

DATE: June 2, 2014
TO: ALA/ALCTS/CaMMS/Committee on Cataloging: Description and Access (CC:DA)
FROM: MLA BCC Descriptive Cataloging Subcommittee (Tracey Snyder)
OLAC (Kelley McGrath)
SUBJECT: Revision proposal on Recording Duration (7.22)

BACKGROUND: RDA 7.22.1.3 (Playing Time, Running Time, Etc.) contains a great deal of detail about how to record the playing time or running time of an audiovisual resource, including provisions for abbreviating terms for units of time, recording a time that is not stated on the resource, and recording an approximate time. However, RDA 7.22.1.4-6, which deal with duration for other types of resources, do not contain such provisions. Consequently, music catalogers referring to 7.22.1.4 (Performance Time) have felt unsure how to record an approximate performance time for notated music. Some take the example “about 1 hr., 10 min.” in 7.22.1.4 to mean that the word “about” should always be used for an approximate performance time for notated music (even if the resource uses “ca.,” for example), in contrast with “approximately” for audiovisual resources, as detailed in 7.22.1.3. Others interpret the example in 7.22.1.4 to be a transcription from a resource bearing the word “about” and are led to think that a stated performance time using “ca.” (for example) should be recorded using “ca.” In November 2013, as a stopgap, the RDA Music Joint Working Group proposed the following text as a LC-PCC PS for each of the instructions that suffer from a lack of clear guidance (7.22.1.4-6), with no distinction drawn between an approximate time that is stated on the resource and an approximate time that is supplied by the cataloger:

Record the time and abbreviate terms for units of time as instructed in Appendix B.5.3. If the time is approximate, record the approximate time preceded by *approximately*.

PROPOSED SOLUTION: The Policy Statements addressing abbreviating units of time and recording approximate duration were published in December 2013, but a more comprehensive solution is needed. We propose to add a new section at 7.22.1.3 (and renumber the sections that follow) called Recording Duration, which will contain basic instructions on recording duration that will apply to the subsequent instructions. (This approach can be seen at 3.5.1.3 Recording Dimensions.) With a new 7.22.1.3 in place, the subsequent instructions can be revised accordingly.

The proposed new 7.22.1.3 contains basic instructions on abbreviating units of time and recording approximate duration (from the Policy Statements). It also contains an array of examples (many of them moved from the current 7.22.1.3 and some newly created) to illustrate various ways that duration can be recorded (using abbreviations for units of time vs. using colon-separated style; including vs. omitting a leading zero in colon-separated style when the first value is less than 10; expressing a duration greater than or equal to an hour in colon-separated style in hours, minutes, and seconds vs. in minutes and seconds).

We also propose to clarify that the instruction Duration of Individual Parts (currently numbered 7.22.1.5) applies to component parts (discrete units of intellectual content in a resource, according to the Glossary) rather than physical units (which is what is inadvertently suggested by just “parts,” since the Glossary defines “parts” in terms of tangible units) by renaming the instruction Duration of Component Parts and using the term “component parts” in the instruction where just “component” is currently used. This instruction applies to both audiovisual resources and notated music or

movement, allowing the cataloger to record the playing times of individual tracks on a CD, individual movements in a score, etc.

At the same time, we propose an augmentation to the Alternative in Playing Time, Running Time, Etc. (currently numbered 7.22.1.3) that would allow the cataloger to record the playing/running times of individual units in a resource, even if the units all have different playing/running times. (The current Alternative stipulates that the units have a uniform playing/running time.) In this way, RDA would give the cataloger the ability to record either the total playing time of a 4-CD set, for example, or the individual playing times of the four CDs, depending on what information is available and what information is considered useful relative to the resource.

Proposed Revision:

7.22.1 Basic Instructions on Recording Duration

7.22.1.1 Scope

Duration ▼ is the playing time, running time, etc., of the content of a resource.

Duration also includes performance time for a resource containing notated music or notated movement (see 7.22.1.45).

7.22.1.2 Sources of Information

Take information on duration from any source.

