

Module 31

Remote Access Electronic Serials (Online Serials)

Contents

- 31.1. Introduction
 - 31.1.1. What is a remote access electronic serial?
 - 31.1.2. Why catalog online serials with *AACR2* and *MARC 21*?
 - 31.1.3. Electronic reproductions
 - 31.1.4. Multiple document formats and access methods
- 31.2. Decisions to make before providing access to online serials
 - 31.2.1. What resource is being cataloged and how is it issued?
 - 31.2.2. Serial or integrating resource?
 - 31.2.3. Access to online versions
 - A. CONSER single record option (non-cataloging approach: giving access through the print/original record)
 - B. Separate records: the aggregator neutral record
 - 31.2.4. MARC 21 format and fixed field coding
- 31.3. Basis of description and chief source of information
 - 31.3.1. Basis of description
 - 31.3.2. Determining the chief source of information
 - 31.3.3. Multiple providers of an online serial: which version should be used for the description?
 - 31.3.4. Citing the source of title proper

- 31.4. Main and added entries
 - 31.4.1. Main entry
 - 31.4.2. Added entries
- 31.5. Uniform titles (created according to *LCRI 25.5B*)
- 31.6. Title statement (field 245)
 - 31.6.1. Title proper
 - 31.6.2. General material designation (GMD)
 - 31.6.3. Statement of responsibility
- 31.7. Variant titles and title added entries (fields 246, 730, 740)
- 31.8. File characteristics (field 256)
- 31.9. Numbering (fields 362, 500)
- 31.10. Edition statement (field 250)
- 31.11. Publication, distribution, etc. area (field 260)
- 31.12. Physical description (field 300)
- 31.13. Series statement and series added entries (fields 4XX/8XX)
- 31.14. Notes
 - 31.14.1. Restrictions on access (field 506)
 - 31.14.2. Numbering peculiarities (field 515)
 - 31.14.3. Type of electronic resource or data (field 516)
 - 31.14.4. System requirements (field 538, System details)
 - 31.14.5. Mode of access (field 538)
 - 31.14.6. Information about documentation (field 556)
 - 31.14.7. Other physical medium (field 530)

31.15. Electronic location and access (field 856)

31.15.1. Description

- A. Multiple locations
 - B. Multiple locations within a site
 - C. Mirror sites
 - D. File formats
- 31.15.2. Uses of field 856 in CONSER records
- 31.15.3. Construction and coding
- 31.15.4. Volatility of access information
- 31.15.5. PURLs in CONSER records

31.16. Linking relationships

31.16.1 Multiple linking relationships

31.17. Subject headings and classification

31.18. Changes that require the creation of new records

- 31.18.1. Create successive entry records
- 31.18.2. Successive records cannot be created
- A. Updating existing records
 - B. Creating a new record

31.19. ISSN for online serials

31.20. Record examples

- 31.20.1. Born digital e-serial (there is no print version)
- 31.20.2. Aggregator-neutral record
- 31.20.3. Single-record approach
- 31.20.4. Online version preceded by an earlier title

Module 31. Remote access electronic serials (online serials)

Remote access electronic serials are those serials available via the Internet and other networks. They are also referred to as online serials, electronic serials and e-serials throughout this module. Except for “single-record approach” guidelines in 31.2.3, instructions in this module concern creation of separate records for remote access electronic serials. CONSER policies for record creation and modification are reflected in the text and include guidelines developed in 2003 for the aggregator-neutral record. Many CONSER members and LC staff contributed to the revision and review of this module in 2003, their comments and suggestions were invaluable and are very much appreciated.

This module will discuss:

- Cataloging of electronic serials which are accessed remotely by computer
 - Sources of information for descriptive cataloging
 - Areas where the cataloging is similar and where it differs from that of print serials
 - CONSER cataloging guidelines for online versions of printed serials, including policies on the aggregator-neutral record
-
-

References:

AACR2/LCRIs: Chapters 1, 9, and 12
Appendix D, Glossary

CONSER Editing Guide: Section E. Technical Guidelines
Appendix N. Special Physical Formats

Krol, Ed. Adapted by Bruce Klopfenstein. *The Whole Internet User's Guide & Catalog*. Academic ed. Belmont, Calif. : Integra Media Group, c1996. (Cited as *Krol*)

Guidelines for the Use of Field 856. Prepared by the Network Development and MARC Standards Office, Library of Congress. Rev. Mar. 2003. URL:
<http://www.loc.gov/marc/856guide.html>

NetLingo Dictionary of Internet Words: A Glossary of Online Jargon with Definitions of Terminology & Acronyms. NetLingo, Inc., c1995-2000. URL: <http://www.netlingo.com> (Cited as *NetLingo*)

The Word Spy. Logophilia, Ltd., c1995-2003. URL: <http://www.wordspy.com/>

Additional resources:

Source of Title Note for Internet Resources. Subcommittee on the Source of Title Note for Internet Resources Cataloging Policy Committee Online Audiovisual Catalogers, Inc., Third Revision, 2005. URL <http://ublib.buffalo.edu/libraries/units/cts/olac/capc/stnir.html>

BIBCO Participants Manual. Appendix A, Integrating Resources, a Cataloging Manual. Program for Cooperative Cataloging. Aug. 2003. URL: <http://www.loc.gov/catdir/pcc/bibco/irman.pdf>

Counter Code of Practice. 3, Definitions of Terms Used. COUNTER. Dec. 2002. URL: http://www.projectcounter.org/code_practice.html

Description of Entities and Elements for the Electronic Resources Management Initiative. Data Elements and Definitions. The Digital Library Federation Electronic Resource Management Initiative, Data Elements and Definitions Working Group. July 18, 2003. URL: <http://www.library.cornell.edu/cts/elicensestudy/dlfdeliverables/home.htm>

Guidelines for Coding Electronic Resources in Leader/06. Prepared by the Network Development and MARC Standards Office, Library of Congress. URL: <http://www.loc.gov/marc/ldr06guide.html>

Weitz, Jay. *Cataloging Electronic Resources: OCLC-MARC Coding Guidelines*. URL: <http://www.oclc.org/support/documentation/worldcat/cataloging/electronicresources/>

Final Report. Program for Cooperative Cataloging, Standing Committee on Automation, Task Group on Linking Entries. Feb. 2005. URL: <http://www.loc.gov/catdir/pcc/archive/tglnkentr-rpt05.pdf>

Definitions of terms used in this module

Aggregator. A company that provides digitized access to the content of many different serials and other resources, often from a variety of different publishers. Aggregators may also be called by other terms, including but not limited to: distributors, vendors, or secondary publishers. Aggregators provide access to digitized material through a searchable database. Generally the collections that aggregators produce fall into two different categories: those that provide access to complete issues of serials and those that contain the text of selected articles from serial issues. *(CCM)*

Aggregator database. The searchable collection of digitized material produced by an aggregator. *(CCM)*

Aggregator-neutral record. A catalog record representing all versions of a resource made available by multiple online providers. *(CCM)*

Anonymous FTP (File Transfer Protocol). Allows retrieval of electronic resources from a remote site without requiring a user ID or password. *(CCM)*

ASCII. American Standard Code for Information Interchange. A standard character-to-number encoding scheme used widely in the computing industry. The term “ASCII” is also used to refer to electronic files that consist only of plain text. *(CCM)*

Bibliographic resource. An expression or manifestation of a work or an item that forms the basis for bibliographic description. A bibliographic resource may be tangible or intangible. *(AACR2)*

Blog. A Web site (or section of a Web site) where users can post a chronological, up-to-date entry of their thoughts. Basically, it is an open forum communication tool that, depending on the Web site, is either very individualistic or performs a crucial function for a company. *(Netlingo)*

Born-digital. An adjective describing a document that was created and exists only in digital format. *(The Word Spy)*

Browsers. Software programs for reading hypertext documents. Browsers are mounted locally either on site for terminal mode or on the user's PC. Netscape, Internet Explorer, and Lynx are examples of hypertext browsers used to view World Wide Web documents. Netscape and Internet Explorer are graphical browsers, Windows- or Mac-based; Lynx is a text-only terminal mode browser. They all allow a user to read and follow hypertext links specified in a document. They vary in their ability to handle graphic or sound files. *(CCM)*

Client. A software application that works on your behalf to extract a service from a server somewhere on the network. *(Krol)*

Computer file. *See* Electronic resource.

Continuing resource. A bibliographic resource that is issued over time with no predetermined conclusion. Continuing resources include serials and ongoing integrating resources. (*AACR2*)

Direct access (Electronic resources). The use of electronic resources via carriers (e.g., discs/disks, cassettes, cartridges) designed to be inserted into a computerized device or its auxiliary equipment. (*AACR2*)

Electronic mailing list. Internet software that automatically processes commands in an email forum environment. It provides for automatic mailing of electronic serial issues to subscribers and handles messages sent to and from discussion lists. (*CCM*)

Electronic resource. Material (data and/or program(s)) encoded for manipulation by a computerized device. This material may require the use of a peripheral directly connected to a computerized device (e.g., CD-ROM drive) or a connection to a computer network (e.g., the Internet). (*AACR2*)

Email (electronic mail). A system whereby a computer user can exchange messages with other computer users (or groups of users) via a communications network utilizing a standardized protocol. Some electronic journals are available via electronic mail subscriptions, either through an electronic mailing list or by direct email from the distributor of the serial. (*CCM*)

File (Electronic resources). A basic unit in which electronic resources are organized and stored. Electronic resources can contain one or more files. *See also* Electronic resource.

FTP (File Transfer Protocol). A protocol that defines how to transfer files from one computer to another; also the access method used to move files from a remote location to a local site for use. To retrieve files, the user initiates an FTP session by logging into a remote host computer, changing to the desired directory, and retrieving the files. (*CCM*)

Gateway. A computer system that transfers data between normally incompatible applications or networks. It reformats the data so that it is acceptable for the new network (or application) before passing it on. (*CCM*)

Home page (e-serials). The hypertext document that serves as the “preface” for a service or publication mounted on the World Wide Web. It is normally an introductory screen that provides general information about the institution maintaining the site, or a publication or group of publications available. Hypertext links are included to access specific documents or files archived at the site. (*CCM*)

Host computer. A computer, also called a node, that directly provides service to a user. (*CCM*)

Host name. The address of the host computer on which a remote-access electronic resource resides. *(CCM)*

HTML (Hypertext Markup Language). A subset of Standard Generalized Markup Language (SGML). The language in which World Wide Web documents are written. *(CCM)*

HTML header. Refers to the HEAD element of HTML source code specifications. The HEAD element contains information about the current document, such as the TITLE element and keywords that may be useful to search engines, and other data that is not considered document content. The TITLE element can be displayed separately from the document in the browser title bar. *(CCM)*

HTML header title. The title displayed in the title element of the HTML HEAD portion of an HTML document, sometimes used interchangeably with Source code title. See also Source code title. *(CCM)*

HTML source. The underlying source code for an HTML document. It includes HTML elements such as the HEAD, BODY, TITLE, and other coding which gives information about the document and/or determines how a document is displayed in a browser. *(CCM)*

Hypertext Transfer Protocol (http). Method of presenting information in which selected words or other document elements, when chosen, execute automatic links to related documents or files. The linked documents on the World Wide Web may contain graphics, sound, or even moving images. *(CCM)*

Integrating resource. A bibliographic resource that is added to or changed by means of updates that do not remain discrete and are integrated into the whole. Integrating resources can be finite or continuing. Examples of integrating resources include updating loose-leafs and updating Web sites. *(AACR2)*

Internet. The world-wide “network of networks” that are connected to each other, using the IP protocol and other similar protocols. The Internet provides file transfer, remote login, electronic mail, news, and other services. *(Krol)*

IP (Internet Protocol). The most important of the protocols on which the Internet is based. It allows a packet to traverse multiple networks on the way to its final destination. Often, this is used in conjunction with TCP (Transmission Control Protocol), as in TCP/IP. *(Krol)*

IP address. The Internet Protocol or numeric address of a computer connected to the Internet. It consists of four numbers separated by periods. *(CCM)*

Link resolver. Server software that accepts citations to articles and other items (often formatted according to OpenURL standard) and uses a context sensitive link to connect users to designated

target resources such as full-text repositories, A&I, and citation databases, online library catalogs, and other Web resources and services. *(CCM)*

Mirror site. An alternative URI for accessing an electronic resource. A mirror site might provide users in a particular geographic location better access than other URIs associated with the resource.

