

LIBR 2418: RDA, MARC Coding and Derived Cataloguing

[Modified for Fall 2018 term]

Credits: 3.0

Course Description:

This course provides the learner with basic training and familiarity with the creation and manipulation of MARC (machine readable cataloguing) records for online catalogues, as well as the identification, capture, import and modification of catalogue records from library sources online. This course also covers the concepts and implementation of the new cataloguing standard RDA and its conceptual framework FRBR/FRAD/FRSAD.

Prerequisite(s):

LIBR 1118 taken within the last 3 years, or with departmental permission.

Transfer Credit: For information regarding transfer and articulation, please go to the BC-TRANSFERGUIDE, <http://bctransferguide.ca/>.

Learning Outcomes:

Students will be able to:

- Understand the concepts and implementation of RDA.
- Understand the changes from AACR2 to RDA.
- Explain and describe the use of MARC records in libraries.
- Interpret MARC coding manuals to code bibliographic records for print materials.
- Explain the purpose of derived cataloguing.
- Identify sources of derived cataloguing.
- Create and modify original catalogue records following RDA standards.
- Create and modify original catalogue records in MARC format using library related software.
- Identify, retrieve, import and modify catalogue records in MARC format using library related software.
- Explain processes and local practices in cataloguing departments.
- Identify cataloguing competencies and tools.

Textbook and Course Materials:

There is no assigned textbook for this course. There will be required readings each week available online or in the reserves section of the Langara Library.

This course may use an electronic (online) instructional resource that is located outside of Canada for mandatory graded class work. You may be required to enter personal information, such as your name and email address, to log in to this resource. This means that your personal information could be stored on servers located outside of Canada and may be accessed by U.S. authorities, subject to federal laws. Where possible, you may log in with an email pseudonym as long as you provide the pseudonym to me so I can identify you when reviewing your class work.

Assessment:

- Activities: Working individually students will be expected to complete small exercises.
- Class discussions will take place in the D2L forums and in the classroom.
- Local Practices Project: Analyse local practices needed at a specific type of library.
- Assignments: Students will complete two assignments that demonstrate competence with technical skills, as well as understanding of their application to the library environment.
- Final test will be a mixture of practical skills and theory. Final exam will be openbook at a date not yet determined.

Assignment Weighting:

- Activities and Exercises 20%
- Participation 10%
- Assignment 1 (MARC coding) 20%
- Assignment 2 (Derived cataloguing) 20%
- Local Practices Project 10%
- Final Test 20%

Grading Guidelines:

Grade	Mark
A+	96-100
A	91-95
A-	88-90
B+	84-87
B	80-83
B-	77-79
C+	71-76
C	65-70
C-	60-64
D	50-59
F	Below 50

Policies:

As a student at Langara, you are responsible for familiarizing yourself and complying with the following policies:

[E1003 - Student Code of Conduct](#)

[F1004 - Code of Academic Conduct](#)

[E2008 - Academic Standing - Academic Probation and Academic Suspension](#)

[E2006 - Appeal of Final Grade](#)

[F1002 - Concerns about Instruction](#)

[E2011 - Withdrawal from Courses](#)

All course work must be completed and submitted in order to successfully complete the course.

- All course work must be submitted by the due date, unless arrangements are made with the instructor **prior** to the due date.
- One percent per day will be deducted from activities, assignments and projects submitted after the due date (e.g., if an assignment is worth 20% and is handed in 2 days late it will have -2% deducted before grading is done). Once answer keys are revealed late assignments will not be accepted, so generally there is only a 1 to 2 day late submission time before work will receive a mark of 0.

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Detailed Course Schedule:

	Course Topics	Activities
Week 1	Introduction to the Course: History of RDA RDA- Toolkit Tour	RDA Toolkit Tour
Week 2	RDA Overview: Review ISBD, AACR2 and MARC Introduce FRBR/FRAD/FRSAD and RDA	FRBR Group 1 entities
Week 3	The 2XX fields	Assignment 1 Released 2XX exercises
Week 4	The 3XX and 5XX fields	3XX and 5XX exercises
Week 5	Main and Added Entries Authority Control 1XX and 7XX fields	1XX and 7XX exercises
Week 6	Subject and Genre Headings 6XX fields	6XX exercises
Week 7	Series and Electronic Links 4XX and 8XX fields	4XX and 8XX exercises
Week 8	Number and code Fields	0XX exercises
Week 9	Local Practices: Cataloguing Workflow Cataloguing Competencies and Traits	<i>Local Practices Discussion</i> Local Practices Project Released
Week 10	Introduction to Derived Cataloguing:	Assignment 2 released Catching Errors exercise <i>Derived vs. Original Discussion</i>
Week 11	Finding and Editing Records:	AACR2 to RDA exercise
Week 12	Future of MARC: BibFrame Metadata and Linked Data	<i>Keeping up to date Discussion</i> <i>MARC Future Discussion</i>
Week 13	Review for Final Exam	FINAL EXAM (2 hours; Open Book)