

BACKGROUND: Authority records for mediums of performance include citations of sources in which information was found and citations of sources in which it was not found. The sources should be cited in a style that is brief, but clear and understandable to users of the authority records. This instruction sheet describes a suggested method of citing sources. As long as the appropriate data elements are present, however, the exact style of citation is optional.

Examples of full MARC 21 authority records, including source citations, may be found in M 606.

1. General rule for citing sources. Provide the main entry, title, and date of publication, which may be either copied-and-pasted from a bibliographic record or abbreviated to the extent that this can be done without sacrificing clarity. Generally use the following order and style for those elements that are included.

[author]. [title], [date]: [volume, page, etc.] ([data found])

Example:

Garland encyclopedia of world music. Southeast Asia, 1998: \$b p. 706
(Gamelan degung, the other primary Sundanese gamelan [in addition to gamelan salendro])

2. When to omit volume and page numbers. As a general rule, omit the volume and page number on which information relevant to the proposal was found, if (a) the source being cited is alphabetically arranged, and (b) the term being proposed, or a reference to it, is found in its normal alphabetical location in the source. *Example:*

Trumpet is being proposed and the *American Heritage Dictionary* is cited as a source. The page number in the dictionary may be omitted because it is arranged alphabetically and the word *trumpet* is found in the expected location under the letter **T**.

Also omit volume and page numbers when citing a source as a publication that has the proposed term within its title.

Note: When citing a resource such as this in order to justify a variant term that is found in the text that has been provided as a UF, or in order to provide other information about the term, cite the page number(s) where the variant and/or information was found.

3. When to include volume and page numbers. As a general rule, include the volume and page number where relevant information was found if either (a) the source is not an alphabetically arranged work, and it is necessary to browse or use the table of contents and/or index to locate information that supports the proposal *or* (b) the source is alphabetically arranged, but the information that supports the proposal appears in a place other than the alphabetical position of the proposed term.

When including the volume and/or page number, place it following the date in the source citation.

4. Citing serial publications. When citing any serial as a source, provide the volume number (and/or chronological designation) of the issue(s) consulted, in addition to the other information specified above.

5. Citing websites. Give the name of the website and the date on which it was consulted. Give the specific location at which the information was found, if appropriate, and the information that was found there. *Examples:*

CorporealMeadows.com, July 18, 2016: \$b Photographs of instruments built by Harry Partch and heard in his recorded music (bass marimba: a low-pitched marimba built in 1950, with redwood frame and resonators, 11 Sitka spruce blocks mounted on foam rubber, and played with various mallets, bare hands, felted sticks, and wire whisks)

New Grove Online May 7, 2013: \$b under Reed instrument (reedpipes with a double reed 'of concussion lamellae')

6. Parenthetical information. Provide terminology, any variant terms, and definitions or descriptions found in the cited source. Put this information in parentheses as the final element in the citation. *Example:*

Harvard dictionary of music, 1986 \$b (Tenoroon. A 19th century tenor member of the bassoon family. It is a transposing instrument, sounding a fourth or a fifth higher than the normal bassoon. It is played with the usual type of double reed and has the same form as its larger relative)

6. Parenthetical information. (Continued)

If information is taken from various locations in a source, provide separate sets of parentheses for each piece, and precede each by the location at which the information was found. *Example:*

Kalani. Together in rhythm, 2004: \$b ECIP t.p. (Drum circle) data view (Drum circles are a form of recreational music making, which means that the focus is not on performance but rather on personal or group development and wellness, or just plain fun ... A drum circle can be simply defined as "a group of people working together to create in-the-moment music using drums and percussion instruments.")

7. Citing sources that are not publications.

a. The Library of Congress and other bibliographic databases. Use the phrase **LC database** or the name of another bibliographic database as a standard way of indicating that the word or phrase being proposed as a term or reference was found in titles in bibliographic records in the database. Provide the word(s) or phrase(s) found there in parentheses. *Example:*

LC database, Aug. 7, 2015: (in titles: ekue)

b. Telephone calls and email correspondence. Use one of the following citation forms: **Phone call to [name of person]; Email from [name of person]**. Include the date of the contact and also include, when pertinent and available, the person's title and the organization with which the person is affiliated. Provide in parentheses a brief summary of the relevant information provided by the person.

8. Citing sources in which the term was not found. Cite sources that were consulted but do not use the term or any variation of it. The same style as that used for citing sources that support the proposal may be used.