PDF. Portable Document Format. The file format of documents viewed and created by the Adobe Acrobat Reader, Acrobat Capture, Adobe Distiller, Adobe Exchange, and the Adobe Acrobat Amber Plug-in for Netscape Navigator. This file format was developed to standardize formatting of documents that are used on the Internet. *(NetLingo)*

Protocol. A mutually-determined set of formats and procedures governing the exchange of information between different kinds of computers. *(CCM)*

Provider. A general term used throughout this module to refer to any company, publisher, or aggregator enabling access to digitized text. *(CCM)*

Remote access (electronic resources). The use of electronic resources via computer networks. *(AACR2)*

SGML (Standard Generalized Markup Language). A standard for formatting textual documents so that they can be read by different document processing tools. *(CCM)*

Server. Software that allows a computer to offer a service to another computer. Other computers contact the server program by means of matching client software. Also, the computer on which the server software runs is often called the "server." *(CCM)*

Source code. The form in which a computer program or Web site is written. On the Internet, for example, the source code for a Web page could contain any of the following languages: HTML, JavaScript, Java, or SGML. *(NetLingo)*

Source code title. Generally refers to the title element appearing in the underlying source code of a document. See also HTML header title. *(CCM)*

TCP (Transmission Control Protocol). One of the protocols on which the Internet is based (a connection-oriented reliable protocol). Often used in combination with IP (Internet Protocol) as in TCP/IP. *(Krol)*

Telnet. The Internet protocol for remote terminal connection service. Telnet allows a user at one site to log in and interact with a system at another site just as if the user's terminal were connected directly to the remote computer. *(CCM)*

Title bar. The colored bar at the top of each window that displays the program and file names. (*NetLingo*)

Title screen (Electronic resources). In the case of an electronic resource, a display of data that includes the title proper and usually, though not necessarily, the statement of responsibility and the data relating to publication. (*AACR2*)

URI. Uniform Resource Identifier. Provides a standard syntax for locating files using existing Internet protocols as in a Uniform Resource Locator (URL) or by resolution of a Uniform Resource Name (URN). (*CCM*)

URL. Uniform Resource Locator. Location information of an electronic resource expressed in a standardized format, which allows for electronic resources to be sent and received automatically. The World Wide Web uses the URL as the basis of linking to other files and documents around the Internet. A URL can be identified by a protocol such as "http." (*CCM*)

URN. Uniform Resource Name. A URI that has an institutional commitment to persistence, availability, etc. A particular scheme, identified by the initial string "urn:", that is intended to serve as a persistent, location-independent, resource identifier. (*CCM*)

Usenet News. Separate from the Internet but available with many Internet accounts, it's a worldwide set of over 12,000 bulletin boards, called "newsgroups." Software called a "newsreader" is used to read and post. (*CCM*)

Userid. Sometimes called "user name," userid is short for "user identification." This precedes the @ sign in an email address. (*CCM*)

World Wide Web (WWW). A hypertext-based system for locating and accessing Internet resources which presents materials to the user in the form of interlinked documents (which can include text, images, and digitized sound). (*CCM*)

Weblog. *See* Blog.

XML. eXtensible Markup Language. XML is a pared-down version of SGML, designed especially for Web documents. It enables Web authors and Web developers to create their own customized tags to provide functionality not available with HTML. (*NetLingo*)

31.1. Introduction

31.1.1 What is a remote access electronic serial?

A remote access electronic serial is a continuing resource that is accessed “via computer networks.” It is issued in a succession of discrete parts usually bearing numbering, and has no predetermined conclusion (*AACR2*). This is in contrast to a direct access electronic resource which is issued on a physical carrier such as CD-ROM, floppy disk or diskette. The terms “electronic serial,” “e-serial,” “online serial,” and “remote access serial” are used in this text interchangeably for serials issued on the World Wide Web, via email, ftp, etc. (See also *CCM* 31.2 for distinguishing serials and integrating resources).

Though many online serials are “born-digital,” created and existing only in a digital format, the majority of electronic serials cataloged by CONSER libraries are online versions of print publications available on the World Wide Web. Online versions are made available by many providers, including publishers, aggregators, distributors, vendors, secondary publishers, and libraries involved in digitization projects. (The term “providers” will be used throughout this text to refer to the broad range of organizations that provide digitized text of print serials). In 2003, CONSER changed its policy on record creation for titles offered in multiple provider packages and developed the concept of the “aggregator-neutral record.” Guidelines for creating aggregator-neutral records are intended to be applicable to creating a record for any e-serial, including those that don’t have a print equivalent and free serials that aren’t part of a commercial aggregation (e.g. government documents).

A further discussion of the background and goals of the aggregator-neutral record appears in *CCM* 31.2.3B. Information to include or exclude in the aggregator-neutral record is specified throughout this module under field by field instructions. Guidelines for the aggregator-neutral record and *CCM* citations for specific fields are given in a table in 31.2.3B.

31.1.2 Why catalog online serials with AACR2 and MARC 21?

Institutions use several methods to provide access to electronic serials; one method is to create *AACR2/MARC 21* records for online serials in the OPAC. Other methods include A-Z listings of electronic resources and links to article and citation databases through link resolvers. New products and tools are evolving and institutions often use a combination of these, including OPAC records, to provide access to digitized content.

Providing records for online versions of a resource in the OPAC is a way to allow users to find all related formats of the resource (e.g. print, CD-ROM, and online) in one place. OPAC users can find related records for a resource that has changed from print to online when both are cataloged. Searching for resources in the OPAC is enhanced with controlled name, series, and subject headings provided by catalogers. Links between OPAC records, serials management systems, citation databases and linking services enhance browsing of contents and delivery of

journal articles. Since commercially packaged resources require subscription fees, it's appropriate to create bibliographic records associated with holdings and library acquisition records in order to track expenditures.

This module describes current CONSER policies for giving access to an online serial through a catalog record. Basic steps for providing access are:

- Determine if the resource is a serial, integrating resource, or monograph.
- Decide whether the single record approach or a separate catalog record approach will be used.
- If a separate record is used, determine and record the basic bibliographic information in order to accurately identify and describe the serial.
- Determine the access points needed for retrieval of the catalog record.
- Determine and record the means by which the serial itself can be accessed online.

31.1.3. Electronic reproductions

LCRI 1.11A, issued in 2000, allows a library to use a record for the print version to clone a new record for the reproduction, similar to the approach used for reproduction microforms. In 2002, CONSER members voted to implement provisions of *LCRI* 1.11A when an electronic item is clearly a reproduction according to the *LCRI*. In-house digitizations and digitized sets of older serials, such as the American Periodical Series are examples of when this RI could reasonably be applied.

Making distinctions between simultaneous "versions" and "reproductions" is sometimes difficult with digitized print serials. The *LCRI* describes reproductions as "usually made for such reasons as the original's limited availability, remote location, poor condition, high cost, or restricted utility." In case of doubt whether or not a resource is a reproduction, the *LCRI* says not to consider it a reproduction.

Until further guidelines are developed (for example, the question of whether or not to use a uniform title for electronic reproductions of serials is being considered), CONSER members are generally not making distinctions between digital reproductions and simultaneous versions. Except in limited cases, CONSER treats remote electronic format serials as simultaneous versions and bases the description on the version itself.

31.1.4. Multiple document formats and access methods

Electronic serials may be issued in different "file" or "document" formats in order to meet the needs of users. Many online serials provide an HTML version to enhance online viewing and a PDF format to provide high quality printouts of articles. Graphic, sound, and video files may also be included as a part of an e-serial. A serial may be available in one, all, or a combination of these formats, and over time, the available formats may change.

According to CONSER policy, do not create separate records for a serial offered in different file formats. CONSER policy is to create one record and make notes on file format; for common formats (HTML, XML, PDF) omit format information from the bibliographic description. For unusual file formats, see *CCM* 31.14.3.

Some online serials are available through multiple access methods, e-mail and simultaneously through the Web for example, or simultaneously from multiple Web sites. These multiple access methods and locations are recorded on the same record in multiple 856 fields. See *CCM* 31.15 for further information on recording location information in the 856 field.

31.2. Decisions to make before providing access to online serials

31.2.1 What resource is being cataloged and how is it issued?

LCRI 1.0 presents two questions that need to be answered before cataloging. What resource is being cataloged, and how is the resource issued? The first question refers to the fact that a Web site may offer many different resources, including access to a variety of serials, monographs, and integrating resources. The cataloger should be clear on which resource has been selected for cataloging. Does the cataloger's institution require a record for the entire Web site or has the institution selected a serial residing on the Web site for cataloging?

31.2.2 Serial or integrating resource?

The second question refers to how the resource is issued (see *CCM* Module 0: Introduction to continuing resources for a detailed explanation). The term integrating resource was introduced with the 2002 revision of *AACR2* and is defined as a bibliographic resource that is added to or changed by means of updates that do not remain discrete and are integrated into the whole. Rules for integrating entry are used to record current forms of the title and headings when they change. An updating loose-leaf publication is cataloged according to the rules for integrating entry. In the world of online resources, many Web sites and databases are integrating resources rather than serials or monographs. Some examples include:

- Online public access catalogs or databases (e.g., OCLC WorldCat, ProQuest)
- Online services (e.g., DIALOG, America Online)
- World Wide Web home pages without designated parts (e.g., Serials in Cyberspace, LC Web site)
- Discussion lists (e.g., SERIALST, AUTOCAT) unless the content is reformatted into designated issues

Like online serials, online integrating resources are also continuing resources that change over time. These resources, however, are updated with new content continuously and do not publish separate designated issues with the new content. Since the cataloging rules for integrating resources and serials differ, it is important for catalogers to make this distinction when first

examining the resource for cataloging.

A resource issued as a serial in paper format may be issued as an integrating resource in online format. For example, a scientific society's membership directory may be issued in paper as an annually published serial with yearly designations. The online version may be a database that allows members to update information continuously and does not display separate numbered issues. Because there are no successive parts to the online version, it cannot be considered a serial; since updates are integrated into the whole resource without discrete parts, it is considered an integrating resource.

31.2.3. Access to online versions

This section documents CONSER policies for digitized versions of print and other format serials:

- A. Non-cataloging approach: the CONSER single record option
- B. Cataloging approach: the aggregator neutral record

A. CONSER single record option (non-cataloging approach: giving access through the print/original record)

CONSER members may choose not to catalog online versions separately, but instead note the existence and electronic location of the online version(s) in the record for the printed serial (or, lacking that, in the record for another format, e.g., a CD-ROM serial). The following rules of thumb give advice on when the single-record approach is a viable choice, but do not prohibit application of the single-record approach in any case. The decision must be made by individual libraries, since it is not possible to require a library to catalog a particular online version and it is independently valid to note facts about an online version in the record for different versions.

The principles behind the rules of thumb are: If the bibliographic record for the original version (print, CD-ROM, etc.) provides sufficient access for the online version, no matter what the differences are between the two, the single-record approach is a good alternative. If the desired access points for the online and the original version differ, separate records may be more useful. Separate records are always a permissible option.

