

**To:** Joint Steering Committee for Development of RDA  
**From:** Nathalie Schulz, Secretary, JSC  
**Subject:** **Changes to AACR2 Instructions**

This document lists changes made to AACR2 instructions during the development of RDA to date. It is not a complete list, and consists primarily of changes that have been noted at JSC meetings and in JSC correspondence. Please send any additional changes identified during review of the full draft of RDA to the JSC Secretary.

This document does not cover new elements in RDA compared to AACR2 (e.g., Production statement; Uniform Resource Locator), or AACR2 instructions that have been generalized to cover a wider range of resources.

## **AACR2 Part I**

### **X.0 General Rules**

- The following changes have been made to AACR2 1.0C1 at the request of the ISBD Review Group (RDA D.2.2.1, see 5JSC/RDA/Full draft/Addenda/Appendix D):
  - Each adjacent data element that requires square brackets is enclosed in its own set of square brackets.
  - When an element or area ends with a full stop, the full stop for prescribed punctuation is also added.
- The counterpart to the levels of description in AACR2 rule 1.0D is the list of core elements at RDA 0.6.
- AACR2 1.0E lists a number of elements which are to be transcribed in the language and script as found on the item. RDA 1.4 lists equivalent elements, but provides an optional addition to record them in a transliterated form in addition to the form recorded in the script used on the source.
- AACR2 1.0F1 specifies that an inaccuracy is to be transcribed followed by “[sic]”, or “i.e.” and a correction in square brackets. In RDA, inaccuracies are transcribed as found on the source. If necessary, a note may be made correcting the inaccuracy. There is an exception for the title proper of serials and integrating resources to correct the error (RDA 2.3.1.4).

### **X.1B Title proper**

- AACR2 1.1B1 specifies the replacement of certain marks of punctuation in titles proper. In RDA punctuation will be transcribed as it appears.
- AACR2 1.1B1 specifies punctuation and capitalization for alternative titles. In RDA the general instruction to add punctuation as required for clarity will apply.

- In cases where there is both a collective title and the titles of individual works, AACR2 1.1B10 specifies that the titles of the individual works should be given in a contents note. In RDA there is an optional addition to record the titles of the individual contents as titles of related works (RDA 2.3.2.6).
- AACR2 12.1B3 specifies when to consider that the name of a corporate body is part of the title for continuing resources. This instruction is not present in RDA as it is no longer necessary in the context of the major/minor title change conditions (it should have been deleted as part of the AACR2 2002 revisions).
- AACR2 12.1B7 says not to include the mark of omission when omitting information that varies from issue to issue that occurs at the beginning of the title. RDA 2.3.1.4 does not include this filing convention, which in MARC 21 encoding can be handled by indicators.

### **X.1C General material designation**

- The General Material Designation has been replaced by RDA Media type (3.2), Carrier Type (3.3), and Content type (6.10).

### **X.1D Parallel titles**

- AACR2 1.1D1 says that parallel titles are to be transcribed in the order found on the chief source of information. According to RDA 2.3.3.2 parallel titles may be taken from any source within the resource.
- AACR2 1.1D2 is not present in RDA. This rule specified which parallel titles to record when preparing a second-level description. In RDA, there are no limitations.

### **X.1E Other title information**

- AACR2 1.1E6 on supplying other title information is not present in RDA. This goes against the principle of representation. However, other title information may be supplied for cartographic resources (RDA 2.3.4.5) and moving image resources (RDA 2.3.4.6).
- AACR2 12.1E1 specifies that other title information is only to be recorded for continuing resources if considered to be important. RDA does not have this limitation, although it should be noted that “other title information” is not a core element.

### **X.1F Statement of responsibility**

- AACR2 1.1A2 says that a statement of responsibility which is not on the chief source of information should be recorded in square brackets. In RDA, the only statements of responsibility that will appear in square brackets are those taken from outside the resource (RDA 2.2.4).