7.22.1.3 Recording Duration

If the resource has a playing time, running time, performance time, etc., record the time. If terms designating units of time are recorded, abbreviate the terms as instructed in Appendix B.5.3. If the time is approximate, record the approximate time preceded by *approximately*.

EXAMPLE

40 min.

Playing time of the content of an audiocassette

3 min., 23 sec.

Playing time of the content of a film cartridge

1:30:00

Total playing time of the content of 2 audio discs

approximately 3 hr.

Playing time as stated of the content of 3 audio discs

20 min.

Performance time of notated movement

8:30

Performance time of notated music

09:10

Performance time of notated music

75:45

Playing time of the content of an audio disc

7.22.1.34 Playing Time, Running Time, Etc.

If the resource has a playing time, running time, etc., record the time ~~and abbreviate terms for units of time as instructed in appendix B (B.5.3) as instructed at 7.22.1.3.~~ Record the time by applying the following instructions:

- a) If the total playing time, running time, etc., is stated on the resource, record the time stated.

EXAMPLE

~~40 min.~~

~~Playing time of the content of an audiocassette~~

~~3 min., 23 sec.~~

~~Playing time of the content of a film cartridge~~

27 min.

Playing time of the content of an online video file

1:30:00

Total playing time of the content of 2 audio discs

75 min.

Playing time of the content of a videocassette

~~approximately 3 hr.~~

~~Playing time as stated of the content of 3 audio discs~~

- b) If the total playing time, running time, etc., is not stated on the resource but is readily ascertainable, record it.

EXAMPLE

30 min.

Playing time of the content of a videotape reel

- c) If the total playing time, running time, etc., is neither stated on the resource nor readily ascertainable, record an approximate time ~~preceded by *approximately*.~~

EXAMPLE

approximately 7 min.

Approximate playing time of the content of a piano roll

approximately 90 min.

Approximate total playing time of the content of 2 film reels

d) If the total playing time, running time, etc., cannot be approximated, omit it.

Optional Addition

In some cases, the actual playing time, running time, etc., differs significantly from the time stated on the resource. When this occurs, record the stated playing time followed by *that is* and the actual playing time, running time, etc. Indicate that the information was taken from a source outside the resource itself (see 2.2.4).

Alternative

If:

the resource consists of more than one unit

and

the units have a stated playing time, running time, etc.

then:

record the playing time, running time, etc., of each unit.

EXAMPLE

73 min., 33 sec.; 75 min., 33 sec.; 78 min., 10 sec.; 77 min., 2

sec.

Playing time of the content of the discs in a set of 4 audio discs

If:

the resource consists of more than one unit

and

the units have a stated uniform playing time, running time, etc., or an approximate uniform playing time, running time, etc.

then:

record the playing time, running time, etc., of each unit followed by *each*.

EXAMPLE

60 min. each

Playing time of the content of each cassette in a set of 31 audiocassettes

approximately 30 min. each

Approximate playing time of the content of each cassette in a set of 11 audiocassettes

approximately 20 min. each

Approximate playing time of the content of each file in an online resource consisting of 3 audio files

7.22.1.45 Performance Time

For notated music and notated movement, if the performance time is stated on the resource, record the time ~~stated~~ as instructed at 7.22.1.3.

EXAMPLE

18 min.

~~about~~ approximately 1 hr., 10 min.

7.22.1.56 Duration of Individual Component Parts

When preparing a comprehensive description for a resource consisting of more than one component part, record the duration of each component part as instructed at 7.22.1.3.

EXAMPLE

17 min.; 23 min.; 9 min.

09:41; 16:00; 24:00

1:35; 0:45; 0:50; 4:00

7.22.1.67 Resource Containing Both Sound and/or Moving Images and Text, Still Images, Etc.

For a resource containing sound and/or moving images as well as text, still images, etc., record the duration of the sound and/or moving images as ~~duration~~ instructed at 7.22.1.3.

EXAMPLE

80 min. of moving images

Duration of moving images on a videodisc also containing 2400 frames of still images

See also 3.22.2.10 for instructions on recording the number of pages of text, frames of still images, etc.

