used as a term to describe the images composed of small, internally uniform cells arranged in a grid. The order of image storage is typically by scan lines (i.e., progressing from left to right along scan lines, and then from top and bottom from one scan line to the next). *See also* Vector. (IDRISI mod.)

Relief. The elevations or the inequalities, collectively, of a land surface, represented on graphics by contours, hypsometric tints, shading, spot elevations, hachures, etc. (USDMA)

Remote access (Computer files). The use of computer files via input/output devices connected electronically to a computer. *See also* Direct access (Computer files). (AACR2R)

Remote-sensing device. A recording device that is not in physical or intimate contact with the object under study. The remote-sensing technique employs such devices as cameras, lasers, and radio frequency receivers, radar systems, sonar, seismographs, gravimeters, magnetometers, and scintillation counters. *See also* Aerial remote-sensing image, Multispectral photo image, Multispectral scanning image, Sidelooking airborne radar (SLAR) image, Space remote-sensing image, Synthetic aperture radar (SAR) image. (adapted from: Reeves)

Remote-sensing image. An image produced by a remote-sensing device. (CM)

Representative fraction. The scale of a map or chart expressed as a fraction or ratio which relates unit distance on the map to distance, measured in the same units, on the ground. (ICA)

Resolution. The smallest measuring unit (e.g., 5 m. × 5 m., or 2 mm.) used to register data for a computer image.

Right ascension. The angular distance measured eastward on the equator from the vernal equinox to the hour circle through the celestial body, from 0 to 24 hours. (USDM)

Romanization. Conversion of names or text not written in the roman alphabet to roman-alphabet form. (AACR2)

Running title. A title, or abbreviated title, that is repeated at the head or foot of each page or leaf. (AACR2)

SAR. *See* Synthetic aperture radar (SAR) image.

Scale. The ratio of distances on a map, globe, relief model, or (vertical) section to the actual distances they represent. (ICA)

Section (Serials). A separately published part of a serial, usually representing a particular subject category within the large serial and identified by a designation that may be a topic, or an alphabetic or numeric designation, or a combination of these. *See also* Subseries. (AACR2)

Serial. A publication in any medium issued in successive parts bearing numeric or chronological designations and intended to be continued indefinitely. Serials include periodicals; newspapers; annuals (reports, yearbooks, etc.); the journals, memoirs, proceedings, transactions, etc., of societies; and numbered monographic series. *See also* Series 1. (AACR2)

Series. 1. A group of separate items related to one another by the fact that each item bears, in addition to its own title proper, a collective title applying to the group as a whole. The individual items may or may not be numbered. 2. Each of two or more volumes of essays, lectures, articles, or other writings, similar in character and issued in sequence (e.g., Lowell's *Among rivers*, books, second series). 3. A separately numbered sequence of volumes within a series or serial (e.g., *Notes and queries*, 1st series, 2nd series, etc.) (AACR2)

Series title page. An added title page bearing the series title proper and usually, though not necessarily, other information about the series (e.g., statement of responsibility, numeric designation, data relating to publication, title of the item within the series). (AACR2)

Sidelooking airborne radar (SLAR) image. An airborne radar, viewing at right angles to the axis of the vehicle, which produces a presentation of terrain or moving targets. (USDM)

Sine loco (s.l.). Without place (i.e., the name of the place of publication, distribution, etc., is unknown). (AACR2)

Sine nomine (s.n.). Without name (i.e., the name of the publisher, distributor, etc., is unknown). (AACR2)

SLAR. *See* Sidelooking airborne-radar (SLAR) image.

Sleeve. A protective envelope for computer floppy disks, computer optical disks, etc., made of cardboard, paper, or plastic. *See also* Container. (AACR2R modified)

Software. *See* Program.

Source meridian. The central meridian of a longitude zone of a grid, i.e., a straight line coinciding with the north-south axis of the grid. (ICA)

Space remote-sensing image. An image produced by a remote-sensing device which is located in a space-craft. (CMA)

Spatial data. Geographic positions and attributes of geographically referenced features that are recorded in an analog and/or computer readable (digital) form.

Specific material designation. A term indicating the special class of material (usually the class of physical object) to which an item belongs (e.g., *computer floppy disk*). *See also* General material designation. (AACR2R Modified)

Spine title. A title appearing on the spine of an item. *See also* Binder's title, Cover title. (AACR2)

Standard number. The International Standard Number (ISN), e.g., International Standard Book Number (ISBN), International Standard Serial Number (ISSN) or any other internationally agreed upon standard number that identifies an item uniquely. (AACR2)

Star chart. *See* Celestial chart.

Statement of responsibility. A statement, transcribed from the item being described, relating to persons responsible for the intellectual or artistic content of the item, to corporate bodies from which the content emanates, or to persons or corporate bodies responsible for the performance of the content of the item. (AACR2R)

Stellar magnitude. *See* Magnitude.

