



presents:

A step-by-step guide to  
creating a **new record for  
printed music** in

The letters 'M' and 'MUSCAT' are rendered in a stylized, black, serif font. The 'M' is significantly larger than the 'MUSCAT'. The interior of the 'M' is filled with a pattern of musical notes and staves, suggesting a connection to music. The 'MUSCAT' is positioned directly below the 'M'.



Although many fields are the same for cataloging a print and cataloging a manuscript, there is one fundamental difference in the logic of a record for a printed edition.

Whereas music manuscripts are unique, any given print may exist in multiple copies in different libraries. Therefore, one single record can be used by multiple libraries to indicate ownership of a print. Each copy is noted in a separate holdings record.

Information that is true about all copies of the print is included in the core bibliographic description (composer, work, publishing date, etc.). Information that is only true about one library's copy is included in the holdings record (library siglum, shelfmark, former owners, stamps).

In sum, there are two steps to take for new prints:

1. Catalog the **core information** about the print first
2. **Add your holdings** second

Holdings record:  
Copy in F-Pc  
Shelfmark RES F-24

Core record:  
Caccini,  
Il primo libro delle musiche

Holdings record:  
Copy in I-Fn

Holdings record:  
Copy in I-MOe  
Shelfmark D.39

The basic fields

The most important fields are:

### People and institutions

- **Composer (100)**
- Printer or publisher in
  - **Additional name (700)** or
  - **Additional institution (710)**

### Title and content description

- **Title on source (245)**
- **Standardized title, scoring summary, key (240)**
- **Opus number (383)**
- **Subject heading (650)**
- **Scoring (594)**
- **Language (041)**

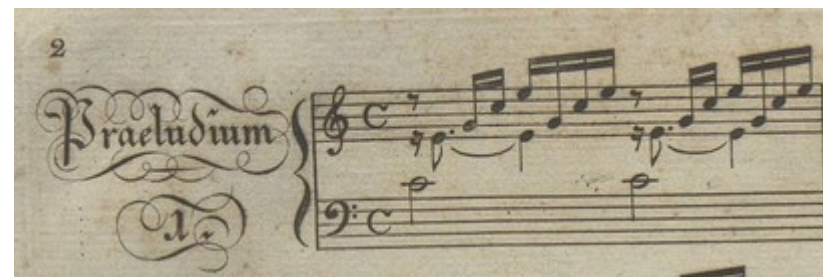
### Material description

- **Source type (593)**
- **Publishing, printing and production information (260)**
- **Physical description (300 \$a) / Parts held (590)**
- **Publisher or plate number (028)**

### References and notes

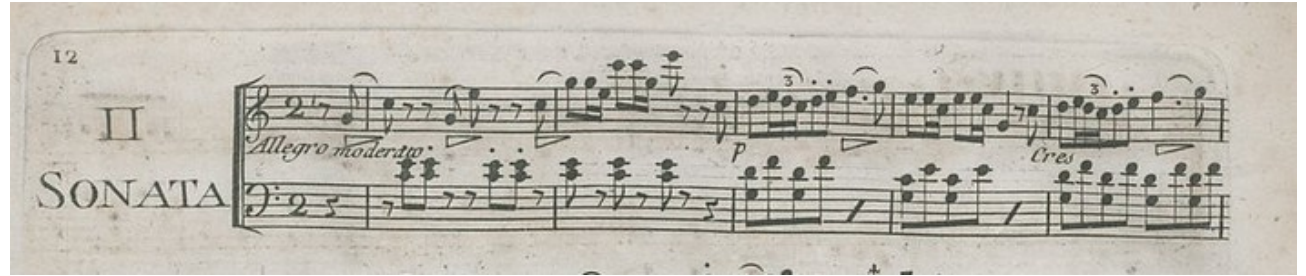
- **Copy examined for cataloging (588):** The copy you are using to catalog

*Note that not every source has these fields, and it depends on whether you are creating a record for an individual work or a collection.*



*B-Br, A/I: B 499*

## The intermediate fields



### Other important fields are:

F-Pn, A/I:C 796

**People and institutions** if printed on the item

- Additional name (700)
- Additional institution (710)

