OLAC NEWSLETTER
Volume 21, Number 4
December, 2001

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FROM THE EDITOR
Kay G. Johnson

This issue of the newsletter is slim because we are between OLAC meetings; therefore, there are no minutes nor conference reports. The "News & Announcements" section includes information about the upcoming AACR2 Chapter 9 tutorial on the OLAC Website, and a reminder about the 2002 OLAC Conference. In addition to Nancy Olson's ever worthwhile "Everything You Always Wanted to Know ..." column, she included a second "handout" on DVDs. The staff at my library are already using Nancy's DVD column printed in the last issue of the newsletter.

As Kevin mentioned in his "From the President" column, we are traveling together to Midwinter. I have yet to try a boiled peanut (except in soup), and I don't plan on starting. Sorry, Kevin. It's been an interesting and rewarding experience working with a Canuck (Kevin tells me that's not an offensive term).

It is with mixed feelings that I say, "Goodbye," to you as *OLAC Newsletter* Editor-In-Chief. I am sad to go, yet it's time to move on. I hoped to have an announcement for you about the next newsletter editor, but there has not yet been a decision. An announcement will be posted to OLAC-List in December. We are fortunate to have a strong pool of applicants.

OLAC is a very special group, and I care deeply for the organization and its membership. There have been many people I have worked closely with since I became editor in 1997. 1 would particularly like to thank the following OLAC Board members and other regular newsletter contributors (in no particularly order): Richard Harwood, Sue Neumeister, Jan Mayo, Johanne LaGrange, Richard Baumgarten, Virginia Berringer, Lowell Ashley, Mike Esman, Meredith Horan, Nancy Holcomb, Pat Thompson, Kevin Furniss, Cathy Gerhart, Barb Vaughan, Mary Konkel, Nancy B. Olson, Verna Urbanski, Vicki Toy-Smith, John Attig, Glenn Patton, Jay Weitz, and Ian Fairclough. There would not be a newsletter without your diligence and support.

I'll see you in New Orleans.

FROM THE PRESIDENT
Kevin Furniss

As we're in a year between OLAC conferences and in that part of the year between the ALA Conference and Midwinter Meeting, the President's Office is a little quieter than usual. Bobby Bothmann, Betsy Friesen, and the rest of the Conference Planning Committee continue to work apace on the 2002 Conference. Please check the "Conferences" section of the OLAC web page (www.olacinc.org) for updated information, and feel free to contact Bobby or Betsy with any questions or suggestions you may have.

Sue Neumeister is continuing her development of an online membership directory I've had a chance to use the prototype, and it's looking great. My thanks to Sue for this, and once the directory has taken on its final refinements an announcement of its going "live" will be forthcoming.

For those making plans to attend the 2002 ALA Midwtnter Meeting in New Orleans the CAPC meeting will be held tn the Hilton Hotel (attached to the Convention Center) and the Membership Meeting will be held at Le Meridien (614 Canal Street). Kay Johnson and I are planning to drive to New Orleans with a couple of other OLAC members, sampling Southern barbecue, salt & pepper catfish and boiled peanuts all the way down. Yahoo! See you in NOLA!!

TREASURER'S REPORT
First Quarter
Through September 30, 2001
Jan Mayo, Treasurer

	1st Quarter	Year-To-Date
OPENING BALANCE		$13,296.05
INCOME		
Memberships	$ 486.00	$ 486.00
Dividends	$ 92.40	$ 92.40
TOTAL	$ 578.40	$ 578.40
EXPENSES		
ALA	$ 527.37	$ 527.37
Board Dinner	$ 346.16	$ 346.16
Stipends	$ 900.00	$ 900.00
Account Fees		
Annual fee	$ 300.00	$ 300.00
Postage & Printing	$ 551.86	$ 551.86
TOTAL	$2,625.39	$2,625.39
CLOSING BALANCE		$11,249.06

MEMBERSHIP AS OF NOVEMBER 1, 2001:

Personal:	401
Institutional:	265
Total:	666

NEWS & ANNOUNCEMENTS
Barbara Vaughan, Column Editor

CATALOGING ELECTRONIC RESOURCES USING THE REVISED CHAPTER 9 OF AACR2:

HELP IS ON THE WAY!