Subseries. A series within a series (i.e., a series that always appears in conjunction with another, usually more comprehensive, series of which it forms a section). Its title may or may not be dependent on the title of the main series. *See also* Section (Serials). (AACR2R)

Supplement. An item, usually issued separately, that complements one already published by bringing up-to-date or otherwise continuing the original or by containing a special feature not included in the original. The supplement has a formal relationship with the original as expressed by common authorship, a common title or subtitle, and/or a stated intention to continue or supplement the original. (AACR2R)

Supplied title. A title provided by the cataloguer for an item that has no title proper on the chief source of information or its substitute. It may be taken from elsewhere in the item itself or from a reference source, or it may be composed by the cataloguer. (AACR2R)

Synthetic aperture radar (SAR) image. A radar in which a synthetically long apparent or effective aperture is constructed by integrating multiple returns from the same ground cell, taking advantage of the Doppler effect to produce a phase history film or tape that may be optically or digitally processed to reproduce an image. (Reeves)

Text. A term used as a general material designation to designate printed material accessible to the naked eye (e.g., a book, a pamphlet, a broadside). (AACR2R mod.)

Title. A word, phrase, character, or group of characters, normally appearing in an item, that names the item or the work contained in it. *See also* Alternative title, Binder's title, Caption title, Cover title, Half title, Parallel title, Running title, Spine title, Supplied title, Title proper, Uniform title. (AACR2R)

Title page. A page at the beginning of an item bearing the title proper and usually, though not necessarily, the statement of responsibility and the data relating to publication. The leaf bearing the title page is commonly called the "title page" although properly called the "title leaf." *See also* Added title page. (AACR2R)

Title proper. The chief name of an item, including any alternative title but excluding parallel titles and other title information. (AACR2R)

Title screen (Computer files). In the case of a computer file, a display of data that includes the title proper and usually, though not necessarily, the statement of responsibility and the data relating to publication. (AACR2R)

Transliteration. *See* Romanization.

Unpublished (Computer files). A computer file that is not available/accessible to the public.

Vector. Any variable quantity that can be described as having magnitude and direction and which can be resolved into components. In computer-assisted cartography, complex lines can be described by a series of smaller line segments, each having magnitude (length) and direction. However, the term is commonly used to signify all graphic data that can ultimately be decomposed into point locations described by absolute coordinates (e.g., plan coordinates X and Y). This would include points, lines (a logically related set of points that can be joined to produce the line) and areas (a line which joins up to itself to produce a polygon). *See also* Raster. (IDRISI)

Videodisk. *See* Computer optical disk.

Volume. A physical carrier consisting of a reel of magnetic tape, cassette, cartridge, floppy or hard disk that contains a file, or files. A file can be contained on more than one volume, and a volume can contain more than one file.

WORM. *See* Computer optical disk.

SOURCES

- AACR2R *Anglo-American Cataloguing Rules* / prepared under the direction of the Joint Steering Committee ... ; edited by Michael Gorman and Paul W. Winkler. — 2nd ed. 1988 rev. — Ottawa : Canadian Library Association, 1988.
- ALA *The ALA Glossary of Library and Information Science* / Heartsill Young, editor. — Chicago : American Library Association, 1983.
- CCSM Canada Council on Surveying and Mapping. *National Standards for the Exchange of Digital Topographic Data. Vol. 1. Data Classification, Quality Evaluation and EDP File Format*. — Ottawa : Topographical Survey Division, Surveys and Mapping Branch, 1984.
- Clark Clark, Audrey N. *Longman Dictionary of Geography : Human and Physical*. — Harlow, Essex : Longman, 1985.
- CM *Cartographic Materials : A Manual of Interpretation for AACR2* / prepared by the Anglo-American Cataloguing Committee for Cartographic Materials. — Chicago : American Library Association, 1982.
- ICA International Cartographic Association Commission II. *Multilingual Dictionary of Technical Terms in Cartography*. — Wiesbaden, Germany : Franz Steiner, 1973.
- IDRISI Clark University Graduate School of Geography. *IDRISI : a Grid-based Geographic Analysis System* / J. Ronald Eastman. — Rev. 3.1. — Worcester, Mass. : Clark University, Graduate School of Geography, c1989.
- ISBD(CF) *ISBD(CF) : International Standard Bibliographic Description for Computer Files*. — London : IFLA Universal Bibliographic Control and International MARC Programme, 1989.
- NCR NCR Corporation. *Glossary of EDP Terminology*. — Dayton, Ohio : NCR, [197-?].
- NTDB Canada. Surveys, Mapping and Remote Sensing Sector. *National Topographic Data Base : Data Transfer using CCOGIF*. — 2nd ed. — [Ottawa] : Energy, Mines and Resources, 1991.
- Reeves Reeves, Robert Grier, ed. *Manual of Remote Sensing*. — Falls Church, VA : American Society of Photogrammetry, 1975.
- Stamp Stamp, Sir Dudley, ed. *A Glossary of Geographical Terms*. — 2nd ed. — New York, N.Y. : John Wiley & Sons, 1966.
- USDMA U.S. Defense Mapping Agency. Topographic Center. *Glossary of Mapping, Charting and Geodetic Terms*. — 3rd ed. — Washington, D.C. : Supt. of Documents, U.S. Government Printing Office, 1973.

