"In" Analytics and Fascicles (Cataloged Separately) (LTS Procedure #131)

Scope: *This procedure addresses the creation of BIB records, ITEM records and related MFHD notes for those titles that are cataloged separately, but issued included in, bound with, or intended to be bound with, other titles. These titles are most often characterized by their incomplete pagination in the BIB 300 field, coupled with a BIB 773 field.*

For the treatment of copy-specific "bound withs" (that is, disparate bibliographic items bound together subsequent to publication in a singular fashion), see "Bound With" and "Filmed With" Materials (#132).

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Bibliographic Description

Catalogers should follow the guidelines in RDA/AACR2 and the LC-PCC-PSs/LCRIs (especially RDA 2.6.2.2 / AACR2 Chapter 13) in preparing the BIB description of these items. Normally provide bibliographic linkage to the host item through the use of a 773 field (for "in" analytics) or a 4XX or 8XX field (for fascicles cataloged separately). Include MFHD 852 $z notes for copy-specific information only.

Item Records

Create an item record, including the barcode number, for the host volume if this larger entity has its own bibliographic record in the catalog. If the host volume does not have its own bibliographic record, create an item record, including the barcode number, for the first cataloged title in the bound volume.

Do not create item records for other separately cataloged titles within the same bound volume.

MFHD Notes

Do not include notes pertaining to barcoding or binding in the 852 field of the MFHD record to which the item record, including the barcode number, is attached.

On the MFHDs for other separately cataloged titles within the same bound volume, include an 876 MFHD note as follows:

    876 ## $p [barcode number] $x Analytic

If a separately cataloged analytic title has been issued in multiple parts within multiple separately bound physical pieces, include 866 textual holdings fields for clarification. For example:

    866 41 $8 0 $a [1] = 10.Bd.:3.Abt.:[p.] 24-36
    866 41 $8 0 $a [2] = 10.Bd.:4 Abt.:[p.] 22-37
    866 41 $8 0 $a [3] = 11.Bd.:1.Abt.:[p.] 25-39

For retrospective conversion only: If Cornell has not cataloged one or more titles contained in the same physical volume, ignore the uncataloged titles. Create a record for a previously uncataloged title only when *none* of the titles contained in the piece have been cataloged. In the latter case, catalog one title only. Add a staff note in the MFHD for the first (or primary) title, as appropriate.

    Ex.: 852 ... $x Some titles in physical volume will not be cataloged.
    Ex.: 852 ... $x Other titles in physical volume will not be cataloged.