**Title and content description**

- Catalog of works number (690)

**Incipits**

- Music incipits (031)

# The advanced fields

## Other fields related to printed music are:

### Title and content description

- **Title on source (245)**: Decorative elements on the title page can be described, such as colored ink or vignettes.
- **Colophon (597)**
- **Fingerprint (026)**

### Material description

- Other physical details (**Physical description, 300**): Illustrations, lists of subscribers, etc. Dimensions of plates or printing area.
- **Special production technique (340)**: Printing techniques as well as book formats

### References and notes

- **General note (500)**: Designation marks, signature marks



I-Bc, A/I: F 1867

# First, begin a new record:

Batch Actions -

<input type="checkbox"/>	Status	Type	RISM ID	Composer	Standardized title	Library sigla	Shelfmark	
<input type="checkbox"/>	UNP	MSR	1946992354					<a href="#">View</a> <a href="#">Edit</a> <a href="#">Delete</a>
<input type="checkbox"/>	UNP	MSR	1946992353	Silva, João de Araújo	Graduals - V (4), strings, bc	BR-M	CDO.01.001	<a href="#">View</a> <a href="#">Edit</a> <a href="#">Delete</a>
<input type="checkbox"/>	UNP	MSR	1946992352		Bella fama ove sei tu - V(3), strings, bc			<a href="#">View</a> <a href="#">Edit</a> <a href="#">Delete</a>
<input type="checkbox"/>	PUB	MSR	1946992182	Vanhal, Johann Baptist	Divertimenti - keyboard,	US-BETm	LCM [AddE Cham 1.2]Beth ms	<a href="#">View</a> <a href="#">Edit</a> <a href="#">Delete</a>
<input type="checkbox"/>	PUB	MSR	1946991802	Haydn, Joseph	Sonatas - piano, op. 42	US-BETm	LCM [AddE Cham 1.1]Beth ms	<a href="#">View</a> <a href="#">Edit</a> <a href="#">Delete</a>
<input type="checkbox"/>	PUB	MSR	1936338932	Anonymous	Symphonies	US-BETm	LCM [236A]Beth ms	<a href="#">View</a> <a href="#">Edit</a> <a href="#">Delete</a>
<input type="checkbox"/>	PUB	MSR	1936178360	Stamitz, Karl	Divertimenti - clarinets (2), horns (2), bassoons (2),	US-BETm	LCM 208 Beth ms	<a href="#">View</a> <a href="#">Edit</a> <a href="#">Delete</a>
<input type="checkbox"/>	PUB	MSR	1936178289	Stamitz, Karl	Divertimenti - clarinets (2), horns (2), bassoons (2),	US-BETm	LCM 207 Beth ms	<a href="#">View</a> <a href="#">Edit</a> <a href="#">Delete</a>
<input type="checkbox"/>	PUB	MSR	1936178185	Stamitz, Karl	Divertimenti - clarinets (2), horns (2), bassoons (2),	US-BETm	LCM 206 Beth ms	<a href="#">View</a> <a href="#">Edit</a> <a href="#">Delete</a>
<input type="checkbox"/>	PUB	MSR	1936178020	Stamitz, Karl	Divertimenti - clarinets (2), horns (2), bassoons (2),	US-BETm	LCM 205 Beth ms	<a href="#">View</a> <a href="#">Edit</a> <a href="#">Delete</a>
<input type="checkbox"/>	PUB	MSR	1936118432	Anonymous	Washington's march at the Battle of Trenton	US-BETm	LCM 203.12 Beth ms	<a href="#">View</a> <a href="#">Edit</a> <a href="#">Delete</a>
<input type="checkbox"/>	PUB	MSR	1936118113	Gebhard, Johann Gottfried	Marches - clarinets (2), bassoon, trumpet, horns (2),	US-BETm	LCM 203.11 Beth ms	<a href="#">View</a> <a href="#">Edit</a> <a href="#">Delete</a>
