

## GLOSSARY

This Glossary includes terms found in the Statement of International Cataloguing Principles that are being used in a specific way (not simply the usual dictionary definition).

**Access point** – A name, term, code, etc., under which a bibliographic or authority record or reference will be found. [Source: FRANAR]

**Agent** – A person (author, publisher, sculptor, editor, director, etc.) or a group (organization, corporation, library, orchestra, country, federation, etc.) or an automaton (weather recording device, software translation program, etc.) that has a role in the lifecycle of a resource. [Source: DCMI Agents Working Group, working definition]

*See also* Author, Creator

**Attribute** – Characteristic of an entity; an attribute can be inherent in an entity or externally imputed. [Source: FRBR]

**Author** – A creator responsible for the intellectual or artistic content of a textual work. [Source: IME ICC]

*See also* Agent, Creator

**Authority record** – A record in an authority file for which the organizing element is the authorized heading for an entity (agent, work/expression, or subject) as established by the cataloguing agency responsible. [Source: IME ICC]

*See also* Access point, Authorized heading, Controlled form of name

**Authorized heading** – The uniform controlled access point for an entity. [Source: IME ICC]

*See also* Access point, Authority record, Controlled form of name

**Bibliographic description** – a set of bibliographic data recording and identifying a bibliographic resource. [Source: ISBD(CR)]

**Bibliographic record** – The set of data elements that describe and provide access to manifestations and identify related works and expressions. [Source: IME ICC]

**Bibliographic resource** – A manifestation or item.

**Bibliographical unit**

*See* Manifestation

**Collection** – 1. A set of two or more works combined or issued together. 2. A set of bibliographic resources held or created by a given institution. [Source: IME ICC]

FINAL Glossary for IME ICC, 2 April 2004 (based on comments received to date)

**Concept** – An abstract notion or idea. [Source: FRANAR, FRBR]

**Controlled form of name** – Authorized and variant forms of names given to entities, formulated according to a set of rules and recorded in an authority record, in order to provide access to bibliographic and authority records (sometimes also called controlled heading, authorized heading, or variant heading). [Source: IME ICC]

*See also* Access point, Authorized heading, Authority record, Name

**Corporate Body** – An organization or group of persons and/or organisations that is identified by a particular name and that acts, or may act, as a unit. [Source: modified from FRANAR, FRBR]

**Creator** – An entity responsible for the intellectual or artistic content of a work.

*See also* Author, Agent

**Descriptive cataloguing** – The part of cataloguing that provides both descriptive data and non-subject access points. [Source: IME ICC]

*See also* Subject cataloguing

**Event** – An action or occurrence. [Source: FRANAR, FRBR]

**Expression** – The intellectual or artistic realisation of a work. [Source: FRANAR, FRBR]

**Family** – Two or more persons related by birth, marriage, adoption, or similar legal status. [Source: FRANAR, as modified by IME ICC]

**Heading**

*See* Access point

**Item** – A single exemplar of a manifestation. [Source: FRANAR, FRBR]

**Key-title** – The unique name assigned to a continuing resource by the ISSN Network and inseparably linked with its ISSN. The key title may be the same as the title proper; or, in order to achieve uniqueness, it can be constructed by the addition of identifying and/or qualifying elements such as name of issuing body, place of publication, edition statement, etc. (see ISSN Manual). [Source: ISBD (CR)]

**Manifestation** – The physical embodiment of an expression of a work. [Source: FRANAR, FRBR]

**Name** – A character or group of words and/or characters by which an entity is known; includes the words/characters designating a person, family, corporate body, object, concept, event, or place, as well as the title given to a work, expression, manifestation, or item. [Source: FRBR as modified in FRANAR]

*See also* Controlled form of name.

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**Object** – A material thing. [Source: FRBR]

**Person** – An individual or a persona established or adopted by an individual or group.  
[Source: FRBR as modified in FRANAR]

**Place** – A location. [Source: FRBR]

**Physical format** (an attribute of original and surrogate manifestations) – The container or medium in/on which an expression of a work is recorded (e.g., book, CD, MP3, videocassette, DVD, microfilm, digital file, map, globe, score, etc.).  
[Source: IME ICC]

**Subject cataloguing** – The part of cataloguing that provides subject heading/terms and/or classification. [Source: IME ICC]

*See also* Descriptive cataloguing

**Uniform title** – 1. The particular title by which a work or expression is to be identified for cataloguing purposes. Examples are collective titles and conventional titles used for collocation, form headings used to organize displays, and unique titles used to distinguish among works with the same title. [Source: modified from AACR2] 2. The authorized form by which variant titles of different manifestations of a work, with or without author, are linked/grouped together for searching/access purposes. [Source: GARR]

**Work** – A distinct intellectual or artistic creation (i.e., the intellectual or artistic content.). [Source: FRANAR, FRBR, as modified by IME ICC]

## Sources

**AACR2** – *Anglo-American cataloguing rules*. – 2nd edition, 2002 revision. – Ottawa: Canadian Library Association; London: Chartered Institute of Library and Information Professionals; Chicago: American Library Association, 2002-  
**DCMI Agents Working Group** – Dublin Core Metadata Initiative, Agents Working Group. [Web page, 2003]: <http://dublincore.org/groups/agents/> (working definitions – report is not yet final)

**FRANAR** – *Functional requirements and numbering of authority records: a conceptual model – draft 2003*. (Working definitions, report is not yet final)

**FRBR** – *Functional requirements for bibliographic records: Final report*. – Munich: Saur, 1998. (IFLA UBCIM publications new series; v. 19)

**GARR** – *Guidelines for authority records and references*. 2<sup>nd</sup> ed., rev. – Munich: Saur, 2001. (IFLA UBCIM publications new series; v. 23)

**IME ICC** – IFLA Meeting of Experts on an International Cataloguing Code (1<sup>st</sup>: Frankfurt: 2003), recommendations from the participants

**ISBD (CR)** – *ISBD (CR): International standard bibliographic description for serials and other continuing resources*. – Munich: Saur, 2002. (IFLA UBCIM publications new series; v. 24)

Also see MulDiCat: <http://subito.biblio.etc.tu-bs.de/muldicat/>