- The single-record approach is considered most valid when the online version contains sufficient full-text to be a satisfactory substitute and has no significant additional content. That is, the single-record approach works best when the original and online versions can be considered equivalent manifestations.
- The single-record approach is also commonly applied when the online version lacks full-text or has only selected full-text from the original, and is therefore not considered to be an adequate substitute. The online site may not be considered worth cataloging separately in

many such cases, so its existence and electronic location are noted on the record for the original, with appropriate indication of its relationship to the original version.

- Separate records are preferred when the online version has significant additional content not present in the original. The choice of a separate-record approach in such cases means that the versions are not considered equivalent and the difference of the online version from the original is significant to users.

MARC21 coding in the single-record and separate record approaches compared:

Single-record approach

In the *record for the original*:

- Code **008/22** (“form of original item”) and **008/23** (“form of item”) as correct for the original, not for the online version
- Note the availability of the online version in field **530** (see also *CCM* 31.14.7 and 31.16);
- Add a **740** (2nd indicator blank) title added entry or 7XX author/title added entry when the title of the online version differs
- Provide the location of the online version in field **856**
- If a separate ISSN has been assigned to the online serial but a separate record doesn’t exist, add field **776** with subfields \$t and \$x (and/or subfields \$a and \$s if appropriate)
- Optionally, an electronic resource **007** field may be added for the online version

Do not add an electronic resource **006** field for the online version.

(See *CCM* 31.20.3 for the record for *ARC News (Redlands, Calif.)*.)

Separate record approach

In the *record for the original*:

- Note the availability of the online version in field **530** (see also *CCM* 31.14.7 and 31.16);
- Add a **730** title added entry or 7XX author/title added entry when the title of the online version differs
- Link to the online record with field **776**, and;
- Provide the location of the online version in field **856** (if not already present in the record).

In the *record for the online version*,

- Describe the digital version using all appropriate fields;
- Add a **730** title added entry or 7XX author/title added entry when the title of the original differs
- Link to the original version’s record using field **776**, and;
- Give appropriate **856** fields

B. Separate records: the aggregator neutral record

CONSER implemented the aggregator-neutral record policy in July 2003. The policy focuses on providing a bibliographic description of the serial as issued by the publisher or other original source of the content (such as a scholarly society). The record representing the online version contains information applicable to all versions being distributed by all providers. The practices for the aggregator-neutral record were intended, as much as possible, to be applicable to all online serials, whether or not they are represented in e-serial packages, and whether or not they have a print counterpart. Certain elements may not be appropriate for some e-serials; for example, notes which refer to a print version would not be applicable to a serial which does not have a print counterpart.

Although the policy calls for the creation of one record for an electronic serial issued in multiple aggregations, there may be exceptions that will require separate records. If the cataloger determines that the serials involved are really different works (e.g., content is significantly different), separate records should be created.

The aggregator-neutral record does not contain information specific to any one particular provider, with the exception of citing the package and format upon which the record was based. Provider names are not added to uniform titles as qualifiers, given as name headings or mentioned in issuing body notes. Notes about access restrictions, format, or system requirements specific to particular providers also are not given. As CONSER catalogers consolidate existing multiple records for an online serial, the URL of all versions will be given on the remaining record.

The aggregator-neutral record was developed after surveying CONSER and non-CONSER librarians on the need for an OPAC record representing the online version of a print title. Librarians told of problems with selecting and editing records from the national database to customize for local OPACs. They needed a simpler record, adaptable to local access methods through use of record sets, serials management systems, and databases that provide full text or citations to serial content.

CONSER is applying the policy to titles in e-serial packages that present whole issues of digitized serials rather than to databases that are focused on article delivery. Complete issue e-serial packages provide the best basis for creating a catalog record. The PCC Third Task Group on Journals in Aggregator Databases helped develop a macro that will automate the creation of records for titles in article based databases. The following table summarizes cataloging decisions made for the aggregator-neutral record and refers to the section of *CCM* Module 31 where more detailed information and field by field examples can be found. Record consolidation guidelines are presented at the end of the table.

Guidelines for Record Creation and Record Consolidation: Aggregator-Neutral Record

	Creating an original record	<i>CCM</i>
Which provider site is the description based on?	Preferred list: <ul style="list-style-type: none"> * Publisher's site when it contains the full text * Host or archiving site. Prefer this site over the publisher's site when it contains the first issue and publisher's site does not. * In choosing between sites that present titles involved in a title change and those that don't, prefer the site that presents both titles (see <i>CCM</i> 31.18.2) * Record for the print. * Aggregations and databases which are article based and do not maintain issue integrity. 	31.3.4, 31.18
008	Code as for any online serial. Use the beginning date of the print or original format as the beginning date of publication, if cited in the 362 field.	31.2.3
022	Give the ISSN of the electronic in \$a; give the ISSN of the print in \$y	31.19
130/240	<ul style="list-style-type: none"> * Assign as for any serial, per <i>LCRI</i> 25.5B * If the print format record has a uniform title, use the same qualifier as the basis for the qualifier of the online serial, whether or not the qualifying data relates to the online serial. * Do not use the name of the aggregator as a uniform title qualifier. 	31.5
245	Record the title from the earliest available issue on the preferred source.	31.6.1
246	<p>Make added entries for variants on other provider versions with the wording:</p> <p>246 1 \$i Issues from some providers have title: \$a [Title]</p>	31.7

260 \$a, \$b, \$c	Record the first named place and publisher in the first or earliest available issue online. The place/publisher should be applicable to all online versions and thus, should not reflect a particular digitizer or provider of an aggregation. \$c. When first or last issue is recorded in 362 0, give first/last date of publication as found in that issue.	31.11
362	Record beginning and ending numbering or dates per rules and CONSER practice. Do not use a "Coverage as of" note. If the first issue is not in hand, give the beginning numbering or date of the print or other original format in a 362 1 note, if available: 362 1 Print began with: Vol. 3, no. 1 (Jan. 1984).	31.9
440, 490, 8XX	Some aggregator names have been treated as series titles in series authority records. Do not record these as series statements in the aggregator neutral record.	31.13
500 DBO, LIC	Record source of title proper and latest issue consulted notes as usual. However, also add the file format (if there are multiple formats) and the provider version used for description. See examples in <i>CCM</i> .	31.3.4, 31.9
500/550	Do not note aggregators as the digitizer.	31.4.2
506	Do not use, unless restrictions apply to all versions and formats of the serial. An example is a "classified" government document for which access is always restricted. If specific access restrictions are considered useful in the CONSER record, give in \$z of field 856.	31.14.1
516	In general, do not use this note, particularly for notes such as "Text (electronic journal)."	31.14.3
538	Provide a mode of access note, such as "Mode of access: Internet" or "Mode of access: World Wide Web." Do not give system requirements notes unless the requirements are particularly unusual and would relate to all versions.	31.14.4

710/730	Do not make added entries for the name of aggregator or provider.	31.4
856	Give the applicable URLs for serial packages that present issues of the serial (i.e. those that preserve issue integrity). Do not give URLs for databases that are article-based, unless that database served as the basis of the description. If contents are split among multiple sites, give the appropriate URL for each with the issue coverage data in \$3.	31.15
Record Consolidation and Deleting Duplicates		
<p>If multiple records exist for a title describing it as a part of several aggregator packages, one record should be selected for CONSER authentication and others reported for deletion.</p> <ul style="list-style-type: none"> * Select one record to maintain: prefer a CONSER record if one is available. If there are multiple CONSER records, prefer a record authenticated by NSDP or ISSN Canada (see also <i>CEG C7.3</i> for additional guidance on record selection). * Add the URL of the aggregation for which you are providing access and/or copy 856 fields from the records you are reporting for deletion and record them on the record you are keeping. * Remove fields that are aggregator specific, e.g. 710/730 or 440 for aggregator names; notes which only apply to one aggregator. * Authenticate the record if it is not a CONSER record; report the other records as duplicates. 		

31.2.4. MARC 21 format and fixed field coding

Almost all electronic serials are textual in nature; therefore code “a” for “language material” in the leader/06 type of record code is used for most online e-serials. A continuing resource 008 field is used to code serial characteristics and an electronic resource 006 field is added to code electronic fixed field elements. The definition of type of record code “m” was changed in the late 1990s and some records coded “m” under the old definition may still exist on the utilities. CONSER catalogers convert them to type of record code “a” if appropriate. (See *CEG Type of record (leader/06)*. Other leader/06 codes and 008 fields are used with non-textual online serials; for those, see the *CONSER Editing Guide*.)

Additionally, serial format records for textual electronic serials are identified and distinguished by a code indicating that the item cataloged is in electronic form. Code "s" for “electronic” in the serial 008 was implemented in spring 2000 for "form of item" (008/23) and "form of original item” (008/22). It is used in the same way that codes for microfilm and microfiche are currently used in those 008 bytes.

For the most part, CONSER considers electronic versions of a print publication to be a simultaneous version. In the limited situations where it can be determined that the electronic version is a reproduction of the original, it is coded accordingly:

Form of item= Electronic	008/23 (Form of item):	s
Original form= Print	008/22 (Form of original):	#

If the form of the original item cannot be determined or if unsure, the codes are both coded “s” for electronic. This is the approach used for current serials issued both in print and online formats:

Form of item= Electronic	008/23 (Form of item):	s
Original form=Unknown	008/22 (Form of original):	s

OCLC added the new code "s" to the 008/23 of existing records in spring 2000. For further details on fixed field construction, see the *CONSER Editing Guide*.

Code the fixed field beginning date based on data recorded in the 362 field. For aggregator-neutral records, this may mean that the beginning date of the print version is recorded as the beginning date, if this information has been provided in an unformatted 362.

31.3. Basis of description and chief source of information

The basis of description for an online serial is determined according to *AACR2* 12.0B1. The chief source is selected according to *AACR2* 9.0B1. Deciding which version to use for the description in an aggregator-neutral record is done according to a preferred list given in 31.3.4 below.

Commercial Web sites for scholarly serials often have a recognizable structure for presenting serial content. It is common to find a subset of pages in these sites devoted to individual serials where the title, publisher, and available issues are listed clearly and in a straight forward manner. In other types of online serials the sources of bibliographic information may not be as standardized and the cataloger needs to examine the site carefully to find appropriate sources for transcription.

31.3.1 Basis of description

According to *AACR2* 12.0B1, the description of a serial is based on the first issue or part or, lacking this, on the earliest available issue or part. The cataloger should prefer to use a source associated with the first or earliest issue over a source associated with the whole serial (e.g. home page or other associated pages) or with a range of issues.

Generally prefer to record the title, edition, numbering, and publication information from the first issue or part. Other parts of the resource may be consulted for other areas of the description

if needed. Online serials sometimes do not give all of the necessary information in the first issue. For example, sometimes full publication information is given on pages other than the actual issues, therefore a page such as a home page or “about” file may be the source for this area of the description.

A problem, also encountered with CD-ROM serials, is the possibility for a serial to "go online" and subsequently provide electronic access to back issues that were originally issued in print. Digitized versions of long published print titles are typically made available beginning with a recent span of issues rather than the first issue; so in these cases the basis of description is of necessity the earliest issue available online (see also 31.9). The description on an existing separate record can be backed up to the first issue when it is available or can be backed up to a newly available earlier issue when there are variations to record, but isn't required. (See *CEG* B4.3.4).

31.3.2. Determining the chief source of information

AACR2 9.0B1 states that the chief source of information for an electronic resource is the resource itself. The chief source is listed as the prescribed source of information for title, edition, publication, and series area. Prescribed sources for other areas such as notes and ISSN are "any source."

Information should be taken from formally presented sources, preferably associated with the first or earliest issue. For online serials sources include:

- table of contents of the first or earliest issue or contents listing available volumes
- journal home pages
- navigational menu bars or screens
- HTML header title (as presented in the title bar of the Web browser)
- titles presented in conjunction with the issue as with graphic “cover” images, or caption titles as with a PDF newsletter.

