To: RDA Steering Committee

From: Judith A. Kuhagen, Secretary, RSC

Subject: Fast Track entries and other revisions included in the October 2016 release of RDA Toolkit

The Fast Track process is used for addition of terms and definitions to the glossary, addition of references, clarification in wording, etc. The possible changes are discussed by the RDA Steering Committee (RSC) members, not by the RSC communities. If an RSC member thinks a possible change should be discussed by the RSC communities, the entry for that change is removed from the current Fast Track cycle.

Listed in this document are the Fast Track changes approved by the RSC and some changes discussed by the RSC via email.

Changes to correct typographical errors, changes made for editorial consistency, and the revision of examples are generally not included in this document. A few minor changes were made to definitions and scope notes from the versions in the August release. Those changes do not affect the basic meaning and are not included in this document.

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The process that generated the Glossary automatically from the RDA Reference data stored and maintained in the Open Metadata Registry (OMR) in the August release of RDA Toolkit was used to supply content in three other locations in the Toolkit for the October release:

1. to populate the definition and scope paragraphs in Scope instructions throughout RDA (an example is shown below: glossary label with hyperlink and the Toolkit definition as the first paragraph with any scope note as a second paragraph):

    parallel title proper▼ : A title proper in another language and/or script.

    An alternative title in another language and/or script is treated as part of the parallel title proper.

2. to populate the definitions in 0.2.2 and 0.2.3 and in the Terminology instructions of the introductory chapters for each section

3. to populate content for appendices I-K:
   a. appendix I: designators, definitions, see also references, and reciprocal relationships; also added were entries for the reciprocal relationships themselves
   b. appendices J and K: designators, definitions, and reciprocal relationships.

Documentation of the specific changes to the Scope instructions, definitions in other parts of RDA, and appendices I-K are not included in this document.

2.13.1.3:

Record the mode of issuance of the resource using one or more ~~of the~~ terms <u>from the following list:</u> ~~listed in table 2.1. Record as many terms as are applicable to the resource being described.~~

> <u>integrating resource</u>
> <u>multipart monograph</u>
> <u>serial</u>
> <u>single unit</u>

~~TABLE 2.1~~

~~single unit~~	~~A resource that is issued either as a single physical unit (e.g., as a single-volume monograph) or, in the case of an intangible resource, as a single logical unit (e.g., as a PDF file mounted on the web).~~
~~multipart monograph~~	~~A resource issued in two or more parts (either simultaneously or successively) that is complete or intended to be completed within a finite number of parts (e.g., a dictionary in two volumes, three audiocassettes issued as a set).~~
~~serial~~	~~A resource issued in successive parts, usually with numbering, that has no predetermined conclusion (e.g., a periodical, a monographic series, a newspaper). Includes resources that exhibit characteristics of serials, such as successive issues, numbering, and frequency, but whose duration is limited (e.g., newsletters of events) and reproductions of serials.~~
~~integrating resource~~	~~A resource that is added to or changed by means of updates that do not remain discrete but are integrated into the whole (e.g., a loose-leaf manual that is updated by means of replacement pages, a website that is updated continuously).~~

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3.5.2.2, Alternative:

~~For early printed and manuscript sheet maps, etc., r~~Record the dimensions to the next tenth of a centimetre and use the metric symbol *cm*.

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4.4.1.1:

~~**Restrictions on access**▼ are limitations placed on access to a resource.~~

restriction on access to manifestation▼: A limitation placed on access to a manifestation.

restriction on access to item▼: A limitation placed on access to an item.

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4.5.1.1:

~~**Restrictions on use**▼ are limitations placed on uses such as reproduction, publication, exhibition, etc.~~

restriction on use of manifestation▼: A limitation placed on reproduction, publication, exhibition, etc., of a manifestation.

restriction on use of item▼: A limitation placed on reproduction, publication, exhibition, etc., of an item.

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7.15.1.1, 2nd paragraph:

Tables containing only words and/or numerical data are excluded. ~~not considered as illustrative content. Disregard illustrated title pages, etc., and minor illustrations~~.

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9.19.2.1, 2nd paragraph:

~~Make additions to the name,~~ Include additional elements if considered important for identification. Apply the instructions at 9.19.1.2–9.19.1.8, as applicable.

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11.13.2.1, 2nd paragraph:

~~Make additions to the name,~~ <u>Include additional elements</u> if considered important for identification. Apply the instructions at 11.13.1.2–11.13.1.8, as applicable.

