

## **Recommendations for Indexing MARC 21 Records: Z Texas and Bath Profiles Author Searches**

To support the various Author searches defined in the Z Texas and Bath Profiles, indexing the following MARC21 fields and subfields is recommended. The two right columns include information from *MARC 21 Format for Bibliographic Data: National Level Record---Bibliographic: Full Level & Minimal Level*. Key to the values in the columns:

- A** — Mandatory if applicable. A data element that must be present in a bibliographic record if it is appropriate for the item being described and if the bibliographic information is available.
- M** — Mandatory. A data element that must be present in every bibliographic record. The fill character (|) is not permitted in mandatory data elements.
- O** — Optional. An optional data element is not required in a bibliographic record, but may be present if desired.
- [ ]** — Indicates fields and subfields that are now obsolete, but still appear in older records.

The mark "." signifies that the data element does not form part of the minimal level record requirements group. Data elements marked with "." in the minimal level column are effectively optional and may be used in minimal level records.

Field	Subfield	Description	National Level	Minimal Level	Comments/Notes
<b>100 Main Entry Personal Name</b>					
<b>100</b>	a	Personal name A surname and/or forename; letters, initials, abbreviations, phrases, or numbers used in place of a name; or a family name.	<b>A</b>	<b>A</b>	
<b>100</b>	b	Numeration A roman numeral or a roman numeral and a subsequent part of a forename when the first indicator value is 0.	<b>A</b>	<b>A</b>	
<b>100</b>	c	Titles and other words associated with a name	<b>A</b>	<b>A</b>	
<b>100</b>	d	Dates associated with a name Dates of birth, death, or flourishing, or any other date associated with a name.	<b>A</b>	<b>A</b>	
<b>100</b>	e	Relator term A term that describes the relationship between a name and a work	<b>O</b>	.	
<b>100</b>	g	Miscellaneous information A data element not more appropriately contained in another defined subfield.	<b>A</b>	.	
<b>100</b>	k	Form subheading	<b>A</b>	.	
<b>100</b>	n	Number of part/section of a work A number designation for a part or section of a work used with a title in a name/title field.	<b>A</b>		
<b>100</b>	p	Name of part/section of a work A name designation of a part or section of a work used with a title in a name/title field	<b>A</b>		
<b>100</b>	q	Fuller form of name (NR) A more complete form of the name contained in subfield \$a.	<b>A</b>		
<b>100</b>	u	Affiliation (NR) An affiliation or address of the name	<b>O</b>		

Field	Subfield	Description	National Level	Minimal Level	Comments/Notes
<b>110 Main Entry Corporate Name</b>			<b>A</b>	<b>A</b>	
<b>110</b>	a	Corporate name or jurisdiction name as entry element A name of a corporate body or the first entity when subordinate units are present; a jurisdiction name under which a corporate body, city section, or a title of a work is entered; or a jurisdiction name that is also an ecclesiastical entity	<b>M</b>	<b>M</b>	
<b>110</b>	b	Subordinate unit A name of a subordinate corporate unit, a name of a city section, or a name of a meeting entered under a corporate or jurisdiction name	<b>A</b>	<b>A</b>	
<b>110</b>	c	Location of meeting A place name or a name of an institution where a meeting was held	<b>A</b>	<b>A</b>	
<b>110</b>	d	Date of meeting or treaty signing The date a meeting was held or, in a name/title field, the date a treaty was signed	<b>A</b>	<b>A</b>	
<b>110</b>	e	Relator term A term that describes the relationship between a name and a work	<b>O</b>	.	
<b>110</b>	g	Miscellaneous information (NR) The name of the other party to a treaty in a name/title field; a subelement that is not more appropriately contained in subfield \$c, \$d, or \$n in a meeting entered under a corporate name; or a data element that is not more appropriately contained in another defined subfield in any other type of corporate name field.	<b>A</b>	<b>A</b>	Added in 9/10/2000 draft
<b>110</b>	k	Form subheading	<b>A</b>	.	
<b>110</b>	n	Number of part/section/meeting A number designation for a meeting entered under a corporate name or for a part or section of a work used with a title in a name/title field.	<b>A</b>	.	
<b>110</b>	u	Affiliation (NR) An affiliation or address of the name.	<b>O</b>	.	