When the information in sources varies in degree of fullness, prefer the source that provides the most complete information. Further examples of formally presented sources in *AACR2* 9.0B1 include: title screens, main menus, initial displays of information, home pages, file headers and information from meta tags embedded in the document.

When different information is presented in different sources, the question arises as to *which* page is the chief source. Review the earliest issue and other files that contain formal presentations of bibliographic information. The source of the title proper should be the most complete source of information associated with the first or earliest issue. Note any variant bibliographic information and the source(s) from which it is taken.

Title changes in the print version of a serial are not always clearly identified when issues are mounted on the Web. Although the content of earlier (or later) titles is available on the Web site, it may be prominently identified by a different title, often the most recent. Where changes in the print title are not displayed prominently, a less prominent source may be selected as the source of title. A running title appearing on a PDF or scanned image of an article can be used as a source of title in these cases and is useful in providing records for the online version that correspond to records for the print version, citations in databases, and URLs used in link resolvers. Providing online records that correspond to the print version is desirable when it is practical and can be done under current rules.

E-serial records that correspond to print title changes cannot always be created, however. There will be records for print version title changes made under earlier rules that would not be created under current rules; title changes for the online version should only be considered under the current rules. Local cataloging resources may not always be available to accurately identify and create records for multiple, “hidden” title changes in a very large back file of digitized titles. Also, there are cases where the content of the earlier serial appears on the Web site, but the title does not appear at all (see the provisions of *LCRIs* 12.0B1 and 12.7B4.2, and *CCM* 31.18 for using an integrating entry approach for these situations).

Only bracket information that is taken from a source external to the resource, such as a directory on a server. Record designations, publishers, etc. without brackets, regardless of the file structure or the location of the information within the resource.

The description of remote access electronic serials begs for both flexibility and the exercise of cataloger judgment in determining the appropriate sources of information. When in doubt, record what seems reasonable, remembering that the most important thing is to accurately identify and provide access to the resource. The more non-traditional the description, the more necessary it becomes to make explicit notes that explain the sources of information used.

31.3.3. Multiple providers of an online serial: which version should be used for the description?

A digitized serial offered in multiple provider packages requires another cataloging decision: which version will be used as the basis of description to represent all versions of the serial in an aggregator-neutral record? The following list in preferred order is offered as general guidance to making decisions. Individual catalogers may need to use a particular version because they do not have access to other sources in the list. Other factors such as institutional policies and variations in how the title is presented by various distributors, may also influence the source selected.

- Publisher's site when it contains the full text
- Host or archiving site. Prefer this site over the publisher's site when it contains the first issue and the publisher's site does not. A host site usually preserves the original publisher's content (e.g., publisher logos and statements are preserved); examples include Ingenta and Highwire Press. An archive site also preserves the original publisher's content; an example is JSTOR

- In choosing between sites that present titles involved in a title change and those that don't, prefer the site that presents both titles (see *CCM* 31.18)
- Record for the print
- Aggregations and databases which are article based and do not maintain issue integrity

Cite the provider version used as the basis of description as a part of the source of title note. Also cite the provider in the latest issue consulted note if it is different from the provider cited in the source of title note (see below).

31.3.4. Citing the source of title proper

Always give in a note the source of title for an online serial, according to *AACR2* 9.7.B3. Use the first designated part or issue of the serial if it has a source with a formal title presentation that can be considered the chief source of information. To cite the source of title, use a term that is as specific as possible to describe the source, e.g. "title from table of contents screen," "title from HTML header," etc. in preference to a more general term such as the phrase "title from title screen." In the absence of a formal title presentation on the earliest available issue, be as detailed as necessary in order to make clear how the title was constructed, using language from the publication or other standard or common terms. If cataloging from a printout of the online file, state so in the source of title note.

500 ## \$a Title from printout of table of contents screen.

Give also, in new records, the date viewed in parentheses following the source of title per *AACR2* 9.7B22, because the title may not appear on individual issues and the information may be susceptible to change.¹ Generally, the date viewed given in the 500 note is not changed unless the serial is redescribed for purposes of backing up the description to the first issue or for some other reason. (See also, *CCM* 31.6, Title statement.)

Add the provider version selected for description to the title source statement and give the particular file format used for the description if the serial was available in several formats at the site. Apply this to titles available from multiple distributors as well as born-digital serials.

500 ## \$a Title from volume contents page (Ingenta Select, viewed July 15, 2003).

500 ## \$a Title from PDF caption (publisher's Web site, viewed Aug. 20, 2003).

500 ## \$a Title from PDF running title (publisher's Web site, viewed Dec. 24, 2002).

500 ## \$a Title from table of contents page (Emerald, viewed Mar. 22, 2003).

¹ In general, do not add the date viewed to the source of title note in existing records.

```

500 ## $a Title from HTML header (Society for Information Technology Web
site, viewed July 16, 1998).
500 ## $a Title from publisher's statement page on the World Wide Web
(publisher's Web site, viewed Sept. 15, 2003).
500 ## $a Title from subject line of email header (viewed Jan. 8, 1998).

```

If the description is based on an issue other than the first, combine the “Description based on” and source of title notes in the 500 field (see *CCM* 8.1.1).

```

500 ## $a Description based on: July 1994; title from caption (publisher's
Web site, viewed July 14, 2003).
500 ## $a Description based on: Vol. 2, no. 2 (Apr. 1995); title from
table of contents (Ingenta, viewed Nov. 29, 2003).

```

31.4. Main and added entries

31.4.1. Main entry. Remote access serials can be entered under title, corporate body or personal name entry according to *AACR2* Chapter 21 and the relevant *LCRIs*, as outlined in *CCM* Module 4. Although a majority of remote access serials are entered under title, many annual reports, directories and other serials that qualify for corporate main entry, according to *AACR2* 21.1B2 and the *LCRIs*, are also available in electronic form. Similarly, a growing number of individuals are also distributing personal author newsletters via the Internet. For guidance, see *LCRI* 21.1A2 and *CCM* Module 4.

31.4.2. Added entries. Make added entries for any personal authors or corporate bodies, associated with the creation and issuance of the online serial if they are named prominently or there is evidence in the serial that indicates responsibility for the intellectual content of the work. If their names do not appear in any of the transcribed areas of the description (title and statement of responsibility; publication, distribution, etc. areas), supply information describing their relationship to the serial in a 500 “personal author” or a 550 “issuing body” note.

Do not give added entries for aggregator names in the aggregator-neutral record.

31.5. Uniform titles (created according to *LCRI* 25.5B)

Create a uniform title for a remote access serial, according to *LCRI* 25.5B, when one or more of the following conditions exists:

1. Its title matches that of its print (or other physical medium) counterpart:

```

130 0# $a Emerging infectious diseases (Online)
245 10 $a Emerging infectious diseases $h [electronic resource] : $b EID.
776 1# $t Emerging infectious diseases $x 1080-6040 $w (DLC) 96648093 $w
(OCoLC)31848353

```

2. Its title matches that of another unrelated serial or series in the database²:

```
130 0# $a Etc. magazine (New York, N.Y.)
245 10 $a Etc. magazine $h [electronic resource].
```

```
245 00 $a Etc. magazine.
260 ## $a McAllen, Tex. : ...
```

3. It is published in various editions (see *CCM* 31.10):

```
130 0# $a Academics in the news (National ed.)
245 10 $a Academics in the news $h [electronic resource].
```

```
130 0# $a Academics in the news (International ed.)
245 10 $a Academics in the news $h [electronic resource].
```

4. It was formerly published in print (or other physical format such as CD-ROM) and changed to online:

```
130 0# $a Iowa farm statistics for ... (Online)
245 10 $a Iowa farm statistics for ... $h [electronic resource].
780 00 $t Iowa farm statistics for ...
```

See *CCM* 5.2.1. for the basic principles of assigning a uniform title. The principles include the instruction: Do not go back and add a uniform title to a record that has already been cataloged. If you are cataloging or editing all of the titles at the same time, however, a uniform title may be created for each. Sometimes a cataloger has added a uniform title to both the online and print records because both versions were “in hand.” A revision of LCRI 25.5B in 2003 contains the instruction to “generally avoid use of the terms “print” and “text” as qualifiers because they are vague and there is not a consensus as to their appropriate use.” The LCRI instructs the cataloger to prefer adding a qualifier to the heading for the physical medium that isn't printed text on paper “(even if that means assigning a qualifier to a heading in an existing record).” Many CONSER records contain the term print and do not need to be changed or revised.

Since CONSER treats most remote electronic serials as simultaneous editions rather than electronic reproductions, a uniform title qualified by the physical medium is used if the online and print version titles conflict. According to the *LCRI*, uniform titles are not assigned to reproductions. In selecting a qualifier, the term “online” may be sufficient to differentiate from a print or CD-ROM counterpart. If the print serial has its own uniform title, use that uniform title and add a second qualifier.

```
130 0# $a Migration news (Davis, Calif.)
130 0# $a Migration news (Davis, Calif. : Online)
```

² LC serial catalogers will still consult SARs when testing for conflict per paragraph at beginning of *LCRI* 25.5B .

Prefer to use the uniform title of the print version as the basis of the uniform title of the online version, even if the place of publication appearing on the online version is different from the place used as part of the qualifier for the print:

Record for the print:

130 0# \$a Journal of online publishing (New York, N.Y.)

Record for the e-serial:

130 0# \$a Journal of online publishing (New York, N.Y. : Online)

260 ## \$a Chicago : \$b ...

[The e-serial is actually published in Chicago]

Do not use the name of the provider as part of the uniform title qualifier.

It is possible that both the online and the print versions will be entered under a corporate body or conference name and a uniform title will be entered in the 240 field:

Print version:

110 1# \$a Canada. \$b Defence Research and Development Branch.

245 10 \$a Annual report / \$c Defence Research and Development Branch.

Online version:

110 1# \$a Canada. \$b Defence Research and Development Branch.

240 10 \$a Annual report (Online)

245 10 \$a Annual report \$h [electronic resource] / \$c Defence Research and Development Branch.

31.6. Title statement (field 245)

31.6.1. Title proper. Transcribe the title according to the rules found in *AACR2* Chapters 1, 9, and 12, and the directions in *CCM* Module 6. Determine the title proper based on information taken from the chief source (see *CCM* 31.3). Prefer a source associated with the first or earliest issue, focusing on formally presented statements. Use other sources such as the home page, menu listings, etc. if no formal source associated with the first or earliest issue can be found. The running title on a PDF article can be used when earlier titles are not displayed prominently on the Web site. This enables the creation of a record for the online version that corresponds to records for print title changes (see 31.3.3). Sometimes the cataloger will need to supply a title within brackets per *AACR2* 9.0B1 and 9.7B3.

Per *AACR2* 1.1B1 do not record words that serve as an introduction and are not intended to be part of the title, such as “Welcome to.” The title may be noted and treated as a variant title per *AACR2* 1.1B1 and 1.7B4.

```

245 00 $a Python journal $h [electronic resource].
246 1# $i Title on home page appears as: $a Welcome to python journal
500 ## $a Title from home page (viewed Apr. 9, 2002).

```

31.6.2. General material designation (GMD). Include the GMD “electronic resource” in brackets in subfield \$h following the title proper. Do not use the GMD "interactive multimedia" for serials that meet the definition found in the *ALA Guidelines for Bibliographic Description of Interactive Multimedia*.

```

245 00 $a Postmodern culture $h [electronic resource] : $b PMC.

245 00 $a Journal of physics. $n B, $p Atomic, molecular and optical
        physics $h [electronic resource].

```

31.6.3. Statement of responsibility. Record the statement of responsibility as part of the 245 field as prescribed in *AACR2* 1.1F and 12.1F. Record a statement of responsibility only when it appears prominently in the item. In all other cases, record the information in field 550. If there is no formal statement of responsibility, do not attempt to construct one; instead, make appropriate notes for any other persons or bodies that appear in the text of the online file and are deemed important for access.

