

## FAQ on Authorized Access Points for Collections of the Works of Individual Agents and Works of Unknown Responsibility that Purport to be by an Individual Agent

\*\*\* (These guidelines do not cover authorized access points for music)\*\*\*

### RDA Works

How do I choose the preferred title for a collection?

RDA 6.2.2.10 instructs: "If a compilation of works is commonly identified by a title or form of title in manifestations embodying that compilation or in reference sources, apply the instructions at 6.2.2.4–6.2.2.7." In other words, choose as the preferred title the title by which the compilation is commonly identified. If, in the judgment of the cataloger, the compilation does not have a title by which it is "commonly identified," a conventional collective title is chosen as the preferred title (see 6.2.2.10.2).<sup>1</sup> However, in April 2021, PCC approved a policy that eliminates the use of conventional collective titles in certain cases. See: [PCC Policy on Compilations of Works by One Agent](#).

This is entirely a matter for the judgment of the cataloger. RDA itself gives little advice on how to decide if a title is the "commonly identified" title of a collection. Clearly if a title appears on the title page that is *a* title for the compilation. However, that title is not necessarily the title by which a particular compilation can be "commonly identified" by library users, even if the compilation has been published only once. Catalogers might consider whether the title is easily identifiable to users as the title of a particular collection or not. "The Canterbury tales" is a well-known, distinctive, and easily identifiable collection of stories by Geoffrey Chaucer and would be chosen as the preferred title of this compilation over "Short stories. Selections". Similarly, "A Shropshire lad" would be chosen as the preferred title for this collection of poems by A.E. Housman rather than "Poems. Selections". On the other hand, the title "Three stories and ten poems", referring to a collection of stories and poems by Ernest Hemingway, might in the judgment of the cataloger not be considered a title by which the collection is "commonly identified" in the sense that it is well-known, distinctive, and easily identifiable. In such a case the cataloger might be justified in choosing "Works. Selections" as the preferred title, although, according to the April 2021 PCC policy, the manifestation title "Three stories and ten poems" would be considered a "commonly identified" title.

The sub-instructions in RDA 6.2.2.10 distinguish between Complete Works, Complete Works in a Single Form, and Other Compilations of Two or More Works.

Compilations that purport to be complete (RDA 6.2.2.10.1) should always use the conventional collective title as the preferred title, whatever the title of the manifestation. If the complete works (poems, etc.) of an individual agent are published again under a different title this will create a conflict; neither manifestation title will necessarily be the "commonly identified" title of the individual agent's complete works (poems, etc.).

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<sup>1</sup> Note that 6.2.2.10.3 gives the cataloger the option of bypassing the question of preferred title for the compilation entirely by naming the individual works in the collection instead.

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100 1\_ Clingerman, Mildred, \$d 1918-1997. \$t Short stories  
*Compilation has title* The Clingerman files : collected works

100 1\_ Derozio, Henry Louis Vivian, \$d 1809-1831. \$t Works  
*Compilation has title* Song of the stormy petrel : complete works of Henry Louis Vivian Derozio

Unless a choice is clearly incorrect catalogers should respect the judgment of other catalogers once a preferred title has been declared by establishing it as part of the authorized access point in a NACO authority record. Subsequent catalogers can always record additional variant access points based on variant titles they might have chosen as the preferred title.

[Do preferred titles for complete collections of an individual agent's work \(Works, Plays, Poems, Paintings, etc.\) need to be qualified?](#)

No. When considered as a whole there can be only one set of the complete works (plays, etc.) of an individual agent. There cannot be a collection referred to by the conventional collective title "Works" (or "Plays", etc.) differing in content from another collection of the complete works (plays, etc.) of that individual, and therefore that preferred title will never need to be qualified to differentiate it. There may be disagreements about the authenticity of certain of an individual's works but in fact that individual created one and only one set of works (or plays, or paintings, etc.).

100 1\_ Angelou, Maya. \$t Poems  
100 0\_ Aristophanes. \$t Fragments<sup>2</sup>  
100 1\_ Ishiodori, Tatsuya, \$d 1945- \$t Paintings  
100 1\_ Sibelius, Jean, \$d 1865-1957. \$t Symphonies  
100 1\_ Shakespeare, William, \$d 1564-1616. \$t Works  
100 1\_ Wilde, Oscar, \$d 1854-1900. \$t Works

*Note:* For practical reasons compilations that purport to be complete are considered to be complete. This is based on the principle of representation. The cataloger is not required or expected to verify the completeness of the collection, nor should the cataloger attempt to compare different collections purporting to be complete to verify that they contain the same works. (This applies to living persons, who may create more works after the publication of a compilation purporting to be complete. Follow the principle of representation and consider it to be complete.) In addition, catalogers are not expected to make judgments about which works should or should not be contained within an individual's canon of authentic works.

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<sup>2</sup> The conventional collective title "Fragments" should be treated as denoting completeness, i.e., the complete set of an individual's fragments, even though for ancient authors such as Aristophanes new fragments may be discovered from time to time.

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Can compilations created after an individual agent's lifetime or without the individual agent's authorization be treated in this way?

Yes. Collections and groupings of an individual's works can be described in authority records and have authorized access points, particularly if the grouping has become standard, even if the grouping is not the individual's own.

100 1\_ Cicero, Marcus Tullius. \$t Philosophical works  
100 1\_ Cicero, Marcus Tullius. \$t Rhetorical works

Do preferred titles for selections from the works of an individual agent (RDA 6.2.2.10.2, RDA 6.2.2.10.3) need to be qualified?

