

MARC fields and formats

BOOKS

MARC field	Indicators		Content	Format	Notes
	1	2			
010			LCCN	YY123456 or 2010123456	Library of Congress card number
020			ISBN		
100	1		Author	<i>Lastname, Firstname</i>	
245	1		Title	<i>Title : b subtitle /</i>	
250			Edition		2nd ed., large print ed., etc.
260			Publishing	<i>Location : bpublisher , cdate .</i>	Use the <i>most recent</i> date from the title page or verso
300			Pagination	<i>nnn p. : bill.</i>	
490			Series	<i>Series title : v volume</i>	
500			Note		General note
600	1		Personal subject	<i>Lastname, Firstname</i>	
650		0	Subject	<i>LCSH subject heading x subheading</i>	
651		0	Geographical subject	Place name	
700	1		Author added entry	<i>Lastname, Firstname</i>	Joint author, editor, illustrator, narrator, etc.
740			Alternate title	<i>Title</i>	Variation on title, cover or spine title, etc.

PERIODICALS

MARC field	Indicators		Content	Format	Notes
	1	2			
022			ISSN	NNNN-NNNN	Use instead of ISBN
245	0		Title	<i>Title</i>	
260			Publishing	<i>Location : bpublisher , cdate .</i>	

Red highlighted fields are "must-haves".

Use green highlighted fields if the primary information is not available.

AUDIOBOOKS

MARC field	Indicators		Content	Format	Notes
	1	2			
020			ISBN		
100	1		Author	<i>Lastname, Firstname</i>	
245	1	0	Title	<i>Title h[sound recording] : b subtitle /</i>	
260			Publishing	<i>Location : bpublisher , cdate .</i>	
300			Extent	< number> sound discs.	
538			Format	Compact discs.	

GAMES

MARC field	Indicators		Content	Format	Notes
	1	2			
020			ISBN		Add an ISBN for DVDs, if one is available
024			UPC	123456789012	12-digits
245	0		Title	<i>Title h[electronic resource] /</i>	Use h[game] for non-electronic games
260			Publication	<i>Location : bpublisher , cdate .</i>	
300			Extent	< number> discs.	Add number of pieces for non-electronic games
538			Format	CD-ROM	Exclude for non-electronic games

Please send copies of case/insert to Chris via delivery envelope before adding any labels.

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MOVIES					
MARC field	Indicators		Content	Format	Notes
	1	2			
020			ISBN		Add an ISBN for DVDs, if one is available
024			UPC	123456789012	12-digits
245	0		Title	<i>Title h[videorecording] /</i>	
300			Extent	< number> videodiscs.	
538			Format	<DVD> or <Blu-ray>	

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MUSIC					
MARC field	Indicators		Content	Format	Notes
	1	2			
020			ISBN		Add an ISBN for DVDs, if one is available
024			UPC	123456789012	12-digits
028			Catalog number		Usually located on spine of CD case
245	0		Title	<i>Title h[sound recording] /</i>	
538			Format	Compact disc	

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