ALA has announced the availability of the Amendments 2001 package for the Anglo-American Cataloguing Rules. The Library of Congress has announced that they will implement the new rules on December 1, 2001.

A major component of these Amendments is a completely revised version of Chapter 9 for "Electronic Resources" (formerly "Computer Files"). The Online Audio-visual Catalogers, Inc., is developing a PowerPoint slide show that will introduce catalogers to the changes affecting the cataloging of electronic resources. This presentation will be posted on the OLAC Web site at www.olacinc.org early in November. For further information, please contact John Attig (jca@psulias.psu.edu).
Meredith Horan
Chair, OLAC Cataloging Policy Committee
(The above announcement was posted to various lists in Sept. 2001. The PowerPoint slide show was not available when this issue of the newsletter went to press —Ed.)

2002 OLAC CONFERENCE

The Online Audiovisual Catalogers Conference 2002 Local Arrangements Committee invites all OLAC members to make plans to attend the 2002 OLAC Conference in St. Paul, Minnesota. The conference will be held Friday, Sept. 27-Sunday, Sept. 29, 2002. NACO AV funnel training will be held on Thursday, Sept. 26.

Rooms are being held for the conference and NACO training at the Radisson Riverfront Hotel at a rate of $120 per guest room single/double. If you would like to make your reservations now, please call 1-800-333-3333 or 651-292-1900 (Be sure to mention the room is for OLAC).

Feel free to contact the Conference Co-Chairs with any questions:

Bobby Bothmann
Materials Acqutsition & Control
University of Minnesota Libraries
612-626-1637
bothm001@umn.edu

Betsy Fricscn

Bio-Medical Library
University of Minnesota Libraries
612-626-4981
b-frie@umn.edu

Stay linked to the OLAC Website for conference information as it becomes available:
http://www.bothmann.org/OLAC/

AMIA COMPENDIUM OF MOVING IMAGE CATALOGING PRACTICE

The *AMIA Compendium of Moving Image Cataloging Practice* is now available from the Society of American Archivists.

The Association of Moving Image Archivtsts and SAA present this unique resource to fill a current void in archival literature. Because of the range and diversity of institutions that catalog moving image matertals, there exists neither a concrete field-wide standard nor a primary cataloging reference tool for their archivists. By presenting a snapshot in time of the cataloging practices of 27 diverse institutions, the *AMIA Compendium of Moving Image Cataloging Practice* offers a choice of various solutions to cataloging problems unique to moving images. The range of institutions examined includes historical societies, university archives, broadcast organizations, museums, and subject-specialized collections. The collections include motion pictures as well as television, film and video, and utilize both MARC and non-MARC cataloging. Ultimately the compendium addresses important moving image cataloging issues and seeks to fulfill its purpose as that much-needed primary cataloging reference tool.

The compendium's Introduction and Appendix A (fact sheets for participating institutions) are also available on the AMIA website (www.amianet.org). Appendix E (guidelines and examples) supplements the printed volume and is available online only

To order the book, see the SAA Publications Catalog online (http://www.archivists.org/catalog/) or order by phone (312-922-0140) or fax (312-347-1452).

INGRAM LIBRARY SERVICES AND OCLC TO PROVIDE PRERELEASE VIDEO CATALOGING INFORMATION

In October 2001, Ingram Library Services and OCLC announced a new alliance to provide libraries with improved services via the exchange of bibliographic information and metadata for videos several weeks before their release date. Under terms of the agreement, professional catalogers at OCLC will provide full cataloging records of new release videos supplied by Ingram. These records will be added to both WorldCat (the OCLC Online Union Catalog) and

Ingram's cataloging database, BookMARC (tm).

As a result of this agreement, OCLC will now be able to receive new video titles up to twelve weeks ahead of their general release dates. It is expected that bibliographic records for about 90 percent of popular video titles will be available before release. Ingram will send a screening copy of a video to OCLC, where it is cataloged in DVD, VHS, and, if applicable, Spanish version formats. Ingram intends to prioritize the top requested titles by both release date and market demand so that users will have the records they most need at the earliest posstble moment. WorldCat currently contains over one million records for videorecordings.