Generally speaking, yes. Unlike compilations that purport to be complete, there is no assumption that different compilations that purport to be incomplete contain the same set of works. To the contrary, the assumption is that they contain different works. For practical reasons catalogers make this assumption; they are not required to compare the contents of different collections to find out if they might contain the same works. The cataloger can make the assumption that they are different. The following examples show differentiation of existing conventional collective titles.<sup>3</sup> (note the absence of subfield coding before the qualifier):

100 1\_ Dickens, Charles, \$d 1812-1870. \$t Short stories. \$k Selections (Christmas stories)  
100 1\_ Dickens, Charles, \$d 1812-1870. \$t Short stories. \$k Selections (Douglas-Fairhurst)  
100 1\_ Dickens, Charles, \$d 1812-1870. \$t Short stories. \$k Selections (2016)

110 2\_ Rometti Costales (Artist group). \$t Works. \$k Selections (Little animals, ash trays)  
110 2\_ Rometti Costales (Artist group). \$t Works. \$k Selections (2016)

Choice of qualifier. The qualifier may be any of the elements listed in RDA 6.27.1.2: form of the compilation, date of the compilation, place of origin of the compilation, or any other distinguishing characteristic of the compilation. The cataloger should choose whatever qualifier best answers the question: "what makes this compilation different from others?", and whatever qualifier will best identify the compilation to database users. This may involve consideration of the type of qualifiers that have already been used in the file.

*Exceptions to the need to qualify*

Compilations unlikely to appear more than once. The publication of selections of a person's works is a somewhat rare occurrence, and the publication of more than one different compilation occurs even less often. Under the April 2021 PCC policy, in most

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<sup>3</sup> Under the April 2021 PCC policy, conventional collective titles would not be used to describe these collections.

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cases, the manifestation titles of these compilations would be chosen as the preferred title, and a conventional collective title would not be used. This action eliminates the realm of conflict considerably, especially if a second publication of selections of the person's works is issued. It is not likely that a second publication of selections of the person's works would use the same manifestation title. The following examples show the use of conventional collective titles when there is only one publication of the compilation.

100 1\_ Abad, José Ramón. \$t Works. \$k Selections  
100 0\_ Chalōe msak Ngāemngām. \$t Short stories. \$k Selections  
100 1\_ Cordero, Ernesto, \$d 1946-. \$t Concertos. \$k Selections  
100 1\_ Hannum, Brian \$c (Poet). \$t Poems. \$k Selections  
110 2\_ ATIKA (Artisticgroup). \$t Works. \$k Selections

If the judgment that selections from an individual agent's works will not be published again later proves incorrect, the decision can be revisited and the preferred title for the first-published compilation may be qualified to distinguish it from that of the new compilation. An authority record established for a subsequent compilation containing different selections should always be qualified to differentiate it.

Well-known compilations. Certain compilations or groupings are published over and over. If the cataloger knows different compilations contain the same works, or if the compilations represent themselves as being the same, the same preferred title may be used (including qualifier, if any) for different iterations of the collection. In such cases it is likely that the compilation will be known by a particular title and therefore the cataloger will probably not choose a conventional collective title as its preferred title.

Whether a particular title or a conventional collective title is chosen as the preferred title for the compilation, the same principle applies as mentioned above under complete works. If a compilation purports to be the same as another iteration of the compilation, it is considered to be the same. The cataloger is not required to verify that the works contained in it are the same. This principle applies even in extreme cases such as Walt Whitman's *Leaves of grass*, which started out as a collection of twelve poems and grew through a series of editions published during the author's lifetime to a collection of over 400.

100 1\_ Whitman, Walt, \$d 1819-1892. \$t Leaves of grass

If differentiation between the editions is needed, it can be done at the expression level:

100 1\_ Whitman, Walt, \$d 1819-1892. \$t Leaves of grass. \$l English. \$f 1860

Moving image works. Since motion pictures, television programs, etc. are typically highly collaborative works, RDA 6.27.1.3 says to construct the authorized access point

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representing the work by using a preferred title for work only. The authorized access point for a compilation of moving image works will therefore also be constructed using the preferred title of the compilation.

130 \_0 Collected films of Jorge Prelorán  
130 \_0 Films of Chantal Akerman  
130 \_0 Palace Films collection  
130 \_0 Universal classic television

However, if more than one compilation has the same title, it will need to be qualified.

130 \_0 Hitchcock collection (Force Entertainment)  
130 \_0 Hitchcock collection (MPI Home Video (Firm))

### What about selections from a single work?

The same principles apply. If the single work purports to be complete, for practical reasons and following the principle of representation, the cataloger considers the work to be complete.

100 0\_ Virgil. \$t Aeneis

If the resource purports to be a compilation of selections from the work, and the specific selections cannot be identified, RDA directs us to add "Selections" to the preferred title. The principle mentioned under selections above applies here as well: the cataloger is not required to verify whether the set of selections is (or is not) the same as another set of selections from the same work. The assumption is that they are not the same and so the preferred title is qualified:

100 0\_ Virgil. \$t Aeneis. \$k Selections (Lewis)  
*A compilation by C.S. Lewis of various passages from the Aeneid*

100 1\_ Shakespeare, William, \$d 1564-1616. \$t Works. \$k Selections (Anson)  
*A compilation of quotations from Shakespeare with a rather vague title compiled by W.S.W. Anson*

130 \_0 Aesop's fables. \$k Selections (Clarke)  
*A selection of fables compiled by H. Clarke*

If the compilation is of selections that can be identified, they should be:

100 0\_ Virgil. \$t Aeneis. \$n Liber 1-6  
*A compilation of the first six books of the Aeneid*

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100 0\_ Virgil. \$t Aeneis. \$n Liber 1

100 0\_ Virgil. \$t Aeneis. \$n Liber 3

100 0\_ Virgil. \$t Aeneis. \$n Liber 5

*A compilation containing books 1, 3, and 5 of the Aeneid*

**What should be done if the preferred title for a compilation is identical to one of the works in the compilation?**

If the preferred title chosen for a compilation is the same as or similar to one of the works in the compilation (or to any other work by the creator), there is a conflict. The compilation title should be qualified to break the conflict. There is no prescribed term to use for this.

100 1\_ Akins, Zoë, \$d 1886-1958. \$t Hills grow smaller (Collection)

*Contains the poem Hills grow smaller*

100 1\_ Gartner, Zsuzsi. \$t Better living through plastic explosives (Compilation)

*Contains the short story Better living through plastic explosives*

100 1\_ Le Sueur, Meridel. \$t Women on the breadlines (Anthology)

*Contains the short story Women on the breadlines*

100 1\_ Zelazny, Roger. \$t Unicorn variations (Anthology)

*Contains the novella Unicorn variation; preferred title of the compilation is similar to the preferred title of an individual work included in it*

If an authority record for the individual work is also being established, it should be qualified.

