To: Joint Steering Committee for Development of RDA

From: Deirdre Kiorgaard, Chair, JSC

Subject: RDA Scope and Structure

Related documents:
5JSC/RDA/Element analysis/Rev/2
5JSC/RDA/FRBR to RDA mapping
5JSC/RDA/FRAD to RDA mapping
5JSC/RDA/RDA to FRBR mapping/Rev/2
5JSC/RDA/RDA to FRAD mapping/Rev

This document has been updated in line with the full draft of RDA issued for constituency review.

The JSC is committed to ensuring that the metadata produced using RDA will be well-formed, i.e., instructions are provided on how to record the values of elements, controlled vocabularies are used where appropriate, and the overall structure is governed by a formal model. These documents have been issued for the JSC and Editor to refer to, in the process of developing RDA, to ensure this aim is met. In addition, we hope that these documents will be useful to the metadata and semantic web communities and in our ongoing discussions with these communities.

There will be a DC-RDA mapping in Appendix D of RDA at the time of the first release.

RDA — Resource Description and Access

Scope and Structure

This document is one of three that define the framework for the development of *RDA*. The *RDA Strategic Plan* establishes long-term goals for *RDA* and the strategies for achieving those goals in the period 2005-2008. The *RDA Objectives and Principles* document sets out the objectives and principles that govern the overall design of *RDA* as well as objectives and principles relating to the functionality of the data produced through the application of *RDA*. This document defines the scope and structure of *RDA* in relation to its underlying conceptual models (*FRBR*[1] and *FRAD*[2]) and to two related metadata models (the *DCMI Abstract Model*[3] and *The <indecs> Metadata Framework*[4]).

1. Scope

RDA provides a set of guidelines and instructions on formulating descriptive data and access point control data to support resource discovery.

1.1 Key Concepts

For purposes of defining the scope of *RDA*, the terms *resource*, *resource discovery*, *descriptive data*, and *access point control data* are defined as follows:

Resource

A *resource* is an identifiable information object. The object may be either tangible or intangible in nature.

Resource discovery

Resource discovery encompasses the following generic user tasks:[5]

- *FIND* — i.e., to find resources that correspond to the user's stated search criteria
- *IDENTIFY* — i.e., to confirm that the resource described corresponds to the resource sought, or to distinguish between two or more resources with similar characteristics
- *SELECT* — i.e., to select a resource that is appropriate to the user's needs

---

[1] IFLA Study Group on the Functional Requirements for Bibiographic Records, *Functional Requirements for Bibliographic Records: Final Report* (München: K.G. Saur, 1998). Cited hereafter as *FRBR*.

[2] IFLA Working Group on Functional Requirements and Numbering of Authority Records (FRANAR), *Functional Requirements for Authority Data: A Conceptual Model* (Draft 2007-04-01). Available on the IFLA web site at: http://www.ifla.org/VII/d4/FRANAR-ConceptualModel-2ndReview.pdf. Cited hereafter as *FRAD*.

[3] Andy Powell, Mikael Nilsson, Ambjörn Naeve, Pete Johnston, and Thomas Baker, *DCMI Abstract Model* (2007-04-02). Cited hereafter as *DCMI Abstract Model*.

[4] Godfrey Rust and Mark Bide, *The <indecs> Metadata Framework: Principles, Model and Data Dictionary* (June 2000). Cited hereafter as *Indecs*.

[5] Based on the user tasks defined in *FRBR*, p.82.

- ▪ *OBTAIN* — i.e., to acquire or access the resource described

Descriptive data

Descriptive data are data (i.e., property/value pairs[6]) that describe a resource.

Access point control data

Access point control data are data (i.e., property/value pairs) that describe an entity (e.g., a person, family, or corporate body) represented by a controlled access point.[7]

1.2 Descriptive data

The *descriptive data* covered in *RDA* generally reflect the attributes and relationships associated with the entities *work*, *expression*, *manifestation*, and *item*, as defined in *FRBR*.[8]

The scope of *descriptive data* covered in *RDA* may be extended in future releases to cover additional attributes and relationships associated with the entities *work*, *expression*, *manifestation*, and *item* not currently defined in *FRBR* that support resource discovery.

