



Orbis Cascade Alliance Archives & Manuscripts Collections Service

Providing values for dc:creator and dc:contributor

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Overview

This document is intended to assist Alliance libraries that use the Dublin Core properties "Creator" and "Contributor" to describe their digital resources. Values for these properties are expected to comply with RDA, so this document gives examples of RDA-compliant values with references to the pertinent RDA sections.

About recording names according to RDA

The Orbis Cascade Alliance's "[Dublin Core Best Practices](#)" document contains the following instruction to create values for the properties dc:contributor and dc:creator: "Form according to Resource Description and Access (RDA)."

This instruction can be fulfilled adequately by using the [Library of Congress Name Authority File](#) (LCNAF) (other authority files can be used: the [Getty Union List of Artist Names](#) (ULAN), [International](#)

[Standard Name Identifier](#) (ISNI), or any other contributor to the [Virtual International Name Authority File](#) (VIAF)). If use of an authority file is not an option, or if the name sought is not listed in any of the authority files, RDA rules provide detailed procedures for recording names.

The “Dublin Core Best Practices” document expects that the value of dc:contributor and/or dc:creator will be an RDA “agent,” which is either a person, a family, or a corporate body. Furthermore, “Dublin Core Best Practices” expects that the name will be recorded in a form that accords with RDA rules, and that the value of dc:contributor and/or dc:creator should be what RDA calls an “authorized access point.”

For all RDA agents the basis of the authorized access point is the “preferred name,” which is one form of the name chosen above other forms; for all agents, the preferred name is the name by which the agent is most commonly known.

Often two or more agents will have the same preferred name. Although in many cases the preferred name alone serves as an adequate authorized access point, when the preferred name is not unique, it is not an ideal authorized access point. An authorized access point should be unique.

To differentiate identical preferred names, RDA prescribes “additional identifying elements” for which values can be evaluated and appended to the preferred name, thereby constructing a unique and adequate authorized access point. These identifying elements include personal titles, dates of birth and death, fuller forms of the name, etc., and are listed in “An authorized access point” of the “Recording names of agents” section below.

RDA however identifies many attributes of agent names; values for these attributes, if easily ascertained, can be appended to preferred names, thereby constructing authorized access points that differentiate the agent from other agents without having to resort to the additional identifying elements. Those attributes are listed in “Differentiating preferred names” of the “Recording names of agents” section below.

Recording names of agents: a selection of RDA examples (mostly)

Whenever possible, the appropriate RDA rule should be read for clarification. “One should never catalog by example; one should always catalog by the rules.”^[1] To facilitate access to the appropriate rule in RDA, RDA sections are included in brackets below.

Language

Record names in the language and script in which they appear on the sources from which they were taken, although a preferred language/script can be substituted. [8.4]

- Possible sources for name forms are unlimited, but the preferred source is either the resource being described or other resources associated with the agent [RDA states the preferred sources for each type of agent; see 9.2.2.2, 10.2.2.2, and 11.2.2.2].

Capitalization

Follow the form most commonly known, and capitalize in accordance with the practices of the language involved. [8.5.2]

Authorized access points [2]

An authorized access point can include the following attributes of an agent name, if they apply and are readily ascertainable [0.6.7].

The preferred name is essential to the authorized access point:

- **Preferred name for person:** The name by which the person is most commonly known [9.2.2, 9.19.1.1]; may be sufficient as a standalone authorized access point.

Examples:

- Fitzgerald, Ella
- Leonardo, da Vinci
- Buckskin Bill

- **Preferred name for family** [10.2.2, 10.11.1.1]

Examples:

- Taylor
- Charron-Lecore
- La Ville de Férolles

- **Preferred name for corporate body** [11.2.2, 11.13.1.1]

Examples:

- 31st December Women's Movement
- Breilkopf & Härtel
- École de cuisine La Varenne
- United States Catholic Conference
- Museum of American Folk Art

The following attributes may be added to the preferred name for person, as appropriate:

- **Title of person** (a word or phrase indicative of royalty, nobility, ecclesiastical rank or office; a term of address for a person of religious vocation) [9.4, 9.19.1.2]

Examples:

- Anglès, Jules-Jean-Baptiste, comte
- Pius XII, Pope

- **Date of birth** [9.3.2, 9.19.1.3]

Examples:

- Smith, John, 1978–
- Smith, John, 1936 May 5–
- Smith, John, 1936 December 17–

- **Date of death** [9.3.3, 9.19.1.3]

Examples:

- Smith, John, 1718–1791
- Gregory IV, Pope, died 844

- **Other designation associated with person** (for a Christian saint, a spirit, a person named in a sacred scripture or an apocryphal book, a fictitious or legendary person, or a real non-human entity) [9.6, 9.19.1.8]

Examples:

- Arundel, Philip Howard, Earl of, Saint
- Elijah (Biblical prophet) (Spirit)

- **Profession or occupation** (for a person whose name consists of a phrase or appellation not conveying the idea of a person) [9.16, 9.19.1.6]

Examples:

- Johannes (Notary)
- A. K. (Musician)

The following attributes may be added to the preferred name for family, as appropriate:

- **Type of family** [10.3, 10.11.1.2]

Examples:

- Branson (Family)
- Donald (Clan)
- Bourbon (Royal house)

- **Date associated with family** [10.4, 10.11.1.3]

Examples:

- Romanov (Dynasty : 1613-1917)
- Nguyễn (Dynasty : 1802–1945)

- **Place associated with family** [10.5, 10.11.1.4]

Examples:

- James (Family : Jamestown, Wash.)