100 1\_ Le Sueur, Meridel. \$t Women on the breadlines (Short story)

100 1\_ Zelazny, Roger. \$t Unicorn variation (Novella)

Compilations with titles of the type "... and other stories" "... and other poems", etc., do not need to be qualified to distinguish them from the title of the individual work, although the cataloger may optionally qualify the individual work.

100 1\_ Asimov, Isaac, \$d 1920-1992. \$t Bicentennial man and other stories

100 1\_ Asimov, Isaac, \$d 1920-1992. \$t Bicentennial man

100 1\_ Rossetti, Christina Georgina, \$d 1830-1894. \$t Goblin market and other poems

100 1\_ Rossetti, Christina Georgina, \$d 1830-1894. \$t Goblin market

100 1\_ Card, Orson Scott. \$t Unaccompanied sonata & other stories

100 1\_ Card, Orson Scott. \$t Unaccompanied sonata (Short story)

**What variant access points should be made for compilations of works?**

Variant access points are not required, but consider making them from the form(s) not selected

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as the preferred title.<sup>4</sup>

100 1\_ Hadley, Tessa. \$t Short stories. \$k Selections (2017)

400 1\_ Hadley, Tessa. \$t Bad dreams and other stories

400 1\_ Hadley, Tessa. \$t Short stories. \$k Selections (Bad dreams and other stories)

100 1\_ Gartner, Zsuzsi. \$t Better living through plastic explosives (Compilation)

400 1\_ Gartner, Zsuzsi. \$t Short stories. \$k Selections (Better living through plastic explosives)

400 1\_ Gartner, Zsuzsi. \$t Short stories. \$k Selections (2011)

100 1\_ Inge, William. \$t Plays. \$k Selections (Somewhere in America)

400 1\_ Inge, William. \$t Somewhere in America

400 1\_ Inge, William. \$t Plays. \$k Selections (2016 : Somewhere in America)

*Compilation of six one-act plays*

100 1\_ Inge, William. \$t Plays. \$k Selections (The apartment complex)

400 1\_ Inge, William. \$t Apartment complex

400 1\_ Inge, William. \$t Plays. \$k Selections (2016 : The apartment complex)

*Compilation of seven one-act plays*

### **RDA Expressions**

#### **When should a conventional collective title for complete works be qualified?**

When differences between two complete collections of works are found (e.g., different editorial notes, annotations, translators, content type, etc.), that creates a different expression of the complete works. Add one or more qualifiers at the expression level (content type, date of expression, language of expression, other distinguishing characteristic of expression). Expression elements in access points are separately subfielded.

100 0\_ Euripides. \$t Works. \$f 1821

100 0\_ Euripides. \$t Works. \$f 1823

100 0\_ Euripides. \$t Works \$s (Murray). \$f 1902

100 0\_ Euripides. \$t Works \$s (Murray). \$f 1913

100 0\_ Euripides. \$t Works. \$l English. \$f 2009

100 0\_ Euripides. \$t Works. \$l English \$s (Buckley)

100 0\_ Euripides. \$t Works. \$l English \$s (Buckley). \$h Spoken word

100 0\_ Euripides. \$t Works. \$l Greek \$s (Collection des universités de France)

100 0\_ Euripides. \$t Works. \$l Greek \$s (Consejo Superior de Investigaciones Científicas (Spain))

<sup>4</sup> Note that in the PCC Feasibility Study (see Footnote 3), creating an authority record in order to record a variant access point using conventional collective title construction is discouraged.

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100 0\_ Euripides. \$t Works. \$l Latvian

100 1\_ García Lorca, Federico, \$d 1898-1936. \$t Poems \$s (Mota)

100 1\_ García Lorca, Federico, \$d 1898-1936. \$t Poems. \$l Portuguese \$s (Melo)

100 1\_ García Lorca, Federico, \$d 1898-1936. \$t Works \$s (García-Posada)

100 1\_ García Lorca, Federico, \$d 1898-1936. \$t Works. \$l French. \$f 1981

For translations, must the language of expression always be further qualified?

No, not if there has been only one translation in that language to date. The example above of the Latvian translation of Euripides' complete works illustrates this. There is no requirement that catalogers anticipate a future conflict. However, if such a conflict does exist or becomes evident later on, the authority record for a different translation in the same language will need to be qualified further by date of expression and/or other distinguishing characteristic of expression. It may also be useful to go back and revise the earlier authority record to better identify that particular expression.

100 0\_ Euripides. \$t Works. \$l German

*Existing authority record created for a compilation translated by Ernst Buschor originally published in six volumes from 1972-1981 with title Sämtliche Tragödien und Fragmente*

100 0\_ Euripides. \$t Works. \$l German \$s (Ebener)

*New authority created for a compilation translated by Dietrich Ebener originally published in three volumes in 1966 with title Werke in drei Bänden and republished in six volumes in 1972-1980 with title Tragödien*

How do I create an authorized access point for an expression of "selections"?

NACO practice does not require the creation of an authority record at the work level when creating an authority record for an expression, but neither does it forbid it. It might prove less confusing to create the work-level authority record following the instructions above (including the necessary qualifier) before creating an expression authority record. If you do not create the work-level authority record, you must still think out in your mind how the work-level authorized access point would be formed. Do not forget to include the qualifier at the work level.

Often the compiler is unknown for a collection that consists of translations of an author who worked in another language. In such cases the surname of the translator may be used as a work-level qualifier if it makes sense (sometimes the translator *is* the compiler, though this need not be explicitly stated).

Beginning with the form you have worked out for the work-level authorized access point, add

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expression-level elements (content type, date of expression, language of expression, other distinguishing characteristic of expression).