31.7. Variant titles and title added entries (fields 246, 730, 740)

Online serials may contain variant titles on the home page or other locations. Such variants include "at head of title" phrases, running titles, or abbreviated titles in header information or at the end of the file. File or directory names constitute other legitimate variant titles if it may be reasonably assumed that a user would search for the serial using those names. The title bar in the Web browser displays the HTML title element as coded in the document. Such a title can be recorded as a title variant or can help clarify the form of the title proper when presentation in the chief source creates doubts.

Record all variant titles as specifically as possible, using field 246 subfield \$i if the display constants available for 246 indicators are not sufficient to generate an accurate note.

```

245 00 $a Emerging infectious diseases $h [electronic resource] : $b EID.
246 30 $a EID

245 00 $a Journal of extension $h [electronic resource].
246 1# $i Also known as: $a JOE

245 00 $a Effector online $h [electronic resource].
246 1# $i File name: $a EFFON

245 00 $a Word virtual $h [electronic resource].
246 1# $i Title in source code: $a WordVirtual.com

```

Multiple providers sometimes present the title of a digitized serial differently from one another. For the aggregator-neutral record, give added entries for variations of the title presented by different providers with the following introductory text:

```
246 1# $i Issues from some providers have title: $a [Title]
```

The example below is a record for the first title in a string of title changes, records have been created for each title, based on the running title that appears on each article. All the successive titles, a, b, and c are carried on the same Web site which carries the most recent title, c.

```
245 00 $a [Title a]
246 1# $i Some providers make available as part of the Web site of the
  later title: $a [Title c]
785 00 $t [Title b]
```

Make added entries for related works as necessary according to the instructions in *CCM 7.5.2*.

31.8. File characteristics (field 256)

[No longer valid in *AACR2*]

Chapter 9, Area 3 was deleted in *AACR2* 2004 revision. Historically, the only terms used in this area were: electronic data, electronic program(s), or electronic data and program(s). Since the body of the serial record for an electronic resource makes it clear what type of file it is (usually text), CONSER practice was not to create a 256 field. In some instances, a 516 field may be warranted (see *CCM 31.14.3*).

31.9. Numbering (fields 362, 500)

Transcribe numbering (field 362) from the first issue of a remote access serial when available. If the first issue is not available, construct an appropriate designation for use in a "Description based on" note.

First issue available:

```
362 0# $a 1995/01-
```

First issue not available:

```
500 ## $a Description based on: Summer 1992; title from title screen
  (publisher's Web site, viewed July 15, 2002).
```

Take the numbering from the title source if it appears there; otherwise, take it from anywhere within the file or files. For an emailed file, take the designation from the date of transmission from the original sender (i.e., the publisher or distributor), if no other source is available.

If numbering is very difficult to locate or construct, add a "numbering peculiarities" note explaining the source for the designation (see also *CCM* 31.14.2).

```
500 ## $a Description based on: 1994; title from homepage index
          listing (viewed June 8, 2000).
515 ## $a Numbering taken from text.

362 0# $a No. 1 (Jan. 1995)-
515 ## $a Numbering taken from introductory text found in README file.
```

When cataloging an online version of a printed serial, give a "description based on" note if the online version does not begin with the first issue of the printed version. Since providers vary in the range of issues they offer online, the CONSER practice of giving a "coverage as of" was discontinued when *LCRI* 12.7B10 was deleted in 2003. The beginning dates of the print version may be given in a 362 1# field to provide justification for the fixed field beginning date:

```
Dates: 1984, 9999
362 1# $a Print began with: Vol. 3, no. 1 (Jan. 1984).
```

```
Dates: 1999, 9999
362 1# $a Print began in 1999.
```

Coverage as of notes on existing records can be replaced with the beginning date of the print if catalogers are entering the record to make other changes.

Likewise, the ending dates of the print version may be given in a 362 1# field to provide justification for the fixed field ending date:

```
Dates: 1948, 2004
130 0# $a Journal of range management (Online)
362 0# $a Vol. 1, no. 1 (Oct. 1948)-
362 1# $a Print ceased with: v. 57, no. 6 (Nov. 2004).
785 00 $t Rangeland ecology & management (Online)
```

```
Dates: 2005, 9999
130 0# $a Rangeland ecology & management (Online)
362 0# $a Vol. 58, no. 1 (Jan. 2005)-
780 00 $t Journal of range management (Online)
```

A latest issue consulted note is given per *AACR2* 12.7B23 if more than one issue has been consulted. Cite the provider in the latest issue consulted note if it is different from the provider cited in the source of title note. Give the date viewed in parentheses following the source of title .

```
362 0# $a Feb. 2003-
500 ## $a Title from table of contents (publisher's Web site, viewed
          Oct. 22, 2003).
```

```

500 ## $a Latest issue consulted: May 2003 (viewed Oct. 22, 2003).

500 ## $a Description based on: Vol. 43, no. 1 (1994); title from
journal home page (Emerald, viewed July 28, 2003)
500 ## $a Latest issue consulted: Vol. 52, no. 9 (2003) (FirstSearch,
viewed Oct. 28, 2003).

```

31.10. Edition statement (field 250)

Like serials in print, electronic serials are issued in language, geographic, or special interest editions. Treat such editions like all other serial editions (see *CCM* Module 9). A common edition statement recorded in the 250 field on a record for an e-serial is “Web edition” that distinguishes the print and online editions.

```
250 ## $a Web ed.
```

Sometimes it is not clear whether one record or multiple records should be used for language and other types of editions appearing on a Web site. Are the editions separately numbered and presented as separate publications within the Web site? The structure of the Web site may help determine if they are separate resources or if they are intended to be used together as one resource. Separate Web pages devoted to each edition at separate URLs provide separate sources of information that could be used as the basis of multiple records. If the content is only available from one Web page and URL, one record for the site may be more appropriate. It is sometimes useful to consult records for print versions of the editions to determine if these were issued as separate publications.

Using a single record is helpful where text in different languages is available either from a single Web site or chief source or even if there is not a common page with links to both languages, as long as there are links from one language version to the other. In this case, the availability of the text in different languages is given in a 546 note.

```
546 ## $a Text available in English, French, and German.
```

In the example below, separate records were created because the larger Web site contained discrete URLs for the editions, displayed separate edition statements, and provided separate chief sources of information for the editions:

```

130 0# $a Time for kids online (World report ed.)
250 ## $a World report ed.

130 0# $a Time for kids online (News scoop ed.)
250 ## $a News scoop ed.

```

Do not consider different document formats (e.g. PDF, HTML, etc.) to constitute editions; one record is used to represent all online formats. Also, do not consider a version statement that reflects an upgrade of an existing file to be an edition statement.

31.11. Publication, distribution, etc. area (field 260)

Treat all electronic serials as "published" material. Take information regarding the publishing of a remote access serial from anywhere in the publication, but prefer the chief source. Lacking a formal presentation on the first or earliest issue, review all other sources for a formal publishing statement. If the serial lacks a formal statement of publication but it is clear from either internal or external evidence that it emanates from a particular institution or organization, consider the institution or organization to be the publisher and the location of the institution or organization to be the place of publication. Use brackets only when information is taken from an external source. If no publishing information can be supplied, use "[S.l. : \$b s.n.]". Following the principles of the aggregator-neutral record, aggregator names are not given in the publishing statement. Information about the publisher generally would be applicable to all online versions of the title. Some providers distribute earlier issues of a title, others distribute later issues; there could be different publishers shown on earlier and later issues of a digitized print serial, so publishing statements might differ depending on which provider is chosen as the basis of description.

When describing from the first or last issue, include the publication date in the subfield \$c of field 260; otherwise, do not record it.

31.12. Physical description (field 300)

CONSER policy is not to apply the option given in *AACR2* 9.5B3. There is no physical description area (field 300 is not input) for electronic serials in the catalog record. Physical characteristics such as sound or graphics can be included in a note, and coded in field 007.

31.13. Series statement and series added entries (fields 4XX/8XX)

If a remote access serial is issued as part of a series, transcribe the series statement and construct the added entry according *AACR2* and *LCRIs* (see *CCM* Module 12 for a summary of appropriate rules and *LCRIs*). Make a distinction between the location of a serial on a larger Web site and a true series statement appearing on issues of the serial. The larger Web site should not necessarily be recorded as a series. The names of aggregators or distributors should not be recorded as series titles.

31.14. Notes

The notes area for electronic serials includes information appropriate both to the serial and to the electronic resource aspects of the publication. Notes on a record for an online version appearing in multiple e-serial packages should contain information that is applicable to all online versions. Take into account instructions for notes given in both Chapters 9 and 12 of *AARC2*. Input notes in numeric tag order.³ The most relevant notes for remote access serials are:

Source of title proper (field 500) -- see 31.3.4
 Variations in title (fields 246, 500) -- see 31.7
 Description based on (field 500) -- see 31.9; 31.3.4
 Latest issue consulted (500) -- see 31.9
 Beginning and/or ending dates of publication (field 362, indicator 1) -- see 31.9
 Numbering peculiarities (field 515) -- see 31.9
 Mode of access (field 538) -- see 31.14.5
 Other physical formats (fields 530, 776) -- see 31.14.7

Less frequently used notes for remote access serials are:

Restrictions on access (field 506)
 Type of electronic resource or data (field 516)
 System requirements (field 538)
 Information about documentation (field 556)

31.14.1. Restrictions on access (field 506). Do not use this note unless restrictions apply to all versions and formats of the serial. An example is a "classified" government document for which access is always restricted. If specific access restrictions are considered useful in the CONSER record, give in \$z of field 856.

31.14.2. Numbering peculiarities (field 515). Make notes on any numbering or issuing peculiarities. Electronic serials may have unusual numbering patterns (cf. *CCM* 31.9).

515 ## \$a	Successive articles are uniquely identified by a manuscript number and date.
515 ## \$a	Articles for 1996 are only available as individual articles, organized topically.
515 ## \$a	Articles are added to issues on a continuous basis; issues are complete after six months.

³ When format integration made it possible to use fields formerly defined only for electronic resources, CONSER catalogers agreed to input field 538 as the first field in CONSER records. This practice has been discontinued in favor of general CONSER practice, which, except for field 533, calls for input in numeric tag order.

31.14.3. Type of electronic resource or data (field 516). Field 516 has been used to make brief notes on the nature and type of remote access electronic serial (*AACR2* 9.7B1, 9.7B8). Current CONSER usage of the field is limited to situations where unusual information about file formats is needed. In a record describing a title offered by multiple providers, file formats should be applicable to all provider versions. Refer to the *CONSER Editing Guide* for instructions on the display constant and use of indicators with this field.

```
516 8# $a   Articles are available in PostScript, TeX, and dvi formats.
```

31.14.4. System requirements (field 538, System details). Make "system requirements" notes for *special* software, equipment or operating systems required to capture and/or print the electronic file (*AACR2* 9.7B1). Do not use the note unless the requirements are particularly unusual and apply to all versions offered by multiple providers.

31.14.5. Mode of access (field 538). A "mode of access" note (field 538) must be given in all records for remote access serials to explain the means by which the serial can be accessed (*AACR2* 9.7B1). If more than one issue is available, consult the latest issue for this information.

