



## Cataloguing & Indexing Group Practical RDA Cataloguing E-forum RDA Template

Template taken with thanks from the Library of Congress RDA Training guided practice document: [bit.ly/LCguided](http://bit.ly/LCguided)

T = transcribed element

+ = additional elements, beyond the RDA 'core' and 'core if' elements, selected by LC to be core in their records

The 2<sup>nd</sup> column lists RDA instruction numbers and corresponding MARC21 fields/subfields

The 3<sup>rd</sup> column denotes the FRBR entity described by that particular element: W=work, E=expression, M=manifestation, I=item

Only complete those elements which apply to the title being catalogued.

Title being catalogued:

IDENTIFYING MANIFESTATIONS AND ITEMS			
Title proper (T)	2.3.2 245 \$a	M	Managing records in global financial markets
Parallel title proper (T) +	2.3.3 245 \$b	M	
Other title information (T) +	2.3.4 245 \$b	M	ensuring compliance and mitigating risk
Statement of responsibility relating to title proper (T)	2.4.2 245 \$c	M	edited by Lynn Coleman, Victoria L. Lemieux, Rod Stone and Geoffrey Yeo.
Designation of edition (T)	2.5.2 250	M	
Place of publication (T)	2.8.2 264#1 \$a	M	London
Publisher's name (T)	2.8.4 264#1 \$b	M	Facet Publishing
Date of publication	2.8.6 264#1 \$c	M	2011
Place of manufacture (T)	2.10.2 264#3 \$a	M	
Manufacturer's name (T)	2.10.4 264#3 \$b	M	
Date of manufacture	2.10.6 264#3 \$c	M	©2011
Copyright date	2.11 264#4 \$c	M	
Title proper of series (T)	2.12.2 490 \$a	M	Principles and practice in records management and archives
ISSN of series +	2.12.8 490 \$x	M	

Numbering within series (T)	2.12.9 490 \$v	M	
Mode of issuance +	2.13 Ldr/07	M	
Frequency +	2.14 310/321	M	
Identifier ... manifestation	2.15 020	M	9781856046633
Note on title +	2.20.2 500/547	M	
Note on issue, part, or iteration used as the basis for identification of the resource +	2.20.13 500/588	M	
<b>DESCRIBING CARRIERS</b>			
Media type +	3.2 337	M	\$a unmediated \$2 rdamedia
Carrier type	3.3 338	M	\$a volume \$2 rdacarrier
Extent	3.4 300 \$a	M	xxxii, 239 pages
Dimensions +	3.5 300 \$c	M	24 cm.
<b>IDENTIFYING WORKS AND EXPRESSIONS</b>			
Preferred title for the work	6.2.2 130/240/7XX	W	
Content type	6.9 336	E	\$a text \$2 rdacontent
<b>DESCRIBING CONTENT</b>			
Language of the content +	7.12 008/546	E	eng
Illustrative content +	7.15 300 \$b	E	illustrations
Supplementary content +	7.16 500/504	E	
<b>PERSONS, FAMILIES, AND CORPORATE BODIES ASSOCIATED WITH A RESOURCE</b>			
Creator	19.2 1XX/7XX	W	
Other person, family, or corporate body associated with a work	19.3 7XX	W	
Contributor +	20.2 7XX	E	Coleman, Lynn, \$e editor of compilation Lemieux, Victoria L., 1963- , \$e editor of compilation Stone, Rod, \$e editor of compilation Yeo, Geoffrey, \$e editor of compilation
<b>RELATED RESOURCES</b>			
Related work +	25.1 4XX/5XX/7XX	W	In series: Principles and practice in records management and archives
Related expression +	26.1 5XX/7XX	E	
Related manifestation +	27.1 5XX/7XX	M	