130 \_0 Aesop's fables. \$k Selections (Dodsley). \$l German

130 \_0 Aesop's fables. \$k Selections (Thuswaldner). \$l German

*not*

~~130 \_0 Aesop's fables. \$k Selections. \$l German \$s (Dodsley)~~

~~130 \_0 Aesop's fables. \$k Selections. \$l German \$s (Thuswaldner)~~

*Remember: these are two different collections, so a qualifier is needed at the work level*

100 1\_ Bañuelos, Juan, \$d 1932-2017. \$t Poems. \$k Selections (Nudo de tres vientos). \$l French

*not*

~~100 1\_ Bañuelos, Juan, \$d 1932-2017. \$t Poems. \$k Selections. \$l French \$s (Roy)~~

*A translation by Françoise Roy*

100 1\_ Beckett, Samuel, \$d 1906-1989. \$t Correspondence. \$k Selections (Craig). \$l French

*not*

~~100 1\_ Beckett, Samuel, \$d 1906-1989. \$t Correspondence. \$k Selections. \$l French \$s (Craig)~~

*A translation by George Craig*

### What variant access points should be made for compilations of expressions?

Variant access points are not required, but consider making them from the form(s) not selected as the preferred title, such as the manifestation title. It is cataloger judgment as to whether to qualify the variant access point to distinguish it from identical variant access points for other expressions of the same work.

100 0\_ Euripides. \$t Works. \$f 1823

400 0\_ Euripides. \$t Euripidis Tragoediae

400 0\_ Euripides. \$t Tragoediae

100 0\_ Euripides. \$t Works. \$f 1885

400 0\_ Euripides. \$t Euripidis Tragoediae. \$f 1885

400 0\_ Euripides. \$t Euripidis Tragoediae \$s (Nauck)

100 0\_ Euripides. \$t Works. \$l English. \$f 2009

400 0\_ Euripides. \$t Complete Euripides. \$f 2009

400 0\_ Euripides. \$t Works. \$l English \$s (Greek tragedy in new translations)

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100 0\_ Euripides. \$t Works. \$l Latvian

400 0\_ Euripides. \$t Eiripīds Tragēdijas

400 0\_ Euripides. \$t Euripidou Tragōdaiā

400 0\_ Euripides. \$t Tragēdijas

400 0\_ Euripides. \$t Tragōdaiā

130 \_0 Aesop's fables. \$k Selections (Thuswaldner). \$l German

430 \_0 Aesopische Fabeln

100 1\_ García Lorca, Federico, \$d 1898-1936. \$t Poems \$s (Mota)

400 1\_ García Lorca, Federico, \$d 1898-1936. \$t Obra poética completa

100 1\_ García Lorca, Federico, \$d 1898-1936. \$t Poems. \$l Portuguese \$s (Melo)

400 1\_ García Lorca, Federico, \$d 1898-1936. \$t Obra poética completa

### ***Attributes of Works and Expressions***

#### **What attributes of works and expressions should be recorded as separate elements?**

Catalogers have the option to record any attributes of works and expressions in 046 and 3XX fields regardless of whether they are included in access points. These include date of work or expression (046), content type of expression (336), place of origin of work (370), language of expression (377), form of work (380), other distinguishing characteristic of work or expression (381), musical work and expression attributes such as medium of performance (382), numeric designation (384), and key (385), as well as non-RDA elements such as audience and creator/contributor characteristics (385 and 386). Do not include expression attributes in work records or work attributes in expression records. For example, do not include language of expression in a work record or form of work in an expression record.

#### Form of work (RDA 6.3, work records only)

100 1\_ Austen, Jane, \$d 1775-1817. \$t Novels. \$k Selections (Northanger Abbey and Persuasion)

380 \_\_ Novels \$2 lcgft

100 1\_ Whitman, Walt, \$d 1819-1892. \$t Leaves of grass

380 \_\_ Poetry \$2 lcgft

#### Place of origin of work (RDA 6.5, work records only)

100 1\_ Slimani, Leïla, \$d 1981- \$t Diable est dans les détails (Anthology)

370 \_\_ \$g France \$2 naf

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100 1\_ Futagawa, Yukio, \$d 1932-2013. \$t Photographs. \$k Selections (2017)  
370 \_\_ \$g Tokyo (Japan) \$2 naf

100 1\_ Pallēs, Alexandros, \$d 1851-1935. \$t Poems. \$k Selections (Tragoudakiagia paidia)  
370 \_\_ \$g Athens (Greece) \$2 naf

### Content type (RDA 6.9, expression records only)

100 1\_ Card, Orson Scott. \$t Pathfinder series. \$l English. \$h Text  
336 \_\_ text \$b txt \$2 rdacontent

100 1\_ Bova, Ben, \$d 1932- \$t Short stories. \$k Selections (The best of Bova). \$n Volume 1. \$h Spoken word  
336 \_\_ spoken word \$2 rdacontent

### Language of expression (RDA 6.11, expression records only)

100 1\_ Bradbury, Ray, \$d 1920-2012. \$t Short stories. \$k Selections (Xin xing chu ban she (Beijing, China)). \$l Chinese  
377 \_\_ chi

100 1\_ Deplazes, Lothar. \$t Poems. \$k Selections (Umbrivas muentadas). \$l German  
377 \_\_ ger

### Other distinguishing characteristic of work or expression (RDA 6.6, 6.12, 6.18, 6.21, 6.25)

100 1\_ Alexander, Lloyd. \$t Chronicles of Prydain. \$l English. \$h Spoken word \$s (Langton)  
381 \_\_ Langton

100 0\_ Aeschylus. \$t Works. \$l English \$s (Smyth)  
381 \_\_ Smyth

130 \_0 Bible. \$l English. \$s Authorized. \$f 1611  
381 \_\_ Authorized

100 1\_ Manos, Stephanos, \$d 1939- \$t Works. \$k Selections (Antistrouthokamēlika)  
381 \_\_ Selections \$a Antistrouthokamēlika

100 1\_ Hamilton, Ian, \$d 1938-2001. \$t Poems. \$k Selections (Pretending not to sleep)  
381 \_\_ Selections  
381 \_\_ Pretending not to sleep

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### Audience characteristics (385)

100 1\_ Gay, Marie-Louise. \$t Picture books. \$k Selections  
385 \_\_ Children \$2 lcdgt

100 1\_ Kipling, Rudyard, \$d 1865-1936. \$t Short stories. \$k Selections (Greathall Productions Inc.). \$h Spoken word  
385 \_\_ Children \$2 lcdgt