Attributes and relationships associated with the entities *work*, *expression*, *manifestation*, and *item* whose primary function is to support user tasks related to resource management (e.g., acquisition, preservation) are currently out of scope.

Attributes and relationships associated with the entities *concept*, *object*, *event*, and *place*, as defined in *FRBR*, fall outside the current scope of *RDA*. Subject relationships, as defined in *FRBR*, are also currently out of scope.

1.3 Access point control data

The *access point control data* covered in *RDA* reflect the attributes and relationships associated with the entities *person*, *family*, *corporate body*, *place*, *work, and expression*, as defined in *FRAD*.[9]

Attributes associated with the entities *name*, *identifier*, *controlled access point*, and *rules*, as defined in *FRAD*, are covered selectively.

The scope of *access point control data* covered in *RDA* may be extended in future releases to cover additional attributes and relationships associated with the entities *person*, *family*, *corporate body*, *place*, *work*, *expression*, *name*, *identifier*, *controlled*

---

[6] The term *property/value pair* is used as defined in the *DCMI Abstract Model*: "the combination of a property and a value, used to describe a characteristic of a resource".

[7] A controlled access point is an access point formulated according to a specific set of guidelines and instructions. In this context, the guidelines and instructions are those in sections 2 , 3, and 4 of *RDA*. Controlled access points include both preferred (or authorized) and variant forms of access points.

[8] See the attributes defined in sections 4.2-4.5 and the relationships defined in sections 5.2-5.3 of *FRBR*. For details on the correspondence between RDA elements and FRBR attributes and relationships, see the RDA-FRBR Mapping.

[9] See the attributes defined in sections 4.1-4.7 and the relationships defined in sections 5.3-5.4 of *FRAD*. For details on the correspondence between RDA elements and FRBR attributes and relationships, see the RDA-FRAD Mapping.

access point, and *rules* not currently defined in *FRAD* that support resource discovery.

Attributes and relationships associated with the entities *concept*, *object*, and *event*, as defined in *FRAD*, fall outside the current scope of *RDA*. Relationships between *controlled access points*, as defined in *FRAD*, are also currently out of scope.

Attributes and relationships associated with the entities *person*, *family*, *corporate body*, *work*, and *expression* whose primary function is to support user tasks related to rights management are currently out of scope.

1.4 Elements

Attributes and relationships associated with a resource or other entity are formally represented in *RDA* as *elements* (i.e., *properties*[10]).

An RDA *element* generally corresponds to an attribute or relationship as defined in *FRBR* or *FRAD* (e.g., the RDA *title* element corresponds to the FRBR attribute *title of manifestation*). The scope of each RDA *element* is normally determined by the scope of the corresponding attribute or relationship, as defined in *FRBR* or *FRAD*.

For any RDA *element*, one or more *element sub-types* (i.e., *sub-properties*[11]) may be defined. For example, for the RDA *title* element, sub-types are defined for *title proper*, *parallel title*, *alternative title*, *other title information*, *parallel other title information*, *variant title*, *earlier/later variant title*, *key title, and devised title*. Each *element sub-type* is a *sub-property* of the *element* under which it is defined (i.e., the defined scope of the *element sub-type* falls within the broader scope defined for the *element*). RDA *element sub-types* are generally defined for purposes of mapping more precisely to elements defined in related metadata schemes for encoding or presentation (e.g., MARC 21,[12] ISBD[13]). For example, the sub-type of the *title* element defined in RDA for *abbreviated title* allows precise mapping to the field for abbreviated title defined in MARC 21.

For any RDA *element* or *element sub-type*, one or more *sub-elements* (i.e., element components) may be defined. For example, for the RDA *publication statement* element, *sub-elements* are defined for *place of publication*, *publisher's name*, and *date of publication*. Each *sub-element* is a discrete component of the *element* or *element sub-type* under which it is defined (i.e., the defined scope of the *sub-element* covers only a part or component of the defined scope of the *element* or *element sub-type*). RDA *sub-elements* are generally defined for purposes of mapping more precisely to sub-elements defined in related metadata schemes for encoding or presentation.

---

[10] The term *property* is used as defined in the *DCMI Abstract Model*: "a specific aspect, characteristic, attribute, or relation used to describe resources".