APPENDIX D

CONCORDANCE

AACR2R	GEOM	AACR2R	GEOM	AACR2R	GEOM
0.1	0.1	1.1B8	1B9	1.2B2	2B2
0.2	0.2	1.1B9	1B11	1.2B3	2B3
0.3	0.3	1.1B10	1B12	1.2B4	2B4
0.4	0.4	1.1C	1C	1.2B5	2B7
0.7	0.5	1.1C1	1C1	1.2B6	2B8
0.8	0.6	1.1C2	1C2	1.2C	2C
0.9	0.7	1.1C3	1C3	1.2C1	2C1
0.10	0.8	1.1C4	1C4	1.2C2	2C2
0.11	0.9			1.2C3	2C3
0.12	0.10	1.1D	1D	1.2C4	2C4
0.13	0E1,n8	1.1D1	1D1	1.2C5	2C5
0.14	0.11	1.1D2	1D2	1.2D	2D
0.21	0.12	1.1D3	1D3	1.2D1	2D1
0.24	0.14	1.1D4	1D4	1.2D2	2D2
0.25	0.15	1.1E	1E	1.2D3	2D3
0.27	0.16	1.1E1	1E1	1.2E	2E
0.28	0.17	1.1E2	1E2	1.2E1	2E1
0.29	0.18	1.1E3	1E3	1.2E2	2E2
1.0A	0B	1.1E4	1E4	1.2E3	2E3
1.0A1	0B1	1.1E5	1E5		
1.0A2	0B3	1.1E6	1E6	1.3	3
1.0B1	0A2	1.1F	1F	1.4	4
1.0C	0C	1.1F1	1F1	1.4A	4A
1.0C1	0C1	1.1F2	1F2	1.4A1	4A1
1.0D	0D	1.1F3	1F3	1.4A2	4A2
1.0D1	0D1	1.1F4	1F4	1.4B	4B
1.0D2	0D2	1.1F5	1F5	1.4B1	4B1
1.0D3	0D3	1.1F6	1F6	1.4B2	4B2
1.0E	0E	1.1F7	1F7	1.4B3	4B3
1.0E1	0E1	1.1F8	1F8	1.4B4	4B4
1.0F	0F	1.1F9	1F9	1.4B5	4B5
1.0F1	0F1	1.1F10	1F10		
1.0G	0G	1.1F11	1F11	1.4C	4C
1.0G1	0G1	1.1F12	1F12	1.4C1	4C1
1.0H	0H	1.1F13	1F13	1.4C2	4C2
1.0H1	0H1	1.1F14	1F14	1.4C3	4C3
1.0H2	0H2	1.1F15	1F15	1.4C4	4C4
1.1	1			1.4C5	4C5
1.1A	1A	1.1G	1G	1.4C6	4C6
1.1A1	1A1	1.1G1	1G2	1.4C7	4C7
1.1A2	1A2	1.1G2	1G5	1.4C8	4C8
1.1B	1B	1.1G3	1G4		
1.1B1	1B1	1.1G4	1G3	1.4D	4D
1.1B2	1B2	1.2	2	1.4D1	4D1
1.1B3	1B3	1.2A	2A	1.4D2	4D2
1.1B4	1B4	1.2A1	2A1	1.4D3	4D3
1.1B5	1B5	1.2A2	2A2	1.4D4	4D4
1.1B6	1B6	1.2B	2B	1.4D5	4D5
1.1B7	1B7	1.2B1	2B1	1.4D6	4D6
				1.4D7	4D7

AACR2R	GEOM	AACR2R	GEOM	AACR2R	GEOM
1.4D8	4D8	1.6F1	6F1	1.10C	10C
1.4D9	4D9	1.6G	6G	1.10C1	10C1
1.4E	4E	1.6G1	6G1	1.10C2	10C2
1.4E1	4E1	1.6G2	6G2	1.10C3	10C3
1.4F	4F	1.6G3	6G3	1.10D	10D
1.4F1	4F1	1.6H	6H	1.10D1	10D1
1.4F2	4F2	1.6H1	6H1	1.11	11
1.4F3	4F3	1.6H2	6H2	1.11A	11A
1.4F4	4F4	1.6H3	6H3	1.11B	11B
1.4F5	4F5	1.6H4	6H4	1.11C	11C
1.4F6	4F6	1.6H5	6H5	1.11D	11D
1.4F7	4F7	1.6J	6J	1.11E	11E
1.4F8	4F8	1.6J1	6J1	1.11F	11F
1.4F9	4F9	1.7	7	2.7B13	7B13
1.4F10	4F10	1.7A	7A	3.0B3	0B4
1.4G	4G	1.7A1	7A1	3.0J	0J
1.4G1	4G1	1.7A2	7A2	3.0J1	0J1
1.4G2	4G2	1.7A3	7A3	3.1B2	1B13
1.4G3	4G3	1.7A4	7A4	3.1B3	1B10
1.4G4	4G4	1.7A5	7A5	3.1B4	1B7
1.5	5	1.7B	7B	3.1E2	1E6
1.5A	5A	1.7B8	7B8	3.1G1	1G1
1.5A1	5A1	1.7B20	7B20	3.1G5	1G6
1.5A2	5A2	1.7B22	7B22	3.3	3A-3D
1.5A3	5A3	1.8	8	3.3A	3A
1.5B	5B	1.8A	8A	3.3A1	3A1
1.5B1	5B1	1.8A1	8A1	3.3A2	3A2
1.5B5	5B2	1.8A2	8A2	3.3B	3B
1.5C	5C	1.8B	8B	3.3B1	3B1
1.5D	5D	1.8B1	8B1	3.3B2	3B3
1.5D2	5D3	1.8B2	8B2	3.3B3	3B4
1.5E	5E	1.8B3	8B3	3.3B4	3B5
1.5E1	5E1	1.8B4	8B4	3.3B5	3B6
1.6	6	1.8C	8C	3.3B6	3B7
1.6A	6A	1.8C1	8C1	3.3B7	3B8
1.6A1	6A1	1.8D	8D	3.3B8	3B9
1.6A2	6A2	1.8D1	8D1	3.3C	3C
1.6B	6B	1.8E	8E	3.3C1	3C1
1.6B1	6B1	1.8E1	8E1	3.3C2	3C2
1.6B1	6B1	1.8E2	8E2	3.3D	3D
1.6B2	6B2	1.9	9	3.3D1	3D1
1.6C	6C	1.9A	9A	3.3D2	3D2
1.6C1	6C1	1.9A1	9A1	3.7B8	7B8a
1.6D	6D	1.9B	9B	9.0	0
1.6D1	6D1	1.9B1	9B1	9.0A	0A
1.6E	6E	1.10	10	9.0A1	0A1
1.6E1	6E1	1.10A	10A	9.0B	0B
1.6F	6F	1.10B	10B	9.0B1	0B2