### Creator/Contributor characteristics (386)

100 1\_ Ercolani, Milena, \$d 1963- \$t Coccole di zucchero filato (Collection)  
386 \_\_ San Marinese \$2 lcsh  
386 \_\_ Women \$2 lcdgt

100 1\_ Atwood, Margaret, \$d 1939- \$t Bluebeard's egg (Collection)  
386 \_\_ Canadians \$a Women \$2 lcdgt

100 1\_ Twain, Mark, \$d 1835-1910. \$t Works. \$f 1972  
386 \_\_ Americans \$2 lcdgt  
386 \_\_ Men \$2 lcdgt

100 1\_ Austen, Jane, \$d 1775-1817. \$t Works. \$k Selections (Lesley Castle)  
386 \_\_ Teenagers \$a Girls \$a English \$2 lcgft

### Date of work or expression (RDA 6.4, 6.10)<sup>5</sup>

*Note regarding coding of dates:* The creation date of a compilation is recorded in 046 subfields \$k/\$l. The creation dates of the individual works contained in a compilation are recorded in 046 subfields \$o/\$p. Catalogers may record a range of dates in a single 046 in subfields \$o and \$p, or they may give the individual dates of the works in a compilation in multiple 046 fields, in subfields \$o/\$p.

In authority records for compilations, use subfields \$k and \$l only for creation dates of aggregates consisting of *selections*, or for dates of creation of *expressions*. Do not use subfields \$k or \$l in work-level records representing complete works (plays, etc.). Use subfields \$o and \$p instead.

046 \_\_ \$k 1937 \$2 edtf  
100 1\_ Akins, Zoë, \$d 1886-1958. \$t Hills grow smaller (Collection)

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<sup>5</sup> The examples follow the best practices developed by the SAC Subcommittee on Faceted Vocabularies for bibliographic records (<http://hdl.handle.net/11213/14591>)

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380 \_\_ Collection

380 \_\_ Poetry \$2 lcgft

386 \_\_ Americans \$2 lcdgt

386 \_\_ Women \$2 lcdgt

*Compilation created in 1937*

046 \_\_ \$k 1955 \$2 edtf

046 \_\_ \$o 1952 \$2 edtf

046 \_\_ \$o 1954 \$2 edtf

100 1\_ Asimov, Isaac, \$d 1920-1992. \$t Martian way and other stories

380 \_\_ Science fiction \$a Short stories \$a Novellas \$2 lcgft

380 \_\_ Anthologies \$2 lcsh

*Compilation created in 1955, containing three works from 1952 and one from 1954*

046 \_\_ \$k 2014 \$2 edtf

046 \_\_ \$o 2003 \$2 edtf

046 \_\_ \$o 2006 \$2 edtf

100 1\_ Gay, Marie-Louise. \$t Picture books. \$k Selections

380 \_\_ Picture books \$2 lcgft

380 \_\_ Picture books for children \$2 lcsh

385 \_\_ Children \$2 lcdgt

*Compilation created in 2014, containing two picture books from 2003 and one from 2006*

046 \_\_ \$k 1984 \$2 edtf

046 \_\_ \$o 1954 \$p 1982 \$2 edtf

100 1\_ Abbey, Edward, \$d 1927-1989. \$t Works. \$k Selections (1984)

370 \_\_ \$g United States \$2 naf

381 \_\_ Selections

381 \_\_ Slumgullion stew

386 \_\_ Americans \$2 lcdgt

386 \_\_ Men \$2 lcdgt

*Compilation created in 1984, containing selections of works created from 1954 to 1982*

046 \_\_ \$k 1994 \$2 edtf

130 \_0 Aesop's fables. \$k Selections (Thuswaldner). \$l German

336 \_\_ text \$2 rdacontent

377 \_\_ ger

381 \_\_ Thuswaldner

*Compilation expressed in 1994 of selections by Thuswaldner translated into German*

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046 \_\_ \$k 1984 \$2 edtf  
100 0\_ Euripides. \$t Works. \$l Latvian  
377 \_\_ lav  
381 \_\_ Feldhūns  
*Compilation expressed in 1984 of Latvian translations by Ā. Feldhūns*

046 \_\_ \$k 2016 \$2 edtf  
100 1\_ Ada, Alma Flor. \$t Memoirs. \$k Selections. \$h Spoken word \$s (Alvarado)  
336 \_\_ spoken word \$b spw \$2 rdacontent  
381 \_\_ Selections  
381 \_\_ Alvarado  
*Spoken word recording expressed in 2016 of selections of Alma Flor Ada's memoirs, narrated by Trini Alvarado*

### ***Relationships***

#### What relationships to other entities should be recorded?

Catalogers have the option to record relationships in 5XX fields to agents responsible for the creation of a work or expression, and to related works and expressions. Any entities recorded in a 5XX field must be established in their own authority records. Follow the [PCC Guidelines for the Application of Relationship Designators in NACO Authority Records](#).

100 1\_ Derozio, Henry Louis Vivian, \$d 1809-1831. \$t Works  
500 1\_ \$w r \$i Author: \$a Derozio, Henry Louis Vivian, \$d 1809-1831

130 \_0 Aesop's fables. \$k Selections (Thuswaldner). \$l German  
500 1\_ \$w r \$i Translator: \$a Thuswaldner, Werner, \$d 1942-

100 1\_ Chopin, Kate, \$d 1850-1904. \$t Works. \$k Selections (2018). \$h Spoken word  
500 1\_ \$w r \$i Narrator: \$a Berneis, Susie

100 1\_ Chaucer, Geoffrey, \$d -1400. \$t Works. \$f 1598  
500 1\_ \$w r \$i Editor: \$a Speght, Thomas, \$d -1621  
500 1\_ \$w r \$i Revised as: \$a Chaucer, Geoffrey, \$d -1400. \$t Works. \$f 1602  
500 1\_ \$w r \$i Expanded as (expression): \$a Chaucer, Geoffrey, \$d -1400. \$t Works. \$f 1602