The mode of access note is one of the "system details" for remote access electronic resources and is given following the system requirements note, if present. Begin the note with the phrase "Mode of access:".

```
538 ## $a   Mode of access: World Wide Web.
```

Other examples:

```
538 ## $a   Mode of access: Email via electronic mailing list
            subscription.
538 ## $a   Mode of access: FTP via the Internet.
```

In addition to field 538, give an 856 field (cf. *CCM* 31.16) for each of the primary modes of access, when this information is readily available. Since field 856 is not a note field, some catalogers give information about access in field 538. For example, GPO often records the original URL in the 538 field when it adds a PURL to a record (see example below). Alternatively, depending on local needs and system capabilities, this type of information can be given in subfield \$z of the 856 field.

```
538 ## $a   Mode of access: Internet. Address as of 06/08/01:
            http://www.ibb.gov/bbg/report.html; current access is
            available via PURL.
856 40 $u   http://purl.access.gpo.gov/GPO/LPS4612
```

31.14.6. Information about documentation (field 556). Make notes regarding documentation that can be accessed together with the electronic serial. (Refer to the *CONSER Editing Guide* for instructions on the display constant and use of indicators with this field.)

```
556 8# $a   Instructions for accessing related graphics in separate
            README file.
556 8# $a   User's guide available online via Internet email and FTP
            access.
```

31.14.7. Other physical medium (field 530). Make notes describing the existence of other medium (e.g., print) in which the serial is issued. Notes on other physical formats can be made in the 530 or in the subfield "i" of the linking field. (See also *CCM* 31.16.)

```
130 0# $a   Emerging infectious diseases (Online)
245 10 $a   Emerging infectious diseases $h [electronic resource] : $b
            EID.
530 ## $a   Issued also in print.
776 1# $t   Emerging infectious diseases $x 1080-6040 $w (DLC)
            96648093 $w (OCoLC)31848353
```

Field 530 is also used in a *print* record to note the existence of an online version whether or not the serial is cataloged separately. When the related serial is not cataloged separately, field 530 might also include information concerning availability of earlier or later titles.

```
530 ## $a   Later issues also available on the World Wide Web.
530 ## $a   Also available to subscribers via the World Wide Web as:
            Hematology and cell therapy electronic edition.
530 ## $a   Some issues, including those published under earlier titles,
            are accessible from the Census Bureau World Wide Web site.
530 ## $a   Beginning with <Mar. 1995> issue also available to
            subscribers online via the World Wide Web in PDF format.
530 ## $a   Also available online; archive file also includes issues
            published under earlier title.
530 ## $a   Also available online as archived issues of later title.
```

31.15. Electronic location and access (field 856)

31.15.1. Description. Field 856 identifies the electronic location of the serial from which it is available and information needed to access the serial by the method identified by the first indicator value (email, HTTP, FTP, telnet, dial-up). Information in the field should be sufficient to connect to a service, transfer files electronically, subscribe, or access issues of an electronic

journal or newsletter. Because this information may change, it is important that it be recorded from the most recent issue of the serial. For detailed instructions on how to construct the 856 field, see the *CONSER Editing Guide*. Also helpful are the *Guidelines for the use of field 856*, <http://www.loc.gov/marc/856guide.html>, prepared by the Network Development and MARC Standards Office of the Library of Congress.

Use of this field varies depending on the local catalog system. Some systems use the field as a "hot link" to connect the user with the online resource through the bibliographic or holdings record. Other systems generate OPAC displays to enable users to better understand information presented in the field.

Field 856 has subfields defined to hold a variety of data and instructions. Commonly used subfields of field 856 are listed below (there is no preferred order of these subfields):

- \$u, which holds a Uniform Resource Identifier (URI), such as a URL or URN;
- \$3, which contains information that specifies the part of the bibliographic item to which the field applies, when there is not a fully one-to-one relationship between the 856 and the resource described in the record; and
- \$z, which has a note, intended for public display, related to the electronic location or identifier in the 856 field.

A. Multiple locations

Deciding which and how many 856 fields to record for an online serial can be a difficult decision and depends on several factors. These include the number and types of URIs or other access methods available to the cataloger at the time of cataloging, local policies regarding the provision of 856 fields, and the need for widely accessible 856 fields on shared OCLC and CONSER records. Frequently, a cataloger will need to record a different access method locally than what is recorded in the CONSER record. The institution may access licensed resources through unique URIs which other institutions would not be able to use. In general, for the OCLC/CONSER record, use more widely available access methods in the OCLC record over methods which provide local institutional access only (an imbedded institutional ID in a URI, for example). Pages that present the user with a password and user id logon form probably are less convenient for users than pages that provide direct access to the serial, but sometimes are the only access methods available for recording in the record. If the content of a serial is spread over several locations, e.g. early volumes have one URI, later volumes have a different URI, it might be necessary to add several 856 fields to cover the entire content of the serial. The range of issues available from these sites can be given in \$3 of the 856 field (see examples below in *CCM 31.15.2*).

When there are multiple providers, URIs for each may be given on the aggregator-neutral record.

B. Multiple locations within a site

Often, the problem is having too many access methods from which to choose. Should the cataloger use a URI which points to a provider's home page, a specific journal's home page, table of contents for all issues of the serial, particular issues of a serial? The site's structure and the access available on various pages give the cataloger clues in making this decision. Pointing to a page which gives the user access to all the issues either through a table of contents or search interface provides access to the serial content without having to navigate several pages. On the other hand, access to some or all of these pages in publisher or distributor sites may be restricted to subscribers only. In such cases, it is preferable to point to a higher level page (a journal home page, for example) which at least provides an unregistered viewer information about the serial, subscription information, a password prompt, and perhaps sample issues or portions of the serial that are made available to non-subscribers. It is important to consider the function of pages in the site design as well. Many publishers provide journal home pages that are intended as a direct portal to the serial content, clearly identify the title, and may provide longer term stability than pages at other levels.

C. Mirror sites

With some serials the cataloger is faced with multiple "mirror" sites--alternative locations for accessing a Web site. Selecting how many of these to record also depends on the limits of the CONSER record and needs of the cataloging agency in providing access to its constituency. Providing several sites on a record helps assure an institution's access when one server is busy or where agreements between distributors, publishers, etc., make it preferable to provide users with multiple mirror locations. On the other hand, recording of all possible mirror sites on the CONSER record may not be practical. Besides the time involved in recording multiple 856 fields, there is a concern that more maintenance is involved if related mirror sites change at the same time. Ultimately, the decision on how many mirror sites to add to a record should focus on the needs or policies of the cataloging agency, shaped by the need to provide widely available access methods on the CONSER record. A cataloging agency, for example, could decide to record mirror sites in its home country and other mirror sites it deems necessary to assure its users access. When added to the CONSER record, multiple mirror sites which give identical access from different locations could be labeled as such:

```
856 40 $z   Access from the U.S.: $u http://www.us...
856 40 $z   Access from Europe: $u http://www.europe...
```

D. File formats

The 856 field is repeatable in two other ways: 1) if an electronic serial is available by more than one access method; and 2) if there are multiple file formats with different file names or groups of files. Separate 856 fields may be needed for each access method (e.g., World Wide Web, email,

etc.) by which the serial is available. Separate 856 fields for document formats may not be needed because more than one document format is often available from the same access method. The first indicator of field 856 defines access method; for example, first indicator "4" shows access is via HTTP. The second indicator identifies the relationship of the location or identifier in the 856 field to the item being described in the record as a whole; for example, second indicator "0" means the 856 field is for the same resource covered by the record as a whole, while "1" indicates the 856 is for an electronic version of the item described in the record.

31.15.2. Uses of field 856 in CONSER records. Field 856 is given in CONSER records in the following circumstances:

- 1) On the record for a remote access serial to cite the location of that serial. Use second indicator "0." In the aggregator-neutral record, URIs of all the providers distributing the serial are given. If the contents of the serial are split among multiple sites (whether multiple providers or several locations at one provider site), subfield \$3 is used to cite issues found at a particular location:

```
856 40 $3    Current issues available from the Publications Page of the
              ASA Web site $u http://www.asanet.org/pubs/pubs.html
856 40 $3    Archived issues $u
              http://www.asanet.org/footnotes/previous.html
856 40 $3    1994 $u
              http://www.computer.org/conferences/sc94/sc94home.html
856 40 $3    1995 $u http://www.supercomp.org/sc95/proceedings/
856 40 $3    1989-1991, 1993-1994 $u
              http://www.acm.org/pubs/contents/proceedings/series/sc/
856 40 $3    Abstracts: v.3(1998)-v.4(1999). Full text: v.5(2000)- $u
              http://...
```

- 2) On the record for a printed (or other format) serial to cite the location of partial contents or related information, such as summaries, abstracts, tables of contents, or subscription information. Subfield \$3 should be used to identify the part that is online. Use second indicator "1" whenever the URI points to any part of the electronic version. This includes Web sites which give access to some parts of the print material, even if it's repackaged in a substantial way. For example, a Web site which gives only the table of contents of a journal or only abstracts would still be indicator 1 because the site's content is essentially a version of the printed material.

```
856 41 $3    Summaries and index $u http:// ...
```

- 3) On the record for a printed or other format serial when there is an online version, regardless of whether the online version is separately cataloged or not. Use second indicator "1."

- 4) For related resources that do *not* represent the serial cataloged, its online version, or a part of the serial. Common examples would be an organizational home page or publisher's Web site. If an organizational home page contained a 10-year index to a journal or the tables of contents of several titles, this would be a related Web site. Use second indicator "2."

```
856 42 $3      Home page of the Health Physics Society: $u
                http://www.health-physics.com
```

31.15.3. Construction and coding. Depending on the mode of access, different subfields may be necessary in the 856 field. Subfield \$u may be used instead of or in addition to other subfields.

```
856 00 $z      Email subscription $u mailto:listserv@loc.gov $i subscribe
                $f CONSRLIN
```

For additional guidelines on coding the 856 field see *Guidelines for the Use of Field 856* from Network Development and MARC Standards Office, Library of Congress:
<http://www.loc.gov/marc/856guide.html>.

31.15.4. Volatility of access information. Without the regular examination of individual issues which is a natural by-product of check-in and inventory control, the URI for an electronic publication on a catalog record may quickly become inaccurate. Link checking software run locally can provide information about broken links but requires regular processing and follow-up work to determine if changes are needed. Serials management companies also provide maintenance for URIs as a part of their services for maintaining subscription information for online serials. Use of persistent identifiers or handle systems is another method to provide a mechanism for URI maintenance. An example of a persistent identifier is the PURL (persistent uniform resource locator), which allows libraries to update changes in URIs on a PURL server without needing to change URLs in catalog records. Link diagnostic notifications from the OCLC Connexion's Resource Catalog are another option OCLC libraries have for learning about changed URIs and making updates.

What should a cataloger do when encountering a record that has institution-specific access methods recorded in the 856 fields, links that are no longer valid, or links that point to a less than ideal location? For obvious errors in the access method (for example, if a typo prevents a URI from working correctly), the cataloger should make corrections. Where it is difficult to determine the usefulness of an existing access method because of access restrictions, lack of a password to logon, uncertainty of whether links are broken temporarily or permanently, etc., it is best to leave the 856 field on the record and add additional 856 fields. Even for access methods that appear to be invalid, there may be an advantage to leaving them on the record. The 856 field in many systems, including OCLC, is a searchable field. It is possible for an inactive address to give searchers clues about title changes, content changes, and former resource providers. If the only link appearing on the CONSER record is an invalid link, it can be left on

the record and labeled as invalid in the subfield \$z of the 856 field. Note that the second indicator is blank and

that the non-working URL is maintained in subfield \$u of the 856. This coding differs from LC practice documented in *LCRI 9.7B* where the non-working URL is moved to a subfield z so that it does not appear on LC's link checking reports repeatedly. The example below is based on a recommendation from OCLC and is derived from current system indexing needs and OCLC's electronic address checking software (see OCLC's recommendation at: <http://www.oclc.org/support/documentation/worldcat/cataloging/electronicresources/>).

856 4# \$z Link no longer valid as of Dec. 4, 2000 \$u <http://www...>

31.15.5. PURLs in CONSER records

PCC institutions are using PURLs in records for free online serials and other online resources. The successful maintenance of access information for these resources depends on the fact that the PURL is added to the record and never (except in rare instances where a mistake has been made or a duplicate PURL assigned) changed or deleted. Therefore CONSER members have agreed not to delete PURLs found on records.

