

To: Joint Steering Committee for Development of RDA

From: Bill Leonard, CCC representative

Subject: Clarifying instructions for Sequences of Plates (RDA 3.4.5.9)

CCC thanks the American Library Association for this well-considered proposal to assist with the challenge of clearly recording the extent of sequences of plates. CCC agrees with the spirit of the proposal but suggests some edits for clarification and additions for comprehensiveness.

CCC wishes to suggest some small changes to ALA's proposal accordingly:

1. The addition of guidelines at 3.4.5.9.1 on how to interpret "according to the type of sequence used in the resource" using 3.4.5.2 as a model.
2. We suggest using the phraseology already established in RDA of "unnumbered sequence of pages" and "unnumbered sequence of leaves." We realize that a longer-term solution is required, but it should be applied to both the plates instruction and the regular pages & leaves instruction (RDA 3.4.5.3).
3. The revision of 3.4.5.9.2 to parallel 3.4.5.3.1, not 3.4.5.3. This involves the addition of c) for sequences of unnumbered leaves or pages of plates.
4. Removal of the proposed alternative 3.4.5.9.2.

CCC observed that the footnote 1 at 3.4.5.2 d) provides a definition essential to a correct reading of much of 3.4.5. We were unable to suggest a more prominent placement, but we do suggest replacing "publication" with "resource."

New change suggested by CCC

3.4.5.2 d) Footnote 1

1 A sequence of pages or leaves is: (1) a separately numbered group of pages, leaves, etc.; (2) an unnumbered group of pages, etc., that stands apart from other groups in the resource ~~publication~~; or (3) a number of pages or leaves of plates distributed throughout the resource ~~publication~~.

ALA's proposal with CCC revisions:

CCC notes that the alternative in 3.4.5.9.2 could simply be added as the third point in the list of possible situations. CCC also suggests that it is more precise to say that we are recording the 'numbering' of something. In situations where two or more numbered plates are found on a single leaf or page, we want to be sure that cataloguers are recording the extent of the leaves or pages. Precise wording is important to RDA users and also to the teams involved in translation of the text of RDA.

MARKED UP

3.4.5.9 Sequences of Plates

Record the numbering of the a sequence or sequences of plates after the numbering of the preliminary and main sequences of leaves, pages, or columns, whether the plates are found together or distributed throughout the resource.

Apply the following instructions, as applicable:

~~numbered~~ plates on numbered leaves or pages (see 3.4.5.9.1)

~~unnumbered~~ plates on unnumbered leaves or pages (see 3.4.5.9.2)

3.4.5.9.1 Plates on Numbered Leaves or Pages ~~Numbered Plates~~

Record ~~the numbering of a the sequence or sequences of plates~~ according to the type of sequence used in the resource. Record the last numbered leaf or page in each sequence of plates followed by the appropriate term. Apply the following guidelines:

- a) If the sequence is numbered in terms of pages, record the number of pages;
- b) If the sequence is numbered in terms of leaves, record the number of leaves.

If the numbering of ~~the~~ leaves or pages in a sequences of plates is complex or irregular, see [3.4.5.8](#).

EXAMPLE

246 pages, 32 pages of plates

x, 32, 73 pages, 1 leaf of plates

xiv, 145 pages, 10 leaves of plates, 13 pages of plates

3.4.5.9.2 Plates on Unnumbered Leaves or Pages ~~Unnumbered Plates~~

Record ~~the sequence of~~ unnumbered leaves or pages carrying a sequence of plates using the appropriate terms if:

- a) ~~an unnumbered~~ the sequence ~~forms~~ constitutes a substantial part of the resource (see also [3.4.5.8](#))

or

- b) ~~an unnumbered~~ the sequence includes plates that are referred to in a note.

or

- c) if considered important for identification or selection.

Alternative

~~If considered important for identification or selection, always record the unnumbered sequence of leaves or pages of plates.~~

When recording a sequence of unnumbered leaves or pages, ~~use one of the following methods~~ record:

either

- a) ~~Record the exact number of leaves or pages, if the number is readily ascertainable, followed by *unnumbered leaves of plates* or *unnumbered pages of plates*. If the resource contains both leaves and pages of plates, record the number in terms of whichever is predominant;~~

or

- b) ~~If the number is not readily ascertainable, record an estimated number of leaves or pages preceded by approximately an estimated number preceded by *approximately*;~~

or

- c) *unnumbered sequence of leaves of plates* or *unnumbered sequence of pages of plates*.

If the resource contains both leaves and pages of plates, record the number in terms of whichever is predominant.

EXAMPLE

xii, 24 pages, 212 leaves of plates, 43 unnumbered leaves of plates

Unnumbered sequence constitutes substantial part

xvi, 249 pages, 12 unnumbered leaves of plates

Unnumbered sequence includes a plate referred to in a note

323 pages, 22 unnumbered pages of plates

Contains 16 pages and 3 leaves of plates

171 pages, 4 unnumbered leaves of plates

Contains 8 numbered illustrations on 4 unnumbered leaves of plates

xvi, 405 pages, approximately 500 pages of plates

ix, 249 pages, unnumbered sequence of leaves of plates

The sequence of plates is not considered important for identification or selection

3.4.5.9 Sequences of Plates

Record the numbering of the a sequence or sequences of plates after the numbering of the preliminary and main sequences of leaves, pages, or columns, whether the plates are found together or distributed throughout the resource.

Apply the following instructions, as applicable:

plates on numbered leaves or pages (see [3.4.5.9.1](#))

plates on unnumbered leaves or pages (see [3.4.5.9.2](#))

3.4.5.9.1 Plates on Numbered Leaves or Pages

Record the numbering of a sequence of plates according to the type of sequence used in the resource. Record the last numbered leaf or page in each sequence of plates followed by the appropriate term. Apply the following guidelines:

- a) If the sequence is numbered in terms of pages, record the number of pages;
- b) If the sequence is numbered in terms of leaves, record the number of leaves.

If the numbering of the leaves or pages in a sequences of plates is complex or irregular, see [3.4.5.8](#).

EXAMPLE

246 pages, 32 pages of plates

x, 32, 73 pages, 1 leaf of plates

xiv, 145 pages, 10 leaves of plates, 13 pages of plates

3.4.5.9.2 Plates on Unnumbered Leaves or Pages

Record unnumbered leaves or pages carrying a sequence of plates using the appropriate terms if:

- a) the sequence constitutes a substantial part of the resource (see also [3.4.5.8](#))
or

- b) the sequence includes plates that are referred to in a note.

or

- c) if considered important for identification or selection.

When recording a sequence of unnumbered leaves or pages, record:

either

a) the exact number of leaves or pages, if the number is readily ascertainable, followed by *unnumbered leaves of plates* or *unnumbered pages of plates*;

or

b) an estimated number preceded by *approximately*;

or

c) *unnumbered sequence of leaves of plates* or *unnumbered sequence of pages of plates*.

If the resource contains both leaves and pages of plates, record the number in terms of whichever is predominant.

EXAMPLE

xii, 24 pages, 212 leaves of plates, 43 unnumbered leaves of plates

Unnumbered sequence constitutes substantial part

xvi, 249 pages, 12 unnumbered leaves of plates

Unnumbered sequence includes a plate referred to in a note

323 pages, 22 unnumbered pages of plates

Contains 16 pages and 3 leaves of plates

171 pages, 4 unnumbered leaves of plates

Contains 8 numbered illustrations on 4 unnumbered leaves of plates

xvi, 504 pages, approximately 500 pages of plates

ix, 249 pages, unnumbered sequence of leaves of plates

The sequence of plates is not considered to be important for identification or selection