100 1\_ Chaucer, Geoffrey, \$d -1400. \$t Works. \$f 1602  
500 1\_ \$w r \$i Editor: \$a Speght, Thomas, \$d -1621  
500 1\_ \$w r \$i Editor: \$a Thynne, Francis, \$d 1545?-1608  
500 1\_ \$w r \$i Revision of: \$a Chaucer, Geoffrey, \$d -1400. \$t Works. \$f 1598

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500 1\_ \$w r \$i Expanded version of (expression): \$a Chaucer, Geoffrey, \$d -1400. \$t Works. \$f 1598

500 1\_ \$w r \$i Revised as: \$a Chaucer, Geoffrey, \$d -1400. \$t Works. \$f 1687

100 1\_ Chaucer, Geoffrey, \$d -1400. \$t Works. \$f 1687

500 1\_ \$w r \$i Editor: \$a Speght, Thomas, \$d -1621

500 1\_ \$w r \$i Revision of: \$a Chaucer, Geoffrey, \$d -1400. \$t Works. \$f 1602

Of particular importance for compilations is the relationship of a compilation to the works and/or expressions contained in it. Catalogers are encouraged to record such relationships when authority records for the individual works have also been established. The reciprocal relationship of individual work to compilation may also be recorded.

100 1\_ Akins, Zoë, \$d 1886-1958. \$t Hills grow smaller (Collection)

500 1\_ \$w r \$i Author: \$a Akins, Zoë, \$d 1886-1958

500 1\_ \$w r \$i Container of (work): \$a Akins, Zoë, \$d 1886-1958. \$t Hills grow smaller (Poem)

*Only the title poem in the compilation has been established separately*

### *Reciprocal relationship*

100 1\_ Akins, Zoë, \$d 1886-1958. \$t Hills grow smaller (Poem)

500 1\_ \$w r \$i Author: \$a Akins, Zoë, \$d 1886-1958

500 1\_ \$w r \$i Contained in (work): \$a Akins, Zoë, \$d 1886-1958. \$t Hills grow smaller (Collection)

100 1\_ Asimov, Isaac, \$d 1920-1992. \$t Martian way and other stories

500 1\_ \$w r \$i Author: \$a Asimov, Isaac, \$d 1920-1992

500 1\_ \$w r \$i Container of (work): \$a Asimov, Isaac, \$d 1920-1992. \$t Martian way

500 1\_ \$w r \$i Container of (work): \$a Asimov, Isaac, \$d 1920-1992. \$t Youth (Short story)

500 1\_ \$w r \$i Container of (work): \$a Asimov, Isaac, \$d 1920-1992. \$t Deep

500 1\_ \$w r \$i Container of (work): \$a Asimov, Isaac, \$d 1920-1992. \$t Sucker bait

### *Reciprocal relationship:*

100 1\_ Asimov, Isaac, \$d 1920-1992. \$t Martian way

500 1\_ \$w r \$i Author: \$a Asimov, Isaac, \$d 1920-1992

500 1\_ \$w r \$i Contained in (work): \$a Asimov, Isaac, \$d 1920-1992. \$t Martian way and other stories

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100 0\_ Aeschylus. \$t Oresteia  
500 0\_ \$w r \$i Author: \$a Aeschylus  
500 0\_ \$w r \$i Container of (work): \$a Aeschylus. \$t Agamemnon  
500 0\_ \$w r \$i Container of (work): \$a Aeschylus. \$t Choephoroi  
500 0\_ \$w r \$i Container of (work): \$a Aeschylus. \$t Eumenides

*Reciprocal relationship:*

100 0\_ Aeschylus. \$t Agamemnon  
500 0\_ \$w r \$i Author: \$a Aeschylus  
500 0\_ \$w r \$i Contained in (work): \$a Aeschylus. \$t Oresteia

100 0\_ Aeschylus. \$t Oresteia. \$l English \$s (Buckley)  
500 1\_ \$w r \$i Translator: \$a Buckley, Theodore Alois, \$d 1825-1856  
500 0\_ \$w r \$i Contained in (expression): \$a Aeschylus. \$t Works. \$l English \$s (Buckley)  
500 0\_ \$w r \$i Container of (expression): \$a Aeschylus. \$t Agamemnon. \$l English \$s (Buckley)  
500 0\_ \$w r \$i Container of (expression): \$a Aeschylus. \$t Choephoroi. \$l English \$s (Buckley)  
500 0\_ \$w r \$i Container of (expression): \$a Aeschylus. \$t Eumenides. \$l English \$s (Buckley)

*Reciprocal relationship:*

100 0\_ Aeschylus. \$t Agamemnon. \$l English \$s (Buckley)  
500 1\_ \$w r \$i Translator: \$a Buckley, Theodore Alois, \$d 1825-1856  
500 0\_ \$w r \$i Contained in (expression): \$a Aeschylus. \$t Works. \$l English \$s (Buckley)  
500 0\_ \$w r \$i Contained in (expression): \$a Aeschylus. \$t Oresteia. \$l English \$s (Buckley)

100 0\_ Euripides. \$t Works. \$l English. \$f 2009  
530 \_0 \$w r \$i In series: \$a Greek tragedy in new translations

*Reciprocal relationship:*

130 \_0 Greek tragedy in new translations  
500 0\_ \$w r \$i Series container of: \$a Aeschylus. \$t Works. \$l English. \$f 2009  
500 0\_ \$w r \$i Series container of: \$a Euripides. \$t Works. \$l English. \$f 2009  
500 0\_ \$w r \$i Series container of: \$a Sophocles. \$t Works. \$l English. \$f 2010

### **NACO Authority File Maintenance**

## FAQ on Authorized Access Points for Collections of the Works of Individual Agents and Works of Unknown Responsibility that Purport to be by an Individual Agent

How should I treat records (including authorized access points) already in the file that appear to be incorrect?

Authorized access point. Many "selections" authorized access points currently in the file appear to represent work-level collections but have been formulated incorrectly for RDA. Do not follow an incorrect pattern when creating a new description, and optionally revise incorrect forms you find in the file as needed, including forms in 1XX fields, even if the record has been coded as "rda". (Note: if the record represents more than one aggregate work or expression, follow the procedure outlined below under "Coverage of the record.")

