

TO: Kristin Lindlan, Chair, CC:DA
 FR: Elizabeth Mangan, MAGERT liaison
 RE: Capitalization of Earth in AACR2

In 4JSC/ALA/31/follow-up/5 Section 1.2 it was pointed out that in a few places in Chapter 3 and in the glossary the word "Earth," referring to the planet, does not have the first letter capitalized but is instead given as "earth." Practice in some dictionaries (e.g., Merriam Webster's Collegiate, available online at <http://www.britannica.com>, and in the *Chicago Manual of Style*, is to capitalize that e. At the October 2001 meeting in Ottawa JSC requested that ALA submit a proposal which included all occurrences of "earth" in AACR2.

The word earth occurs in 12 locations in AACR2. In rules **3.1B1**. (10th example), **6.4D1**. (3rd example), and **A.15C1**. (9th example) it is used as part of a proper name (Middle Earth) and therefore capitalized. In rule **21.6B2**. (1st example) it is used in a parenthetical phrase (fuller's earth) which does not refer to the planet and is correctly lowercased. In rule **24.13A**. (TYPE 6, 3rd example) it is used as part of a proper name (**Friends of the Earth**. *Camden Friends of the Earth*) and is therefore capitalized. The **index** entry "Earth, capitalization, App. A.27A" it is also properly capitalized. The other occurrences are in rules 1.10C2 and 3.0A, Appendix A, and three glossary terms which are hereby submitted for revision.

PROPOSED REVISION

1.10C2. Physical description Apply whichever of the following three methods is appropriate to the item being described:

- a) Give the extent of each part or group of parts belonging to each distinct class of material as the first element of the physical description (do this if no further physical description of each item is desired). *Optionally*, if the parts are in a container, name the container and give its dimensions.

400 lesson cards, 40 answer key booklets, 1 student record, 1 teacher's handbook,
 1 placement test ; in container 18 × 25 × 19 cm.

12 slides, 1 sound cassette, 1 booklet, 1 map ; in box 16 × 30 × 20 cm.

- b) Give a separate physical description for each part or group of parts belonging to each distinct class of material (do this if a further physical description of each item is desired). Give each physical description on a separate line. *Optionally*, if the parts are in a container, name the container after the last physical description and give its dimensions.

Beyond the reading list [GMD] : guidelines for research in the humanities / C.P.
 Ravilious ; University of Sussex Library. – Brighton [England] : University of Sussex
 Library, Audio-Visual Materials Room [distributor], 1975

46 slides : col.

1 sound cassette (15 min.) : analog, mono.

Summary: The bibliographic control of the humanities, with special reference to literature. A typical research project is followed through. – Intended audience: Postgraduates and research students

Hot deserts [GMD] / Ruth Way. – London ; Toronto : Visual Publications, [1975?]

1 filmstrip (39 fr.) : col. ; 35 mm.

1 sound cassette (ca. 18 min.) : analog, mono.

4 study prints : col. ; 29 × 88 cm. folded to 29 × 44 cm.

1 v. (15 p.) ; 22 cm.

1 folded sheet (4 p.) ; 22 cm.

All in container 33 X 47 × 5 cm.

(The eEarth & man. The eEarth without man ; 4). – Pictures on filmstrip and study prints identical. – Cassette has automatic and manual advance signals

- c) For items with a large number of heterogeneous materials, give a general term as the extent. Give the number of such pieces unless it cannot be ascertained. Optionally, if the pieces are in a container, name the container and give its dimensions.

various pieces

27 various pieces

42 various pieces ; in box 20 × 12 × 6 cm.

CLEAN COPY OF REVISED RULE

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The text for the following rule revision reflects the revised text approved by JSC that is part of the 2002 revision package.

PROPOSED REVISION

3.0A1. The rules in this chapter cover the description of cartographic materials of all kinds. Cartographic materials include all materials that represent the whole or part of the Earth or any celestial body. These include two- and three-dimensional maps and plans (including maps of imaginary places); aeronautical, nautical, and celestial charts; atlases; globes; block diagrams; sections; aerial photographs with a cartographic purpose; bird's-eye views (map views); etc. They do not cover in detail the description of early or manuscript cartographic materials, though the use of an additional term in the physical description (see 3.5B) and/or the use of the specific instructions in chapter 4 will furnish a sufficiently detailed description for the general library catalogue. For items falling within the scope of other chapters but presenting cartographic information (e.g., some wall charts, some playing cards), consult the rules in this chapter in conjunction with those of the chapter appropriate to the item.

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PROPOSED REVISION

A.27A. Capitalize the name of a planet, satellite, star, constellation, asteroid, etc. Do not capitalize the words *sun*; and moon; ~~and earth~~ ~~except, in the case of earth, when the word is used in conjunction with the names of other planets (e.g., *The planet Mars lies between the Earth and Jupiter*).~~ Capitalize *Earth* when it is used to refer to the planet.

Alpha Centauri	Mercury
Canis Major	the Milky Way
Little Dipper	North Star

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A.27A. Capitalize the name of a planet, satellite, star, constellation, asteroid, etc. Do not capitalize the words *sun* and *moon*. Capitalize *Earth* when it is used to refer to the planet.

Alpha Centauri	Mercury
Canis Major	the Milky Way
Little Dipper	North Star

The text for the 1st and 3rd glossary terms reflect the revised text approved by JSC, that is part of the 2002 revision package.

PROPOSED REVISIONS TO GLOSSARY TERMS

Cartographic material. Any material representing the whole or part of the eEarth or any celestial body at any scale. Cartographic materials include two- and three-dimensional maps and plans (including maps of imaginary places); aeronautical, nautical, and celestial charts; atlases; globes; block diagrams; sections; aerial photographs with a cartographic purpose; bird's-eye views (map views), etc.

Globe. A model of the eEarth or other celestial body, depicted on the surface of a sphere.

Map. A representation, normally to scale and on a flat medium, of a selection of material or abstract features on, or in relation to, the surface of ~~the~~ eEarth or of another celestial body. *See also* Chart (Cartography).

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