TO: Sara Shatford Layne, chair, CCS

FROM: Mary Lynette Larsgaard, chair, CC:DA

RE: Review of draft of "Guidelines for Standardized Cataloging for Children"

CC:DA thanks CCS for the opportunity to review this draft. Following are CC:DA's comments.

Recommendations for clarifications

Name Access Points. Point number 2.
This would read more clearly as:

2. Added entries for illustrators are required, as their contribution to a work may equal or overshadow that of a writer. Access to the record by illustrator names is important not only for the artistic content but also for collocating works of artists. If the illustrator is also the author of the work, a separate added entry is not made. For illustrators whose contribution consists only of the cover, frontispiece, or incidental or repeating chapter-head decorations, or for designers who are not also the illustrators, added entries are optional.

Name Access Points. Point number 4.
This would read more clearly as:

4. Although AACR2 allows the optional use of function designations for editors, compilers, etc. (subfield "e" of MARC field 700), only the designation "ill." (for illustrator) is required by these Guidelines.

Series Access Points. From 2nd paragraph through the last example.
This would read more clearly as:

Make a series added entry for each work in the series that is cataloged if it provides a useful access point. Add the number of the individual work within the series if there is a number. The series added entry should use the authorized form for the series found in the LNAF. If the authorized form of the series appears on the item, it is recorded in field 440 of the MARC record, e.g.,

440 _0 |a Girltalk ; |v no. 10

However, if the series statement on the item is different than the authorized form, the series statement is recorded in field 490. The first indicator in the 490 field specifies whether the series is traced and a corresponding series added entry in is the MARC record; a first indicator of "0" specifies the series is not traced and a first indicator of "1" specifies the series is traced and the authorized form will be found in an 8XX field.

For example, when the authorized form of the series has a personal name as the first element it is entered in an 800 field:

490 1 |a Alphabet books

800 1 |a Moncure, Jane Belk. |t Alphabet books.

Series added entries may be uniform titles, such as:

800 1_ Shakespeare, William, $d 1564-1616. $t Works. $f 1999 ; $v v. 6.

When the title is the first element in the authorized form of the series, it is entered in field 830:

490 1 |a Kids make a difference

830 _0 |a Reading expeditions series. |p Kids make a difference.

Typographical errors, formatting, etc.

Throughout the document the LNAF is referred to as the "LNAF file." Adding the word file at the end of LNAF is redundant since the "F" stands for file.

The term "established form" and "authorized form" are used interchangeably. It would be best to use one or the other.

Figure 2. Summary. "despairwhen" should be "despair when"

Figure 4. Font size is different in system requirements note and title source note.

Figure 4. Summary. The text of this summary differs from the summary of the MARC record in the 520 in figure 5.

Notes. 3rd paragraph. Sentence beginning "Information about system requirements ..." ends with two full stops. Should be just one.

Series Access Points. Last paragraph. There appears to be a stray apostrophe. It should be either "available on the LC Web site" or "available on LC's Web site."