

MARC fields and formats

BOOKS

MARC field	Indicators		Content	Subfields	Format	Notes
	1	2	(Subfield a)			
010			LCCN		YY123456 or 2010123456	Library of Congress <i>card</i> number
020			ISBN			10 or 13 digits (13-digit start with "978" or "979")
				Subfield q		"large print", "paperback", etc.
100	1		Author		<i>Lastname, Firstname .</i>	Use only one person's name; add others in 700 field(s)
				Subfield e		"author."
245	1		Title		<i>Title :</i>	Title as it appears on the title page
			Subtitle	Subfield b	<i>Subtitle.</i>	
250			Edition			Second edition, large print edition, revised edition, etc.
264			Imprint		<i>Location :</i>	City and state only
			Publisher	Subfield b	<i>Publisher ,</i>	
			Date of publication	Subfield c	<i>Date.</i>	Use the <i>most recent</i> date from the title page or verso
300			Pagination		<i>nnn pages :</i>	Also called "extent"
				Subfield b	illustrations	
				Subfield e	<i>" + added items."</i>	list added items
490			Series		<i>Series title :</i>	
			Volume number	Subfield v	<i>volume .</i>	
500			Note			Any other important info ; <i>this field can be repeated</i>
700	1		Author added entry		<i>Lastname, Firstname .</i>	Joint author, editor, illustrator, etc.;
						only one person's name ; <i>repeatable</i>
				Subfield e		"author." or "editor" or "illustrator", etc.
740			Alternate title		<i>Title</i>	Variation on title; different cover title or spine title

Red highlighted fields are "must-haves".

Green highlighted fields are "must -haves" if the red fields are not all available.

AUDIOBOOKS

MARC field	Indicators		Content	Subfields	Format	Notes
	1	2	(Subfield a)			
020			ISBN			10 or 13 digits (13-digit start with "978" or "979")
				Subfield q		"Compact disc" or "MP3-CD"
100	1		Author		<i>Lastname, Firstname</i>	Use only one person's name; add others in 700 field(s)
				Subfield e		"author"
245	1		Title		<i>Title</i>	Title as it appears on the disc
			Medium	Subfield h	[sound recording] :	Material format
			Subtitle	Subfield b	<i>Subtitle.</i>	
264			Imprint		<i>Location :</i>	
			Publisher	Subfield b	<i>Publisher ,</i>	
			Date of publication	Subfield c	<i>Date .</i>	Use the most recent date found on the item
300			Extent		<i>nnn audio discs.</i>	Number of discs
490			Series			
			Volume number	Subfield v		
500			Note		<i>Format</i>	"Compact disc" or "MP3-CD"
						Also for general notes; repeatable field
700	1		Author added entry		<i>Lastname, Firstname .</i>	Joint author, narrator, etc.;
						only one person's name ; repeatable
				Subfield e		"author", "narrator", etc.
740			Alternate title		<i>Title</i>	Variation on title; different cover title or spine title

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GAMES						
MARC field	Indicators		Content		Format	Notes
	1	2	(Subfield a)	Subfields		
020			ISBN			Add an ISBN for games, if one is available
024			UPC		123456789012	12-digits (usually)
245	0		Title		<i>Title</i>	
			Medium	Subfield h	[electronic resource].	Use [game] for non-electronic games
264			Imprint		<i>Location :</i>	
			Publisher	Subfield b	<i>Publisher ,</i>	
			Date of publication	Subfield c	<i>Date .</i>	
300			Extent		<i>nnn discs.</i>	Number of discs
500			Format		CD-ROM	Add numbers & types of pieces for non-electronic games
700	1		Author added entry		Lastname, Firstname	only one person's name ; repeatable
				Subfield e		"game designer", etc.

PERIODICALS						
MARC field	Indicators		Content	Subfields	Format	Notes
	1	2	(Subfield a)			
245	0		Title		<i>Title</i>	
264			Imprint		<i>Location :</i>	
			Publisher	Subfield b	<i>Publisher ,</i>	
			Date of publication	Subfield c	<i>Date .</i>	
500			Note		<i>ISSN</i>	Use this field for ISSN!
						Also for general notes; repeatable field
740			Alternate title		<i>Title</i>	Variation on title; previous title

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MOVIES						
MARC field	Indicators		Content		Format	Notes
	1	2	(Subfield a)	Subfields		
020			ISBN			Add an ISBN for DVDs, if one is available
024			UPC		123456789012	12-digits (usually)
245	0		Title		<i>Title</i>	From printed side of disc
			Medium	Subfield h	[videorecording] /	
300			Extent		<i>nnn</i> videodiscs	Number of discs
500			Format			"Blu-ray", "DVD", or "Combo pack"
						Also general note; repeatable field
700	1		Author added entry		<i>Lastname, Firstname .</i>	only one person's name ; repeatable
				Subfield e		"film director", "actor", etc.

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

MUSIC						
MARC field	Indicators		Content		Format	Notes
	1	2	(Subfield a)	Subfields		
020			ISBN			Add an ISBN for CDs, if one is available
024			UPC		123456789012	12-digits (usually)
100	1		Artist		<i>Lastname, Firstname.</i>	Use only one person's name; add others in 700 field(s)
245	0		Title		<i>Title</i>	From printed side of disc
			Medium	Subfield h	[sound recording].	
300			Extent		<i>nnn</i> discs	Number of discs
500			Format		Compact disc	Also general note; repeatable field
700	1		Author added entry		<i>Lastname, Firstname .</i>	only one person's name ; repeatable
				Subfield e		"Conductor", "vocalist", etc.

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PUZZLES						
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	1	2	(Subfield a)	Subfields		
020			ISBN			Add an ISBN, if one is available
024			UPC		123456789012	12-digits (usually)
245	0		Title		<i>Title</i>	
			Medium	Subfield h	[puzzle].	
264			Imprint		<i>Location :</i>	
			Publisher	Subfield b	<i>Publisher ,</i>	
			Date of publication		<i>Date .</i>	
300			Extent		<i>nnn</i> pieces	Series title
				Subfield c	<i>xx cm. x yy cm.</i>	
490			Series			
500			Format		Jigsaw puzzle	
700	1		Author added entry		<i>Lastname, Firstname .</i>	only one person's name ; <i>repeatable</i>
				Subfield e		"artist", etc.

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