<input type="checkbox"/>	PUB	MSR	1936118012	Türk, Daniel Gottlob	Marches - clarinets (2), bassoon, trumpet, horns (2),	US-BETm	LCM 203.10 Beth ms	<a href="#">View</a> <a href="#">Edit</a> <a href="#">Delete</a>
<input type="checkbox"/>	PUB	MSR	1936117774	Anonymous	Bonaparte's march	US-BETm	LCM 203.9 Beth ms	<a href="#">View</a> <a href="#">Edit</a> <a href="#">Delete</a>
<input type="checkbox"/>	PUB	MSR	1936117582	Anonymous	Bonaparte's march	US-BETm	LCM 203.8 Beth ms	<a href="#">View</a> <a href="#">Edit</a> <a href="#">Delete</a>
<input type="checkbox"/>	PUB	MSR	1936117255	Bechler, Johann Christian	Marches - clarinets (2), bassoon, clarino, horns (2),	US-BETm	LCM 203.7 Beth ms	<a href="#">View</a> <a href="#">Edit</a> <a href="#">Delete</a>
<input type="checkbox"/>	PUB	MSR	1936117087	Rolle, Johann Heinrich	Mehala de Tochter Jephta - arranged	US-BETm	LCM 203.6 Beth ms	<a href="#">View</a> <a href="#">Edit</a> <a href="#">Delete</a>
<input type="checkbox"/>	PUB	MSR	1936116654	Türk, Daniel Gottlob	Marches - bassoon, clarinets (2), horns (2), trumpet,	US-BETm	LCM 203.5 Beth ms	<a href="#">View</a> <a href="#">Edit</a> <a href="#">Delete</a>
<input type="checkbox"/>	PUB	MSR	1936115765	Rolle, Johann Heinrich	Thirza und Ihre Söhne - Excerpts; Arr; Windensemble	US-BETm	LCM 203.4 Beth ms	<a href="#">View</a> <a href="#">Edit</a> <a href="#">Delete</a>
<input type="checkbox"/>	PUB	MSR	1936114433	Anonymous	Marsch der Leibgarde zu Dresden	US-BETm	LCM 203.3 Beth ms	<a href="#">View</a> <a href="#">Edit</a> <a href="#">Delete</a>
<input type="checkbox"/>	PUB	MSR	1936112820	Bechler, Johann Christian	Marches - clarinets (2), bassoon, clarino, horns (2),	US-BETm	LCM 203.2 Beth ms	<a href="#">View</a> <a href="#">Edit</a> <a href="#">Delete</a>
<input type="checkbox"/>	PUB	MSR	1936105947	Anonymous	Marches - bassoon, clarinets (2), clarino, horns (2),	US-BETm	LCM 203.1 Beth ms	<a href="#">View</a> <a href="#">Edit</a> <a href="#">Delete</a>
<input type="checkbox"/>	PUB	MSR	1936069933	Viguerie, Bernard	Bataille de Marengo; - arranged	US-BETm	LCM 200[3]Beth ms	<a href="#">View</a> <a href="#">Edit</a> <a href="#">Delete</a>
<input type="checkbox"/>	PUB	MSR	1936069339	Woile, Peter	Madison's march	US-BETm	LCM 200[2]Beth ms	<a href="#">View</a> <a href="#">Edit</a> <a href="#">Delete</a>
<input type="checkbox"/>	PUB	MSR	1936069728	Boccherini, Luigi	Trio sonatas - arranged; harpsichord, violin, cello,	US-BETm	LCM 200[1]Beth ms	<a href="#">View</a> <a href="#">Edit</a> <a href="#">Delete</a>
<input type="checkbox"/>	PUB	MSR	1932249189	Noack	Parthias - bassoon, clarinets (2), horns (2),	US-BETm	LCM 180 Beth ms	<a href="#">View</a> <a href="#">Edit</a> <a href="#">Delete</a>
<input type="checkbox"/>	PUB	MSR	1932248579	Collauff, R	Parthien - bassoon, clarinets (2), horns (2),	US-BETm	LCM 179.1/179.2 Beth ms	<a href="#">View</a> <a href="#">Edit</a> <a href="#">Delete</a>
<input type="checkbox"/>	PUB	MSR	1931924187	Bleuel, Jean	Symphonies	US-BETm	LCM 07 Beth ms	<a href="#">View</a> <a href="#">Edit</a> <a href="#">Delete</a>

