

IFLA Universal Bibliographic Control and International MARC Core Programme (UBCIM)

UNIMARC Guidelines no. 1

Guidelines for Using UNIMARC for Component Parts

1999-05-01

1. INTRODUCTION

The following guideline indicates how the UNIMARC format is to be used when creating records for two types of component parts: journal articles and articles in books. The focus here is on articles, although the treatment of other components that are one part of a larger physical piece would follow the same model.

In this Guideline it is sometimes necessary to use generalised UNIMARC terminology (e.g., in Section 2), but in most instances more specific terms relating to the specific items being described are used. The following correspondences apply:

General UNIMARC terms

piece-analytic

set

piece

Specific guideline terms

article, component part, journal article, article in a book

host, journal, serial

host, book, monograph

Articles can take a number of forms, from scholarly treatises to news items. For example, they may be simple articles; a review of a book, record, motion picture, etc.; part of a series of articles on a topic; a bibliography; part of a larger section within a journal or book. By convention, they are often indexed with multiple detailed subject descriptors, some taken from the articles themselves rather than a controlled thesaurus. The application of general subject category codes and terms that assist access is common. These variations from general book and serial cataloguing have been specially considered in these guidelines.

Section 2 of the guideline indicates the general model for encoding UNIMARC records for component parts, and, in particular, articles. The following section lists data elements commonly included in bibliographic descriptions of articles and indicates where each data element would be placed in a UNIMARC record. Section 4 gives examples of full records for articles and associated host items.

In the examples and tables 4-- fields have alternative versions - one using \$1 (one), the other with standard subfields. e.g.

461 #0 \$1001N34900

OR

\$0N34900

Either method may be used.

Note that a 4-- field containing only a Record Identifier is not acceptable for exchange purposes.

2 UNIMARC MODEL FOR COMPONENT PARTS

UNIMARC specifies a hierarchy of levels for publications that are bibliographically parts of other publications:

set = group of physically separate items, common title (example: a *serial*)

subset = section of a set, subgroup of physically separate items, common title

piece = single physically separate item (example: a *book*)

piece-analytic = bibliographic item that is a physically inseparable part of a piece or set (examples: a journal *article*, an *article* in a book)

Only the last item in this hierarchy, piece-analytic, is a *physically* inseparable component part of a higher level item. This physical containment leads to the need to describe both the piece-analytic (article) and indicate the identity of the higher level item - the set (serial) or piece (monograph). Piece-analytic records may be created for items in different media: tracks on CDs or other recorded media, individual chapters in books, articles in journals, articles in books. The focus of these guidelines is on the latter two commonly encountered piece-analytics: articles in host journals and articles in host books.

Description of the Article

When creating a UNIMARC record for a piece-analytic, the piece-analytic is the entity described in the 0XX, 1XX, 2XX, 3XX, 5XX, 6XX, 7XX fields. The description of the piece-analytic is shown in bold in the following example.

```
001 0060068
100 ## $a19910130d1990#####k##y0engy0103#####ba
101 0# $aeng
200 1# $aIncreasing the relevance of agricultural research$einstitution building in Third
World universities
461 #0 $1001IDS33146$12001#$aJournal of developing areas$vv.24,no.4,pp.451-
466(1990)
OR
461 #0 $0IDS33146$tJournal of developing areas$vv.24,no.4,pp.451-466(1990)
610 1# $aagricultural research$ainstitution building$auniversities
701 #1 $aWhite$bLouise G.
801 #3 $aGB$bIDS$c19910215
```

Description of the Host

The set (journal) or piece (book) that contains the piece-analytic (article) is called the *host*. The host is briefly described in a 4XX field of the record for the piece-analytic. The information about the host is intended to identify it and indicate where within the host the piece-analytic is to be found. A separate full record should exist for the host and the brief identification points to that record. The identification information concerning the host is shown in bold in the following example.

```
001 0060069
100 ## $a19910130d1990#####k##0engy0103#####ba
101 0# $aeng
200 1# $aMalawi's "captured" peasantry$ean empirical analysis
461 #0 $1001IDS33146$12001#$aJournal of developing areas$vv.24,no.4,pp.467-488
(1990)
OR
461 #0 $0IDS33146$tJournal of developing areas$vv.24,no.4,pp.467-488 (1990)
```

