

Cataloging 101 – E-BOOKS

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Electronic Book

An **electronic book** (also **e-book**, **ebook**, **electronic book**, **digital book**) is a book-length publication in digital form, consisting of text, images, or both, and produced on, published through, and readable on computers or other electronic devices. The *Oxford Dictionary of English* defines the e-book as "an electronic version of a printed book," but e-books can exist without any print equivalent. E-books are read on dedicated devices known as *e-Readers* or *e-book devices* or on personal computers and some mobile phones.

Questions to ask

- Something scanned? Or born digital?
- Where does it live?
 - URL(s) ... or?
- How does the user get it?
 - Password?
- What is needed to use it?
 - Hardware? Software?
- What are Standard Operating Procedures in your shop?
 - Don't have any ...?
- Copy cataloging from vendor or 3rd party?
- Cannibalize bibliographic record for the print version?
- Nothing to start with?

Password Protected

- call the publisher and ask if they allow access by IP authentication
 - But if a work is passworded it usually means that it is intended for use by a single user
- put the password in the item record and add a note in the bib for patrons to consult with a librarian for access to online content

When a library owns both print and electronic versions of a book and they are identical, is it OK to attach both holdings to the bibliographic record for the print book or should the e-book have its own separate bib record?

Pros and Cons

SINGLE RECORD APPROACH

- takes less work
- looks better or less cluttered on ILS OPAC display
- patrons can get confused when they see the same title listed more than once in a browse list
- BUT if you discard the print copy ... or no longer have access to the electronic copy ...
- Consider ILL and holds

SEPARATE RECORD APPROACH

- allows you to separate information that refers only to one format
 - call number if you don't use it for e-books,
 - electronic genre headings,
 - reproduction notes,
 - access restriction notes,
 - GMD
 - e-isbn
- e-books considered a different FRBR manifestation
- makes it easier to limit search to e-books.

Provider Neutral Records

- “A provider-neutral e-monograph record is a single bibliographic record that covers all equivalent manifestations of an online monograph. Manifestations are considered equivalent if their format and their content are essentially the same, based on clues from the author, title, edition, publishing information, and physical description. Another separate record is needed only if the cataloger determines that another online version, because of substantial differences (e.g., in content or subject), really represents a different manifestation. There will also be some cases where the resources are considered equivalent even though the titles that appear on each resource differ.” FROM ...

Documentation

- Provider-Neutral E-Monograph MARC Record Guide:

<http://www.loc.gov/catdir/pcc/bibco/PN-Guide.pdf>

Field by Field

- Leader
 - 06 Type of Record “a”
 - 07 Bibliographic level “m”
- 006 First byte is mandatory for records intended for use in OCLC. Use code “m”.
- 007 First two bytes are mandatory. Use codes “c” and “r”
- 008/23 Form of item – “o”

- 010 Do not include print LCCN here but move it to the 776 field instead
- 020 record each e-version ISBN in a separate 020 \$a; record other ISBNs in 020 \$z (preferably in separate fields); and copy the print ISBN to field 776 \$z. If it is unclear which format the ISBN represents—as often occurs with simultaneously issued versions—then use \$z for any ISBN in the e-version record
- Use of classification strongly encouraged but not required. If using 050/060, set first indicator to blank and second indicator to 4

- 245 Use subfield “h [electronic resource]” after subfields “a” “n” or “p”
- 246 Retain from source record or record provider-specific title variants if deemed important, with or without an explanatory note
 - 246 1_ \$i Available from some providers with title: \$a <title>
- 250 Record only edition statements originating from the original publisher; ignore statements that pertain to specific provider versions
- DO NOT USE 256

- 260 Record first named publication information that applies to all known instances of the online resource. If the e-resource being cataloged is an online reproduction of a print monograph, usually the publisher/distributor information will come from the original print/other format source record
- 300 Use “1 online resource” in \$a. Include the pagination, if available, followed by any illustrative matter [\$a 1 online resource (25 p.) : \$b ill.]
 - Exclude the original subfield “c”.
 - Examine any subfield "e" in the record, to make sure it is still applicable

Series (490/8xx)

- Record series as it applies to all known instances of the online resource.
- Do not use for package/provider series
- Use the authorized print form of the heading when providing an added entry for a series that exists in print as well as online.
- Use the print ISSN rather than the online ISSN for series that exist in print as well as online (\$x)

Notes

- 500 – first note – source of title – do not use if “Description based on print/other format version record” note (588) is present
- 588 -- Use when provider-neutral record is based on the print or other format version record; add a 776 field for that version
 - 588 Description based on print version record