AACR2R	GEOM	AACR2R	GEOM	AACR2R	GEOM
9.0B2	0B4	9.2C	2C	9.5B	5B
9.1	1	9.2C1	2C1	9.5B1	5B1
9.1A	1A	9.2D	2D	9.5B2	5B3
9.1B	1B	9.2D1	2D1	9.5C	5C
9.1B2	1B8	9.2E	2E	9.5C2	5C2
9.1B3	1B14	9.2E1	2E1	9.5D	5D
9.1C	1C	9.3	3E	9.5D1	5D1
9.1C1	1C2	9.3A	3A	9.5D2	5D2
9.1C2	1C4	9.3A1	3A1	9.5E	5E
9.1D	1D	9.3B	3E	9.5E2	5E2
9.1E	1E	9.3B1	3E1	9.6	6
9.1F	1F	9.3B2	3E2	9.6A	6A
9.1F1	1F1	9.4	4	9.6A1	6A1
9.1F2	1F8	9.4A	4A	9.6B	6B
9.1G	1G	9.4B	4B	9.7	7
9.1G1	1G1	9.4C	4C	9.7A	7A
9.1G2	1G2	9.4C2	4C8	9.7A1	7A1
9.1G3	1G7	9.4D	4D	9.7B	7B
9.1G4	1G5	9.4D2	4D9	9.7B1	7B1
9.2	2	9.4E	4E	9.7B2	7B2
9.2A	2A	9.4F	4F	9.7B3	7B3
9.2A1	2A1	9.4F2	4F9	9.7B4	7B4
9.2B	2B	9.4F3	4F11	9.7B5	7B5
9.2B1	2B1	9.4G	4G	9.7B6	7B6
9.2B2	2B3	9.4G2	4G4	9.7B7	7B7
9.2B3	2B4	9.5	5	9.7B8	7B8b
9.2B4	2B5	9.5A	5A	9.7B9	7B9
9.2B5	2B6	9.5A1	5A1	9.7B10	7B10
9.2B6	2B7			9.7B11	7B11
9.2B7	2B8				

EXAMPLES

Contents:

- E.1 Monographic
- E.2 Serial
- E.3 Multilevel

E.1. MONOGRAPHIC

1a.

1986 CARTLIB [computer file] : digital boundary file : [Canada]. — Input scales differ ; Lambert conformal conic proj., standard parallels 49° and 77° N (W 141°—W 52°/N 85°—N 41°). — Computer data (80 files). — [Ottawa] : Geography Division, Statistics Canada, [1984?-1988?].

Master data resides on Statistics Canada computer. No remote access. Custom products available from Geography Division, Statistics Canada, Ottawa, Canada K1A 0T6, in the following formats: GIMMS, ATLAS*GRAPHICS, MAPANALYST, SAS/GRAPH, MAPINFO, and ARC/INFO. ASCII or EBCDIC character sets available on 9-track tape at 800, 1600 or 6250 bpi; or floppy disk.

Text embedded in data in English, accompanying documentation available in English and French.

Title from the accompanying documentation published in 1990.

Also known as: 1986 digital boundary file [and] CARTLIB.

Input scales vary from 1:50 000 to 1:4 000 000.

May be displayed in colour.

Accompanied by manuals for various software packages.

Summary: Standard census boundaries including geostatistical area boundaries and major hydrographic features.

Contents: Census divisions — Census consolidated subdivisions — Census divisions — Federal electoral districts — Census tracts [25 metropolitan areas, 12 agglomerations] — Forward sortation areas [25 metropolitan areas] — Population ecumene [national and 12 metropolitan areas] — Agricultural ecumene.

1b.

1986 CARTLIB [fichier d'ordinateur] : fichiers des limites cartographiques : [Canada]. — Échelles d'entrée multiples ; proj. de Lambert conique conforme avec deux parallèles d'échelle conservée au 40° et au 77° N (W 141°—W 52°/N 85°—N 41°). — Données d'ordinateur (80 fichiers). — [Ottawa] : Division de géographie, Statistique Canada, [1984?-1988?].

