

EXERCISE:  
RDA TOOLKIT: PREFERRED SOURCE OF INFORMATION

Name:

Instructions: Like AACR2, RDA provides instructions on the preferred source of information. It also states whether something is *transcribed* or *recorded*. For the following MARC21 Fields answer the following questions about the preferred source of information:

**1. All Transcribed fields:**

- a. What do the instructions say about the capitalization of transcribed fields?

**2. Field 245 (Title):**

- a. What is the instruction number for the preferred source?
- b. What is the first choice for the preferred source of information?
- c. What is the second choice for the preferred source of information?
- d. Is it *transcribed* or *recorded*?
- e. Is there an LC-PCC PS? If so, what does it say?
- f. Should the author credentials be recorded in the Statement of Responsibility?

**3. Field 250 (Edition):**

- a. What is the instruction number for the preferred source?
- b. What is the first choice for the preferred source of information?
- c. What is the second choice for the preferred source of information?
- d. Is it *transcribed* or *recorded*?
- e. Is there an LC-PCC PS? If so, what does it say?
- f. Using the Appendix in addition to the instructions, what should the punctuation be at the end of the Edition Statement when “edition” is abbreviation (e.g., ed.)? What is LC’s policy on this?

**4. Field 264 (Publication, etc.):**

- a. What is the instruction number for the preferred source?
  - i. Production:
  - ii. Publication:

- iii. Distribution:
- iv. Manufacturer:

b. What is the first choice for the preferred source of information for the?

- i. Production:
- ii. Publication:
- iii. Distribution:
- iv. Manufacturer:

c. What is the second choice for the preferred source of information for the?

- i. Production:
- ii. Publication:
- iii. Distribution:
- iv. Manufacturer:

d. Is it *transcribed or recorded*?

- i. Production:
- ii. Publication:
- iii. Distribution:
- iv. Manufacturer:

e. Is there and LC-PCC PS? IF so, what does it say?

- i. Production:
- ii. Publication:
- iii. Distribution:
- iv. Manufacturer:

**5. Field 490 (Series):**

- a. What is the instruction number for the preferred source?
- b. What is the first choice for the preferred source of information?
- c. What is the second choice for the preferred source of information?
- d. Is it *transcribed or recorded*?
- e. Is there and LC-PCC PS? IF so, what does it say?

6.