[11] The term *sub-property* is used as defined in the *DCMI Abstract Model*: "a relationship between two properties which indicates that the two properties are defined such that whenever a resource is related to a value by the sub-property, it follows that the resource is also related to that same value by the property".

[12] *MARC 21 Format for Bibliographic Data* (Washington: Library of Congress; Ottawa: National Library of Canada, 1999-) and *MARC 21 Format for Authority Data* (Washington: Library of Congress; Ottawa: National Library of Canada, 1999-).

[13] *ISBD(G): General International Standard Bibliographic Description*, 2004 Revision (International Federation of Library Associations and Institutions, 2004).

1.5 Attribute types

The attributes and relationships represented by RDA *elements* (or *element sub-types* or *sub-elements*) are categorized according to the following generic attribute types:[14]

Label

A string whose function is to distinguish one entity from another (e.g., identifiers, names, titles).

Quantity

A number measuring some aspect of an entity (e.g., extent, dimensions, duration).

Quality

A characteristic of the structure or nature of an entity (e.g., colour, language, gender).

Type

A categorization of one or more characteristics of an entity (e.g., media type, carrier type, content type).

Role

A part played or function fulfilled by an entity in relation to another entity or entities (e.g., the function performed by a person, family, or corporate body in relation to the content of a resource, the relationship between a derivative work and the work from which it was derived, or the relationship between a resource and a specific type of equipment required to view, play, etc., the content of the resource).[15]

1.6 Value surrogates

The *value surrogates*[16] specified in RDA are classed as either *literal value surrogates*[17] or *non-literal value surrogates*[18]. The RDA guidelines and instructions for a particular *element* (or *element sub-type* or *sub-element*) specify the use of either a *literal value surrogate* or *non-literal value surrogate*.

---

[14] Based on the generic attributes types defined in *Indecs* p. 17.

[15] The term *role*, as used in *Indecs*, includes all associations categorized as "relationships" in *FRBR*, as distinguished from the narrower sense in which *role* is used in *RDA* (i.e., only to designate a relationship between a resource and a person, family, or corporate body associated with the resource).

[16] The term *value surrogate* is used as defined in the *DCMI Abstract Model*: "a literal value surrogate or a non-literal value surrogate".

[17] The term *literal value surrogate* is used as defined in the *DCMI Abstract Model*: "a value surrogate for a literal value, made up of exactly one value string (a literal that encodes the value)".

[18] The term *non-literal value surrogate* is used as defined in the *DCMI Abstract Model*: "a value surrogate for a non-literal value, made up of a property URI (a URI that identifies a property), zero or one value URI (a URI that identifies the non-literal value associated with the property), zero or one vocabulary encoding scheme URI (a URI that identifies the vocabulary encoding scheme of which the value is a member), zero or more value strings (literals that represent the value)".

A *literal value surrogate* is used to represent a *literal value*[19] (i.e., a value expressed by means of a lexical representation, such as a title or statement of responsibility).

A *non-literal value surrogate* is used to represent a non-literal value (i.e., a value that is a physical or conceptual entity, such as a colour or language).

The type of *value surrogate* specified in RDA corresponds to the generic attribute type that is represented by the *element*:

- A *label* is represented by a *literal value surrogate*.

- A *quantity* is represented by a *non-literal value surrogate*

- A *quality* is represented by a *non-literal value surrogate.*

- A *type* is represented by a *non-literal value surrogate*

- A *role* is represented by a *non-literal value surrogate.*

1.7 Value strings

The *value strings*[20] specified in RDA are classed as either *plain value strings*[21] or *typed value strings*[22].

A *typed value string* will conform to the specifications of a *syntax encoding scheme*[23] associated with the particular *element* (or *element sub-type*, or *sub-element*). The specifications for the *syntax encoding scheme* may be internal to RDA or they may be external (i.e., the RDA instructions may reference an external *syntax encoding scheme*, such as the encoding schemes defined in various ISO standards for international standard identifiers).

A *literal value surrogate* for a *label* (e.g., title, statement of responsibility) is normally encoded using a *plain value string*. There are some cases, however, where a *literal value surrogate* for a *label* is encoded using a *typed value string* (e.g., an ISSN encoded in the form specified in ISO 3297).