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7.22.1 Basic Instructions on Recording Duration

7.22.1.1 Scope

Duration ▼ is the playing time, running time, etc., of the content of a resource.

Duration also includes performance time for a resource containing notated music or notated movement (see 7.22.1.5).

7.22.1.2 Sources of Information

Take information on duration from any source.

7.22.1.3 Recording Duration

If the resource has a playing time, running time, performance time, etc., record the time. If terms designating units of time are recorded, abbreviate the terms as instructed in Appendix B.5.3. If the time is approximate, record the approximate time preceded by *approximately*.

EXAMPLE

40 min.

Playing time of the content of an audiocassette

3 min., 23 sec.

Playing time of the content of a film cartridge

1:30:00

Total playing time of the content of 2 audio discs

approximately 3 hr.

Playing time as stated of the content of 3 audio discs

20 min.

Performance time of notated movement

8:30

Performance time of notated music

09:10

Performance time of notated music

75:45

Playing time of the content of an audio disc

7.22.1.4 Playing Time, Running Time, Etc.

If the resource has a playing time, running time, etc., record the time as instructed at 7.22.1.3. Record the time by applying the following instructions:

- a) If the total playing time, running time, etc., is stated on the resource, record the time stated.

EXAMPLE

27 min.

Playing time of the content of an online video file

75 min.

Playing time of the content of a videocassette

- b) If the total playing time, running time, etc., is not stated on the resource but is readily ascertainable, record it.

EXAMPLE

30 min.

Playing time of the content of a videotape reel

- c) If the total playing time, running time, etc., is neither stated on the resource nor readily ascertainable, record an approximate time.

EXAMPLE

approximately 7 min.

Approximate playing time of the content of a piano roll

approximately 90 min.

Approximate total playing time of the content of 2 film reels

- d) If the total playing time, running time, etc., cannot be approximated, omit it.

Optional Addition

In some cases, the actual playing time, running time, etc., differs significantly from the time stated on the resource. When this occurs, record the stated playing time followed by *that is* and the actual playing time, running time, etc. Indicate that the information was taken from a source outside the resource itself (see 2.2.4).

Alternative

If:

the resource consists of more than one unit
and
the units have a stated playing time, running time, etc.
then:
record the playing time, running time, etc., of each unit.

EXAMPLE

73 min., 33 sec.; 75 min., 33 sec.; 78 min., 10 sec.; 77 min., 2 sec.
Playing time of the content of the discs in a set of 4 audio discs

If:
the resource consists of more than one unit
and
the units have a stated uniform playing time, running time, etc., or an approximate uniform playing time, running time, etc.
then:
record the playing time, running time, etc., of each unit followed by *each*.

EXAMPLE

60 min. each
Playing time of the content of each cassette in a set of 31 audiocassettes

approximately 30 min. each
Approximate playing time of the content of each cassette in a set of 11 audiocassettes

approximately 20 min. each
Approximate playing time of the content of each file in an online resource consisting of 3 audio files

7.22.1.5 Performance Time

For notated music and notated movement, if the performance time is stated on the resource, record the time as instructed at 7.22.1.3.

EXAMPLE

18 min.

approximately 1 hr., 10 min.

7.22.1.6 Duration of Component Parts

When preparing a comprehensive description for a resource consisting of more than one component part, record the duration of each component part as instructed at 7.22.1.3.

EXAMPLE

17 min.; 23 min.; 9 min.

09:41; 16:00; 24:00

1:35; 0:45; 0:50; 4:00

7.22.1.7 Resource Containing Both Sound and/or Moving Images and Text, Still Images, Etc.

For a resource containing sound and/or moving images as well as text, still images, etc., record the duration of the sound and/or moving images as instructed at 7.22.1.3.

EXAMPLE

80 min. of moving images

Duration of moving images on a videodisc also containing 2400 frames of still images

See also 3.22.2.10 for instructions on recording the number of pages of text, frames of still images, etc.