The following authorized access points are incorrectly formulated, but the record itself represents only one collection. After revision of the authorized access point no further work or reporting is required, although other elements may be added to the record.

*Existing authorized access point:*

100 1\_ Abbey, Edward, \$d 1927-1989. \$t Works. \$k Selections. \$f 1984  
*A collection with title Slumgullion stew : an Edward Abbey reader*

*Revise to:*

100 1\_ Abbey, Edward, \$d 1927-1989. \$t Slumgullion stew<sup>6</sup>

*Existing authorized access point:*

100 1\_ Abbey, Edward, \$d 1927-1989. \$t Works. \$k Selections. \$f 2005  
*A collection with title The best of Edward Abbey*

*Revise to:*

100 1\_ Abbey, Edward, \$d 1927-1989. \$t Best of Edward Abbey<sup>7</sup>

The same applies to authorized access points for selections that appear to have been intended to represent expressions. Most expression-level forms for selections currently in the file have not been formed according to RDA principles and should be revised even if they have been coded as "rda".

*Existing authorized access point:*

100 1\_ Baum, L. Frank \$q (Lyman Frank), \$d 1856-1919. \$t Wizard of Oz. \$k Selections.  
\$l Chinese \$s (Liu)

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<sup>6</sup> According to the April 2021 policy

<sup>7</sup> According to the April 2021 policy

## FAQ on Authorized Access Points for Collections of the Works of Individual Agents and Works of Unknown Responsibility that Purport to be by an Individual Agent

*Selections edited by Le Shangxing and translated by Liu Yu*

*Revise to:*

100 1\_ Baum, L. Frank \$q (Lyman Frank), \$d 1856-1919. \$t Wizard of Oz. \$k Selections (Le). \$l Chinese

*or*

100 1\_ Baum, L. Frank \$q (Lyman Frank), \$d 1856-1919. \$t Wizard of Oz. \$k Selections (Le). \$l Chinese \$s (Liu)

*Existing authorized access point:*

100 1\_ Benjamin, Walter, \$d 1892-1940. \$t Short stories. \$k Selections. \$l Spanish \$s (Magnus)

*A selection of stories edited by Jorge Monteleone and translated by Ariel Magnus*

*Revise to:*

100 1\_ Benjamin, Walter, \$d 1892-1940. \$t Storyteller. \$l Spanish \$s (Monteleone)

**Coverage of the record.** It is a principle of authority work that an authority record represents and identifies one and only one entity. The only exception was for undifferentiated personal names and that exception has been rescinded for PCC practice under RDA. RDA does not recognize "undifferentiated" work or expression descriptions (i.e., records that represent more than one work or expression).

If you encounter a work or expression authority record that represents more than one compilation of works or expressions, do not use the authorized access point. Instead, create a new authority record for the work or expression you need to describe, including a new authorized access point that is different from the one you found in the "undifferentiated" record following procedures described earlier in this document. If "your" compilation is represented in a note (e.g. 670) in the original "undifferentiated" authority record, remove the note. Optionally you may create new records and authorized access points for other compilations remaining in the original record, but this is not required.

Add one of the following notes to the original record to help subsequent catalogers avoid using the authorized access point and as a signal that other compilations were once in the record:

667 \_\_ Do not use. Represents more than one compilation of works [or expressions]. Do not add to this record. Instead, create new name authority records for distinct compilations.

*or*

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667 \_\_ Do not use. Represents more than one compilation of works [or expressions].  
Reported for deletion.

Add the following note to the new work or expression authority record if appropriate:

667 \_\_ Previously represented on name authority record [LCCN]

When the cataloger encounters a record that has gradually had works/expressions removed and now has only one work or expression represented in 670 notes, a new name authority record should be created and the original record should be reported to LC for deletion, following a procedure similar to that used under PCC policy for undifferentiated personal names.

*Work records.* Many authority records appearing to represent a selection actually represent more than one compilation. These should be canceled and new NARs created for the separate works. You may add a 667 note telling catalogers not to use the record pending cancellation.

*Existing authority record:*

100 1\_ Ausubel, Ramona. \$t Short stories. \$k Selections  
400 1\_ Ausubel, Ramona. \$t Guide to being born  
400 1\_ Ausubel, Ramona. \$t Awayland  
670 \_\_ A guide to being born, 2013.  
670 \_\_ Awayland, 2018.

This authority record coded as RDA represents two completely different selections of Ausubel's short stories. This record should be canceled and new work-level NARs created for each collection. You may add a 667 note telling catalogers not to use the record while waiting for it to be canceled:

667 \_\_ Do not use. Represents more than one distinctive selection of works. Reported for deletion.

*Authorized access point for the collection* A guide to being born:

100 1\_ Ausubel, Ramona. \$t Guide to being born

*Authorized access point for the collection* Awayland:

100 1\_ Ausubel, Ramona. \$t Awayland

*Note:* Work-level authority records for *complete* collections may correctly include variant titles

## FAQ on Authorized Access Points for Collections of the Works of Individual Agents and Works of Unknown Responsibility that Purport to be by an Individual Agent

for different publications of the complete collection. These records do not need revision. All the titles represent the same hypothetical collection, the complete works (poems, etc.) of an individual.

100 1\_ \$a Poe, Edgar Allan, \$d 1809-1849. \$t Poems  
400 1\_ \$a Poe, Edgar Allan, \$d 1809-1849. \$t Collected poems  
400 1\_ \$a Poe, Edgar Allan, \$d 1809-1849. \$t Poetical works of Edgar Allan Poe  
400 1\_ \$a Poe, Edgar Allan, \$d 1809-1849. \$t Collected poems, essays on poetry  
400 1\_ \$a Poe, Edgar Allan, \$d 1809-1849. \$t Complete poetical works  
400 1\_ \$a Poe, Edgar Allan, \$d 1809-1849. \$t Poems of Edgar Allan Poe  
400 1\_ \$a Poe, Edgar Allan, \$d 1809-1849. \$t Poems and essays on poetry  
400 1\_ \$a Poe, Edgar Allan, \$d 1809-1849. \$t Complete poetry of Edgar Allan Poe  
400 1\_ \$a Poe, Edgar Allan, \$d 1809-1849. \$t Complete poems  
670 \_\_ \$a His Collected poems, 1893.  
670 \_\_ \$a His The poetical works of Edgar Allan Poe, 1978.  
670 \_\_ \$a His Collected poems, essays on poetry, 1977.  
670 \_\_ \$a His The complete poetical works, 189-?  
670 \_\_ \$a His The poems of Edgar Allan Poe, 1970: \$b text (complete poems)  
670 \_\_ \$a Poems and essays on poetry, 1995.  
670 \_\_ \$a The complete poetry of Edgar Allan Poe, 1996.  
670 \_\_ \$a Complete poems, 2000.