- 500/550 – local records can use for package/provider names
- 506 – restrictions on access note for local record only
- 538 – Use only if mode of access is other than World Wide Web

Added Entries

- 700/710/711/730 Use if applicable to all known instances of the online resource. Do not use for package/provider names.
- 776 Often used in conjunction with a “Description based on print/other format version record” note. Use 776 subfield “i” rather than 530 field to describe the type of resource recorded in the 776 field
 - 776 08 \$i Print version: \$a <title>

Electronic location and access

- 856 -- Use subfield “u” for URLs that are general (not institution specific). Do not use subfield “z” for information that is institution specific
- Repeated for each provider
- 856 40 |3 OverDrive |u <http://www.contentreserve.com/TitleInfo.asp?ID={77AA4723-86E9-457E-B7DF-DB5B9313D50E}&Format=50>
- 856 4 |3 Image |u <http://images.contentreserve.com/ImageType-100/2047-1/{77AA4723-86E9-457E-B7DF-DB5B9313D50E}Img100.jpg>

Subject / Genre / Form term

- 010 __ |a sh 93007047
- 150 __ |a Electronic books
- 450 __ |a Books in machine-readable form
- 450 __ |a Digital books
- 450 __ |a E-books
- 450 __ |a Ebooks
- 450 __ |a Online books
- 550 __ |w g |a Books
- 550 __ |w g |a Electronic publications

- 000 01169cam a22003135a 450
- 005 20110628095749.0
- 007 cr cn|||||||
- 008 **110623**s2010 nyua ob 001 0 eng d
- 010 __ |a 2011280289
- 020 __ |**z** 9781441973924
- 245 00 |a Wireless networking based control |h [electronic resource] / |c Sudip K. Mazumder, editor.
- 260 __ |a New York, NY : |b Springer Science+Business Media, LLC, |c 2010.
- 300 __ |a 1 online resource (x, 346 p.) : |b ill.
- 504 __ |a Includes bibliographical references and index.
- **588 __ |a Description based on print version record.**
- 650 _0 |a Wireless communication systems.
- 650 _0 |a Wide area networks (Computer networks)
- **655 _4 |a Electronic books.**
- 700 1_ |a Mazumder, Sudip K.

- 100 1_ |a Love, Courtney, |d 1965-
- 245 10 |a Princess Ai. |p Encounters |h [electronic resource] / |c by Courtney Love & Stuart "D.J. Milky" Levy ; [translation, Hyun Joo Kim & Lillian Diaz-Przybyl]
- 246 3_ |a Encounters
- 260 ___ |a **Los Angeles :** |b Tokyopop, |c c2008.
- 300 ___ |a 1 online resource (1 v. (unpaged)) : |b chiefly ill.
- 490 1_ |a Princess Ai
- 500 ___ |a "Manga fantasy"-- p. [4] of cover.
- 521 ___ |a T (Teen age 13+)
- 520 ___ |a Whether ...
- 588 ___ |a **Description based on print version record.**

- 650 _0 |a Rock music |v Comic books, strips, etc.
- 650 _0 |a Princesses |v Comic books, strips, etc.
- **655 _4 |a Electronic books.**
- 655 _7 |a Graphic novels. |2 lcsb
- 776 08 |i Print version: |a Love, Courtney, 1965- |t Princess Ai. Encounters. |d Los Angeles : Tokyopop, c2008 |z 9781427813107 |w (OCoLC)221161620
- 856 40 |3 OverDrive |u <http://www.contentreserve.com/TitleInfo.asp?ID={77AA4723-86E9-457E-B7DF-DB5B9313D50E}&Format=50>
- 856 4 _ |3 Image |u <http://images.contentreserve.com/ImageType-100/2047-1/{77AA4723-86E9-457E-B7DF-DB5B9313D50E}Img100.jpg>

Records from Overdrive

- MARCEdit will create MARC records from metadata on Excel spreadsheets
 - YouTube tutorial http://www.youtube.com/watch?v=Kp_N3ncjS7Q
- MARC records often come later, have to be purchased separately and are often backlogged
- Overdrive website vs. records in OPAC
 - Overdrive site has unreliable indexing
 - “One-stop shopping”
 - Most libraries see increase in discovery when records in OPAC

Other sources for e-books & cataloging

- Colorado Library Consortium
 - “E-Discover the Classics”
 - MARC records for titles from Project Gutenberg
 - <http://www.gutenberg.org/>
 - <http://www.clicweb.org/e-discover-home>
- And the usual suspects – OCLC and WorldCat, z39.50 sourcing, LC Online Catalog, etc.

Thank you!



La Donna Riddle Weber -- 11-15-11