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GLOSSARY

This Glossary includes terms found in the Statement of International Cataloguing Principles that are being used in a specific way (not simply the usual dictionary definition).

Access point – A name, term, code, etc., under which a bibliographic or authority record or reference will be found. [Source: FRANAR]

Agent – A person (author, publisher, sculptor, editor, director, etc.) or a group (organization, corporation, library, orchestra, country, federation, etc.) or an automaton (weather recording device, software translation program, etc.) that has a role in the lifecycle of a resource. [Source: DCMI Agents Working Group, working definition]

See also Author, Creator

Attribute – Characteristic of an entity; an attribute can be inherent in an entity or externally imputed. [Source: FRBR]

Author – A creator responsible for the intellectual or artistic content of a textual work. [Source: IME ICC]

See also Agent, Creator

Authority record – A record in an authority file for which the organizing element is the authorized heading for an entity (agent, work/expression, or subject) as established by the cataloguing agency responsible. [Source: IME ICC]

See also Access point, Authorized heading, Controlled form of name

Authorized heading – The uniform controlled access point for an entity. [Source: IME ICC]

See also Access point, Authority record, Controlled form of name

Bibliographic description – a set of bibliographic data recording and identifying a bibliographic resource. [Source: ISBD(CR)]

Bibliographic record – The set of data elements that describe and provide access to manifestations and identify related works and expressions. [Source: IME ICC]

Bibliographic resource – A manifestation or item.

Bibliographical unit

See Manifestation

Collection – 1. A set of two or more works combined or issued together. 2. A set of bibliographic resources held or created by a given institution. [Source: IME ICC]

Concept – An abstract notion or idea. [Source: FRANAR, FRBR]

Controlled form of name – Authorized and variant forms of names given to entities, formulated according to a set of rules and recorded in an authority record, in order to provide access to bibliographic and authority records (sometimes also called controlled heading, authorized heading, or variant heading). [Source: IME ICC]

See also Access point, Authorized heading, Authority record, Name

Conventional name – A name, other than the ~~real~~ official name, by which a corporate body, place, or thing has come to be known. [Source: modified from AACR2 Revision 2002, Glossary]

Corporate Body – An organization or group of persons and/or organisations that is identified by a particular name and that acts, or may act, as a unit. [Source: modified from FRANAR, FRBR]

Creator – An entity responsible for the intellectual or artistic content of a work.

See also Author, Agent

Descriptive cataloguing – The part of cataloguing that provides both descriptive data and non-subject access points. [Source: IME ICC]

See also Subject cataloguing

Event – An action or occurrence. [Source: FRANAR, FRBR]

Expression – The intellectual or artistic realisation of a work. [Source: FRANAR, FRBR]

Family – Two or more persons related by birth, marriage, adoption, or similar legal status. [Source: FRANAR, as modified by IME ICC]

Heading

See Access point

Item – A single exemplar of a manifestation. [Source: FRANAR, FRBR]

Key-title – The unique name assigned to a continuing resource by the ISSN Network and inseparably linked with its ISSN. The key title may be the same as the title proper; or, in order to achieve uniqueness, it can be constructed by the addition of identifying and/or qualifying elements such as name of issuing body, place of publication, edition statement, etc. (see ISSN Manual). [Source: ISBD (CR)]

Manifestation – The physical embodiment of an expression of a work. [Source: FRANAR, FRBR]

Name – A character or group of words and/or characters by which an entity is known; includes the words/characters designating a person, family, corporate body, object, concept, event, or place, as well as the title given to a work, expression, manifestation, or item. [Source: FRBR as modified in FRANAR]

See also Controlled form of name.

Object – A material thing. [Source: FRBR]

Person – An individual or a persona established or adopted by an individual or group. [Source: FRBR as modified in FRANAR]

Place – A location. [Source: FRBR]

Physical format (an attribute of original and surrogate manifestations) – The container or medium in/on which an expression of a work is recorded (e.g., book, CD, MP3, videocassette, DVD, microfilm, digital file, map, globe, score, etc.). [Source: IME ICC]

Subject cataloguing – The part of cataloguing that provides subject heading/terms and/or classification. [Source: IME ICC]

See also Descriptive cataloguing

Uniform title – 1. The particular title by which a work or expression is to be identified for cataloguing purposes **and for collocation in displays of sets of expressions or manifestations of the work or expression**. Examples are collective titles and conventional titles used for collocation, form headings used to organize displays, and unique titles used to distinguish among works with the same title. [Source: modified from AACR2] 2. The authorized form by which variant titles of different manifestations of a work, with or without author, are linked/grouped together for searching/access purposes. [Source: GARR]

Work – A distinct intellectual or artistic creation (i.e., the intellectual or artistic content.). [Source FRANAR, FRBR, as modified by IME ICC]

Sources

AACR2 – *Anglo-American cataloguing rules*. – 2nd edition, 2002 revision. – Ottawa: Canadian Library Association; London: Chartered Institute of Library and Information Professionals; Chicago: American Library Association, 2002-

DCMI Agents Working Group – Dublin Core Metadata Initiative, Agents Working Group. [Web page, 2003]: <http://dublincore.org/groups/agents/> (working definitions – report is not yet final)

~~FINAL~~ Glossary for IME ICC, 2 April 2004 (updated following recommendations of the IME ICC2, Buenos Aires meeting August 2004) revised 20 Sept. 2005

FRANAR – *Functional requirements and numbering of authority records: a conceptual model – draft 2003*. (Working definitions, report is not yet final)

FRBR – *Functional requirements for bibliographic records: Final report*. – Munich: Saur, 1998. (IFLA UBCIM publications new series; v. 19)

GARR – *Guidelines for authority records and references*. 2nd ed., rev. – Munich: Saur, 2001. (IFLA UBCIM publications new series; v. 23)

IME ICC – IFLA Meeting of Experts on an International Cataloguing Code (1st: Frankfurt: 2003), recommendations from the participants

ISBD (CR) – *ISBD (CR): International standard bibliographic description for serials and other continuing resources*. – Munich: Saur, 2002. (IFLA UBCIM publications new series; v. 24)

Also see MulDiCat: <http://subito.biblio.etc.tu-bs.de/muldicat/>