A *non-literal value surrogate* for a *quantity* (e.g., extent, dimensions, duration) is normally encoded using a *typed value string* with an associated syntax encoding scheme. The *syntax encoding scheme* is normally internal to RDA (e.g., the syntax specified for recording *extent*).

---

[19] The term *literal value* is used as defined in the *DCMI Abstract Model*: "a value which is a literal".

[20] The term *value string* is used as defined in the *DCMI Abstract Model*: "a literal, optionally associated with either a syntax encoding scheme URI or a value string language".

[21] The term *plain value string* is used as defined in the *DCMI Abstract Model*: "a value string with no associated syntax encoding scheme URI".

[22] The term *typed value string* is used as defined in the *DCMI Abstract Model*: "a value string with an associated syntax encoding scheme URI".

[23] The term *syntax encoding scheme* is used as defined in the *DCMI Abstract Model*: "a set of strings and an associated set of rules that describe a mapping between that set of strings and a set of resources".

A *non-literal value surrogate* for a *quality* (e.g., colour, language, gender) or *type* (e.g., media type, carrier type, content type) is normally encoded using a *non-literal value* drawn from a *vocabulary encoding scheme*[24]. The *vocabulary encoding scheme* may be internal to RDA (e.g., the controlled list of terms for *reduction ratio*) or it may be external (e.g., a standard list of role designations used as an alternative to the RDA list of role designations).

A *non-literal value surrogate* for a *role* may be recorded using a *plain* value string (e.g., an unstructured description of a related resource), a *typed* value string (e.g., a controlled access point representing a person, family, or corporate body associated with a resource), a linked set of *plain* and/or *typed* value strings (e.g., a structured description of a related resource), or a URI reference (e.g., to an access point control record for a person, family, or corporate body associated with the resource, or to a related work, expression, manifestation, or item).

For details on the encoding conventions used for specific RDA elements, element sub-types, and sub-elements, see the *RDA Element Analysis*.

1.8 Application

For each element of descriptive data, *RDA* provides general guidelines and instructions that can be applied to any resource exhibiting the characteristic represented in that element. Where necessary, *RDA* specifies exceptions to the general guidelines and instructions that apply to specific types of media, content, mode of issuance, etc. Supplementary guidelines and instructions provide additional detail on formulating descriptive data for specific types of media, etc., and for resources that exhibit characteristics not covered by the general guidelines and instructions.

For each type of entity represented by a controlled access point (i.e., *person*, *family*, *corporate body*, etc.), *RDA* provides general instructions on elements of access point control data that can be applied to any entity of that type that exhibits the characteristic reflected in that element. Where necessary, *RDA* specifies exceptions for specific entity sub-types (e.g., government bodies as a sub-type of corporate body). Supplementary guidelines and instructions provide additional detail on formulating access point control data for specific entity sub-types, and for specific element sub-types (e.g., names of persons in specific languages) not covered by the general guidelines and instructions.

1.9 Record syntax

RDA does not specify a record syntax for the encoding or presentation of *descriptive data* or *access point control data*. *Property/value statements* formulated according to the guidelines and instructions in *RDA* are treated as discrete statements that can be stored or presented in a variety of record syntaxes.

Mappings of RDA elements to a select number of encoding and presentation syntaxes (e.g., MARC 21, ISBD) are provided in RDA appendices.

---

[24] The term *vocabulary encoding scheme* is used as defined in the *DCMI Abstract Model*: "an enumerated set of resources".

Planning is underway to develop an RDA element vocabulary and value vocabularies that would support the encoding of RDA data in RDF-compliant XML.

2. Structure

RDA is divided into ten sections: sections 1-4 cover elements corresponding to the entity attributes defined in FRBR and FRAD; sections 5-10 cover elements corresponding to the relationships defined in FRBR and FRAD.[25]

Section 1: Recording attributes of manifestation and item

General guidelines on recording attributes of manifestations and items

The initial chapter in section 1 sets out the functional objectives and principles underlying the guidelines and instructions in the remainder of the section, and specifies required elements for the identification and description of manifestations and items. The chapter will also provide general guidelines and instructions on transcription, recording numbers, and formulating notes.

