**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>

T = transcribed element

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

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

The 3rd 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) | 2.3.2245 $a | M | Virtual reference service |
| Parallel title proper (T) + | 2.3.3245 $b | M |  |
| Other title information (T) + | 2.3.4245 $b | M | From competencies to assessment |
| Statement of responsibility relating to title proper (T) | 2.4.2245 $c | M | edited by R. David Lankes, Scott Nicholson, Marie L. Radford, Joanne Silverstein, Lynn Westbrook, and Philip Nast |
| Designation of edition (T) | 2.5.2250 | M | UK edition |
| Place of publication (T) | 2.8.2264#1 $a | M | London |
| Publisher’s name (T) | 2.8.4264#1 $b | M | Facet Publishing |
| Date of publication | 2.8.6264#1 $c | M | 2012 |
| Place of manufacture (T) | 2.10.2264#3 $a | M |  |
| Manufacturer’s name (T) | 2.10.4264#3 $b | M |  |
| Date of manufacture | 2.10.6264#3 $c | M |  |
| Copyright date | 2.11264#4 $c | M |  |
| Title proper of series (T) | 2.12.2490 $a | M |  |
| ISSN of series + | 2.12.8490 $x | M |  |
| Numbering within series (T) | 2.12.9490 $v | M |  |
| Mode of issuance + | 2.13Ldr/07 | M | Single unit |
| Frequency + | 2.14310/321 | M |  |
| Identifier ... manifestation | 2.15020 | M | 9781856046381 |
| Note on title + | 2.20.2500/547 | M |  |
| Note on issue, part, or iteration used as the basis for identification of the resource + | 2.20.13500/588 | M | First published in the USA by Neal-Schuman Publishers, Inc., 2008. |
| **DESCRIBING CARRIERS** |
| Media type + | 3.2337 | M | unmediated |
| Carrier type | 3.3338 | M | volume |
| Extent | 3.4300 $a | M | Xvii, 206 pages |
| Dimensions + | 3.5300 $c | M | 23 cm |
| **IDENTIFYING WORKS AND EXPRESSIONS** |
| Preferred title for the work | 6.2.2130/240/7XX | W |  |
| Content type | 6.9336 | E | text |
| **DESCRIBING CONTENT** |
| Language of the content + | 7.12008/546 | E |  |
| Illustrative content + | 7.15300 $b | E | illustrations |
| Supplementary content + | 7.16500/504 | E |  |
| **PERSONS, FAMILIES, AND CORPORATE BODIES ASSOCIATED WITH A RESOURCE** |
| Creator | 19.21XX/7XX | W |  |
| Other person, family, or corporate body associated with a work | 19.37XX | W | Lankes, R. David $e editorNicholson, Scott $e editorRadford, Marie L $e editorSilverstein, Joanne $e editorWestbrook, Lynn $e editorNast, Philip $e editor |
| Contributor + | 20.27XX | E |  |
| **RELATED RESOURCES** |
| Related work + | 25.14XX/5XX/7XX | W | Contains: Part 1. Starting upContains: Part 2. BranchingoutContains: Part 3. Ongoing improvementContains Part 4. Pulling it together: virtual reference training |
| Related expression + | 26.15XX/7XX | E |  |
| Related manifestation + | 27.15XX/7XX | M |  |