Filters

DIPLOMATIC TITLE CONTAINS

STANDARDIZED TITLE CONTAINS

COMPOSER CONTAINS

SKGLUM CONTAINS

ANY FIELD CONTAINS

LAST MODIFICATION

CREATED AT

IS IN FOLDER

OWNER

SOURCE TYPE

TYPE

STATUS

Filter Clear Filters

Create



Actions

Create

## Select new template

### Available templates

#### Music manuscripts

- [Collection record for a music manuscript](#)
  - [Individual entry in a music manuscript collection](#)
- [Single music manuscript](#)

#### Printed music editions

- [Collection record for a printed music edition](#)
  - [Individual entry in a printed edition collection](#)
- [Single printed music edition](#)

#### Libretti, handwritten

- [Collection record for handwritten libretti](#)
  - [Individual entry in a handwritten libretto collection](#)
- [Single handwritten libretto](#)

#### Libretti, printed

- [Collection record for printed libretti](#)

All new records will begin with the template **Collection record for a printed music edition** or **Single printed music edition**.

It is the template to which holdings can be added.



## People and institutions

- **Composer/author (100):** Enter the composer
- **Additional institution (710):** Enter the name of the publisher (if given). Names of people who function as publishers are entered as institutions here.

Enter additional names of people or institutions if they are printed on the item (dedicatees, engravers, printers, etc.).

People and institutions	
<b>COMPOSER/AUTHOR (100)</b> <span>🔍 ? 🗑️ ▼</span>	
Name	Valentine, Robert <span>🔑</span>
Life dates	1674-1747
Attribution	--- Select --- ▼
<b>ADDITIONAL PERSONAL NAME (700)</b> <span>🔍 ? + 🗑️ ▼</span>	
Name	Samwell, Thomas <span>🔑</span>
Life dates	1687-1757
Attribution	--- Select --- ▼
Function	+ Dedicatee ▼
<b>ADDITIONAL INSTITUTION (710)</b> <span>🔍 ? + 🗑️ ▼</span>	
Institution	Mascardi, Vitale <span>🔑</span>
Department	+ <input type="text"/>
Attribution	--- Select --- ▼
Function	+ Publisher ▼



## Title and content description (1/2)

- **Title on source (245):** Provide a complete title page transcription, including original spelling and capitalization. Include the imprint.

- Enter the **Standardized title (240)**.
- For collections, enter a **scoring summary** if a meaningful one can be derived. Otherwise, leave blank.

For single editions, the scoring summary is required if the instruments are known.

- Enter the **Catalog of works (690)** number if available.
- **Opus number (383):** If an opus number appears on the item, enter the number here.

Title and content description	
TITLE ON SOURCE (245) <span>?</span> <span>🗑️</span> <span>▼</span>	
Title on source	<input type="text" value="[title page:] SONATE   DI   FLAVTO A SOLO.   Col Basso per il Cimbalo, ò violone   DEDICATE ALL'ILLVSTRISSIMO SIG. R CAVALIERE   IL SIGNOR THOMAS SAMVVELL   DA ROBERTO VALENTINE INGLESE.   OPERA SECOND.   IN ROMA, per il Mascardi 1708. Con licenza de' Superiori   Si vendono da Francesco Caifabri all'Insegna della Croce di Genova'in Parione"/>
VARIANT TITLE ON SOURCE (246) <span>↕</span> <span>?</span> <span>+</span>	
STANDARDIZED TITLE (240) <span>🔍</span> <span>?</span> <span>🗑️</span> <span>▼</span>	
Standardized title	<input type="text" value="12 Sonatas"/>
Arrangement statement	<input type="text" value="--- Select ---"/>
Subheading	<input type="text" value="--- Select ---"/>
Key or mode	<input type="text" value="--- Select ---"/>
Scoring summary <span>+</span> <span>-</span>	<input type="text" value="recorder, bc"/>
CATALOG OF WORKS (690) <span>🔍</span> <span>↕</span> <span>?</span> <span>+</span> <span>🗑️</span> <span>▼</span>	
Catalog of works	<input type="text" value="YouV"/>
Number/page	<input type="text" value="2"/>
OPUS NUMBER (383) <span>↕</span> <span>?</span> <span>+</span> <span>🗑️</span> <span>▼</span>	
Opus number	<input type="text" value="op. 2"/>