Identifying manifestations and items

The elements covered reflect the attributes of *manifestation* and *item* that are most commonly used to identify a manifestation or item. For the most part, the elements represent *labels* (e.g., title, statement of responsibility, edition) taken from the resource itself. Also included are a limited number of elements representing *qualities* (e.g., frequency), *types* (e.g., mode of issuance), or *roles* (e.g., creator of an archival resource or collection).

Describing carriers

The elements covered reflect attributes of *manifestation* and *item* associated with the carrier of a resource and with the formatting and encoding of the information stored on the carrier. The elements convey information that users typically rely on when selecting a resource to meet their needs with respect to the physical characteristics of the carrier and the formatting and encoding of the information stored on the carrier. The elements reflect both general and media-specific attributes. For the most part, the elements represent *quantities* (e.g., extent), *qualities* (e.g., layout, colour, digital characteristics), and *types* (e.g., media type, carrier type). Also included are a limited number of elements representing *roles* (e.g., equipment and system requirements).

Providing acquisition and access information

The elements covered reflect attributes of *manifestation* and *item* associated with acquiring or obtaining access to a resource (e.g., terms of availability, contact information, restrictions on access). The elements represent *quantities* (e.g., price), *qualities* (e.g., restrictions on access), or *roles* (e.g., contact information for a supplier).

---

[25] Sections and chapters covering the attributes of *concept*, *object*, and *event* defined in FRAD, and the "subject" relationship defined in FRBR will not be developed until after the initial release of RDA in 2009. Those sections and chapters are marked with an asterisk in the outline below.

Section 2: Recording attributes of work and expression

General guidelines on recording attributes of works and expressions

The initial chapter in section 2 sets out the functional objectives and principles underlying the guidelines and instructions in the remainder of the section, and specifies required elements for the identification and description of works and expressions. The chapter also provides general guidelines and instructions on recording titles for works, and on constructing preferred and variant access points representing works and expressions. In addition, the chapter provides instructions on recording the status of identification of the entity, on citing sources from which titles and other information identifying a work or expression was derived, and on making notes to assist in the use or revision of the data.

Identifying works and expressions

The elements covered reflect attributes of a *work* or *expression* used in access point control. The elements represent *labels* (e.g., title of work), *types* (e.g., content type) and *qualities* (e.g., language of expression). Supplementary instructions on names of specific types of works (e.g., laws, sacred scriptures) are also included.

Describing content

The elements covered reflect attributes of *work* and *expression* associated with the intellectual or artistic content of a resource. The elements convey information that users typically rely on when selecting a resource to meet their content requirements. The elements reflect attributes that may apply to any type of content as well as those associated with specific types of content. For the most part, the elements represent *qualities* (e.g., nature of the content, intended audience). Also included are a limited number of elements representing *labels* (e.g., format of notated music), *quantities* (e.g., duration, scale), or *roles* (e.g., date of capture).

Section 3: Recording attributes of person, family, and corporate body

General guidelines on recording attributes of persons, families, and corporate bodies

The initial chapter in section 3 sets out the functional objectives and principles underlying the guidelines and instructions in the remainder of the section, and specifies required elements for the identification of persons, families, and corporate bodies. The chapter also provides general guidelines and instructions on recording names, and on constructing preferred and variant access points representing persons, families, and corporate bodies. In addition, the chapter provides instructions on recording various elements relating to the use of a name (scope and dates of usage, status, etc.), on citing sources from which names and other information identifying a person, family, or corporate body was derived, and on making notes to assist in the use or revision of the data.

Identifying persons

The elements covered reflect attributes of a *person* used in access point control. The elements represent *labels* (e.g., personal name, title) and *qualities* (e.g., date of birth). Supplementary instructions on names of persons in specific languages are also included.

Identifying families

The elements covered reflect attributes of a *family* used in access point control. The elements represent *labels* (e.g., family name) and *qualities* (e.g., place associated with the family).

Identifying corporate bodies

The elements covered reflect attributes of a *corporate body* used in access point control. The elements represent *labels* (e.g., corporate name) and *qualities* (e.g., place associated with the body). Supplementary instructions on names of specific types of corporate bodies (e.g., government bodies, religious bodies) are also included.

