

SURVEY OF MOVING IMAGE CATALOGUING PRACTICE IN FILM ARCHIVES --2005

The FIAF Cataloguing and Documentation Commission is planning a revision and update of the FIAF Cataloguing Rules for Film Archives, which was last revised in 1991. Your responses to this survey will be used in crafting the revision, and we sincerely appreciate your collaboration. Survey results will be shared with all participants once we have compiled them.

This survey can be completed on the web by filling out and submitting the form below. You can also find the survey file (in Word format) on the FIAF website: www.fiafnet.org, which you can mail in. You are welcome to answer the survey in English, French or Spanish. If you have any questions, please contact by e-mail: MariaAssunta.Pimpinelli@snc.it or rosario.lopez@filmoteca.mcu.es

GENERAL INFORMATION

Name of organization

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Name, title and e-mail of person filling out this form:

Name:

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Title:

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E-mail:

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CATALOGUING PROCEDURES

1. Which film and video cataloguing procedure is closest to yours?

A) a complete, separate description for each print/copy or element (same procedure as for books);

B) a general description of the work/title (filmographic description) connected with the description of each separate print/copy or element;

C) a detailed description of the content of the print/copy (i.e. shotlisting), combined with procedure A or B (please specify),

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D) Other (please describe),

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SOFTWARE

2. What software program(s) do you use for cataloguing moving image materials?

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USE OF FIAF CATALOGUING RULES

3. Do you use FIAF Cataloguing Rules?

- Yes, strictly;
- Yes, with modifications developed at our institution;
- Yes, with modifications and in association with other standard rules;
- No.

4. If you modify the FIAF Cataloguing Rules, please describe the nature of the modifications:

- Partial modifications within the areas:

Title and statement of responsibility;

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Edition/Version/Variation statement;

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Production, distribution;

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Copyright statement;

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Physical description;

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Series area;

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Notes area.

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- Structural modification (please describe them)

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- Other

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5. If you use modified FIAF Cataloguing Rules in association with other standard rules, please specify which other rules and how you associate them.

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We would love to receive copies of rules that you use or sample records; if this is possible, please send them via email to MariaAssunta.Pimpinelli@snc.it or by regular mail to:

Maria Assunta Pimpinelli
Centro Sperimentale di Cinematografia - Cineteca Nazionale
Via Tuscolana 1520
00173 Roma
ITALY

6. If you use FIAF rules (strictly, with modifications or in association with other rules), do you consider them satisfactory or would you like to suggest some modifications?

- Yes, satisfactory;
- No, I would like to suggest the modifications described in answer n.4;
- No, I would like to suggest further modifications.

Please describe briefly what kind of further modifications you would like to suggest:

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PARTICIPATION IN FIAF RULES REVISION PROJECT

7. Would you be interested in participating in the rules revision project?

- Yes
- No

If yes, would you be available to:

- Help write new or revised rules
- Read and comment on drafts
- Advise on systems currently in use at your institution or in your country
- Other

General comments:

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Thank you!