*Expression records.* Many authority records appearing to represent an expression of complete works actually represent more than one expression of the complete works. These should be canceled and new NARs created for the separate expressions. You may add a 667 note telling catalogers not to use the record pending cancellation:

667 \_\_ \$a Do not use. Represents more than one expression. Reported for deletion.

Expression-level records that had been based on such records will need revision.

*Existing authority record:*

100 1\_ Ausubel, Ramona. \$t Short stories. \$k Selections. \$s Spoken word (Heyborne)  
400 1\_ Ausubel, Ramona. \$t Awayland \$s Spoken word (Heyborne)  
500 1\_ \$w r \$i Narrator: \$a Heyborne, Kirby  
670 \_\_ Ausubel, Ramona. Awayland [SR], ©2018: \$b publisher supplied information  
(performed by Kirby Heyborne and other various narrators)

The authorized access point in this record started with the existing work-level authorized access point for selections of Ausubel's short stories (see above example), and the cataloger added expression attributes to it. However, as seen above, the existing NAR represented two different story collections. The authorized access point in

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the record for the spoken word recording of *Awayland* should be revised (depending on what was chosen as the authorized access point at the work-level) to:

100 1\_ Ausubel, Ramona. \$t Awayland. \$h Spoken word \$s (Heyborne)

*Existing authority record:*

100 1\_ Shakespeare, William, \$d 1564-1616. \$t Works. \$f 1966

400 1\_ Shakespeare, William, \$d 1564-1616. \$t Kittredge-players edition of the complete works of William Shakespeare. \$f 1966

400 1\_ Shakespeare, William, \$d 1564-1616. \$t Plays and poems of William Shakspeare. \$f 1966

670 \_\_ His The Kittredge-players edition of the complete works of William Shakespeare, 1966, c1958.

670 \_\_ His The plays and poems of William Shakspeare, 1966.

This record demonstrates two problems common in NACO authority records for expressions of Shakespeare's complete works. First, it represents two expressions, an issue already discussed above. Second, looking carefully the 670 detailing the Kittredge-players expression, we see that the date of this expression is actually 1958 (which potentially might already be represented by a different NAR); the 1966 date is the manifestation date of a reprint of this expression.

To summarize: 1, in many cases NACO authority records for Shakespeare compilations represent more than one expression; and 2, in many cases single expressions of Shakespeare compilations have more than one NAR because under AACR2 they were differentiated by date of *publication* (manifestation), not by date of expression.

The existing record should be replaced by records for the separate expressions:

Possible authorized access points for *The Kittredge-players edition of the complete works of William Shakespeare*

100 1\_ Shakespeare, William, \$d 1564-1616. \$t Works \$s (Kittredge-players edition of the complete works of William Shakespeare). \$f 1958

*or*

100 1\_ Shakespeare, William, \$d 1564-1616. \$t Works. \$l English \$s (Kittredge-players edition of the complete works of William Shakespeare)

*or*

100 1\_ Shakespeare, William, \$d 1564-1616. \$t Works \$s (Kittredge-players edition of the complete works of William Shakespeare)

Possible authorized access points for *The plays and poems of William Shakspeare* (edited by Edmond Malone, published by AMS Press)

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100 1\_ Shakespeare, William, \$d 1564-1616. \$t Works. \$f 1966 \$s (AMS Press)  
or

100 1\_ Shakespeare, William, \$d 1564-1616. \$t Works. \$l English \$s (Malone)  
or

100 1\_ Shakespeare, William, \$d 1564-1616. \$t Works \$s (Malone)

Similar problems exist in NARs for other individuals whose works or selections have been published many times.<sup>8</sup>

*Existing authority record:*

100 0\_ \$a Euripides. \$t Works. \$k Selections. \$l English. \$f 1998

400 0\_ \$a Euripides. \$t 10 plays. \$f 1998

400 0\_ \$a Euripides. \$t Medea and other plays. \$f 1998

400 0\_ \$w nnea \$a Euripides. \$t Selections. \$l English. \$f 1998

667 \_\_ \$a Do not use. Represents more than one expression. Reported for deletion.<sup>9</sup>

670 \_\_ \$a Medea and other plays, 1998.

670 \_\_ \$a 10 plays, c1998.

This NAR represents English translations of two separate sets of Euripides' plays. This record was replaced with the following two records (abbreviated):

100 0\_ \$a Euripides. \$t Works. \$k Selections (Roche : 10 plays). \$l English

670 \_\_ \$a Euripides. 10 plays, 1998: \$b title page (new translation by Paul Roche)  
contents (Alcestis -- Hippolytus -- Ion -- Electra -- Iphigenia at Aulis -- Iphigenia  
among the Taurians -- Medea -- The Bacchae -- The Trojan women -- The  
Cyclops)

*Note: there is more than one collection of Euripides's plays translated into  
English by Paul Roche, so the work-level preferred title includes two qualifiers*

100 0\_ \$a Euripides. \$t Works. \$k Selections (Morwood : 1998). \$l English

670 \_\_ \$a Euripides. Medea and other plays, 1998: \$b title page (Medea ; Hippolytus ;  
Electra ; Helen ; translated and edited by James Morwood) series (Oxford world's  
classics)

*Note: there is more than one collection of Euripides's plays translated into  
English by James Morwood, so the work-level preferred title includes two  
qualifiers*

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<sup>8</sup> Under the April 2021 policy, conventional collective titles should continue to be used for selections of an agent's works when the works were created before 1501.

<sup>9</sup> Added to existing authority after new authorities for the two different expressions represented by the existing record were created.