Section 4: Recording attributes of concept, object, event, and place

General guidelines on recording attributes of concepts, objects, events, and places*

The initial chapter in section 4 sets out the functional objectives and principles underlying the guidelines and instructions in the remainder of the section, and will specify required elements for the identification of concepts, objects, events, and places. The chapter will also provide general guidelines and instructions on recording terms and names, and on constructing preferred and variant access points representing concepts, objects, events, and places. In addition, chapter 12 will provide instructions on recording various elements relating to the use of a term or name (scope and dates of usage, status, etc.), on citing sources from which terms or names and other information identifying a concept, object, event, or place was derived, and on making notes to assist in the use or revision of the data.

Identifying concepts*

The elements covered reflect attributes of a *concept* used in access point control. The elements represent *labels* (e.g., term for the concept, identifier) and *types* (e.g., type of concept).

Identifying objects*

The elements covered reflect attributes of an *object* used in access point control. The elements represent *labels* (e.g., name of the object, identifier), *types* (e.g., type of object) and *qualities* (e.g., place associated with the object).

Identifying events*

The elements covered reflect attributes of an *event* used in access point control. The elements represent *labels* (e.g., name of the event) and *qualities* (e.g., date associated with the event).

Identifying places

The elements covered reflect attributes of a *place* used in access point control (primarily as qualifiers in controlled access points for corporate bodies). The elements represent *labels* (e.g., place name), *quantities* (e.g., coordinates), and *qualities* (e.g., other geographic information).

Section 5: Recording primary relationships between work, expression, manifestation, and item

General guidelines on recording primary relationships between a work, expression, manifestation, and item

This chapter sets out the functional objectives and principles underlying the guidelines and instructions on recording the primary relationships between a work, expression, manifestation, and item, and specifies required elements to meet those objectives. The chapter also provides general guidelines and instructions on the use of identifiers, preferred access points, and composite descriptions to record primary relationships.

Section 6: Recording relationships to persons, families, and corporate bodies associated with a resource

General guidelines on recording relationships to persons, families, and corporate bodies associated with a resource

The initial chapter in section 6 sets out the functional objectives and principles underlying the guidelines and instructions in the remainder of the section, and specifies required elements for reflecting the relationships between a resource and persons, families, and corporate bodies associated with that resource. The chapter also provides general guidelines and instructions on the use of identifiers and preferred access points to record those relationships, and on the use of relationship designators to indicate explicitly the function performed by the person, family, or corporate body in relation to the resource.

Persons, families, and corporate bodies associated with a work

The elements covered reflect relationships between a *work* and *persons*, *families*, and *corporate bodies* associated with the *work* (e.g., creators). The elements represent *roles* (e.g., the function performed by the person, etc., in relation to the work). Supplementary instructions on relationships pertaining to specific types of works (e.g., legal works) are also included.

Persons, families, and corporate bodies associated with an expression

The elements covered reflect relationships between an *expression* and *persons*, *families*, and *corporate bodies* associated with the *expression* (e.g., contributors). The elements represent *roles* (e.g., the function performed by the person, etc., in relation to the expression).

Persons, families, and corporate bodies associated with a manifestation

The elements covered reflect relationships between a *manifestation* and *persons*, *families*, and *corporate bodies* associated with the *manifestation* (e.g., publishers). The elements represent *roles* (e.g., the function performed by the person, etc., in relation to the manifestation).

Persons, families, and corporate bodies associated with an item

The elements covered reflect relationships between an *item* and *persons*, *families*, and *corporate bodies* associated with the item (e.g., custodians). The elements represent *roles* (e.g., the function performed by the person, etc., in relation to the item).

Section 7: Recording subject relationships*

*General guidelines on recording the subject of a work**

The chapter sets out the functional objectives and principles underlying the guidelines and instructions on recording subject relationships, and specifys required elements to meet those objectives. The chapter also provides general guidelines and instructions on the use of identifiers and preferred access points to record subject relationships.

Section 8: Recording relationships between works, expressions, manifestations, and items

General guidelines on recording relationships between works, expressions, manifestations, and items

The initial chapter in section 8 sets out the functional objectives and principles underlying the guidelines and instructions in the remainder of the section, and specifies required elements for reflecting relationships between works, expressions, manifestations, and items. The chapter also provides general guidelines and instructions on the use of identifiers, preferred access points, and descriptions to record those relationships, and on the use of relationship designators to indicate explicitly the nature of the relationship.