Field	Subfield	Description	National Level	Minimal Level	Comments/Notes
<b>111 Main Entry Meeting Name</b>			<b>A</b>	<b>A</b>	
	a	Meeting name or jurisdiction name as entry element (NR) A name of a meeting, or the first entity when subordinate units are present; or a jurisdiction name under which a meeting name is entered in a pre-AACR 2 formulated field.	<b>M</b>	<b>M</b>	
<b>111</b>	c	Location of meeting A place name or a name of an institution where a meeting was held	<b>A</b>	<b>A</b>	
<b>111</b>	d	Date of meeting	<b>A</b>	<b>A</b>	
<b>111</b>	e	Subordinate unit The name of a subordinate unit entered under a meeting name	<b>A</b>	<b>A</b>	
<b>111</b>	g	Miscellaneous information (NR) A data element not more appropriately contained in another defined subfield.	<b>A</b>	.	
<b>111</b>	k	Form subheading	<b>A</b>	.	
<b>111</b>	n	Number of part/section/meeting A number designation for a meeting entered under a corporate name or for a part or section of a work used with a title in a name/title field	<b>A</b>	<b>A</b>	
<b>111</b>	q	Name of meeting following jurisdiction name entry element The name of a meeting that is entered under a jurisdiction name contained in subfield \$a.	<b>A</b>	.	
<b>111</b>	u	Affiliation An affiliation or address of the name	<b>O</b>	.	
<b>[400 Series Statement / Added Entry—Personal Name]</b>	a	Personal name			
<b>400</b>	b	Numeration			
<b>400</b>	c	Titles and other words associated with a name			
<b>400</b>	d	Dates associated with a name			
<b>400</b>	e	Relator term			
<b>400</b>	q	Fuller form of name			

Field	Subfield	Description	National Level	Minimal Level	Comments/Notes
<b>410 Series Statement / Added Entry—Corporate Name]</b>	a	Corporate name or jurisdiction name as entry element			
<b>410</b>	b	Subordinate unit			
<b>410</b>	c	Location of meeting			
<b>410</b>	d	Date of meeting or treaty signing			
<b>410</b>	e	Relator term			
<b>410</b>	k	Form subheading			
<b>410</b>	n	Number of part/section/meeting			
<b>410</b>	u	Nonprinting subfield			
<b>411 Series Statement / Added Entry—Meeting Name]</b>					
<b>411</b>	a	Meeting name or jurisdiction name as entry element			
<b>411</b>	b	(no description found)			
<b>411</b>	c	Location of meeting			
<b>411</b>	d	Date of meeting			
<b>411</b>	e	Subordinate unit			
<b>411</b>	n	Number of part/section/meeting			
<b>411</b>	q	Name of meeting following place jurisdiction name entry element			
<b>505 Formatted Contents Note</b>			<b>O</b>	.	
<b>505</b>	r	Statement of Responsibility	<b>A</b>		
<b>508 Creation / production credits note</b>			<b>A</b>	.	
<b>508</b>	a	Creation/production credits note	<b>M</b>	.	Added in 9/10/2000 draft

Field	Subfield	Description	National Level	Minimal Level	Comments/Notes
<b>511 Participant or performer note</b>			<b>A</b>	<b>A</b>	
<b>511</b>	a	Participant or performer note	<b>M</b>	<b>A</b>	Added in 9/10/2000 draft
<b>[570 Editor Note]</b>					
<b>570</b>	a	Editor Note			
<b>700 Added Entry Personal Name</b>			<b>A</b>	.	
<b>700</b>	a	Personal name	<b>M</b>	.	
<b>700</b>	b	Numeration	<b>A</b>	.	
<b>700</b>	c	Titles and other words associated with a name	<b>A</b>	.	
<b>700</b>	d	Dates associated with a name	<b>A</b>	.	
<b>700</b>	e	Relator term	<b>O</b>	.	
<b>700</b>	g	Miscellaneous information	<b>A</b>	.	Added in 9/10/2000 draft
<b>700</b>	q	Fuller form of name	<b>A</b>	.	
<b>700</b>	u	Affiliation	<b>O</b>	.	
<b>[705 Added Entry— Personal Name (Performer)]</b>					
<b>705</b>	a	Personal name			
<b>710 Added Entry Corporate Name</b>			<b>A</b>	.	
<b>710</b>	a	Corporate name or jurisdiction name as entry element	<b>M</b>	.	
<b>710</b>	b	Subordination unit	<b>A</b>	.	
<b>710</b>	c	Location of meeting	<b>A</b>	.	

Field	Subfield	Description	National Level	Minimal Level	Comments/Notes
710	d	Date of meeting or treaty signing	A	,	
710	e	Relator term	O	.	
710	n	Number of part/section/meeting	A	.	
710	g	Miscellaneous information	A	.	Added in 9/10/2000 draft
<b>711 Added Entry Meeting Name</b>			A	.	
711	a	Meeting name or jurisdiction name as entry element	M	.	
711	c	Location of meeting	A	.	
711	d	Date of meeting	A	.	
711	e	Subordinate unit	A	.	
711	n	Number of part/section/meeting	A	.	
711	q	Name of meeting following jurisdiction name entry element	A	.	
<b>[715 Added Entry—Corporate Name (Performing Group)]</b>					
715	a	Personal name			
<b>770 Supplement / Special Issue Entry</b>			O	.	
770	a	Main entry heading The main entry heading from the 100 (Main Entry Personal Name), 110 (Main Entry Corporate Name), 111 (Main Entry Meeting Name), or 130 (Main Entry Uniform Title) field of the related record	A	.	
<b>773 Host Item Entry</b>			A	A	
773	a	Main entry heading (NR) The main entry heading from the 100 (Main Entry Personal Name), 110 (Main Entry Corporate Name), 111 (Main Entry Meeting Name), or 130 (Main Entry Uniform Title) field of the related record.	A	A	

