

MARC cheatsheets – Music simplified

* Required fields

007*	Physical description fixed-length data elements
008*	Fixed-length data elements
024*	Usually a UPC code
028	Publisher or distributor number
040*	Code for source of cataloging
100*	Name of artist/performer
245*	Title : subtitle / statement of responsibility.
246	Variant title
264*	Publisher/Copyright information
300*	Physical description
336*	Content type
337*	Media type
338*	Carrier type
344*	Sound characteristics
347*	Digital file characteristics
490	Series information (if present, requires 8XX)
500	General notes
505*	Contents note (Can be “Basic” or “Enhanced”)
508	Credits note
511*	Participant or performer note
521	Target audience (ONLY if it is on the item)
538*	System details note
586	Awards note
6XXs*	Subject headings (1-3 required)
655*	Genre/Form heading (1 required)
7XX	Added access point (Contributors and related works)
8XX	Added access point (Series)
999*	Local

All fields are important and preferred if the information is available.

The starred fields are required if applicable.

MARC cheatsheets (MUSIC)

007 – Physical description fixed-length data elements

008 – Fixed-length data elements

024 – Other standard identifier (R)

#\ \$a Standard number or code (NR)

028 – Publisher number (R)

\$a Publisher number (NR)

040 – Cataloging source (NR)

\ \$a Original cataloging agency (NR) \$b Language code (NR) \$e Descriptive conventions (NR)

\$c Transcribing agency (NR) \$d Modifying agency (R)

1XX – Main access point (Creator) (NR)

#\ \$a Personal name/Corporate name/Preferred title (NR), \$e Relator term (R).

245 – Title statement (NR)

\$a Title (NR) : \$b Remainder of title (NR) / \$c Statement of responsibility (;NR)

246 – Variant title (R)

\$a Title (NR) : \$b Remainder of title (NR)

264 – Publication statement, copyright (R)

\1 \$a Place of publication (R) : \$b Name of publisher (R), \$c Date of publication (R).

\4 \$c © Phonogram notice, © Copyright notice. ****If they're the same date, symbols can be placed together =**

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300 – Physical description (R)

\ \$a Extent () (R) : \$b Format (**analog/digital**) (NR) ; \$c Dimensions (R) + \$e Accompanying material (NR).

336 – Content type (R)

\ \$3 Materials specified (NR) \$a performed music (R) \$b prm (R) \$2 rdacontent (NR)

337 – Media type (R)

\ \$3 Materials specified (NR) \$a audio (R) \$b s (R) \$2 rdamedia (NR)

338 – Carrier type (R)

\ \$3 Materials specified (NR) \$a audio disc (R) \$b sd (R) \$2 rdacarrier (NR)

344 – Sound characteristics (R) ***Each subfield/\$2source must be in a separate 344 field**

\ \$a Type of recording (**digital**) (R) \$2 rdatr (NR)

\ \$b Recording medium (**optical**) (R) \$2 rdarm (NR)

\ \$g Playback channels (**stereo/mono**) (R) \$2 rdacpc (NR)

347 – Digital file characteristics (R) ***Each subfield/\$2source must be in a separate 347 field**

\ \$a File type (**audio file**) (R) \$2 rdaft (NR)

\ \$b Encoding format (**CD audio**) (R)

490 – Series statement (R)

#\ \$a Series statement (R) ; \$v Volume number/Sequential designation (R)

505 – Contents note (R) ***Use either Basic (\$a), or Enhanced (\$t, \$r)**

0\ \$a Basic contents note (--NR).

00 \$t Title (R) / \$r Statement of responsibility (--R).

508 – Creation/production credits note (R)

\\\$a Creation/production credits note (NR).

511 – Participant or performer note (R)

#\ \$a Participant or performer note (NR).

6XX – Subject/Genre/Form headings (R)

\# \$a Heading (NR) \$(#) Subdivision (R). \$2 Source (NR)

7XX – Added access point (Contributor) (R)

#\ \$a Personal name/Corporate name/Preferred title (NR), \$e Relator term (R).

7XX – Added access point (Related works) (R)

\$i Relationship information: \$a Personal name/Corporate name/Preferred title \$(#) Subdivision (NR).

8XX – Added access point (Series) (R)

\$a Heading (NR). \$t Preferred title (NR) ; \$v Volume/sequential designation (NR).

999 – Local

\\\$e **Music CD**