Related works

The elements covered reflect relationships between one *work* and another. The elements represent *roles* (e.g., the relationship between a work and the work from which it is derived). Supplementary instructions on relationships pertaining to specific types of content (e.g., musical works, art works) are also included.

Related expressions

The elements covered reflect relationships between one *expression* and another. The elements represent *roles* (e.g., the relationship between an expression and the expression from which it is derived).

Related manifestations

The elements covered reflect relationships between one *manifestation* and another. The elements represent *roles* (e.g., the relationship between a reproduction and the original manifestation from which it was produced).

Related items

The elements covered reflect relationships between one *item* and another. The elements represent *roles* (e.g., the relationship between a whole item and a part of that item).

Section 9: Recording relationships between persons, families, and corporate bodies

General guidelines on recording relationships between persons, families, and corporate bodies

The initial chapter in section 9 sets out the functional objectives and principles underlying the guidelines and instructions in the remainder of the section, and specifies required elements for reflecting relationships between persons, families,

and corporate bodies. The chapter also provides general guidelines and instructions on the use of identifiers and preferred access points to record those relationships, and on the use of relationship designators to indicate explicitly the nature of the relationship.

Related persons

The elements covered reflect relationships between a person, family, or corporate body and a person associated with that person, family, or corporate body. The elements represent *roles* (e.g., the relationship between collaborators).

Related families

The elements covered reflect relationships between a person, family, or corporate body and a family associated with that person, family, or corporate body. The elements represent *roles* (e.g., the relationship between two families).

Related corporate bodies

The elements covered reflect relationships between a person, family, or corporate body and a corporate body associated with that person, family, or corporate body. The elements represent *roles* (e.g., the relationship between a parent and subsidiary body).

Section 10: Recording relationships between concepts, objects, events, and places*

General guidelines on recording relationships between concepts, objects, events, and places*

The initial chapter in section 10 sets out the functional objectives and principles underlying the guidelines and instructions in the remainder of the section, and specifies required elements for reflecting relationships between concepts, objects, events, and places. The chapter also provides general guidelines and instructions on the use of identifiers and preferred access points to record those relationships, and on the use of relationship designators to indicate explicitly the nature of the relationship.

Related concepts*

The elements covered reflect relationships between one *concept* and another. The elements represent *roles* (e.g., the relationship between broader and narrower concepts).

Related objects*

The elements covered reflect relationships between one *object* and another. The elements represent *roles* (e.g., the relationship between a reproduction and the original object from which it was produced).

Related events*

The elements covered reflect relationships between one *event* and another. The elements represent *roles* (e.g., the relationship between sequential events).

Related places*

The elements covered reflect relationships between one *place* and another. The elements represent *roles* (e.g., the relationship between a local place and the territory or jurisdiction place in which it is located).

Appendices

The appendices to *RDA* provide information on the following:

Capitalization

Guidelines on capitalization conventions used in English and a selected number of other languages.

Abbreviations

Lists of abbreviations used in English and a selected number of other languages.

Initial articles

Lists of initial articles used in English and a selected number of other languages.

Record syntaxes for descriptive data

Mappings of RDA descriptive elements to a selected number of related metadata schemes for encoding or presentation of *descriptive data* (e.g., MARC 21, ISBD, Dublin Core).

Record syntaxes for access point control data

Mappings of RDA access point control elements to a selected number of related metadata schemes for encoding or presentation of *access point control data* (e.g., MARC 21).

Additional instructions on names of persons

Instructions on choosing and recording names of persons in a number of specific languages, supplementing the general guidelines and instructions provided in section 3.

Titles of nobility, terms of rank, etc.

Information on titles of nobility, terms of rank, etc., used in a number of specific jurisdictions.

Dates in the Christian calendar

Information on converting dates from the Julian to the Gregorian calendar.

Relationship designators

Lists of terms used as designators to indicate explicitly the nature of a relationship recorded following instructions in sections 6, 8, 9, and 10. The appendices also provide definitions for terms used as relationship designators and instructions on their use.