

Video recordings Processing with Full Copy (LTS Procedure #33b)

Scope: *If there is full copy, it is not necessary to watch the video. In this case, the source of information is the disc label and/or container. If there is not full copy for an item, it must be viewed.*

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Unit: Cataloging

Date last reviewed: 09/07/2023

Date of next review: August 2024

[Fixed field values](#)
[Variable field values](#)

Fixed fields

Publication status = s

Date 1 = date of video release

Date 2 = [leave but don't add if lacking]

Re. dates: leave what's there if correct on copy. Minimum required: Date 1 = latest date on container and forget Date 2

Type of material = v

Technique = usually 'l' for live action

Variable fields

020:: ISBN

028:40: Formatted publisher's number. [Key match point]

041:0 : Language(s) of video and any dubbing ([a is repeatable])

041:1 : Item is ([h]) or includes a translation like subtitles, ([j])

245:: Add/edit [c] if that information is readily available on the disc or container.

250:: Edition, version, or a particular release. Ex. Letterbox ed. [Key match point]

260:: Applies to company that *released* the video. [Latest date on container is key match point]

264: 1: This will appear on RDA copy; it *may* appear on AACR2

300:: [a Use 1 videodisc, 1 DVD, or 1 videocassette

For time, use 'ca.'

[b Generally limit to 'sd.' and 'col.'

[c Use 4 3/4 in. for disc; nothing if VHS.

33x:: These fields will appear on RDA copy: they *may* appear on AACR2

490:0 : Series if applicable

5xx:: See order of notes on Voyager bib #5114811 (optional).

538:: Use DVD, Blu-ray disc or VHS; Dolby digital. Add aspect ratio, region if that information is readily available on the disc or container.

546:: Add/edit language(s) and if closed-captioned if that information is readily available on the disc or container. Needs to match 041

Ex. In English with optional subtitles in English, French, or Spanish.

511:1 : Use for cast.

511:0 : Narrator on screen, Presenter, etc.

508:: Director of camera or photography ; Editor ; Music.

500:: Based on [name of book].

500:: Videodisc release of [date] motion picture.

521:8 : MPAA rating: -or Not rated. [leave but don't add if lacking]

6xx:: Not mandatory except for documentaries

655:: Not mandatory except Films for the hearing impaired

7xx:: Add/edit for 245 |c and 260 |b