## Title and content description (2/2)

- Enter a **subject heading**.
- Enter the **Total scoring (594)** for collections if it is uniform and for individual works if the instruments are known.
- Enter the **Language code (041)** if you have vocal music.

SUBJECT HEADING (650)		<input type="text" value="Sonatas"/>	<input type="button" value="🔍"/> <input type="button" value="?"/> <input type="button" value="+"/> <input type="button" value="🗑️"/> <input type="button" value="▼"/>
DESCRIPTION SUMMARY (520)		<input type="text"/>	<input type="button" value="?"/> <input type="button" value="+"/> <input type="button" value="🗑️"/> <input type="button" value="▼"/>
TOTAL SCORING (594)			<input type="button" value="?"/> <input type="button" value="+"/> <input type="button" value="🗑️"/> <input type="button" value="▼"/>
Voice/instrument	<input type="text" value="recorder"/>	<input type="button" value="🔑"/>	
Number	<input type="text" value="1"/>		
			<input type="button" value="?"/> <input type="button" value="+"/> <input type="button" value="🗑️"/> <input type="button" value="▼"/>
Voice/instrument	<input type="text" value="bc"/>	<input type="button" value="🔑"/>	
Number	<input type="text" value="1"/>		
CODED INSTRUMENTATION (598)			<input type="button" value="?"/> <input type="button" value="+"/>
IMPRINT ON SOURCE (597)			<input type="button" value="?"/> <input type="button" value="+"/>
NAMED DRAMATIC ROLES (595)			<input type="button" value="?"/> <input type="button" value="+"/>
LANGUAGE CODE (041)			<input type="button" value="?"/> <input type="button" value="+"/>
LANGUAGE NOTE (546)			<input type="button" value="?"/> <input type="button" value="+"/>
FINGERPRINT IDENTIFIER (026)			<input type="button" value="?"/> <input type="button" value="+"/>

## Material description

- **Source type (593):**
  - **Print** and **Notated music** will be filled out for you.
- **Publishing, Printing, and Production Information (260):**
  - Enter the place and publisher as given on the source.
  - Don't forget to add the publisher in its standardized form in the field **Additional institution (710)**.
- **Physical description (300)**
  - Enter this information.

