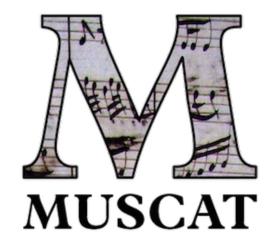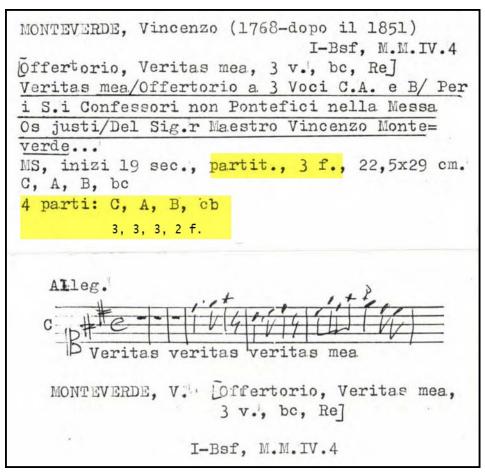**RISM** presents:

A step-by-step guide to cataloging **scores and parts** in

MUSCAT

This guide will show you how to enter a source if you have **a score plus parts**.

Let's use this card:
(RISM ID no. 859000530)

MONTEVERDE, Vincenzo (1768-dopo il 1851)
I-Bsf, M.M.IV.4
[Offertorio, Veritas mea, 3 v., bc, Re]
Veritas mea/Offertorio a 3 Voci C.A. e B/ Per
i S.i Confessori non Pontefici nella Messa
Os justi/Del Sig.r Maestro Vincenzo Monte=
verde...
MS, inizi 19 sec., partit., 3 f., 22,5x29 cm.
C, A, B, bc
4 parti: C, A, B, cb
3, 3, 3, 2 f.

Alleg.

C Veritas veritas veritas mea.

MONTEVERDE, V. [Offertorio, Veritas mea,
3 v., bc, Re]

I-Bsf, M.M.IV.4

Note that we have **one score with 3 folios** and **four parts: S (3 f.), A (3 f.), B (3 f.), and cb (2 f.).**

To catalog this source, these are the fields you need at a minimum:

Library information and relations
- **Library siglum and shelfmark (852)**

People and institutions
- **Composer (100)**

Title and content description
- **Title on source (245)**
- **Standardized title, scoring summary, key (240)**
- **Subject heading (650)**
- **Scoring (594)**
- **Language (041)**

Material description
- **Source type (593)**
- **Date (260)**
- **Physical description (300)**
- **Parts held and extent (590)**

Incipits (031)
- **Tempo**
- **Music incipits**
- **Text incipits**

References and notes

Administration

I assume you are familiar will filling out the sections in blue. If not, take a look at the step-by-step guides for **scores** and **parts** now!

https://rism.info/community/muscat/tutorials.html

The field **Material description** is where you enter the score and the parts – basically a combination of what we already know.

OK? Now let's catalog our score and parts!

Material description (1/2)

```
MONTEVERDE, Vincenzo (1768-dopo il 1851)
                              I-Bsf, M.M.IV.4
[Offertorio, Veritas mea, 3 v., bc, Re]
Veritas mea/Offertorio a 3 Voci C.A. e B/ Per
i S.i Confessori non Pontefici nella Messa
Os justi/Del Sig.r Maestro Vincenzo Monte=
verde...
MS, inizi 19 sec., partit., 3 f., 22,5x29 cm.
C, A, B, bc
4 parti: C, A, B, cb
        3, 3, 3, 2 f.
```

Source type (593): Select the Source type and the Content type from the list (same as for scores)

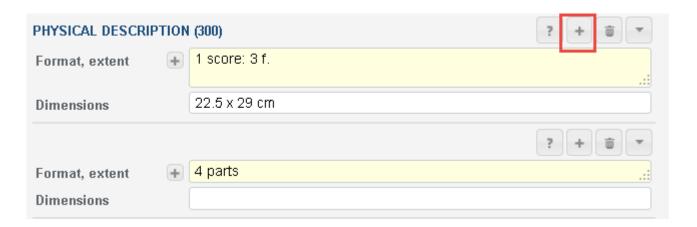**Publishing, Printing, and Production Information --> Date (260):**
- **Enter the dating of this manuscript (end of the 18th century) according to RISM conventions (same as for scores)**
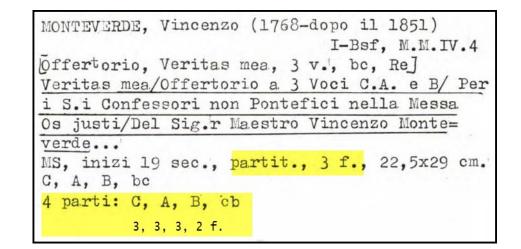
Physical description (300): We have two formats, so we need the field twice.