The following attributes may be added to the preferred name for corporate body, as appropriate:

- **Location of conference, etc.** [11.3, 11.13.1.3]

Examples:

- Governor's Conference on Aging (Ariz.)
- Governor's Conference on Aging (Fla.)

- **Date of conference, etc.** [11.4, 11.13.1.5]

Examples:

- Olympic Winter Games (2010)
- Deutsche Antarktische Expedition (1911-1912)

- **Associated institution** (for conferences, etc., if the institution's name provides better identification than the place name or names or if the place name or names are unknown or cannot be readily determined) [11.5, 11.13.1.4]

Examples:

- Annual Computer Law Institute (Practising Law Institute)
- Annual Computer Law Institute (University of Southern California. Law Center)

- **Number of conference, etc.** [11.6, 11.13.1.8]

Examples:

- Gapapaiwa Writers' Workshop (1st : 1993)
- Weltkongress für Matriarchatsforschung (1st : 2003 : Luxembourg)
- Governor's Conference on Aging (Fla.) (3rd : 1992 : Tallahassee, Fla.)
- **Other designation associated with corporate body** (for a body whose name does not convey the idea of a corporate body) [11.7, 11.13.1.7]

Examples:

- World Series (Baseball)
- Bunker Hill (Cruiser : CG-52)

Differentiating preferred names

When *differentiating* preferred names that are the same or similar, use the following additional identifying elements and add to the authorized access point [0.6.7]:

To differentiate persons:

- **Title of person** (another term indicative of rank, honour, or office) [9.4, 9.19.1.2]

Examples:

- Laurentius, Antipope
- Laurentius, à Schola, active 17th century

- **Fuller form of name** [9.5, 9.19.1.4]

Examples:

- Johnson, A. W. (Alva William)
- Johnson, A. W. (Anthony W.)

- **Profession or occupation** [9.16, 9.19.1.6]

Examples:

- Hancock, Mary (Architect)
- Hancock, Mary
- Hancock, Mary Hawke, 1711-1783
- Hernandez, Hector, 1980– (Chemical engineer)
- Hernandez, Hector
- Hernández, Héctor (Artist)

- **Period of activity of person** [9.3, 9.19.1.5]

Examples:

- Smith, John, flourished 1705
- Smith, John, active 1719–1758

- **Other designation associated with person** [9.6, 9.19.1.2]

Examples:

- Nichols, Chris (Of the North Oxford Association)
- Lang, John (Brother of Andrew Lang)
- Budd, Henry (Cree Indian)
- Yaśodharā (Wife of Gautama Buddha)

- Independent Burgess (Of Nottingham)

To differentiate families:

- **Place associated with family** [10.5, 10.11.1.4]

Examples:

- Yan (Family : Philippines)
- Yan (Family : China)

- **Prominent member of family** [10.6, 10.11.1.5]

Examples:

- Peale (Family : Peale, Charles Willson, 1741–1827)
- Peale (Family : Peale, Norman Vincent, 1898–1993)

To differentiate corporate bodies:

- **Other place associated with corporate body** [11.3, 11.13.1.3]

Examples:

- Republican Party (Ill.)
- Republican Party (Mont.)

- **Date of establishment and/or Date of termination** [11.4.3, 11.4.4]

Examples:

- Gesellschaft für Musikforschung (1868-1906)
- Gesellschaft für Musikforschung (1946-)

- **Period of activity of corporate body** [11.4.5, 11.13.1.5]

Examples:

- Harrison & Leigh (–2007)
- Harrison & Leigh (active 1810–1818)

- **Associated institution** [11.5, 11.13.1.4]

Examples:

- Conference on Absolute and Relational Theories of Space and Space-Time (1974 : Boston University)

- **Other designation associated with corporate body** [11.7, 11.13.1.7]

Examples:

- Indiana (Battleship : BB-50)
- Indiana (Battleship : BB-58)
- Korea (North)
- Korea (South)

[1] This quote is attributed to A. Ralph Papakhian in the Music OCLC Users Group Newsletter, Number 104, June 2010, p. 20, “A Tribute to A. Ralph Papakhian (1948-2010): From His Friends and Colleagues: Learning By Example” by D.J. Hoek. <http://musicoclcusers.org/wp-content/uploads/104June2010.pdf>

[2] For information on creating authorized access points specifically (A) for persons see 9.19, (B) for families see 10.11, (C) for corporate bodies see 11.13.

Additional Resources

Wisser, Katherine (upcoming). Forming names according to RDA [Webinar]. Published by the Society of American Archivists. This webinar can be purchased through the Orbis Cascade Alliance. It is a two part webinar; descriptions are available for [part 1](#) and [part 2](#). For information about accessing this webinar, contact Jodi Allison-Bunnell (jodiab@orbiscascade.org).

RDA can be viewed through the [RDA Toolkit](#). This is a subscription service available on the web.