- AACR2 1.1F5 limits the number of people or corporate bodies which can be recorded in a single statement of responsibility. RDA does not have this artificial limitation. However, there is an optional omission (2.4.1.5) to allow the first person or body to be named and the omission summarized.
- AACR2 1.1F7 lists categories of information not to be transcribed in statements of responsibility. RDA 2.4.1.4 says to transcribe as found, with an option to omit information.
- AACR2 1.1F12 details the conditions in which a noun phrase occurring in conjunction with a statement of responsibility is considered part of the statement of responsibility and when it is other title information. According to RDA 2.4.1.8 these phrases are always considered part of the statement or responsibility.
- AACR2 1.1F13 is not present in RDA. It is not necessary as statements of responsibility will be recorded as found.
- AACR2 12.1F3 limits the cases in which statements of responsibility are recorded for editors. RDA does not have this limitation. (Note: this decision was made at the October 2007 meeting (5JSC/M/198.10.3) and at that time the statement of responsibility was an optional element.)

### **X.1G Items without a collective title**

- The following change has been made to AACR2 1.1G3 at the request of the ISBD Review Group (RDA D.2.2.2, see 5JSC/RDA/Full draft/Addenda/Appendix D):
  - The groups of data will still be separated by a full stop, but this will now be followed by one space instead of two.

### **X.2B Edition statement**

- AACR2 1.2B1 specifies use of abbreviations found in Appendix B. In RDA there is no abbreviation in this element unless found in the sources of information for the element.
- AACR2 C.2B1 says to substitute arabic numerals for roman in the edition statement. AACR2 C.3B1 says to substitute arabic numerals for numbers expressed as words in the edition statement. In RDA no substitutions will be made as the edition statement is not listed at RDA 1.8.

### **3.3 Mathematical and other material specific details**

- AACR2 3.3B specifies some cases where scale information is recorded in square brackets. RDA 7.25 does not have this provision as this information can be taken from any source. The ratio is not preceded by “Scale”.
- AACR2 3.3C says that when giving the statement of projection to use abbreviations as instructed in appendix B. RDA 7.26 does not refer to the appendix on abbreviations.

- AACR2 3.3D2 specifies abbreviations used in recording right ascension and declination. RDA 7.4.4 says to use “Right ascension” and “Declination”.
- AACR2 3.3D2: Because epoch (RDA 7.5) and equinox (RDA 7.6) are separate elements, they are not preceded by either words or abbreviations.

### **5.3 Musical presentation statement**

- AACR2 5.3 covers the transcription of musical presentation statements. In RDA these will be recorded as a designation of edition (RDA 2.5.2). This will remove the existing inconsistency as to where similar information is transcribed. This change also allows for the recording of statements of responsibility associated with a musical presentation statement as statements of responsibility relating to the edition. RDA 7.20 (Format of notated music) provides a controlled list of terms for musical presentation.

### **12.3 Numbering**

- AACR2 12.3B1 and 12.3C1 specify use of abbreviations found in Appendix B. According to RDA, words used in numbering will be transcribed as they appear.
- AACR2 12.3B1 and C.2B1 say to substitute arabic numerals for roman in the numbering area. RDA 1.8.2 instructs to record numerals in the form preferred by the agency creating the data, with alternatives to record numerals in the form in which they appear on the source of information, or to record them both ways.

### **X.4C Place of publication, distribution, etc.**

- AACR2 1.4B4 specifies use of abbreviations found in Appendix B. In RDA there will be no abbreviations unless found in the sources of information.
- AACR2 1.4B6, 1.4C2, 1.4C3, 1.4C4 all specify the addition of information in square brackets. In RDA the element is transcribed as it appears, and notes used to record additional/different information (RDA 2.20.6-9).
- AACR2 1.4C5 specifies what to do when there is more than one place listed. RDA instructs to record the place names in the order indicated by the sequence, layout, or typography of the names on the source of information (RDA 2.7.2.4, 2.8.2.4, 2.9.2.4, 2.10.2.4).
- AACR2 1.4C6 says to use the Latin abbreviation *s.l.* when no probable place can be given. RDA instructs to use: *place of publication not identified* (and equivalent for other elements) (RDA 2.7.2.6, 2.8.2.6, 2.9.2.6, 2.10.2.6).

### **X.4D Name of publisher, distributor, etc.**

- AACR2 1.4B4 specifies use of abbreviations found in Appendix B. In RDA there will be no abbreviations unless found in the sources of information.

- AACR2 1.4D2 says to record the name in the shortest form. RDA does not have this limitation.
- AACR2 1.4D4 specifies what to do when there is more than one publisher, distributor, etc. listed. RDA instructs to record the names in the order indicated by the sequence, layout, or typography of the names on the source of information (RDA 2.7.4.5, 2.8.4.5, 2.9.4.5, 2.10.4.5).
- AACR2 1.4D6 says to use the Latin abbreviation *s.n.* when no probable place can be given. RDA instructs to use: *publisher not identified* (and equivalent for other elements) (RDA 2.7.4.7, 2.8.4.7, 2.9.4.7, 2.10.4.7).