Enter the information about the score. Click the plus sign +.

Enter the information about the parts.
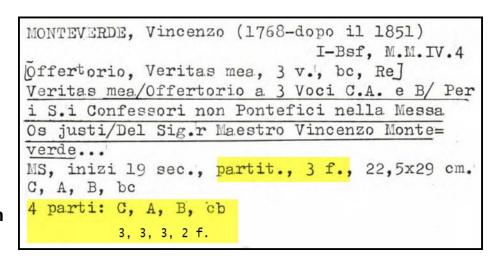(I don't have dimensions for the parts, so I'll leave that blank.)

PHYSICAL DESCRIPTION (300)	? + 🗑 ▾
Format, extent +	1 score: 3 f.
Dimensions	22.5 x 29 cm
	? + 🗑 ▾
Format, extent +	4 parts
Dimensions	

Material description (2/2)

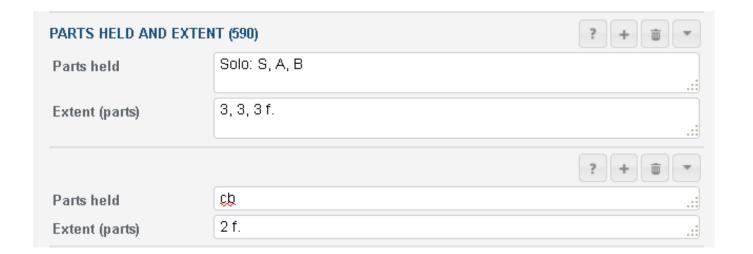**Parts held and extent (590)**: Now we list the parts.

Remember that you have two options:

- **Each instrumental group on a separate line**
- **All parts on one line, instrumental groups separated by semicolon**

Do whichever makes sense for your source.

MONTEVERDE, Vincenzo (1768-dopo il 1851)
I-Bsf, M.M.IV.4
[Offertorio, Veritas mea, 3 v., bc, Re]
Veritas mea/Offertorio a 3 Voci C.A. e B/ Per
i S.i Confessori non Pontefici nella Messa
Os justi/Del Sig.r Maestro Vincenzo Monte=
verde...
MS, inizi 19 sec., partit., 3 f., 22,5x29 cm.
C, A, B, bc
4 parti: C, A, B, cb
3, 3, 3, 2 f.

Option 1:

PARTS HELD AND EXTENT (590)   ? + 🗑 ▼

Parts held   Solo: S, A, B

Extent (parts)   3, 3, 3 f.

? + 🗑 ▼

Parts held   cb

Extent (parts)   2 f.

Option 2:

PARTS HELD AND EXTENT (590)   ? + 🗑 ▼

Parts held   Solo: S, A, B; cb

Extent (parts)   3, 3, 3; 2 f.

Summary: Scores and parts **Here is how it looks together:**

PHYSICAL DESCRIPTION (300)   ? + 🗑 ▾

Format, extent   [+] 1 score: 3 f.

Dimensions   22.5 x 29 cm

                                      ? + 🗑 ▾

Format, extent   [+] 4 parts

Dimensions

PARTS HELD AND EXTENT (590)   ? + 🗑 ▾

Parts held   Solo: S, A, B

Extent (parts)   3, 3, 3 f.

                                      ? + 🗑 ▾

Parts held   cb

Extent (parts)   2 f.

Question!

What if the copyist is different for the parts? What if the parts were written later? What if the score is an autograph but the parts are just copies? What if the parts have a watermark but the score does not?

No problem! Keep the information separated by format, source type, or whatever makes sense for your source.
Repeat the group **Material description** by clicking on **+ Add a group**.

Parts field	∞
Extent (parts)	2 f.
PHYSICAL MEDIUM (340)	? +
PUBLISHER NUMBER (028)	? +
WATERMARK NOTE (592)	? +
ADDITIONAL PERSONAL NAME (700)	? +
ADDITIONAL INSTITUTION (710)	? +
GENERAL NOTE (500)	? +
BINDING NOTE (563)	? +
EXTERNAL RESOURCE (856)	? +

+ Add a group

Then you can have each group be applicable to each format:

- one group for the score (and its source type, date, etc.)
- and one group for the parts (and their date, copyist, watermarks, etc.).