Headquartered in La Vergne, Tennessee, Ingram Library Services is a major distributor of books, music and videos to library markets. Ingram operates a technical services department that provides cataloging and physical processing services along with the materials they sell to library customers.

Ingram Book Group is a leading wholesaler of trade books, spoken audio, and magazines. In addition to Ingram Library Services, its operating units include Ingram Book Company, Ingram Periodicals Inc., Ingram International Inc., Spring Arbor Distributors Inc., Tennessee Book Company, Ingram Fulfillment Services Inc. and Ingram Customer Systems Inc.

Jay Weitz
Consulting Database Specialist
OCLC Online Computer Library Center
MC 741
6565 Frantz Road
Dublin, Ohio 43017-3395

Phone: 614-764-6156
Fax: 614-718-7195
E-mail: jay_weitz@oclc.org
WVAV: http://www.oclc.org

REMINDERS

(See June/Sept. 2001 OLAC Newsletter for full details.)

CANDIDATES SOUGHT FOR OLAC OFFICE

We are seeking nominations for the offices of OLAC Vice President/President-elect and OLAC Secretary

Applications are due December 31, 2001 to:
Mike Esman
National Agricultural Library
10301 Baltimore Ave., Rm. 110
Beltsville, MD 20705-235 1
301-504-7565
301-504-5471 (Fax)
E-mail: mesman@nal.usda.gov

VOLUNTEERS NEEDED
OLAC CATALOGING POLICY COMMITTEE

Three positions will be opening in July 2002.

If you are a member of OLAC and are interested in serving on CAPC, submit a recent resume and a cover letter which addresses your qualifications by January 3, 2002 to:

Meredith Horan
Cataloging Section
National Library of Medicine
8600 Rockville Pike
Bethesda, MD 20894

or E-mail to: horan@mail.nlm.nih.gov

EVERYTHING YOU ALWAYS WANTED TO KNOW ABOUT AV CATALOGING ... PLEASE ASK!

Nancy B. Olson

Recently I did a workshop on cataloging electronic resources three days, with one day for physical items and two clays for remote resources. The remote resources included one day on monographs (including those in-between things) and one day on serials. A number of questions came up, and, as we figured out how to handle things, I decided to put the questions and answers, and suggestions, in this column.

Many packages of CD-ROMs now include both system requirements and system recommendations. The requirements are the basic needs for the system to run the CD-ROM while the recommendations arc what would be nice to have to run the system well. We decided both should be included in the bibliographic description, either as separate 538s, or as two parts of one 538:

538 System requirements: ... . System recommendations: ...

When a CD-ROM can be used with two or more systems (I've seen one that ran with five different systems), it is easier for the patron to read the bib record if each system has its own 538 —- it is also easier for the cataloger to construct separate 538s.

538 System requirements for IBM PC:
538 System requirements for Mac:
538 System requirements for UNIX:
538 System requirements for MPC:

We had one title: *A is for art; C is for Cezanne*. Everything was in small print except the word "Cezanne" yet the words were grammatically linked and must be used in the linked form in the title proper (245 subfield a). The suggestion was made that a 246 be constructed as follows:

246 $i Typographically prominent title: $a Cezanne

That seemed to me to be a reasonable suggestion for this case.

When cataloging remote access serials that were online forms of print journals, we were using the LCRI that directs us to catalog the original and make a note about the electronic form. Some were uncomfortable about the opening phrase of the 533 that says "Electronic reproduction" when the online item is not an exact reproduction--it might include articles only, without letters to editor, for example. The suggestion was made to begin the 533 in such a case with the phrase "Electronic version" and then end the 533 with a note explaining any differences between the original and electronic versions.

533 Electronic version . . . Includes articles only.
533 Electronic version . . . Includes text of articles without any accompanying material.

The introductory phrase "Electronic reproduction" would be used when the item is an exact reproduction of the print item. If the item would seem from the title to be an electronic reproduction, but on further examination turns out to be quite different (daily or more often updated version of a weekly newspaper, for example), then the remote access title should be cataloged by itself, as an electronic resource, with a note explaining its relationship to the print publication.