Les données permanentes sont dans l'ordinateur de Statistique Canada. Produits et services disponibles à la Division de la géographie, Statistique Canada, Ottawa, Canada K1A 0T6 dans les formats suivants: GIMMS, ATLAS*GRAPHICS, MAPANALYST, SAS/GRAPH, MAPINFO et ARC/INFO. ASCII ou EBCDIC disponible sur bandes magnétiques de 9 pistes à 800, 1600 ou 6250 bap; ou sur disquettes.

Texte anglais intégré aux données d'ordinateur, documentation connexe disponible en anglais et en français.

Titre provenant de la documentation publiée en 1990.

Également connu sous les titres: Fichiers des limites cartographiques [et] CARTLIB.

Échelles d'entrée variant de 1:50 000 à 1:4 000 000.

Affichage numérique couleur si nécessaire.

Accompagné de manuels de logiciels.

Résumé: Limites normalisées retenues pour le recensement ainsi que limites des régions géostatistiques et principales caractéristiques hydrographiques.

Dépouillement: Subdivisions de recensement — Subdivisions de recensement unifiées — Divisions de recensement — Circonscriptions électorales fédérales — Secteurs de recensement [25 régions métropolitaines de recensement, 12 agglomérations] — Régions de tri d'acheminement [25 régions métropolitaines] — Écoumène de la population [national et 12 régions métropolitaines] — Écoumène de l'agriculture.

2.

1:2,000,000-scale digital line graph (DLG) data [computer file] : [United States]. — Input scale 1:2 000 000 ; Albers equal-area conic proj. (W 127°—W 66°/N 49°—N 24°). — Computer data (63 files) and programs (14 files). — Reston, VA : U.S. Geological Survey, Earth Science Information Center, 1990.

1 computer optical disk : col. ; 4 3/4 in., in container 13 × 15 cm. — (Digital data series ; 4).

Includes Alaska and Hawaii.

System requirements: IBM PC-XT or compatible; 640K RAM; DOS 3.1 or higher; CD-ROM reader using Microsoft Extensions, version 2.0 or higher; col. monitor.

Information based on maps rev. in 1972-3 and selectively rev. to 1979-1980.

Title from disk label. Data available in 3 formats: DLG-3 standard, DLG-3 optional, and DLG-3 graphic. Each has 21 binary files.

CD-ROM format.

Accompanied by: Digital line graphs from 1:2,000,000-scale maps. Reston, Va., 1990. iv, 70 p. : ill., maps ; 28 cm. (Data users guide ; 3).

Summary: Includes administrative and political boundaries; hydrographic information (streams, water bodies, continental divide); transportation information (roads and trails, railways, airports, Alaska pipeline); and cities and towns.

3.

Concepts computerized atlas [computer file]. — Version 01.01.00. — Input scales differ (W 180°—E 180°/N 90°—S 90°). — Computer data (10 files), images (10 files) and programs (10 files). — Stanford, Conn. : Software Concepts, c1985.

1 computer disk : col. ; 5 1/4 in., in container 24 × 19 cm.

System requirements: IBM PC, PCjr or compatible; 128K; DOS 2.0 or higher; Phoenix version 5 colour graphics board and monitor.

Title from title screen.

Accompanied by: IBM user's manual. [24], 61 p. : maps ; 14 cm. [and] Atlas instructor : teacher/parent guide. IBM PC and PCjr ed. 23 p. ; 28 cm.

Intended as an educational tool.

Summary: Includes maps of globes, countries, cities showing population, area, distances between cities, etc.

4.

Drifting buoys [computer file] = Les bouées derivantes. — Scale not applicable (W 180°—E 180°/N 90°—S 79°). — Computer data (3 files). — [Ottawa] : MEDS = SDMM, [1985-].

Covers world oceans.

Earliest data dates from 1978.

Master data reside on computer at Fisheries and Oceans, Canada.

Online access using a dedicated terminal to a DEC VAX 6320. No remote access.

Title from main menu.

Data maintained by Fisheries and Oceans, Canada under agreement with the International Oceanographic Commission.

Historical as well as current data are being added.

Data referenced by geographic coordinates.

Summary: Data collected for sea surface, sub-surface and air temperature; sea level pressure; pressure tendency; wind speed and direction; and whether buoy is drogued. Other sensors may be added in future.

Custom products are distributed by Marine Environmental Data Service, Dept. of Fisheries and Oceans.

Documentation exists in various files and is available upon request.

5.

The Domesday Project [computer file]. — Input scales differ (W 9°—E 2°/N 61°—N 49°). — Computer data and programs. — London : BBC Enterprises, 1986.

2 optical disks : sd., col., double sided ; 12 in., in box 34 × 34 × 6 cm.

Covers United Kingdom 1980-1986.

System requirements: Acorn microcomputer; (VFS) Video Filing System ROM; Small Computers Systems Interface; turbo co-processor, mouse, LV ROM videodisc player.

Title from title screen.

Label title: The Domesday discs.

Variant title: BBC Domesday discs.

"Produced in association with the Department of Trade and Industry, Philips Electronics Ltd. and Acorn Computers Ltd."

Scales: 1:1 250, 1:10 000, 1:50 000, 1:250 000, and 1:625 000.

ASCII character set stored on LaserVision discs in LV-ROM format.

Variable formats for text, digital imagery, photographs and tabular data.

Information about files in user's guide.

Accompanied by: Domesday video disk user guide / Peter Armstrong and Mike Tibbetts. 255 p. ; 21 cm. ISBN 0 563 21313 2.