Material description

**SOURCE TYPE (593)** ? ? ?

Source type

Content type

---

**PUBLISHING, PRINTING AND PRODUCTION INFORMATION (260)** ? ? ?

Place

Publisher, copyist

Date

Location of printer

Name of printer

---

**PHYSICAL DESCRIPTION (300)** ? ? ?

Format, extent

Other physical details

Dimensions

## References and notes

**Copy examined for cataloging (588):** Enter your library siglum and shelfmark.

**General note (500):** Add any other notes that pertain to the printed item.

References and notes

---

**SOURCE OF DESCRIPTION NOTE (588)** ? + 🗑️ ▼

Copy examined for cataloging

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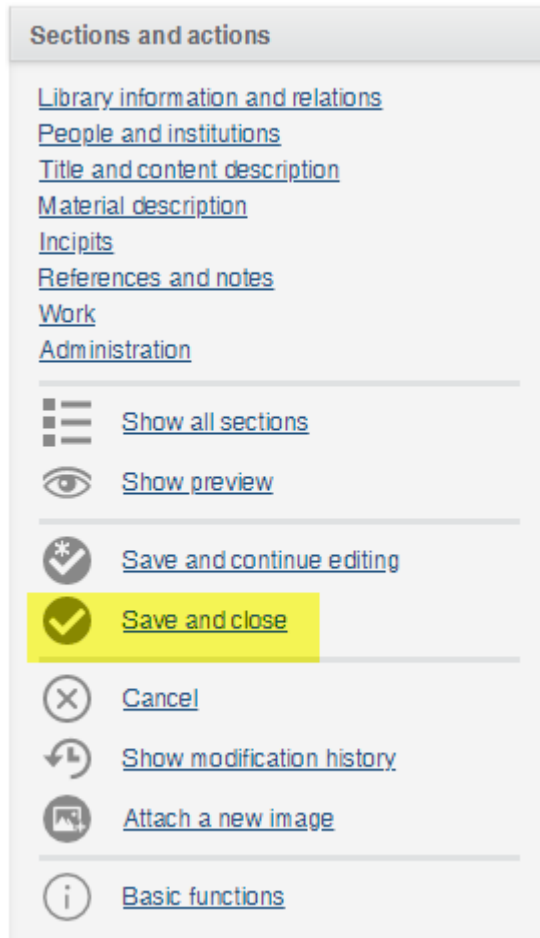
**GENERAL NOTE (500)** ? + 🗑️ ▼

General note

### Other fields...

Fill out any other fields for which you have information, such as incipits, catalog of works number, references to secondary literature, etc.


Click Save...




Sections and actions


- [Library information and relations](#)
- [People and institutions](#)
- [Title and content description](#)
- [Material description](#)
- [Incipits](#)
- [References and notes](#)
- [Work](#)
- [Administration](#)


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 [Show all sections](#)


 [Show preview](#)


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 [Save and continue editing](#)


 [Save and close](#)

 [Cancel](#)

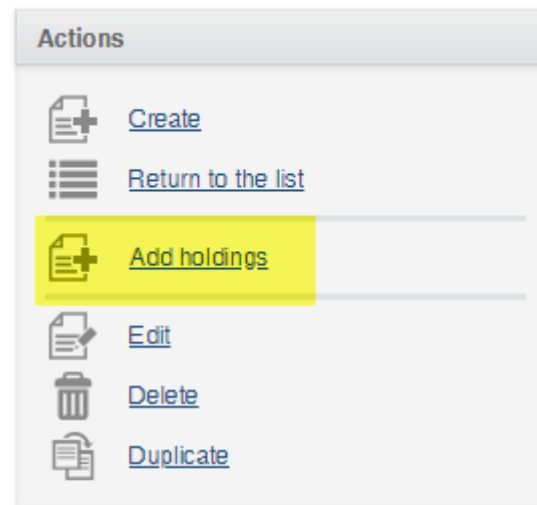
 [Show modification history](#)

 [Attach a new image](#)







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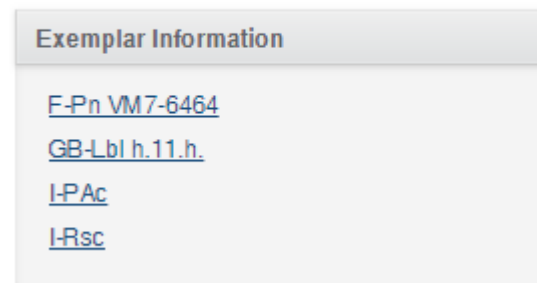
 [Basic functions](#)

...and very important:  
add your library's **holdings information!**



Actions

-  [Create](#)
-  [Return to the list](#)
-  [Add holdings](#)
-  [Edit](#)
-  [Delete](#)
-  [Duplicate](#)



Exemplar Information

- [F-Pn VM7-6464](#)
- [GB-Lbl h.11.h.](#)
- [I-PAc](#)
- [I-Rsc](#)

This is where you enter the library siglum and shelfmark as well as any information specific to your library's copy (stamps, former owners, link to a digitized copy).

Detailed instructions on on the RISM Muscat page under the tutorials for printed music.

# Questions?



US-CAe, AI: M 4784

We're here to help!

Let us know if you ever have any questions.

Author of this guide: Jennifer Ward, [jennifer.ward@rism.info](mailto:jennifer.ward@rism.info)

General RISM contact address: [contact@rism.info](mailto:contact@rism.info)