Field	Subfield	Description	National Level	Minimal Level	Comments/Notes
<b>780 Preceding Entry</b>			<b>A</b>	<b>A</b>	
<b>780</b>	a	Main entry heading (NR) The main entry heading from the 100 (Main Entry Personal Name), 110 (Main Entry Corporate Name), 111 (Main Entry Meeting Name), or 130 (Main Entry Uniform Title) field of the related record.	<b>A</b>	<b>A</b>	
<b>785 Succeeding Entry</b>			<b>A</b>	<b>A</b>	
<b>785</b>	a	Main entry heading (R) Information concerning the immediate successor to the target item (chronological relationship). When a note is generated from this field, the introductory phrase may be generated based on the value in the second indicator position			
<b>787 Nonspecific Relationship Entry</b>			<b>O</b>	.	
<b>787</b>	a	Main entry heading (R) Information concerning the work related to the target item when the relationship does not fit any of those defined in fields 760-785	<b>A</b>	.	
<b>790 Local Added Entry—Personal Name</b>					
<b>790</b>	a	Personal Name			
<b>790</b>	b	Numeration			
<b>790</b>	c	Titles and other words associated with a name			
<b>790</b>	d	Dates associated with a name			
<b>790</b>	q	Fuller form of name			

Field	Subfield	Description	National Level	Minimal Level	Comments/Notes
<b>791 Local Added Entry-- Corporate Name</b>					
<b>791</b>	a	Corporate name of jurisdiction name as entry element name			
<b>791</b>	b	Subordinate unit			
<b>791</b>	c	Location of meeting			
<b>791</b>	d	Date of meeting or treaty signing			
<b>791</b>	n	Number of part/section of a work			
<b>792 Local Added Entry— Meeting Name</b>					
<b>792</b>	a	Meeting name or jurisdiction name as entry element name			
<b>792</b>	c	Location of meeting			
<b>792</b>	d	Date of meeting or treaty signing			
<b>792</b>	e	Subordinate unite			
<b>792</b>	n	Number of part/section/meeting			
<b>792</b>	q	Name of meeting following jurisdiction name entry element			
<b>800 Series Added Entry Personal Name</b>			<b>A</b>	.	
<b>800</b>	a	Personal Name	<b>M</b>	.	
<b>800</b>	b	Numeration	<b>A</b>	.	
<b>800</b>	c	Titles and other words associated with a name	<b>A</b>	.	
<b>800</b>	d	Dates associated with a name	<b>A</b>	.	
<b>800</b>	e	Relator term	<b>O</b>	.	
<b>800</b>	q	Fuller form of name	<b>A</b>	.	
<b>800</b>	u	Affiliation	<b>O</b>	.	

Field	Subfield	Description	National Level	Minimal Level	Comments/Notes
<b>810 Series Added Entry Corporate Name</b>			<b>A</b>	.	
<b>810</b>	a	Corporate name or jurisdiction name as entry element	<b>M</b>	.	
<b>810</b>	b	Subordinate unit	<b>A</b>	.	
<b>810</b>	c	Location of meeting	<b>A</b>	.	
<b>810</b>	d	Date of meeting or treaty signing	<b>A</b>	.	
<b>810</b>	e	Relator term	<b>O</b>	.	
<b>810</b>	n	Number of part/section/meeting	<b>A</b>	.	
<b>811 Series Added Entry Meeting Name</b>			<b>A</b>	.	
<b>811</b>	a	Meeting name or jurisdiction name as entry element	<b>M</b>	.	
<b>811</b>	c	Location of meeting	<b>A</b>	.	
<b>811</b>	d	Date of meeting	<b>A</b>	.	
<b>811</b>	e	Subordinate unit	<b>A</b>	.	
<b>811</b>	b	Number of part/section/meeting	<b>A</b>	.	
<b>811</b>	q	Name of meeting following jurisdiction name entry element	<b>A</b>	.	
<b>[870 Variant Personal Name]</b>					
<b>870</b>	a	Personal name			
<b>870</b>	b	Numeration			
<b>870</b>	c	Titles and other words associated with a name			
<b>870</b>	d	Dates associated with a name			
<b>870</b>	q	Fuller form of name			
<b>[871 Variant Corporate Name]</b>					
<b>871</b>	a	Corporate name or jurisdiction name as entry element			
<b>871</b>	b	Subordinate unit			

<b>Field</b>	<b>Subfield</b>	<b>Description</b>	<b>National Level</b>	<b>Minimal Level</b>	<b>Comments/Notes</b>
<b>872 Variant Conference or Meeting Name</b>					
<b>872</b>	a	Meeting name or jurisdiction name as entry element			
<b>872</b>	c	Location of meeting			
<b>872</b>	d	Date of meeting			
<b>872</b>	n	Number of part/section/meeting			
<b>872</b>	q	Name of meeting following jurisdiction name entry element			