610 1# \$aMalawi\$aPeasantry\$aCapitalism\$aAgricultural economy
 701 #1 \$aHirschmann\$bDavid
 801 #3 \$aGB\$bIDS\$c19910215

3 DATA ELEMENTS

Any applicable UNIMARC field or subfield may be used for the description of the **article**. Likewise, any may be used for identification of the host journal or book, but the host identification fields are embedded in a 4XX field. The guidelines in the *UNIMARC Manual* which indicate fields to be included in embedded fields should also be considered.

The following data elements, which were compiled from a survey of a number of journal article indexing systems, are frequently required to support access to and displays of article records, thus they have been briefly described and their location in a UNIMARC field or subfield has been indicated. In addition, any other data elements from UNIMARC may be used in a record for an article. The data elements that are used to describe the article are listed first, followed by those pertaining to the host journal or book that contains the article.

Description of the Article

<i>Titles</i>	<u>UNIMARC Location</u>
Title: Title of article as it appears on the article	200
Translated title: Title translated into another language.	541
Parallel title: Title in another language appearing on the article.	510
Expanded title: Title of article enhanced with additional words and phrases to make it more self explanatory	532
Section title: Title of a general section in which an article is contained. This could be a section for only one issue or a section that occurs repeatedly in issues of a journal.	545
Multi-part piece title: Common title given to a multi-part article that also has separate titles for the parts.	225

Authors

Author(s): All of the authors of the article as listed at the beginning of the article. <i>If identification of the main entry is desired, use 700 for first author and 701 (with relator code 070 for author in \$4) for other authors. If it is not desirable to single out one author, put all author names in 701. Follow the same rule for 71- authors. The author may be a reviewer of a book when the article is a review of a book, movie, concert, etc. The relator code 675 for reviewer is used in \$4 for authors of reviews.</i>	200 \$f \$g and/or 700, 701, 710, 711
Author affiliation(s): Institutional affiliations of the authors at the time the article was written	700 \$p, 701 \$p, 710 \$p, 711 \$p

Content Descriptors

Abstract: Brief summary of article content.	330
Contents: Titles and authors when there are multiple titles within one piece-analytic.	327
Subjects: Topics, names, and titles associated with the content of the article. (Also called descriptors.) Subjects may be from a controlled	

list (thesaurus) or may be uncontrolled. Topical subjects may be ranked as primary or secondary.

Types of subjects include:

Topical or mixed (controlled)	606
Topical or mixed (uncontrolled)	610
Geographic	607
Names (persons, corporations, meetings, families)	600, 601, 602
Title (titles, name/title)	604, 605

Primary and secondary topical descriptors are identified by the first indicator in 610.

Subject categories: General level subjects associated with the content of the article. (Also called section headings, buckets, tags, identifiers.) In textual and coded form. 615

Added entries: Organisations or persons related to the production of the article, such as funding agencies, contracting agencies, etc. 701, 702, 711, 712

Relator codes, such as 400 for funder, should be included in subfield \$4 to identify various relationship to the article.

Notes

Notes: Any number or type of notes might be required, but specifically the following may be needed:

Target Audience Note (industry-specific)	333
Bibliography Note	320
Sponsoring Body Note	314

Subsequent reference: When an article is discussed in a subsequent issue of the same journal or another publication, a note may be added to the record for the subsequent reference that cites the original article and to the record for the original article that cites the subsequent article. The note can be textual (321) and/or linking (488) in form. 321 (note)
488 (link)

Caption heading: A caption, descriptor, or picture associated with the article these may occur randomly in the print space for the article. 321

Availability information: Source agency, price units, stock number for ordering a copy of an article 345

Grant, contract number: Numbers for projects, grants, etc. associated with projects about which articles are written. 301

The numbers should be preceded by introductory words that indicate the type of number, such as "Contract No..".

