

MedMaps Inventory Database - Individual Map Record

Title (record the title as it appears on the title page, including initial articles like "the", "a", "an"; if a subtitle is present, precede it with a colon, e.g. "Title: subtitle")

Edition Statement (record as it appears on the item, e.g. "First edition")

Authors and/or Contributors

First Name	Middle Name	Last Name	Suffix (e.g. Sr., III, etc.)	Role (i.e. Author, Editor, etc.)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

(If there are more than three authors/contributors, and it is important that they appear in the record, add them to the Notes field on the following page)

Publication and/or Printing Information

Publisher/Printer Name <input type="text"/>	Publishing/Printing Date <input type="text"/>	PUBLISHER NAME: Record as it appears on the item; otherwise enter only if known.
Place of Publishing/Printing <input type="text"/>	Role (i.e. Publisher, Printer) <input type="text"/>	
Publisher/Printer Name <input type="text"/>	Publishing/Printing Date <input type="text"/>	PLACES: Enter multiple places separated by semicolons, e.g. "Munich; Vienna"
Place of Publishing/Printing <input type="text"/>	Role (i.e. Publisher, Printer) <input type="text"/>	
Publisher/Printer Name <input type="text"/>	Publishing/Printing Date <input type="text"/>	DATES: For approximate dates use the following: * one year or other = "[1871 or 1872]" * probable date = "[1869?]" * approximate date = "[ca. 1850]" * approximate date < 20 years apart = "[between 1906 and 1912]" * decade certain = "[175-]" * decade probable = "[175-?]" * century certain = "[16--]" * century probable = "[16--?]"
Place of Publishing/Printing <input type="text"/>	Role (i.e. Publisher, Printer) <input type="text"/>	
Publisher/Printer Name <input type="text"/>	Publishing/Printing Date <input type="text"/>	
Place of Publishing/Printing <input type="text"/>	Role (i.e. Publisher, Printer) <input type="text"/>	

(If there are more than three publishers/printers, and it is important that they appear in the record, add them to the Notes field on the following page)

Extent Of Item

Enter the number of maps in this item and the number of sheets on which they appear, if there is more than one sheet. If inventorying an item other than maps, describe it as such e.g.:

- * 1 map on 4 sheets
- * 6 maps (on 1 sheet - optional)
- * 2 map sections in 6 segments
- * 1 globe

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Dimensions

* Enter dimensions in centimeters in the form (height x width). Either round up to the nearest whole centimeter or measure to the nearest tenth of a centimeter. For example, if the map is actually 39.1 x 22.7 cm., enter either of the following:

39.1 x 22.7 cm.

40 x 23 cm.

* If a map is on sheets of two sizes (A), give both sets of dimensions. If the sheets are of more than two sizes (B), give the greatest height of any of them followed by the greatest width of any of them and then the phrase "or smaller". For example:

A. 25 x 35 cm. and 30 x 35 cm.

B. 30 x 40 cm. or smaller

* If a map is on multiple sheets that are designed to fit together to form one map (including on both sides of a single sheet), give the dimensions of the complete map followed by the dimensions of the sheets. For example:

(1 map on four sheets) = 264 x 375 cm. on sheets 96 x 142 cm.

* If the size of the map is less than half the dimension of the sheet on which it is printed (either horizontally or vertically), give the size of the map and the size of the sheet. For example:

20 x 31 cm. on sheet 42 x 50 cm.

Map Scale Statement

* If there is no indication of scale anywhere on the map, say "Scale not given".

* If a simple numeric or verbal scale statement appears on the map, transcribe it exactly as it appears. For example:

"1:300,000" or "20 kilometers equals 1 centimeter"

* If only a graphical scale bar is present, use a metric ruler to measure the length of the longest scale bar, then give the length of that scale bar (to the nearest tenth of a centimeter) and the distance that scale bar represents (in whatever units are given). For example:

"Graphical scale bar: 5.8 cm = 1500 miles"

* If the map's scale cannot be easily summarized or determined, say "Scale indeterminable".

* If two scales are used in different portions of the map, try to summarize them as well as possible, in order in which they predominate on the map, using the guidelines above. If three or more scales are used, say "Scales differ".

Notes

Geographic Areas Covered

Bound In Other Item?

To unlink this map from a source item, uncheck the box above.

Select Container Item

Container Item Title

Location In Container (e.g. "page 45")

Local Call Number

Library Location

AAR-L
AAR-P
AIAR
AIMS-CEMAT
AIMS-TALM
ARCE
ARIT-A
ARIT-I
ASCSA-B
ASCSA-G
ASCSA-W
CAARI

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For Optional Use by Head Cartographer

To Be Digitized

Uncertain
Yes
No

Needs Preservation

Uncertain
Yes
No

Cataloging Level Needed

Uncertain
Full
Minimal
None

Items for Potential Linking

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