The new chapter 9 of *AACR2* includes a new note 9.7B22, Item described, that directs us always to give the elate on which the resource was viewed for description.

The example reads:

Description based on contents viewed Sept. 16, 1998.

This "description based on" phrase has traditionally been used by serials catalogers when cataloging from other than the first issue, and I suggest we should reserve the phrase for that use.

500 Description based on: Vol. 7, no. 2 (June 2001)

I also suggest that we always disc, when cataloging a serial remote access electronic resource, the following note:

500 Title from [whatever source], viewed on [date].

This leaves the traditional serial note alone, to be used in its normal manner as needed, and puts the required viewed on date together with the required source of title note.

I will be doing a 4-day workshop in several locations over the next year, with the first three days as described above, and the 4th day on video cataloging with the emphasis on DVDs. This allows time for lots of questions and for group practice in cataloging each type of ER as well as video DVDs, but it is a more relaxed workshop (both for participants and for me) than the week-long courses I've been teaching in San Jose and Pittsburgh. I hope to meet some of you in upcoming workshops.
February 19-22, Tampa FL
April 30-May 3, Chicago
May 2 1-24, Springfield IL
June 4-7, Winthrop University SC
Dec. 3-6, Bonita Springs FL

CATALOGING DVDs
(Additional Handout)
Nancy B. Olson

This handout supplements the one printed in the previous issue of the *OLAC Newsletter* - I continue to find new features as I buy more DVDs, and as I have workshop participants catalog more of these items. I hope to combine both of these handoctts with other material next year and prepare a new edition of my book on cataloging film and video.

While most of the information on these handouts refers to information on the container, remember that original cataloging must be done from the title screen(s) with the container information used as needed for areas other than the title and statement of responsibility area.

028
Most of the DVDs I have seen have a manufacturer's number on the spine of the container. This number goes in MARC2 1 field 028, following the directions for that field.

Dates in field 260 and in notes
Some DVDs have a copyright date on the printed disc surface that represents the date the item was published; this date would be recorded in MARC2 1 field 260, just as found (with the copyright symbol).

If there is no copyright date on the disc surface, look for the latest date of those that may be printed on the back of the container [copyright date for cover design, etc.], and use this latest date as the assumed date of publication. Record this date in brackets and without the copyright symbol because it is assumed.

Dates for the original production as a motion picture, or on television, or as a videorecording, are given in the history note. Copyright renewal dates are ignored according to LCRI 1.4F6 (CSB 92).

Languages, Captions, Subtitles, Closed-Captioning

Captions/Subtitles and Closed-Captioning

Subtitles (or captions) only contain the dialog, or phrases summarizing the dialog. Closed-captioning includes musical note symbols when there is music (and may include the words to songs), and words or phrases about background music or what is going on in the movie, in addition to the words or phrases of subtitles.

Some DVDs (for example, Chicken Run) include the complete text of the script for those who want to read along.

On some DVDS, a screen displays the following message, or something similar:
Captioned
Subtitles

Captioned for the Hearing impaired

English
Espanol
Francais
Other DVDs allow you to choose either "Language" and/or "Captions" from a menu. In either case, language notes are needed.

When the container shows one of the closed-captioning symbols, the DVD is closed-captioned. This closed-captioning may also be used as the English subtitles mentioned elsewhere on the container, though I have one DVD (The Mask) with subtitles by one closed-captioning firm (Caption, Inc.) and closed-captions by the other closed-captioning firm (NCI).

Some deaf catalogers suggested in a recent workshop that we indicate in our notes that only the feature film is captioned, so as not to mislead patrons into thinking that the other features contained on the DVD were also captioned.

The container may say "Espanol" and "Francais," but we record "Spanish" and "French" in the note. We would, however, use the foreign words if transcribing information into Area I of the physical description.

Chart of information on container

Some publishers use a chart for language, sound, and other information on the back of the container. The top row of the chart, that lists languages, is not a list of the languages on the soundtracks, but is a header/label for the chart, as is the left-hand column of information.