Author/title of reviewed book, meeting, concert, etc.: For book reviews, full citation to item reviewed. 470

Illustrations, accompanying items etc.: Brief indication of the types of illustrative or special material in or accompanying an article. 215
Pagination for the article is given in the host location field, not in field 215.

Article identifier: Numbers applied by publishers to individual articles. These may be formatted according to an ISO standard or according to national or industry standards. 014

Document type: A designation that a document is an article, research paper, conference paper, etc. 105 /8 (conference)
 105 /9 (festschrift)
The content type "h = project description" is used in 105/4-7 for project reports 105 /11 (literature)
 105 /4-7 (contents)

Qualifying data: Coded data concerning the article that may be used for access.

Language of article 101 \$a
 Language of summary 101 \$d
 Target audience 100 /17-19
 Publication date 100 /8-16
The publication date of the article, which would be the publication date of the host issue that contains the article or of the host book, is coded in field 100.
If the full date including month and day is desired, 100/8 would be "j = detailed date of publication of item" and 100/9-12 would contain the year and 100/13-16 the month and day. If detailed date is not needed, then other values applicable to monographic items are used.
 Illustrations 105 /0-3
 Bibliography 105 /4-7, value a

Description of the Host Journal or Book

All information about the host would be carried in fields embedded in a 463 or 461 field. If the host item were a book the field would be 463. If the host were a journal, it would be 461.

While any UNIMARC field may be embedded, this field usually contains only the title and other information that identify the host, the location within the host, and the record identifier for the host.

UNIMARC Location with Embedded Field Tags or Subfields

Title: Title of the host. 461/463 with 200 or 500 or \$t

Key title: Key title of host journal. 461 with 530 or \$t

Abbreviated key title: Key title of host in an abbreviated form. 461 with 531 or \$t

Author: Author entry of host, if any. 461/463 with 700, 710 or \$a

Imprint: Place of publication, publisher of host. 461/463 with 2100 or \$c

ISSN: International Standard Serial Number of host journal. 461 with 011 or \$x

ISBN: International Standard Book Number of host book. 461/463 with 010 or \$y

CODEN: Code assigned to host journal. 461 with 040 or \$z

Location within host: Information that uniquely identifies where the article appears in the host. Information includes volumes and issues where applicable, dates if desired, and pages in all cases. If the host is a book, only pages would be necessary to fully locate the article. 461/463 with 200 \$v, 500\$v, 530 \$v, or 531 \$v or \$v

Examples: Vol.6, no.1 (spring 1988) pp.156-185
 Jan 1983 v.74 p.1
 No.29 (1985) p.15-20, 25, 68-69
 p.25-39

Host record identifier: Record number for the bibliographic record for the host journal or book. 461/463 with 001 or \$0

4 FULL RECORD EXAMPLES

EXAMPLE 1: Article record and host journal record

Record for article. The host journal, Alcoholism, is cited in field 461 which contains only the location within the host and the record identifier for the host.

001 910930016
 100 ## \$a19910930d1990#####k##y0scry0103####ba
 101 0# \$aeng
 200 1# \$aFranz Schubert (1797-1828)\$epathography\$fDarkoBreitenfeld
 215 ## \$cillustr
461 #1 \$1001910930015\$12000#v26 (1990), 1-2; str.109-112

OR

461 #1 \$0910930015v26 (1990), 1-2; str.109-112
 600 #1 \$3910930033\$aSchubert\$bFranz\$xzivoti djelo
 700 #1 \$3910930035\$aBreitenfeld\$bDarko
 801 #0 \$aHR\$bNSB\$gPPIAK

Record for host journal.

