

→ Govt ^{Doc / material} _{template}
scrapping in SD

Add Title - Brief Government Record / Document Record

09/22/2021

* Other thing I often do is copy catalog from another similar record in Workflows by printing it out so I don't have to flip through records

REQUIRED FIELD

[] Shadow title

Label 1	Value 1	Label 2	Value 2	Label 3	Value 3	Label 4	Value 4
Rec_Type	a	Bib_Lvl	m	TypeCtrl		Enc_Lvl	
Desc		Entrd	210922	Dat_Tp	n	Date1	
Date2		Ctry		Illus		Audience	
Repr		Cont		GovtPub		ConfPub	0
Festschr	0	Indx	0	Fiction	0	Biog	
Lang	eng	Mod_Rec		Source	u		

Tag	Ind.
041	0 or 1
100	1/2

Contents
 \$h \$b - language of material
 Author / Compiler / Gov't Entity
 REQUIRED FIELD Title

245

260

300

500

505

520

590

650 / 600 / 610

773

\$a # pages if available or 1 volume [unpaged]; \$b illustrations; \$c height cm
 [photographs]
 charts,
 maps,
 etc.

Contents of material, if necessary for keyword searching
 Summary - keep short, general overview of what material contains if no ready to go summary provided by publisher

3-4 Subject Terms - locations, form of material (i.e. pamphlet, ^{plat} maps, etc.)
 proper names, companies/organizations