

## CHAPTER 1: DESCRIPTION OF PRINTED MUSIC

### INTRODUCTION: THE PROCESS

The steps in description of printed music are as follows:

1. Technical reading of the music, to determine the format and use of the item and to select the chief and prescribed sources of information;
2. Transcription of the title and statement of responsibility area from the chief source of information;
3. Consideration of transcription of data into the edition and material-specific details areas to indicate the presentation format of the music;
4. Transcription of the publication, distribution, etc., data, often found in several parts of the item;
5. Physical description of the music;
6. Transcription of series data;
7. Making notes as appropriate.

### TECHNICAL READING OF PRINTED MUSIC

Technical reading of a musical document involves careful examination of all parts of the item to comprehend all potential sources of information. Printed scores often have title pages, much like book title pages, and these may be used as chief sources of information. But there is a long history of decorative title pages on printed music (for commercial purposes—the artwork is intended to influence impulse buying). Decorative title pages often do not provide title information adequate to identify the musical work. When this is the case, fuller information from elsewhere in the item will have to be transcribed in notes. Another typical publishing practice is to wrap a piece of music in a “list” or “passe-partout” title page, on which appears title and statement of responsibility data for several related works. In such cases, the cataloger will need to know whether fuller information appears elsewhere on the item. Caption titles—the title data that appear at the top of the first page of the printed music—frequently provide the only source of title and statement of responsibility data. Finally, in sets of scores and parts both must be examined to see whether the title and statement of responsibility data that appear on the each are the same.

Data on edition and musical presentation statements should be sought in the item. These will be closely linked to the nature of the item—in other words, the sort of musical document in hand will determine the style of presentation of the music. Commercial influences as well as the potential use of an item determine how the item is put together physically, which in turn has an influence on how bibliographic data will appear. For instance, a miniature score (intended for study or to be carried