001 910930015
 011 ## \$a0002-502X
 100 ## \$a19910930a19659999k##y0scry0103####ba
 101 0# \$aeng\$dscr
 102 ## \$aHR\$bH
 110 ## \$aaja#####0xx0
 200 1# \$aAlcoholism\$ejournal of alcoholism and related addictions\$fCenter for Study and Control of Alcoholism and Additions, Zagreb\$gInternational Council on Alcohol and Additions, Lausanne\$geditor in chief Vladimir Hudolin
 207 #0 \$aVol. 1, no. 1 (1965)-
 210 ## \$aZagreb\$cCenter for Study and Control of Alcoholism and Additions\$aLausanne\$cInternationalCouncil on Alcohol and Additions\$d1965-
 215 ## \$d24 cm
 300 ## \$aOd vol. 1 (1965) - vol. 7, no. 2 (1971) izdavac: Institute for Study and Control of Alcoholism and Additions, Zagreb and International Council of Alcohol and Additions, Lausanne
 300 ## \$aOpis prema vol. 15, sv. 1 (1979)
 326 ## \$a2 broja godisnje
 675 ## \$a613.81/.84
 801 #0 \$aHR\$bNSB\$gPPIAK

EXAMPLE 2: Article that was presented at a meeting and then published in a journal

Record for article. The article is a paper that was presented at a meeting. The meeting is indicated in a 300 (General Note) field. It could also be specified in a 712 (Corporate Body Name - Secondary) field for access.

001 911001003
 100 ## \$a19911001d1990#####k##y0scry0103####ba
 101 0# \$ascr\$deng
 200 0# \$aTeorijski aspekti konvencionalne podjele na velike i male knjizevnosti\$fViktor Zmegac
 300 ## \$aZagrebake knjizevne veceri, Zagreb, svibanj 1990
 300 ## \$aZusammenfassung
461 #1 \$1001910930012\$12000#v34 (1990), 2-3 ; str. 203-210
 606 ## \$3910930030\$aTeorijaknjizevnosti\$xmetodologija\$xsocioloskiaspekti

700 #1 \$3910930029\$aZmegac\$bViktor
801 #0 \$aHR\$NSB\$gPPIAK

EXAMPLE 3: Article in a special section of a journal

Record for article. The article is in a special section in an issue of a journal. The section contains several articles on the same theme. The section title is indicated in field 545.

001 911001011
100 ## \$a19911001d1990#####y0scry0103####ba
101 0# \$ascr\$cfre
200 1# \$aPrava covjeka\$fMarcel Gauchet\$gs francuskog prevela Emina Racunica
320 ## \$aBibliografija: 10 jed.
461 #1 \$1001911001007\$12000#v34 (1990), 1-2 ; str. 66-75
OR
461 #1 \$0911001007\$12000#v34 (1990), 1-2 ; str. 66-75
545 1# \$aGlavne teme Francuske revolucije
606 ## \$3910930016\$aPrava covjeka\$yFrancuska\$z18.st.aspekti
700 #1 \$3910930014\$aGauchet\$bMarcel
702 #1 \$3910930015\$aRacunica\$bEmina\$4730
801 #0 \$aHR\$NSB\$gPPIAK

EXAMPLE 4: Multipart article in a journal

Record for article. The common title for the multipart article is contained in field 200, \$a; the number and name of the part are contained in field 200, \$h and \$i.

001 an91ab0104678
100 ## 19910411d1992#####k##0czey0103####ba
101 0# \$acze
200 1# \$aPoznámky k procesu recepcie umeleckého díla\$hCást 1\$iNad problematikou komunikace\$fJana Marhounová
461 ## \$1001pe01291\$12001#SaCtenár\$12001#vRoc. 42, c. 2 (1990), s. 13-15
OR
461 ## \$0pe01291\$12001#SaCtenár\$12001#vRoc. 42, c. 2 (1990), s. 13-15
610 0# \$aumelecké dílo
610 0# \$arecepce
610 0# \$apsychologické aspekty
675 ## \$a159.95\$a82.0
700 #1 \$aMarhounová\$bJana\$3p0011963
801 #0 \$aCS\$bABA001\$c19910411

EXAMPLE 5: Review article in a journal and subsequent review article

Record for article. The article is a review of a previously published book, O vecech obecných. Linking field 470 cites the record for the book being reviewed. The host journal, Tvar, is cited in field 461.

