Creating Alternate Titles (Procedure #3F)

Scope: *The alternate title field in the Instance record is used to include varying forms of a title in a bibliographic record. The field is searchable and provides added access to the patron.*

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Date last reviewed: 04 Mar 2024

Date of next review: March 2025

In general, use 1st indicator value 1 and the appropriate 2nd indicator if it is easily identified. If there is any question, use 2nd indicator blank.

See *Examples*

Indicator 1 - Note control/title added entry

- 0 - Note, no title added entry
- 1 - Note, title added entry
- 2 - No note, no title added entry
- 3 - No note, title added entry

Indicator 2 - Type of title

- # - No type specified
- 0 - Portion of title or additional title access
- 1 - Parallel title
- 2 - Distinctive title
- 3 - Other title
- 4 - Cover title
- 5 - Added title page title
- 6 - Caption title
- 7 - Running title
- 8 - Spine title

Examples:

Type of title	246:xx:
Added title page title	246:15:
Alternative title	246:30:
Alternate form of word(s) in title	246:3 :
At head of title	246:1 : $i At head of title: $a
Caption title	246:16:
Colophon title	246:1 : $i Colophon title: $a
Corrected form of title	246:3 :
Cover title	246:14:
Distinctive title	246:12:
Multivol.variant title	246:1 : $i Vol. 2 has title: $a
Other title	246:13:
Other title information (245 $b)	246:30:
Parallel title (245 $b)	246:31:
Part title access (245 $p)	246:30:
Portion of title proper (245)	246:30:
Running title proper (245)	246:30:
Spelled out forms of symbols	246:3 :
Spine title	246:18:

Subtitle access (245 $b)	246:30:

For more detailed information on the use of the 246 field, see LC's MARC 21 Format for Bibliographic Data.