Summary: Ordnance Survey maps, pictures, air photos, remote sensing images, and text give information at the local level. The national level includes census information (1981), General Household Survey, etc.

Contents: Community disk — National disk.

6.

The European map set [computer file] / by James Taylor. — Version 1.0. — Input scale indeterminable (W 25°—E 32°/N 71°—N 34°). — Computer data (37 files) and programs (4 files). — [Indiana] : Dept. of Geography and Regional Planning, Indiana University of Pennsylvania, [198-?].

4 floppy disks ; 5¼ in.

Excludes Eastern Europe.

System requirements: IBM PC XT, AT or compatible; 512K RAM; DOS 2.0 or higher; USMAPSET software; EGA, HP7475a plotter, hard disk.

Title from title screen.

Copyright held by Robert P. Sechrist.

Boundary files in binary format; software includes ASCII conversion routine.

Accompanied by documentation.

7.

Geophysics of North America CD-ROM [computer file] / developed by National Geophysical Data Center. — Release 1.0. — Input scales differ (E 173°—W 10°/N 84°—N 7°). — Computer data (588 megabytes) and programs (54 files). — Boulder, Colo. : National Environmental Satellite, Data, and Information Service, 1989.

1 computer optical disk : col. ; 4¾ in.

2 computer floppy disks : col. ; 5¼ in.

System requirements: IBM PC 286 or 386, or compatible; 640K RAM; DOS 2.0 or higher; STDFMAN; Hitachi or Sony CD-ROM reader; high density floppy disk drive, EGA/VGA col. graphics board.

Title from title screen.

Includes both raster and vector data of varying scales and resolution.

File size varies. Software in ASCII; data files in binary according to ISO 9660.

Accompanied by: Geophysics of North America CD-ROM : user's manual / by Allen M. Hittelman, John O. Kinsfather, Herbert Meyers. 1 v. ; 23 cm.

Summary: Includes files for topography; Bouguer gravity, free-air gravity, isostatic, and magnetic anomalies; satellite imagery; seismicity; crustal and thermal data, and; boundary files.

"SE-2002".

8.

Inuit land use and occupancy project database [computer file]. — Input scales differ (W 141°—W 61°/N 81°—N 54°). — Computer data (42 files) and programs (3 files). — 1975.

42 computer reels : 6250 bpi, 9-track.

System requirements: Data is in its own standard format; must be converted to be used with various mapping software packages.

Survey conducted between July 1973 and June 1974; historical information varies between ca. 1903 and 1974.

Title from published report.

Input scales: 1:50 000, 1:250 000 and 1:500 000. UTM grid.

Milton Freeman Research Limited undertook the survey and production of the reports on behalf of the Dept. of Indian and Northern Affairs.

Data in ASCII format.

Documentation file exists (G0000065).

Report (including atlas) published in 3 vol. in 1976 by the Dept. Ms. maps in RG 85M 77803/16.

Summary: Consists of two series. The cultural series (115 maps) includes information on the location of burial places, settlement and archaeological sites, travel routes, animal traps, fish weirs, caches, legends, etc. The ecological series (40 maps) focuses on wildlife distribution and movement.

No restrictions on access or reproduction.

9.

Japan, percent doctors per prefecture population 1984 computer file] / Sandy Osler. — Input scale indeterminable

(E 129°15'—E 145°50'/N 45°30'—N 31°00'). — Computer data (2 files) and programs (1 file). — [ca. 1986].

System requirements: Online access to Honeywell Level 66 (Carleton University). No remote access; CP-6; GIMMS; graphic monitors, hard copy output devices.

Title from map screen.

Produced as part of a graduate course in geography at Carleton University, Ottawa, Ont. Canada. Map is one of a nine map atlas.

Source of data: Japan statistical yearbook. 1986. Source of map unknown.

ASCII character set. Number of variables: 9 for 46 regions.

Permission must be obtained for viewing and copying.

10.

Map projections via hyperCard [computer file] : a guide to map projections / created by Tau Rho Alpha, Joe F. Vigil, Lauren Buchholz. — Input scales differ (W 180°—E 180°/N 90°—S 90°). — Computer data. — Menlo Park, CA : U.S. Geological Survey, 1988.

1 computer disk ; 3½ in. — (Open file report / U.S. Geological Survey ; 88-364).

Consists of text and illustrations; does not contain a program to create map projections.

System requirements: MacIntosh family; HyperCard stack.

Title from title screen.

Also available in microfiche and paper copy.

Summary: Describes and illustrates characteristics of 17 map projections and includes examples of thematic maps produced by the U.S.G.S. since 1932. Also shows examples of planes (azimuthal), cones, cylinders, etc.

11.

Ontario 1986 census divisions [computer file]. — Input scale indeterminable (W 95°10'—W 74°20'/N 56°51'—N 41°40'). — Computer data (1 file : 8 933 records, 276 915 bytes). — Ottawa : Statistics Canada, 1990.

1 computer floppy disk : col. ; 5¼ in.

Boundary files.

System requirements: IBM PC or compatible; 640K RAM; MS DOS 3.0 or greater; SAS/GRAPH PC ed.; plotter, col. monitor.

Vector file.

Title from accompanying map.

File name: ONT86CD.SAS.

