Task Group to Test the Official RDA Toolkit

Charge:

The PCC Task Group to Test the Official RDA Toolkit will conduct a thorough test of the Official RDA Toolkit to ensure that PCC catalogers can use the Toolkit to accurately catalog materials in various formats in both MARC and BIBFRAME. We are not testing whether we will implement the Official RDA Toolkit. Rather, we would like to ensure that the PCC policy statements and metadata guidance documents work well in the new toolkit before we implement it. Therefore the test will consist of cataloging materials while using the Toolkit, related LC/PCC Policy Statements, and Metadata Guidance Documents. The Task group will define the parameters of this test, organize a group of volunteer catalogers to conduct the test, and evaluate the results of the test.

Task Group Deliverables:

- Define the parameters of the test answering questions such as: how many records each cataloger should complete; what formats it should cover; what languages/scripts it should cover, etc.
- Form a group to conduct the test from the list of volunteers who responded to the call on the PCC list
- Conduct the test, recording any issues encountered.
- Form a group to evaluate the completed cataloging from those who wrote the policy statements and metadata guidance documentation.
- Ensure that the group of evaluators reviews the completed cataloging to make certain that the correct policy statements and metadata guidance documents were applied.
- Ensure that the policy statements and metadata guidance documents are linked to the appropriate Conditions or Options in the Official RDA Toolkit, and that the policy statements and metadata guidance documents are not in conflict with each other.
- Ensure that when the same guidance is given in more than one policy statement or metadata guidance document, the guidance and instructions are not in conflict with each other, and the cataloging result is the same.
- Report any issues to LC, PoCo, and the RDA Communications Committee

Time Frame:

Date charged: 1 February 2022
Date preliminary report due: July/August 2022
Date final report due: October 2022

Reports to:

PCC Policy Committee

Roster:

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Transmittal Form:

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