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17.0:

~~Purpose and~~ Scope

~~Primary relationships are~~ <u>primary relationship</u>▼: ~~the relationships~~ <u>A relationship</u> between a work, expression, manifestation, ~~and~~ <u>or</u> item that ~~are~~ <u>is</u> inherent in the FRBR definitions of those entities~~:~~<u>.</u>

> ~~a) the relationship between a work and an expression through which that work is realized and the reciprocal relationship from the expression to the work~~
> ~~b) the relationship between an expression of a work and a manifestation that embodies that expression and the reciprocal relationship from the manifestation to the expression~~
> ~~c) the relationship between a manifestation and an item that exemplifies that manifestation and the reciprocal relationship from the item to the manifestation.~~

~~For practical purposes, it is possible to declare a relationship and its reciprocal between a work and a manifestation with an implied expression. In such cases, the expression is understood to exist, but is not identified explicitly.~~

This chapter provides both the general guidelines and specific instructions on recording primary relationships. It includes:

> a) an explanation of key terms (see 17.1)
> b) the functional objectives and principles underlying the guidelines and instructions on recording the primary relationships (see 17.2)
> c) the core elements required to meet the functional objectives (see 17.3)
> d) instructions on recording the primary relationships by using identifiers, authorized access points, and composite descriptions (see 17.4–17.12).[1]

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[1] Some encoding standards may not have a design that is suitable for recording ~~the~~ primary relationships. In these cases, primary relationships are not explicitly recorded though they may be inferred from other data elements in composite descriptions.

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17.2:

The data recorded to reflect a primary relationship ~~relationships~~ should enable the user to:

    a) *find* all expressions that realize a particular work
    b) *find* all ~~resources~~ manifestations that embody a particular work or a particular expression
    c) *find* all items that exemplify a particular manifestation.

To ensure that the data created using RDA meet those functional objectives, the data should reflect ~~the~~ those primary relationships.

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17.3:

When recording data identifying a primary relationship, include as a minimum the elements listed at 0.6.8 that are applicable and readily ascertainable.

Include additional elements covered in this chapter according to the policy of the agency creating the data, or according to the judgment of the cataloguer.

~~When recording primary relationships between a work, expression, manifestation, and item, include as a minimum the work manifested. If there is more than one expression of the work, record the expression manifested.~~

~~If more than one work is embodied in the manifestation, only the predominant or first-named work manifested is required.~~

~~If more than one expression is embodied in the manifestation, only the predominant or first-named expression manifested is required.~~

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17.4, title:

Recording a Primary Relationship~~s~~

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17.4.1:

Primary Relationships ~~Scope~~

Primary relationships▼ ~~are the relationships between a work, expression, manifestation, and item that are inherent in the FRBR definitions of those entities:~~

Primary relationships include the following:

>   a) the relationship between a work and an expression through which that work is realized <u>and the reciprocal relationship from the expression to the work (see 17.5–17.6)</u>
>   b) the relationship between an expression of a work and a manifestation that embodies that expression <u>and the reciprocal relationship from the manifestation to the expression</u> <u>(see 17.9–17.10)</u>
>   c) the relationship between a manifestation and an item that exemplifies that manifestation <u>and the reciprocal relationship from the item to the manifestation (see 17.11–17.12)</u>.

The relationship between a work and a manifestation that embodies that work may also be ~~recorded~~ <u>represented</u> without explicitly identifying the expression through which the work is realized:

>   manifestation of work (see 17.7)
>   work manifested (see 17.8).

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17.4.2:

Record <u>a</u> primary <u>relationship</u> ~~relationships~~ by using one or more of these techniques, as applicable:

>   a) identifier for the work, expression, manifestation, or item (see 17.4.2.1)
>   b) authorized access point representing the work or expression (see 17.4.2.2)
>   c) composite description (see 17.4.2.3).

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17.5.1.3:

Record an expression of a work by applying the general guidelines on recording <u>a</u> primary <u>relationship</u> ~~relationships~~ at 17.4.

[*examples unchanged*]

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17.6.1.3:

Record the work expressed by applying the general guidelines on recording <u>a</u> primary <u>relationship</u> ~~relationships~~ at 17.4.

[*examples unchanged*]

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17.7.1.3:

Record a manifestation of a work by applying the general guidelines on recording <u>a</u> primary <u>relationship</u> ~~relationships~~ at 17.4.

[*examples unchanged*]

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17.8.1.3:

Record a work manifested by applying the general guidelines on recording <u>a</u> primary <u>relationship</u> ~~relationships~~ at 17.4.

[*examples unchanged*]

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17.9.1.3:

Record a manifestation of an expression by applying the general guidelines on recording <u>a</u> primary <u>relationship</u> ~~relationships~~ at 17.4.

[*examples unchanged*]

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17.10.1.3:

Record an expression manifested by applying the general guidelines on recording <u>a</u> primary <u>relationship</u> ~~relationships~~ at 17.4.

[*examples unchanged*]

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17.11.1.3:

Record an exemplar of a manifestation by applying the general guidelines on recording <u>a</u> primary <u>relationship</u> ~~relationships~~ at 17.4.

[*examples unchanged*]

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17.12.1.3:

Record the manifestation exemplified by applying the general guidelines on recording <u>a</u> primary <u>relationship</u> ~~relationships~~ at 17.4.

[*examples unchanged*]

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F.11.3:

If the surname is <u>of</u> Dutch <u>origin</u> and the prefix is *ver*, record the prefix as the first element. Otherwise, record the part following the prefix as the first element.

[*examples unchanged*]

For the name of a Netherlander whose surname is not <u>of</u> Dutch <u>origin</u>, record the part following the prefix as the first element.

For the name of a Belgian whose surname is not <u>of</u> Dutch <u>origin</u>, apply the instructions for the language of the name.

[*examples unchanged*]