Also known as: Ontario 1986 census division boundaries.

Customized subset of Statistics Canada's 1986 CARTLIB : digital boundary file.

ASCII file.

Accompanied by map, letters, geographic code list and partial data dump.

Distribution restricted.

12.

Ottawa in 1878 [computer file] : land use patterns in a Canadian city / by David James Trotman. — Input scale indeterminable (W 75°42'/N 42°25'). — Computer data (2 files). — 1977.

1 computer reel : 6,250 bpi, 9-track tape.

System requirements: Data is in its own standard format; must be converted to be used with various mapping software packages.

Title from thesis text.

Data in EBCDIC, 80 characters per record.

Accompanied by the text of the thesis (xiv, 260 l. : maps ; 29 cm.) and by: Documentation manual for the Ottawa in 1878 project.

17 leaves : maps ; 28 cm.

Thesis (M.A.)—Carleton University, 1977.

Summary: Includes information for 462 city blocks. Information includes block grid reference data, building construction materials, land and building occupancy/use, land and building values, height and other dimensions of buildings, and lot dimensions.

Contents: City block data set — Building/structure data set.

No restrictions on access; for restrictions on reproduction, see documentation file.

13.

PC Globe 4.0 [computer file]. — Version 4.0 — Input scales differ (W 180°—E 180°/N 84°—S 56°). — Computer data (21 files), images (1 file) and programs (4 files). — [Tempe, Arizona : PC Globe Inc.], c1991.

8 computer floppy disks : sd., col. ; 3½-5¼ in., in container 26 cm.

System requirements: IBM PC XT, AT, PS2 or compatible; 512K RAM; DOS 2.0 or higher; supports monochrome, CGA, EGA or VGA, MCGA.

Title from title screen.

Summary: Maps, graphs, and data for the world, continents and 190 countries show demography, health, economic and social conditions, politics, communications, tourist attractions, flags, currency, etc.

Accompanied by: PC Globe user's guide. 32 p. : ill., maps.

Maps in vector format.

14.

The U.S. map set [computer file] / by James Taylor. — Version 1.0. — Input scales indeterminable (W 125°—W 66°/N 49°—N 25°). — Computer data (99 files) and programs (4 files). — [Indiana] : Dept. of Geography and Regional Planning, Indiana University of Pennsylvania, [198-?].

5 computer floppy disks ; 5¼ in.

System requirements: IBM PC XT, AT or compatible; 512K RAM; DOS 2.0 or higher; EGA, HP7475a plotter, hard disk.

Title from title screen.

Variant title: The U.S. maps sets.

Copyright held by Robert P. Sechrist.

Boundary files in binary format; software includes ASCII conversion routine.

Accompanied by documentation.

15.

World map data sets [computer file] / by Richard D. Langston. — Input scales differ (W 180°—W 180°/N 85°—S 60°). — Computer data (9 files). — Cary, N.C. : SAS Institute, c1981.

1 computer tape reel. — (SAS data library series ; D-101).

System requirements: IBM mainframe; 128K core; full OS/VS 360/370; SAS/GRAPH; plotter.

Title from accompanying report.

SAS data sets. Files require 146 tracks of 3350 disk space.

Accompanied by report and by: SAS/GRAPH user's guide.

Version 5 ed. xviii, 596 p. : ill. (some col.), col. maps ; 28 cm. ISBN 0-917382-68-4.

Summary: Outline maps to be used with other statistical, etc., data sets for plotting and mapping purposes.

Variables for maps include: ID for continents and/or countries, line segment codes, and x, y coordinates for beginning and ending of segments. Variables for names include: Continent code, ID for country, name of country, former name of country, starting and ending points of segments, number of data points in the file.

Contents: World map — World projections — North America — South America — Europe — Africa — Asia — South Pacific — Names.

16.

The world map set [computer file] / by James Taylor. — Version 1.0. — Input scales indeterminable (W 180°—E 180°/N 85°—S 90°). — Computer files (200 files) and programs (4 files). — [Indiana] : Dept. of Geography and Regional Planning, Indiana University of Pennsylvania, [1988 or 1989].

5 computer floppy disks ; 5¼ in.

System requirements: IBM PC XT, AT or compatible; 512K RAM; DOS 2.0 or higher; USMAPSET software; EGA, HP7475a plotter, hard disk.

Title from title screen.

Variant title: The world maps set.

Copyright held by Robert P. Sechrist.

Boundary files in binary format; software includes ASCII conversion routine.

Accompanied by documentation.

E.2. SERIAL

1a.

Postal code conversion file [computer file] : [Canada]. — Input scales differ (W 141°—W 52°/N 85°—N 41°). — Computer data (13 files ; 691 870 records, 395 bytes each). — [1985]-
— [Ottawa] : Statistics Canada, [1985]-

Annual.

Master file resides on Statistics Canada computer. No remote access.

Title from accompanying documentation.

Variant title: PCCF.

Continues: Canada conversion file.

Based on: Area master file, Geography tape file, and Postal code address masterfile.

ASCII or EBCDIC character set.

Standard and custom products available on tape, diskette or paper and distributed by Statistics Canada, Geography Information Services, Geography Division, Ottawa, Ont. K1A 0T6.

Accompanied by French and English user's guides, case studies and technical, etc., papers.