GPO has been adding PURLs to records for government documents for several years and many CONSER authenticated records contain them. Current GPO practice is to record the URL of an online version of a work in the 530 (on a single record approach print record) or in the 538 of the online publication being cataloged. These notes give the original URL and the date on which a PURL was established for the title.

The PCC PURL Project allows participants to cooperatively maintain URLs for freely available Web resources. A PURL server, hosted by OCLC, is used to enter and maintain URLs. Participants receive weekly error reports of changed or broken URLs and make changes to the URL stored on the PURL server without needing to change the record; the PURL in the record will point to the correct changed URL in the PURL server.

PCC institutions are not required to use the PURL server or to be part of the PCC PURL Project. However, those who are cataloging in OCLC are encouraged to create a PURL and add it to the OCLC record. Any PCC participant can register on the PURL server; the participant's OCLC authorization number is used for logging on. Documentation and guidelines for the participants are posted on the project Web site (<http://www.loc.gov/acq/conser/purl/main.html>). Currently both the PURL and the URL are being added to the 856, the PURL in the first subfield u and the URL in a subsequent subfield u. For example:

856 4# \$u <http://bibpurl.oclc.org/web/1022> \$u <http://www.mihan.net/>

31.16. Linking relationships

Identify and treat linking relationships for electronic serials as documented in *CCM* Module 14. Provide the appropriate linking fields (and related notes, if necessary) for earlier/later titles, supplements, and other related works.

```
245 00 $a I hate computers $h [electronic resource].
780 00 $t Bits & bytes (Gainesville, Fla.) $x 1077-5838 $w (DLC)sn
94002764 $w (OCoLC)30838811
```

In general, the links for earlier/later titles should be made to the related electronic version records. When records for an earlier or later online title do not exist, catalogers are sometimes uncertain as to whether or not to add 780/785 linking fields if not also creating a record for the related resource. The cataloger can leave links out entirely if there is any uncertainty about whether an earlier or later title actually exists. Alternatively, a linking field containing only the title (or name and title if that is the appropriate entry) can be created without record control numbers to provide a useful bibliographic citation. Note that the record control numbers, ISSN, and OCLC number were not given in the below example.

```
580 ## Original print version of this title was preceded by an
earlier title called: Early American history.
780 10 $t Early American history
```

A 530 note and field 776 may be used to link a remote access electronic serial to its other physical formats (such as print or CD-ROM).

```
130 0# $a Emerging infectious diseases (Online)
245 10 $a Emerging infectious diseases $h [electronic resource] : $b
EID.
530 ## $a Issued also in print.
776 1# $t Emerging infectious diseases $x 1080-6040 $w (DLC)
96648093 $w (OCoLC)31848353
```

Alternatively, the 776 field can be used to make the linking note, with an explanation given in subfield \$i.

```
245 00 $a Applied science & technology monthly $h [electronic
resource].
776 08 $i Print version: $t Applied science & technology monthly
```

31.16.1 Multiple linking relationships

Multiple linking relationships also occur with remote access serials. CONSER's earlier policy of describing multiple relationships in a 580 note and only providing one linking entry field for the

primary relationship was made optional in 2006. Discussion of the practice at the CONSER operations meeting in 2006 led to agreement that providing the multiple linking fields and limiting the use of 580 where possible is more in line with FRBR. It was also recognized that use of the 580 field will still sometimes be necessary even though the subfield "i" is available for giving link relationship information in the linking fields. The following example demonstrates uses of note and linking fields to describe a situation where the electronic and print versions were issued simultaneously for some time. The online version then entirely replaced the print publication. The overlap of issues published simultaneously in print and online versions is described in the 580 field of the print version.

Record for the print version:

```

110 2# $a Library and Information Technology Association (U.S.)
245 10 $a LITA newsletter.
362 0# $a No. 1 (winter 1980)-v. 18, no. 4 (fall 1997).
776 08 $i Online version Spring 1995-fall 1997: $a Library and
Information Technology Association (U.S.). $t LITA
newsletter (Online) $x 1079-123X $w (DLC)sn 94004077 $w
(OCOLC)31406418
785 00 $a Library and Information Technology Association (U.S.). $t
LITA newsletter (Online) $x 1079-123X $w (DLC)sn 94004077 $w
(OCOLC)31406418

```

Record for the online version:

```

110 2# $a Library and Information Technology Association (U.S.)
240 10 $a LITA newsletter (Online)
245 10 $a LITA newsletter $h [electronic resource].
500 ## $a Description based on: Vol. 16, no. 2 (spring 1995); title
from journal home page (LITA home page, viewed Jan. 13,
1999).
776 08 $i Print version: $a Library and Information Technology
Association (U.S.). $t LITA newsletter $x 0196-1799 $w (DLC)
84647365 $w (OCOLC)
780 00 $a Library and Information Technology Association (U.S.). $t
LITA newsletter $x 0196-1799 $w (DLC) 84647365 $w
(OCOLC)5757570

```

31.17. Subject headings and classification

Provide the appropriate subject headings, using a standardized list (e.g., *LCSH* or *MeSH*), following the same principles as for print publications as described in *CCM* Module 15. There is no form subdivision such as "electronic journals" for remote access electronic resources in *LCSH*. From 1999-2001 the term Electronic journals was used in *MeSH* as a form subdivision. For *LCSH* headings, use appropriate subdivisions, as instructed in the *Subject Cataloging Manual* (i.e., H1520 (Databases), H1580.5 (Electronic serials)).

While classification is not required in CONSER records, libraries that normally classify their serials are encouraged to also classify electronic serials. Though not needed as a location device,

classification provides a useful tool for assessing the types of serials that are online and for many other purposes.

31.18. Changes that require the creation of new records

When changes in title, personal author, or corporate body main entries occur, create new records in accordance with *AACR2* and the *LCRIs* (See also *CCM*, Module 16). If the physical medium in which the serial is issued changes (e.g., from print version to electronic version), create a separate record for the new manifestation of the title in accordance with *LCRI* 21.3B.

Sections 31.18.1. and 31.18.2 below provide two approaches to addressing the problem caused when a publisher presents content of earlier or later titles on a Web site, but does not present the corresponding titles under which the content originally appeared (not even as running titles on scanned articles). CONSER prefers to use successive entry cataloging based on current title change rules whenever possible for e-serials so that title changes shown on print and online version records correspond. Practices for creating successive entry records are covered in 31.18.1 which notes that sometimes it may be necessary to use the print version record as the basis of description.

However, the problem can occur for e-serials that have no corresponding print version or sometimes a print record is not available as a source of description. There may be other reasons when the cataloger judges that it is not desirable to try to make print and online records match, as when title changes for the print were created under earlier title change rules, tracking numerous title changes in a back file becomes difficult. CONSER guidelines for addressing these cases are outlined in 31.18.2 below, following provisions of *LCRIs* 12.0B1 and 12.7B4.2.

LCRIs 12.0B1 and 12.7B4.2 call for basing the description on the current presentation of the title, according to the conventions of integrating entry cataloging. This procedure is also followed if the main entry is appropriately a corporate body and that body is not retained on earlier issues. In case of corporate body main entry, the description would reflect the current body as the main entry.

Following these procedures may involve changing fields in an existing record or creating an original record that contains the current and earlier titles or bodies. Information about earlier titles is given in fields 247 (former title or former title variations) and, if needed, in 547 (former title variation complexity). Information about former corporate body main entries is given in note field 550 and 7XX added entry fields.

31.18.1. Create successive entry records

The following examples apply to cases where the content of earlier and later issues are provided on a Web site without the title shown on corresponding print versions. Prefer to create successive

entry records for the electronic version following the pattern of the print records. Base the description on records for the print version if necessary:

```

130 0#      China national journal of new gastroenterology (Online)
245 10      [China national journal of new gastroenterology] $h
            [electronic resource] = $b Chung-kuo hsin hsiao hua ping
            hs"ueh tsa chih].
246 1#      $i Online title: $a World journal of gastroenterology
500 ##      Description based on print version record.

```

If the cataloger has access to multiple providers and some show the related titles and some don't, prefer the successively presented version as the basis of description and note on the record that some providers only issue the title under the latest title (see examples below).

On the record for the later title:

```

580 ##      Some providers also include earlier title: [earlier title
            entry].
780 10      $t [earlier title entry] $x ... $w ...

580 ##      Web site also provides access to earlier title: [earlier
            title entry].
780 10      $t [earlier title entry] $x ... $w ...

580 ##      Includes issues of earlier title: [earlier title entry].
780 10      $t [earlier title entry] $x ... $w ...

```

On the record for the earlier title:

```

580 ##      Available as part of the Web site of the later title: [later
            title entry].
785 10      $t [later title entry] $x ... $w ...

580 ##      Issues listed under the Web site of the later title: [later
            title entry].
785 10      $t [later title entry] $x ... $w ...

580 ##      Some providers make available from the later title Web site:
            [later title entry].
785 10      $t [later title entry] $x ... $w ...

```

31.18.2. Successive records cannot be created

When there are no print records for the earlier (or later) title or it is unclear whether the print and online versions carry the same successive titles, follow *LCRI* 12.7B4.2, "... give the earlier title in a note. Give a note explaining that the earlier title no longer appears in the serial."

A. Updating existing records

The cataloger finds the following record and notices that all issues have been reformatted with the new title in the online archive.

Biblv|= s

Entry convention = 0

Type of continuing resource= p

```

245 00 $a   BMC biochemistry and structural biology $h [electronic
             resource].
260 ## $a   London : $b BioMed Central, $c 2000-
362 0# $a   Vol. 1 (2000)-
500 ## $a   Title from BioMed Central archive volume screen (viewed Dec.
             6, 2002).
856 40 $u   http://bibpurl.oclc.org/web/213 $u
             http://www.biomedcentral.com/bmcbiochem/
856 40 $u   http://www.pubmedcentral.nih.gov/tocrender.fcgi?journal=12

```

Record as updated by cataloger:

- Entry convention is changed to: 2
- The 245 is changed to the current title.
- The earlier title and what is known about the dates it carried is put into field 247. If needed for clarification, a former title complexity note, 547 is added to explain the change in title.
- In this case, the original title split into two different titles as reflected in the 547 note.
- The description is based on the current issue

Biblv|= s

Entry convention = 2

Type of continuing resource= p

```

245 00 $a   BMC biochemistry $h [electronic resource].
247 11 $a   BMC biochemistry and structural biology
260 ## $a   London : $b BioMed Central, $c 2000-
362 0# $a   Vol. 1 (2000)-
500 ## $a   Title from BioMed Central archive volume screen (viewed Dec.
             6, 2002).
547 ## $a   Originally titled: BMC biochemistry and structural biology.
             Original title was split into: BMC biochemistry, and: BMC
             structural biology. A new web site was created for BMC

```

structural biology and all articles were reformatted with the later titles.

If further changes take place and earlier known titles or bodies continue to be reformatted or omitted, the description is changed to reflect the current issue. Earlier information is explained in the 547 or 550 notes and added entries are provided. If on the other hand, a later change occurs and the publisher *does* begin to retain earlier titles or bodies, a new successive entry record is created and the two records are linked.

Continuing the example above hypothetically, a further change occurs and the publisher retains the earlier titles. The record is closed out:

Biblv1= s

Entry convention = 2

Type of continuing resource= p

Publication status=d

```

245 00 $a   BMC biochemistry $h [electronic resource].
247 11 $a   BMC biochemistry and structural biology
260 ## $a   London : $b BioMed Central, $c 2000-2003.
362 0# $a   Vol. 1 (2000)-v. 4 (2003).
500 ## $a   Title from BioMed Central archive volume screen (viewed Dec.
             6, 2002).
547 ## $a   Originally titled: BMC biochemistry and structural biology.
             Original title was split into: BMC biochemistry, and: BMC
             structural biology. A new web site was created for BMC
             structural biology and all articles were reformatted with
             the later titles. This serial is now continued by: BMC
             biochemistry and metabolic pathways.

785 10 $t   BMC biochemistry and metabolic pathways
856 40 $u   http://bibpurl.oclc.org/web/213 $u
             http://www.biomedcentral.com/bmcbiochem/

```

A new record is created:

```

245 00 $a   BMC biochemistry and metabolic pathways $h [electronic
             resource].
780 00 $t   BMC biochemistry

```

B. Creating a new record

If there is not an existing record for an earlier title and the cataloger is creating an original record that would cover issues that are known to have had that title, the earlier title can be given in a 247 field and an explanation in a 547 field.

