

Field Name	DC Map	Mandatory	Repeatable	Public	Searchable	Controlled	Description	Examples
Title	Title	Yes	No	Yes	Yes	No	Title from cover (t.p.). Capitalize initial letter and proper nouns. Include initial articles. Include subtitles.	Hail to the Second Oregon
Caption title	Title	No	No	Yes	Yes	No	Include only if different from t.p. title, including differences in punctuation or spacing that affect searches.	Three little lads love-story
Other title	Title	No	Yes	Yes	Yes	No	From any part of item. Include only if different from t.p. and caption titles. If a variation not on the item is essential to searching, supply in brackets.	[Hail to the 2nd Oregon]
Composer	Creator	No	Yes	Yes	Yes	Yes	In format Lastname, Firstname with addition of dates or fuller forms of names if name available through LC NAF. In cases of conflict between name on item and LC NAF, use LC.	Parvin, N. M. (Zimri Mullen), 1843-1921
Lyricist	Creator	No	Yes	Yes	Yes	Yes	In format Lastname, Firstname with addition of dates or fuller forms of names if name available through LC NAF. In cases of conflict between name on item and LC NAF, use LC.	Kanoff, L. M.
Arranger	Creator	No	Yes	Yes	Yes	Yes	In format Lastname, Firstname with addition of dates or fuller forms of names if name available through LC NAF. In cases of conflict between name on item and LC NAF, use LC.	Ashleigh, Glenn W. (Glenn Wright)
Original copyright holder	Publisher	No	Yes	Yes	Yes	No	Transcribe from item	American Advance Music Co.
Original publisher	Publisher	No	Yes	Yes	Yes	No	Transcribe from item	M. Witmark & Sons
Original place of publication	Publisher	No	Yes	Yes	Yes	No	Transcribe from item. Include street address if given. Enclose in brackets if guess or not on item.	51 West 28th St., New York
Date of publication	Date	No	No	Yes	Yes	No	Transcribe in non-Roman numerals YYYY. Enclose in brackets if guess or not on item	1915
Performance medium	Description	No	No	Yes	Yes	No	Brief description of form of musical composition and medium of performance	Song for medium voice and piano; For male or mixed vocal quartet, unaccompanied
Physical description	Format	Yes	No	Yes	No	No	p.; color; cm. For unpagged material, enclose number in brackets. Omit 'color' for black and white items.	[3] p.; color; 33 cm.
Notes	Description	No	Yes	Yes	Yes	No	Text, description or transcription of any relevant information not included elsewhere: dedications, vocal range, advertisements, performers, supplemental material, etc.	Respectfully dedicated to Honorable T. T. Greer, Oregon's patriotic governor, Brigadier General O. Summers, the gallant commander of the Second Oregon; Published for the benefit of the Oregon Soldier's State Monument Fund; back cover with programs for upcoming recitals June, 1900, and advertisements
Genre	Type	Yes	No	No	No	Yes	"Sheet music"	Sheet Music
Topic	Subject	No	Yes	Yes	Yes	Yes	Used to describe identified persons, places, and corporate bodies in or on the item. From LCAF or NAF where possible. In cases of conflict between name on item and LC NAF, use LC.	United States--Army--Oregon Infantry Regiment, 2nd (1898-1899); Happy Hooligan (Fictitious character); Summers, Owen, Colonel
Cover description	Description	No	Yes	Yes	Yes	Yes	Text description of cover image, colors, and artist information.	Woman in dress with parasol, hat, and belt with rose bouquet ; colums with hearts at base, floral design; red and black ink

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Illustrator/Artist	Creator	No	Yes	Yes	Yes	No	From item or supplied if known. If in NAF, use that form; if not, enter as Lastname, Firstname or transcribe single name or initials from item. If role of artist is specified on item, optional to enclose in parentheses following name. Names should appear in same form for different items--every effort should be made to 'control' names even though field is not controlled.	Opper, Frederick Burr, 1857-1937; E. K.; Hartsook (photographer); Pfeiffer, E. H.; Dibble (artist)
Lithographer/Printer/Engraver	Creator	No	Yes	Yes	Yes	No	Transcribed from item or supplied if known. Enclose specific function in parentheses following name.	Lawson & Teller Co. (engraver?)
Source format (cover)	Type	No	Yes	Yes	Yes	Yes	Method used to produce original cover from TGM-I. Use only if known and certain.	
First line	Title	No	Yes	Yes	Yes	No	Transcribed from item if present.	Baby Brown an Elk, you know, wrote to the girl he loved best
First line of chorus	Title	No	No	Yes	Yes	No	Transcribed from item if present.	Meet me at the Elk's big jubilee, I'll be there, yes indeed I will
Larger work	Relation	No	Yes	Yes	Yes	No	Intellectual work the item is part of. Transcribed or supplied. Capitalize initial letter and proper nouns. Include initial articles.	A madcap princess
Published in	Relation	No	No	Yes	Yes	No	Publication the item appeared in. Transcribed or supplied. Capitalize initial letter and proper nouns. Include initial articles. If appearing in a section of a larger publication, enter as Largest publication. Section name.	Oregon journal. Music section
Digital Collection	Relation	Yes	No	Yes	Yes	Yes	"University of Oregon Libraries. Historic Sheet Music Collection"	University of Oregon Libraries. Historic Sheet Music Collection
Accession or call number	Identifier	Yes	No	Yes	Yes	No	Call number from library catalog for SCUA: SCA OrColl____; accession no. for Music Services: Music ShColl_____	SCA OrColl L 784 In4a; Music ShColl 003381
Repository	Source	Yes	No	Yes	No	Yes	Department or unit of the UO Libraries holding the print copy.	University of Oregon Libraries - Special Collections and University Archives
Repository Collection	Source	No	No	Yes	Yes	Yes	Collection within department or unit of the UO Libraries holding the print copy.	Oregon Collection
Theme	Subject	No	Yes	Yes	Yes	Yes	Collection theme/s applicable to the item	Oregon Music; Women Composers
Type	Type	Yes		Yes	No	Yes	"text" if text on item; "image" images	text; image
Format	Format	Yes	No	Yes	No	Yes	"image/jpeg"	image/jpeg
Contact info	none	Yes	No	Yes	No	No	Supplied across all collections--leave blank	
Rights	Rights	Yes	No	Yes	No	No	Supplied for all items in this collection, stating items are public domain	Items in the Historic Sheet Music Collection are in the public domain. Copyright permission is not needed. Acknowledgement of the University of Oregon's Historic Sheet Music Collection as a source is requested.
Digitization specifications	none	Yes	No	Yes	No	No	Supplied for all items in this collection, as provided by Image Services	Tiff file, Photoshop CS2, Scanned at 600dpi, Adobe RGB 1998, Scanner: Epson 10000xl
Date of Digitization	none	Yes	No	Yes	No	No	YYYY-MM-DD	2007-03-15
Metadata cataloger	none	Yes	No	No	Yes	No	Lowercase initials, three if avail.	rlb
Image Scanner	none	Yes	No	No	No	No	Lowercase initials, three if avail.	ag