#### **X.4F Date of publication, distribution, etc.**

- AACR2 1.4F7 provides a format for supplied dates. At RDA 1.9 a different format is specified.
- Approximate dates (formerly indicated using “ca.”) will be indicated in the same way as probable dates, using a question mark.
- AACR2 C.2B1 says to substitute arabic numerals for roman in the date of publication, distribution, etc., element. RDA 1.8.2 instructs to record numerals in the form preferred by the agency creating the data, with alternatives to record numerals in the form in which they appear on the source of information, or to record them both ways.

#### **X.5 Physical description**

- In AACR2, metric units are considered abbreviations and followed by a full stop (e.g., cm.). In RDA they are considered to be symbols and are not followed by a full-stop. For background information, see the ALA Committee on Cataloging: Description and Access document: [Use of full stops with metric unit symbols in AACR2](#).
- AACR2 Appendix B contains a number of abbreviations that are used in recording the physical description, e.g., “p.” for “pages” and “v.” for “volumes”, “ill.” for “illustrations”. In RDA, the only abbreviations that will be used in describing carriers or content are in dimensions, e.g., “in.” for “inch”, and duration, e.g., “hr.” for “hour”.

#### **2.5 Physical description of books, pamphlets, and printed sheets**

- AACR2 2.5B3 says to record an estimated number of unnumbered pages preceded by “ca.” or to enclose the exact number in square brackets. In RDA, the word *approximately* will be used or it will be stated explicitly that the pages are unnumbered, e.g., 44 unnumbered pages (RDA 3.4.5.3).
- AACR2 2.5B4 says to correct misleading numbering by using “i.e.”, RDA specifies use of “that is” (RDA 3.4.5.5).

- AACR2 2.5B7 requires the cataloguer to count or estimate the number of pages or leaves when these are unnumbered. RDA 3.4.5.3 makes it possible to record “1 volume (unpaged)”.
- AACR2 2.5B15 said to use “+ p.” to indicate missing pages. In RDA “(incomplete)” will be added instead as it conveys more information to catalogue users (RDA 3.4.5.6).
- AACR2 2.5B18 specifies how to record the number of bibliographic volumes when this differs to the number of physical volumes. In RDA, bibliographic volumes will only be recorded in the extent for completed serials (RDA 3.4.5.16).
- AACR2 2.5D5 says that when separate physical units of varying height have been bound together to give the height of the binding only. According to RDA 3.5.1.4.14, in addition a note may be given if considered important for identification or selection. There is also a new exception to record the height or height × width of the text block followed by the height or height × width of the binding if they are different, and it is considered to be important. See the [5JSC/CILIP/2](#) series for background information.

### **2.17 Physical description of early printed monographs**

- AACR2 2.17B1 lists “metal cuts” as a term that can be added after types of illustrations. Because of misuse of this term (which should be restricted almost entirely to 15th century German books), in RDA the production method “lithograph” will be used instead (RDA 3.9.1.3).

### **5.5 Physical description of music**

- AACR2 5.5B2 specifies the use of *v. of music*, *p. of music*, or *leaves or music* when one of the specific material designations is not appropriate. In RDA, the term “score” has been redefined to allow its use in these situations. See the [5JSC/ALA/4](#) series for background information.

### **1.6G Numbering within series**

- AACR2 1.6G1 specifies use of abbreviations found in Appendix B. AACR2 B.5B1 says that abbreviations can be substituted. RDA does not have this provision. However, the “Numbering of part” element (RDA 24.6) does specify use of abbreviations and substitution of abbreviations.
- AACR2 C.2B1 says to substitute arabic numerals for roman in series numbering. RDA 1.8.2 instructs to record numerals in the form preferred by the agency creating the data, with alternatives to record numerals in the form in which they appear on the source of information, or to record them both ways.