Sound information appearing under the label for a language indicates that language is present on a soundtrack. Different kinds of sound may be used for different languages.

A third row of the chart indicates the presence of subtitles/captions under the appropriate language headers.

These charts need to be checked against the menu on the DVD to be absolutely sure what is present. The chart can be confusing. On one of my DVDs, Chicken Run, there are three English sound tracks, each with a different kind of sound.

There may also be a sound track with just music - no dialog.

Language and sound notes
I would suggest language notes such as:
546 Closed-captioned. in English with optional subtitles in English and Spanish (feature film only).
Where there is also sound information, this may be combined with the language information as follows:
546 Closed-captioned. Sound tracks in English, Spanish, and French, with optional subtitles in each language (feature film only).
546 Soundtracks in English, French, and Spanish.
546 Soundtracks: English (Dolby digital 5.1 surround sound); English (Dolby surround sound); French (Dolby surround sound).
In *AACR2* chapter 7, there is a rule (7.7B 10a) to record the words "stereo." and "mono." if either of those words is present.
500 Mono. sound.
No additional languages, captions, or sound.
500 Dolby digital 5.1 sound, stereo. This one was only in English.
546 Soundtracks: English (mono.), French (mono.).
538 DVD; Dolby surround sound.

Information about sound

I have found bits of information about sound on the containers. When it explains some term or terms used on the container, I don't think the explanation should go in a note, but it might be worth jotting in a notebook for further information. Examples:

"Dolby digital soundtracks contain up to 5.1 channels of discrete audio. Dolby surround soundtracks contain up to 4 channels of encoded audio. Playback from 2-channel DVD outputs is compatible with stereo and Dolby ProLogic."

Information I would use as found
Some phrases or words appear on the container and/or title screens and look important but don't seem to fit anywhere. I tend to transcribe them as found, in quotation marks.
500 "THX digitally remastered."
500 "Lucasfilm system."

Combining notes

I tend to combine into one note information that would otherwise appear in two or more short notes (see some of language and sound notes above). One might also combine aspect ratio and dual layer information.

500 Dual-layer format; aspect ration 2.35:1.

Awards note

If a film has won a major Academy Award, name the specific award and the year in which it was awarded, if the information is readily available. If the container says the film won such an award but doesn't give any other information, and you are doing original cataloging into OCLC, you might want to check http://us.imdb.com/ --This Internet movie database contains all the information you will need for more than 100,000 old and new movies.

I would not bother making a note for those titles nominated for an award but not receiving it.
586 Academy Award, best film, 1974.

Audience/rating note

Audience information is to be given only if found on the item. However, when cataloging for a school library is done by someone with the training and background to make the judgement as to what ages or grades a title would be suitable for, this information may be very useful to patrons of that library. The note could be in quotes if the information appears on the item, or be followed by the name or initials of the person determining the audience level when that is done.

Ratings information should be given when found on the item. There are many kinds of ratings; the most common in this country is the MPAA rating.
521 8 MPAA rating: PG.

Edition and history note The history note is very important when cataloging films. For any title originally made as a film, or as a television program, or based on a television series, or related to other material, this note must be made.
500 Originally produced as motion picture in 1989.
500 Produced for television in 1969.
500 originally released as a motion picture in 1952.
500 Based on television series that ran from 1970-1974.

Summary note

Much has been written elsewhere about writing summaries. They are extremely important for patrons, to help them decide if they want to check the item out or not.

The Library of Congress, when they were actively cataloging AV materials, had an unwritten rule for summary writing: 25 words or less. Summaries do not have to have complete sentences, but can use phrases. Summaries should not be judgmental: no "This great glorious film..."

I often begin my summary writing by "borrowing" information appearing on the container, and/or the guide. I edit it carefully and add to it as needed. There's nothing wrong with using the information on the package; just use it selectively.

DO YOU HAVE QUESTIONS ABOUT CATALOGING AV MATERIALS?

Contact:
Nancy B. Olson
PO Box 734, Lake Crystal MN 56055
avnancy@ic.mankato.mn.us

(please put in the subject line "Question for Nancy")
Phone: 507-726-2985

Last modified: June 18, 2004