STANDARDS FOR MATCHING TO DATABASE RECORDS
Established by Cataloging Committee, 2015
Draft

ISBN

This is a good way to search to find a possible match in the database. Matching criteria below must then match to accept the record. Sometimes ISBN's may match what is in the book but the actual content will still be a mismatch. (For example: Large print books)

Title/Author

Title must match exactly up to the first five words. Also check the subtitle. If present, it will be after the colon. Following the forward slash is a statement of responsibility for the item. It may be the author, an editor or a corporate body. This name will also be listed in another tag as the author, alternate author or corporate body.

Publisher and Pagination

The publisher and pagination must match. Variations in publisher are acceptable when there is a known connection (e.g. Penguin and their children's paperback line, Puffin). Note: Publisher affiliations can be added to the existing 264 subfield b and/or add a 500 note.

If the page numbers match great. If they don't, it may be due to clerical error. For example, cataloging standards state that the page number listed is the last page printed in the book. If two or three pages follow, some catalogers may incorrectly add these to the last printed page number. If you see numbers that are very close and all other criteria match, you should assume you have a match. If numbers vary by more than a few, you probably don't have a match.

Some Clarifications to Above

Rebound Titles

Rebound titles that have the original publication ISBNs in the book and where the content has not been changed can be added to the original publication bib. The rebound ISBNs should be added to the list of ISBNs in the bib with a subfield q indicating the vendor. (Example 020 \\ $a0590667241$q(Turtleback))

Size

If content, publisher, and pagination all match, the size can differ no more than 3 cm and still be considered a match.

Editions

Varying editions are also a match if content, pagination, and publisher are the same. Add a 500 note (=500 \\$aEditions may vary) if you are attaching an item with no edition statement or a varying edition statement.

Advanced Reader

Advanced reader copies should always be on a separate bibliographic record from the normal publication.