001 an92ab0100070
100 ## 19920120d1992#####k##y0czey0103####ba
101 0# \$acze
200 1# \$aMísto doslovu\$eZamyslení nad výborem z politické publicistiky F Peroutky\$fEva Hartmanová
461 ## \$1001pe90ab0103700\$12001#SaTvar4\$12001#vRoc. 3, c. 4 (1992), s. 4-5
OR
461 ## \$0pe90ab0103700\$12001#SaTvar4\$12001#vRoc. 3, c. 4 (1992), s. 4-5
470 ## \$1001ck91ab0110123\$1200#Sa0 vecech obecných\$17008#1\$aPeroutka\$bFerdinand\$3p0012332
OR
470 ## \$0ck91ab0110123\$1200#Sa0 vecech obecných\$aPeroutka, Ferdinand\$3p0012332
488 ## \$1001an92ab0111234\$1200#SaZnovu o Peroutkove

publicistice\$1700#1\$aFriedlander\$bJan\$3p00123456\$4675

OR

488 ## \$0an92ab0111234\$tZnovu o Peroutkove publicistice\$aFriedlander, Jan\$3p00123456

610 0# \$aceská politika publicistika

675 ## \$a32\$a070

700 #1 \$aHartmanová\$bEva\$3p0011112\$4675

801 #0 \$aCS\$bABA001\$c19920120

Record for subsequent article. In a subsequent issue of the journal, Tvar, the review described in the above record is discussed. The cataloguing agency cites the host journal in field 461, the book review article described above in field 488, and the book under review in field 470. The agency also added a citation to the subsequent review to the above record for the first review in field 488.

001 an92ab0111234

100 ## 19920309d1992#####k###y0czey0103#####ba

101 0# \$acze

200 1# \$aZnovu o Peroutkove publicistice\$fJan Friedlander

461 ## \$1001pe90ab0103700\$12001#SaTvar4\$VRoc. 3, c. 9 (1992), s. 5

OR

461 ## \$0pe90ab0103700\$tTvar4\$VRoc. 3, c. 9 (1992), s. 5

470 ## \$1001ck91ab0110123\$12001#Sa0 vecech

obecných\$1700#1\$aPeroutka\$bFerdinand\$3p0012332

OR

470 ## \$0ck91ab0110123\$t0 vecech obecných\$aPeroutka, Ferdinand\$3p0012332

488 ## \$1001an92ab0100070\$1200#SaMísto

doslovu\$1700#1\$aHartmanová\$bEva\$3p0011112\$4675

OR

488 ## \$0an92ab0100070\$tMísto doslovu\$aHartmanová, Eva\$3p0011112

610 0# \$aceská politická publicistika

675 ## \$a32\$a070

700 #1 \$aFriedlander\$bJan\$3p0012356\$4675

801 #0 \$aCS\$bABA001\$c19920309

EXAMPLE 6: Chapter in a book

Record for chapter. The article is one chapter of a book. The book is cited in the record for the chapter in field 463.

001 an91ab01163762

100 ## 19910112d1992#####k###0czey0103#####ba

101 0# \$acze

200 1# \$aA chtel bych ji potkat jen tak náhodou

215 ## \$c2 obr.

423 #1 \$12001#SaMireio\$1700#1\$aNezval\$bVítezslav\$3p0234786

OR

423 #1 \$tMireio\$aNezval, Vítezslav\$3p0234786

423 #1 \$12001#1\$aVýstředník\$1700#1\$aSeifert\$bJaroslav\$3p0332586

OR

423 #1 \$tVýstředník\$aSeifert, Jaroslav\$3p0332586

463 ## \$1001ck82ab0105623\$12001#SaMagická zrcadla\$VS. 92-100

OR

463 ## \$0ck82ab0105623\$tMagická zrcadla\$VS. 92-100

610 0# \$aceská poezie

675 ## \$a885.0-1

801 #0 \$aCS\$bABA001\$c19910112

Record for book

001 ck82ab0105623

100 ## 19821116d1992#####k###0czey0103#####ba

101 0# \$acze
200 1# \$aMagická zrcadla\$eAntologie poetismu
205 ## \$al. vyd.
210 ## \$aPraha\$cCeskoslovenský spisovatel\$d1982
215 ## \$a600 s.
610 0# \$aceská poezie
675 ## \$a885.0-1
801 #0 \$aCS\$bABA001\$c19820116

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