## **AACR2 Part II**

### **Chapter 21 – Choice of Access Points**

- AACR2 21.2 and 21.3 detail how to handle changes in title proper and changes of persons or bodies responsible for a new work, and specify when a new description is made for serials. RDA 1.6 lists some additional situations where a new description is needed for multipart monographs, serials, and integrating resources: change in mode of issuance; and, change in media type. Re-basing of an integrating resource also requires a new description.
- AACR2 21.0D lists some designations of function, and there is reference to designations used in other rules. RDA has Appendix I for relationship designators for relationships between a resource and persons, families, and corporate bodies associated with a resource.
- AACR2 21.6B and 21.6C make a distinction between when two or three, or four or more persons or bodies share responsibility (i.e., the rule of three). RDA does provide instructions on inclusion of the preferred access point representing the person, family, or corporate body with principal responsibility for the work in the preferred access point for the work, but does not place any limitations on what in AACR would be the added entries (see RDA Section 6). In addition, there is an alternative at RDA 6.27.1.3 to include the name of more than one collaborator in the access point representing the collaborative work.
- AACR2 21.7B1 limits the number of added entries that can be made for collections of works by different persons or bodies. RDA does not have this limitation.
- According to AACR2 21.7C1, when a compilation lacks a collective title, it is entered under the heading for the first work in the compilation. This misrepresents the compilation. In RDA separate access points will be constructed for each work in the compilation (RDA 6.27.1.4), with an alternative to construct a preferred access point for the compilation using a devised title.
- AACR2 21.35A makes a distinction between treaties, etc. between two or three governments, and those between four or more governments. In RDA the first part of the access point representing the work (the AACR2 main entry) is the corporate body named first on resources embodying the treaty, or in reference sources, or if these are inconsistent, the one named first on the first resource received (RDA 6.29.1.15).
- AACR2 21.36C6 and 21.36C7 limit added entries to the “first named party on each side”. RDA 19.3.2 does not have this limitation.

### **Chapter 22 – Headings for Persons**

- AACR2 does not include instructions on spaces after full-stops following initials in personal names. The existing practice of Program for Cooperative Cataloging,

- Name Authority Cooperative Program (NACO) libraries to add a space has been included at RDA 8.5.6.
- This sentence from AACR2 22.1D2 is not in RDA: “Omit a hyphen that joins one of a person’s forenames to the surname.”
  - AACR2 22.2B includes specific instructions on choosing the name to be used as the basis for the heading for persons whose works all appear under one pseudonym, those who have established separate bibliographic identities, contemporary authors, and others. The corresponding instructions in RDA on persons with more than one identity have been generalized, and include only one exception (RDA 9.2.2.8).
  - The following text from AACR2 22.3C2 has not been included in RDA because it is “case law”: “In case of doubt as to which of two or more languages written in the Arabic script should be used for the romanization, base the choice on the nationality of the person or the language of the area of residence or activity. If these criteria do not apply, choose (in this order of preference): Urdu, Arabic, Persian, any other language.” The corresponding RDA instruction is at 9.2.2.5.3.
  - AACR2 22.5C contains detailed instructions on compound surnames. Instructions specific to certain languages have been replaced by a reference to IFLA *Names of persons: national usages for entry in catalogues* (RDA 9.2.2.10.2)
  - AACR2 22.15C instructs that other titles or terms associated with persons whose names contain a surname are to be recorded only if they are required to distinguish between two or more persons with the same name and neither dates nor fuller forms of name are available. However, people who use terms such as “Jr.” identify themselves this way and users may look for them with the term included. In RDA terms indicating relationship, such as “Jr.”, are treated as part of the name (RDA 9.2.2.9.5)
  - A number of changes have been made to the way that dates are recorded for persons (AACR2 22.17):
    - The examples at AACR2 22.17 include abbreviations for months in English. RDA Appendix B does not contain any abbreviations for months and the relevant RDA instruction specifies that the month is in the language and script preferred by the agency creating the data (RDA 9.3.2.3).
    - The AACR2 rule includes use of the abbreviations “cent.”, “ca.”, “b.”, “d.” and “fl.”. RDA Appendix B does not include these abbreviations. “Century” will be spelt out. Instead of “ca.”, “approximately” will be used. The abbreviations “b.”, “d.” and “fl.” are not necessary if the date is recorded as RDA element sub-types, and could be generated for display based on the encoding format.
    - AACR2 22.17 specifies that years of activity are not to be used for dates in the twentieth century. RDA does not have this limitation on recording period of activity.
  - AACR2 22.18A lists a number of cases where the fuller form of the name is not added to a heading, i.e., “unused forenames to headings that contain forenames:



- initials of names that are not part of the heading; unused parts of surnames to headings that contain surnames.” RDA does not contain this limitation.
- AACR2 22.19B1 allowed terms of address (e.g., “Rev.”, “Sir”), titles of position or office, initials of an academic degrees (e.g., “Ph.D.”), and initials denoting membership in an organization to be used as distinguishing terms. In RDA, additions to access points representing persons are limited to those given in RDA 9.19.1.2. A term indicating profession or occupation is only added for a person whose name consists of a phrase or appellation not conveying the idea of a person. Terms of address are not used as additions to names, but may be included as part of the name when the name consists only of the surname, is for a married woman identified only by her husband's name and a term of address (RDA 9.2.2.9.4), or is part of a phrase consisting of a forename or forenames preceded by a term of address (RDA 9.2.2.23).

#### **Chapter 24 – Headings for Corporate Bodies**

- AACR2 24.7B4 instructs that if the sessions of a conference, etc. were held in three or more locations, to follow the first named place by “etc.” RDA instructs to list all of the locations (11.3.2.3). When included in an access point, multiple locations will be separated by a semi-colon (RDA E.2.2.4).
- In RDA there is one instruction for conferences, congresses, meetings, exhibitions, fairs, festivals, etc. (11.2.2.11). This results in the following changes to AACR2: Frequency will be retained in the name of a conference, congress, or meeting (AACR2 24.7A1). Year of convocation will be omitted from exhibitions, fairs, and festivals (AACR2 24.8A1).

#### **Chapter 25 – Uniform Titles**

- Statements of responsibility and introductory phrases that are part of the title will no longer routinely be omitted from preferred titles (AACR2 25.3B; RDA 6.2.2.4). However, the title proper of the original edition is used as the preferred title, and accordingly the instructions at RDA 2.3.1.5 and 2.3.1.6 will apply.
- In the case of simultaneous publication in the same language under different titles AACR2 25.3C1 prefers the title of the edition published in the home country of the cataloguing agency. AACR2 25.3C2 and 25.3C3 provide additional guidance. In RDA, the choice of the preferred title is based on the title of the resource first received (RDA 6.2.2.4).
- AACR2 25.5C1 says “Do not add the name of the language to a uniform title for a motion picture with subtitles”. RDA 6.12.1.4 does not have this limitation when recording the languages in a single expression.
- AACR2 25.5C1 uses “Polyglot” as an addition to the uniform title if an item is in three or more languages. RDA specifies naming each of the languages as an addition to the access point when a single expression of a work involves more than one language (see RDA 6.12.1.4). When there are multiple language

- expressions of the same work RDA specifies creating a separate access point for each language expression (see RDA 6.28.3.7).
- AACR2 25.16B1 says to abbreviate the name of the month used in a date in a uniform title for a treaty. RDA Appendix B does not contain any abbreviations for months.
  - The instructions on preferred titles for parts of the Bible at RDA 6.23.2.9 differ from AACR2 25.18A in the following ways:
    - The Old and New Testaments are referred to by their spelled out forms, not the existing AACR2 abbreviations “O.T.” and “N.T.”
    - Preferred access points for individual books of the Bible position the name of the book immediately following “Bible” rather than interposing the name of the appropriate Testament.
    - Preferred access points in the form “Bible. Old Testament”, “Bible. New Testament”, and “Bible. Apocrypha” are used to identify those groupings of the Bible as aggregate works.
- (See the [5JSC/LC/8](#) series for background information.)
- According to AACR2 25.18A11, when a version of the Bible is identified by the name of the translator, and there are more than two, the name of the first is followed by “et al.”. According to RDA 6.25.1.4, “and others” will be used instead.
  - The abbreviation “Ms” is used in AACR2 for “Manuscript” (AACR2 25.22B). In RDA (6.30.4) the abbreviation is not used.
  - Some additions to uniform titles for music will no longer be abbreviated: “arranged” (AACR2 25.35C1); “accompaniment” and “unaccompanied” (AACR2 25.30B10).

## **Chapter 26 - References**

- The instruction at AACR2 26.1H has been omitted from RDA because it is too prescriptive: “Do not make a reference if the reference is so similar to a heading (name and/or title) or to another reference as to be unnecessary.”
- AACR2 26.3C1 b) covers explanatory references applicable to several headings. These types of references do not have a place in the RDA schema as there is no relationship that is being recorded.