

## MARC cheatsheets – Video simplified

\* Required fields

007*	Physical description fixed-length data elements
008*	Fixed-length data elements
020	ISBN number
024	Other standard identifier (e.g. UPC)
028	Publisher or distributor number
040*	Code for source of cataloging
041*	Language code
245*	Title : subtitle / statement of responsibility
246	Variant title
250	Edition information if available
264*	Publisher/distributor/copyright information
300*	Physical description
336*	Content type
337*	Media type
338*	Carrier type
344*	Sound characteristics
345	Moving image characteristics
346*	Video 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
520*	Summary, etc. note
521	Target audience note
538*	System details note
546	Language 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.

## MARC cheatsheets (VIDEO)

007 – Physical description fixed-length data elements

008 – Fixed-length data elements

024 – Other standard identifier (UPC) (R)

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

028 – Publisher number (R) **\*\*Number on disc, spine, or around ISBN number\*\***

## \$a Publisher number (NR) \$b Source

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)

041 – Language code (R)

#\ \$a Language code of text/sound track or separate title (R) \$j Language code of subtitles (R) \$p Language code of captions (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)

250 – Edition statement (R)

\ \$a Edition statement (NR). **\*\*Wide screen or full screen\*\***

264 – Publication/distribution statement, copyright (R)

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

\4 \$c © Copyright date (R).

300 – Physical description (R)

\ \$a Extent (R) : \$b Other physical details (**sound, color**) (NR) ; \$c Dimensions (**4 3/4 in.**) (R) + \$e Accompanying material (NR).

336 – Content type (R)

\ \$3 Materials specified (NR) \$a two-dimensional moving image (R) \$b tdi (R) \$2 rdacontent (NR)

337 – Media type (R)

\ \$3 Materials specified (NR) \$a video (R) \$b v (R) \$2 rdamedia (NR)

338 – Carrier type (R)

\ \$3 Materials specified (NR) \$a videodisc (R) \$b vd (R) \$2 rdacarrier (NR)

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

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

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

345 – Moving image characteristics (R) **\*Each subfield/\$2source must be in a separate 345 field**

\ \$c Aspect ratio value (R) (**16:9 or 4:3**)

\ \$d Aspect ratio designator (R) (**wide screen or full screen**) \$2 rdaar (NR)

346 – Video characteristics (R)

\ \$b Broadcast standard (R) (**HDTV, NTSC or PAL**) \$2 rdabs (NR)

- 347 – Digital file characteristics (R) \***Each subfield/\$2source must be in a separate 347 field**
- \\ \$a File type (**video file**) (R) \$2 rdaft (NR)
  - \\ \$b Encoding format (**DVD video or Blu-Ray**) (R)
  - \\ \$e Regional encoding (**region 1**) \$2 rdare (NR)
- 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).
- 520 – Content summary note (R)
- \\ \$a Content summary note (NR).
- 521 – Target audience note (R)
- #\ \$a Target audience note (R) \$b Source (NR).
- 538 – System details note (R)
- \\ \$a System details note (NR).
- 546 – Language note (R)
- \\ \$a Language note (R).
- 586 – Awards note (R)
- \\ \$a Awards note (NR)
- 6XX – Subject/Genre/Form Added Entry (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 **DVD** or \$e **Blu-ray**