Example: At the time of cataloging, there is no existing record on the utilities for the earlier title but the span of time issues of the serial had the earlier title is known:

```
245 00 $a RFE/RL newsline $h [electronic resource].
247 11 $a Newsline on the Web $f 1 Apr. 1997-<1 Oct. 1997>
260 ## $a Prague : $b RFE/RL, Inc., $c c1997-

500 ## $a Description based on: Vol. 6, no. 57 (26 Mar. 2002); title
from caption (viewed Mar. 26, 2002).
547 ## $a All issues originally published with the title: Newsline on
the Web have been reformatted with the new title: RFE/RL
Newsline.
```

31.19 ISSN for online serials

Recording the ISSN displayed on the serial is useful for searching and record matching on local systems, citation indexes, and full text databases. The centers of the ISSN Network currently assign separate ISSN to paper and online versions of a serial; however, not all online versions have been assigned a separate ISSN by the appropriate center. If separate ISSN have been assigned, sometimes ISSN for both the print and online versions are displayed on issues of the e-serial or in related pages on the serial's Web site.

When print and online format ISSN are given (sometimes clearly labeled "print" and "E-ISSN"), record the ISSN for online version in \$a of the 022 and record the ISSN for the print in \$y of the 022. If the publisher appears to be printing the ISSN of the print instead of a separate ISSN for the online format, record the ISSN of the print in \$y of the 022. If unsure which format the ISSN is for, record it in \$y. If the serial does not print an ISSN but one format's ISSN, or both are known, they may be placed in the appropriate subfields of the 022.

31.20. Record examples

31.20.1. Born digital e-serial (there is no print version). *Statistical Applications in Genetics and Molecular Biology*

```

OCLC: 31848943          Rec stat:    c
Entered: 19950118       Replaced: 19970422       Used: 19970917
Type: a   ELvl:        Srce: c   Gpub:        Ctrl:        Lang: eng
BLvl: s   Form: s     Conf: 0   Freq: a     MRec:        Ctry: cau
S/L: 0   Orig: s     EntW:        Regl: r     ISSN: 1     Alph: a
Desc: a   SrTp:        Cont:        DtSt: c     Dates: 2002,9999
010 ##   $a 2003-212268 $z 2003-243230
          006          [m          d          ]
          007          $a c $b r $d c $e n $f u
          012 ##       $l 1
          016 7#       $a 101176023 $2 DNLN
          019 ##       $a 52166607
          022 0#       $a 1544-6115
          030 ##       $a SAGMCU
          037 ##       $b BE Press, 805 Camelia St., Berkeley, CA 94710 $c $365.00
          042 ##       $a nsdp $a lcd
          050 10       $a ISSN RECORD
          050 14       $a QH438.4.S73
          060 10       $a W1
          082 10       $a 576.5 $2 13
          210 0#       $a Stat. appl. genet. mol. biol.
          222 #0       $a Statistical applications in genetics and molecular
                    biology
          245 00       $a Statistical applications in genetics and molecular
                    biology $h [electronic resource].
          246 13       $a SAGMB
          260 ##       $a [Berkeley, CA] : $b Berkeley Electronic Press, $c c2002-
          310 ##       $a Annual
          362 0#       $a Vol. 1, issue 1 (2002)-
          500 ##       $a Title from table of contents page (publisher's Web site,
                    viewed July 24, 2003).
          500 ##       $a Latest issue consulted: Vol. 2, issue 1 (2003)(viewed
                    July 24, 2003).
          515 ##       $a Articles added consecutively to current annual volume.
          538 ##       $a Mode of access: World Wide Web.
          510 0#       $a Chemical abstracts $x 0009-2258
          650 #0       $a Genetics $x Statistical methods $v Periodicals.
          650 #0       $a Molecular biology $x Statistical methods $v Periodicals.
          650 #0       $a Bioinformatics $v Periodicals.
          650 12       $a Genetics $v Periodicals.
          650 22       $a Molecular Biology $v Periodicals.
          650 22       $a Statistics $v Periodicals.
          856 40       $u http://www.bepress.com/sagmb
          850 ##       $a DNLN

```

31.20.2. Aggregator-neutral record. *Journal of Cereal Science (Online)*

```

Type:  a      ELvl:      Srce:  c      GPub:      Ctrl:      Lang:  eng
BLvl:  s      Form:  s      Conf:  0      Freq:  b      MRec:      Ctry:  enk
S/L:   0      Orig:  s      EntW:      Regl:  r      ISSN:  1      Alph:  a
Desc:  a      SrTp:  p      Cont:      DtSt:  c      Dates: 1983,9999
010 ##      $a sn97-1881
006        [m      d      ]
007        $a c $b r $d c $e n $f u
012        $l 1
022 0#      $a 1095-9963 $y 0733-5210
037 ##      $b Academic Press, 6277 Sea Harbor Dr., Orlando, FL
          32887-4900
042 ##      $a nsdp $a lcd
082 10      $a 664 $2 12
130 0#      $a Journal of cereal science (Online)
210 0#      $a J. cereal sci. $b (Online)
222 #0      $a Journal of cereal science $b (Online)
245 10      $a Journal of cereal science $h [electronic resource].
246 30      $a Cereal science
260 ##      $a London : $b Academic Press
310 ##      $a Bimonthly
362 1#      $a Print began with: Vol. 1, no.1 (Jan. 1983).
500 ##      $a Description based on: Vol. 17, issue 1 (Jan. 1993); title
          from table of contents (ScienceDirect, viewed Sept. 5,
          2003).
530 ##      $a Issued also in print: Journal of cereal science.
538 ##      $a Mode of access: World Wide Web.
650 #0      $a Grain $v Periodicals.
650 #0      $a Cereal products $v Periodicals.
776 1#      $t Journal of cereal science $x 0733-5210 $w (DLC)sn
          82005265 $w (OCoLC)8603019
856 40      $u http://firstsearch.oclc.org $z Address for accessing the
          journal using authorization number and password through OCLC
          FirstSearch Electronic Collections Online
856 40      $u
          http://firstsearch.oclc.org/journal=0733-5210;screen=info;EC
          OIP $z Address for accessing the journal from an authorized
          IP address through OCLC FirstSearch Electronic Collections
          Online
856 40      $u http://www.sciencedirect.com/science/journal/07335210

```


31.20.3. Single-record approach. *ARC News (Redlands, Calif.)*

OCLC: 20316854 Rec stat: c
 Entered: 19890908 Replaced: 19970902 Used: 19970903
 Type: a ELvl: Srce: c GPub: Ctrl: Lang: eng
 BLvl: s Form: Conf: 0 Freq: q MRec: Ctry: cau
 S/L: 0 Orig: EntW: Regl: r ISSN: 1 Alph: a
 Desc: a SrTp: p Cont: DtSt: c Dates: 19uu,9999

010 ## \$a sn91-17504
 012 ## \$i 9106 \$l 1
 022 0# \$a 1064-6108
 037 ## \$b Environmental Systems Research Institute, Inc., 380 New
 York Street, Redlands, CA 92373
 042 ## \$a lc \$a nsdp
 050 00 \$a G70.2 \$b .A73
 082 10 \$a 363 \$2 12
 130 0# \$a ARC news (Redlands, Calif.)
 210 0# \$a ARC news \$b (Redlands Calif.)
 222 #0 \$a ARC news \$b (Redlands, Calif.)
 245 10 \$a ARC news / \$c Environmental Systems Research Institute.
 246 1# \$i At head of title: \$a ESRI \$f <winter 1997/98->
 246 17 \$a ESRI ARC news
 260 ## \$a Redlands, Calif. : \$b Environmental Systems Research
 Institute
 300 ## \$a v. : \$b ill. ; \$c 43 cm.
 310 ## \$a Quarterly, \$b <spring 1989->
 321 ## \$a Two issues a year, \$b <summer/fall 1987->
 500 ## \$a Some issues include section: GIS trends.
 500 ## \$a Description based on: Summer/fall 1987; title from
 caption.
 500 ## \$a Latest issue consulted: Vol. 23, no. 4 (winter
 2001/2002).
 515 ## \$a Vols. for <summer/fall 1987-winter/spring 1988> lack
 numbering designation; <fall 1989-> called <vol. 11, no. 2->
530 ## \$a Recent issues are also available on the Internet.
 650 #0 \$a Geographic information systems \$v Periodicals.
 650 #0 \$a Geography \$x Data processing \$v Periodicals.
 710 2# \$a Environmental Systems Research Institute (Redlands,
 Calif.)
 740 02 \$a GIS trends.
856 41 \$u <http://bibpurl.oclc.org/web/2645> \$u
<http://www.esri.com/news/arcnews/arcnews.html>
 891 20 \$9 853 \$8 3 \$a v. \$b no. \$u 4 \$v r \$i (year/year) \$j
 (season) \$w q
 891 41 \$9 863 \$8 3.1 \$a <23> \$b <4> \$i <2001/2002> \$j <24>

31.20.4. Online version preceded by an earlier title. *Journal of physiology and pharmacology (Online)*

```

OCLC: 49792853          Rec stat: C
Entered: 20020515       Replaced: 20040615       Used: 20041111
Type: a                ELvl:          Srce: c                GPub:          Ctrl:          Lang: eng
BLvl: s               Form: s                Conf: 0        Freq: q        MRec:          Ctry: pl
S/L: 0                Orig: s               EntW:          Regl: r        ISSN:          Alph:
Desc: a               SrTp: p               Cont:          DtSt: c        Dates: 1991,9999
  010 ##              $a 2004-262222
  006                 [m          d          ]
  007                 $a c $b r $d c $e n
  022 0#              $y 0867-5910
  042 ##              $a lcd
  130 0#              $a Journal of physiology and pharmacology (Online)
  245 10              $a Journal of physiology and pharmacology $h [electronic
                      resource] : $b an official journal of the Polish
                      Physiological Society.
  260 ##              $a Kraków, Poland : $b Polish Physiological Society, $c
                      [1991]-
  310 ##              $a Quarterly
  362 1#              $a Print began with: Vol. 42, no. 1 (Mar. 1991).
  500 ##              $a Description based on: Vol. 51, no. 1 (Mar. 2000); title
                      from journal information screen (publisher's Web site,
                      viewed June 4, 2004).
  500 ##              $a Latest issue consulted: Vol. 55, no. 1, pt. 1 (Mar.
                      2004).
  530 ##              $a Issued also in print.
  538 ##              $a Mode of access: World Wide Web.
  580 ##              $a Original print version of this title was preceded by an
                      earlier title called: Acta physiologica Polonica.
  650 #0              $a Physiology $v Periodicals.
  650 #0              $a Pharmacology $v Periodicals.
  650 #2              $a Pharmacology $v Periodicals.
  650 #2              $a Physiology $v Periodicals.
  710 2#              $a Polskie Towarzystwo Fizjologiczne.
  776 1#              $t Journal of physiology and pharmacology $x 0867-5910 $w
                      (DLC)940646692 $w (OCoLC)24515696
  780 10              $t Acta physiologica Polonica {note suppressed; record control
                                                                number not input}
  856 40              $z Access v.51(2000)- $u http://bibpurl.oclc.org/web/7757
                      $u http://www.jpp.krakow.pl/

```