Summary: This file provides a link between the six-character postal code and the standard geographical areas for which Statistics Canada produces data. Retired codes are included for historical reference.

File contains data for 34 variables including coordinates; date(s) of creation, updating, and retirement; and related census area(s) and federal electoral district(s).

1b.

Fichier de conversion du code postal [fichier d'ordinateur] : [Canada]. — Échelles d'entrée multiples (W 141°—W 52°/N 85°

—N 41°). — Données d'ordinateur (13 fichiers ; 691 870 enregistrements, 395 multiplets chacun). — [1985]- . — Ottawa : Statistique Canada, [1985]- .

Annuel.

Les données permanentes sont dans l'ordinateur de Statistique Canada. Non accessible à distance.

Titre provenant de la documentation connexe.

Titre varie: FCCP.

Fait suite à: Canada conversion file.

Basé sur: Fichier principal de région, fichier géographique sur bandes, fichier principal des adresses des codes postaux.

En ASCII ou en EBCDIC.

Produits et services relatifs au code postal sur bande, sur disquette ou sur papier et distribué par Statistique Canada, Service d'information de la géographie, Division de la géographie, Ottawa, Ont. K1A OT6.

Accompagné de guides de l'utilisateur en Anglais et Français, d'études de cas et de rapports techniques, etc.

Résumé: Ce fichier permet d'établir un lien entre le code postal, qui compte six caractères, et les régions géographiques types pour lesquelles Statistique Canada produit des données. Les enregistrements supprimés sont conservés pour que des comparaisons puissent être effectuées entre des périodes.

Fichier comprend données pour 34 variables incluant coordonnées; date(s) de création, de mise à jour et d'annulation; le(s) secteur(s) de recensement et la/les circonscriptions(s) électorale(s) provinciale(s) relié(s).

E.3. MULTILEVEL

E.3.A. Parent record

1.

Canada on video disk [computer file] : VLD 0001 / produced by the Canada Map Office, Energy, Mines and Resources, 30 October 1987, in cooperation with the Department of National Defence = Le Canada sur vidéodisque : VLD 0001 / produit par le Bureau des cartes du Canada, Énergie, mines et ressources, 30 octobre 1987 en collaboration avec le Ministère de la défense nationale. — Input scales differ (W 141°—W 52°/N 84°—N 41°). — Computer programs (19 files) and computer images (121). — [Ottawa] : Energy, Mines and Resources = Énergie, mines et ressources, c1987.

1 computer optical disk : col., single sided ; 12 in.

2 computer floppy disks ; 5¼ in.

Also includes maps of the world.

System requirements: IBM PC: 640K RAM; DOS 2.0 or greater; numeric processor, CGA/EGA/VGA monitor, Apple IIe with 64K RAM; CP/M 2.2 or greater; super serial card and video display; VAXII/780 and VAX/VMS 4.0; All systems: Atlas software; Sony analog/digital RGB monitor, Sony or Hitachi video disk player, video graphics board.

Relief shown variously by hypsometric tints, spot heights, shading, contours and soundings.

Title from title screen.

Maps and charts, current eds. as of 30 Oct. 1987.

Canada at 1:15 840 000, 1:5 000 000, 1:2 000 000 and

1:1 000 000. Southern Canada at 1:500 000. Selected regions at varying scales. World at 1:30 000 000 and 1:60 000 000.

Accompanied by: Fulcrum user's manual, January 1991.
[Arlington, Va.] Interactive Television, c1990. v, 251 p. : ill. ;
28 cm. [and] Fulcrum quick guides. [Arlington, Va.] : Interactive
Television, [1991]. 21 p. 28 cm.

E.3.B. Child records

1.

Canada. — Input scale 1:2 000 000 ; Lambert conformal conic proj.
(W 141°—W 55°/N 85°—N 42°).

Title from title screen.

Computer image of map printed in 1971.

"MCR 5".

2.

Canada. — Input scale 1:5 000 000 ; Lambert conformal conic proj.
(W 141°—W 55°/N 85°—N 42°).

Title from title screen.

Computer image of map printed in 1983.

"MCR 15".

3.

Canada. — Input scale 1:15 840 000 ; Lambert conformal conic
proj. (W 141°—W 55°/N 95°—N 42°).

Title from title screen.

Computer image of map printed in 1973.

"MCR 18".

4.

[International map of the world 1:1 000 000 : Canada = Carte
internationale du monde au 1:1 000 000 : Canada]. — Input scale
1:1 000 000 ; Lambert conformal conic proj. (W 141°—W 52°/
N 85°—N 42°).

Relief indicated by hypsometric tints and spot heights.

Title from original documents.

"Series 1301".

Original maps produced by Surveys and Mapping Branch, Dept. of
Energy, Mines and Resources between 1956 and 1987.

5.

The world. — Input scale 1:30 000 000 ; Mercator proj.
(W 180°—E 180°/N 85°—S 90°).

Title from title screen.

Computer image of map printed in 1983.

Shows time zones and shipping lanes.

"Series 1145".

6.

The world. — Input scale 1:60 000 000 ; Miller cylindrical proj.
(W 180°—E 180°/N 90°—S 90°).

Title from title screen.

Computer image of map printed in 1985.

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Based on the index compiled by K.G.B. Bakewell.

The index covers the rules (including introductions to the rules) and appendices, but not examples or works cited in any of the rules or appendices.

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