

Graphic Novels Quick Guide

Revised September 2026

Certain fields require different approaches for graphic novels. **This handout will cover only those fields**—if a field is not mentioned here, treat it as you would for any other kind of print material.

***It is strongly recommended to have a previous volume bib record open for reference.**

Fixed fields:

mat type: h (graphic novel)

If the item specifically says comix or graphic novel, use mat type h. Publisher & author descriptions are also useful if the format is unclear. If a series is already established in Minerva as “mat type a” or “mat type h,” maintain consistency by continuing to use those material types.

MARC leader:

Bib level: m (monograph/item) ****DO NOT use s (serial)****

008:

illustr: a

content: 6 (comics/graphic novels)

Language code: 041 1

If a graphic novel is a translation, most often found in manga, use 041 1. First, enter the language your item is in and then use subfield |h to indicate the original language. For language codes see:

https://www.loc.gov/marc/languages/language_code.html

041	1		eng hjpn
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Author: 1XX

Many graphic novels have multiple authors/contributors. Use the first listed author in the 1XX field. List other contributors in 7XX fields.

In the case of an adaptation, the adapter is considered the author. List the author of the original work in a 7XX field.

Uniform title 240

Some items are translations with the original title indicated on the item. This occurs most often with Manga. Use 240 10 with |IEnglish.

240	1	0	Kusuriya no hitorigoto. IEnglish.
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Title 245

Statement of responsibility (what comes after /|c):

List contributors in subfield 'c' as you would for any other type of book.

Do include: writers, artists, pencilers, inkers, colorists, letterers, flatters, creators, scripters, adapters.

Do not include: editors, cover artists, or designers.

245	1	0	Boruto : b Naruto next generations. n Volume 5, p Ao /c creator/supervisor, Masashi Kishimoto ; art by Mikio Ikemoto ; script by Ukyo Kodachi ; translation, Mari Morimoto; touch-up art & lettering, Snir Aharon.
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Any names in the 245 (aside from the one in the 100) should have a 700.

Title statement (what comes before **|/c**):

The title statement usually comes from the title page or from the verso.

Stand-alone graphic novel: Input the title statement as you would for any print item.

245	1	0	French milk /c Lucy Knisley.
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For a graphic novel that is part of a series: The basic formula (with punctuation):

Series title.**|n**Volume number,**|p**Volume subtitle

You may not need all three parts of this formula, but these are the main elements.

Some records might be more complex and include series subtitle, subseries titles, or subtitles for the individual volumes. If unsure, consult the Cataloging Standards Committee. Here are some common samples.

Series title and volume number:

245	1	0	InuYasha. n Vol. 26 /c
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Series title and volume subtitle:

245	1	4	The dark tower. p The long road home /c
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Series title, volume number, and volume subtitle:

245	1	0	Justice League. n Vol. 1, p The extinction machines /c
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Series title, volume subtitle, and volume number of the subtitle:

245	1	0	All-new Firefly. p The gospel according to Jayne. n Part one /c
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Series title, series subtitle, and title for the individual volume:

245	1	0	Critical role : b the Mighty Nein origins. p Nott the Brave /c
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Series title, subtitle for the main series title *and* a subtitle for the individual volume:

245	1	0	Boruto : b Naruto next generations. n Volume 5, p Ao /c
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Series title, volume number, title for the individual volume, *and* subtitle for the individual volume:

245	1	0	Batman detective comics. n Vol. 1, p Gotham nocturne : b overture /c
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Alternate titles: 246

Add any possible alternate spellings or expressions of the title. If there is a volume subtitle, always include that in a 246 field.

245	1	0	Justice League. <i>in</i> Vol. 1, <i>p</i> The extinction machines <i>/c</i>
246	1	8	Justice League, <i>p</i> The extinction machines
246	3	0	Extinction machines

Physical descriptions: 3XX

Include a 336 field for illustrations:

300			1 volume (unpaged) : <i>b</i> chiefly illustrations ; <i>c</i> 26 cm.
336			<i>text</i> <i>btxt</i> <i>2rdacontent</i>
336			<i>still image</i> <i>bsti</i> <i>2rdacontent</i>
337			<i>unmediated</i> <i>bn</i> <i>2rdamedia</i>
338			<i>volume</i> <i>bnc</i> <i>2rdacarrier</i>

Series statements: 490/8XX

Do not use the 490/8XX fields for the series title in the 245—they are redundant. If the volume you are cataloging is part of a larger or publisher's series, you may use these fields. Always use the authorized series tracing in the 8xx field if the 490 field has indicator 1. For example:

245	1	0	Inu-yasha : <i>ba</i> feudal fairy tale. <i>in</i> Vol. 12 <i>/c</i>
490	1		Viz graphic novel
830		0	Viz graphic novel.

245	1	0	Justice League. <i>in</i> Vol. 1, <i>p</i> The extinction machines <i>/c</i>
490	1		DC Universe rebirth
830		0	DC Universe rebirth.

245	1	0	Snow White with the red hair. <i>in</i> 11 <i>/c</i>
490	1		Shojo beat
830		0	Shojo beat manga.

245	1	0	Benny and Penny in just pretend <i>/c</i>
490	1		Toon into reading
830		0	Toon into reading.

245	1	0	Chip gets swimmer shivers //c
490	1		I can read comics! Level 2
830		0	I can read comics!

245	1	0	Luna sisters. In2,lpBattle for the moon blossom //c
490	1		I like to read comics
830		0	I like to read comics.

245	1	0	Thunder and Cluck. lpFriends do not eat friends //c
246	3		Friends do not eat friends
490	1		Ready to read graphics. Level 1
830		0	Ready-to-read graphics. InLevel one,lpStar reader!

For more information see the *Series Entry Cheat Sheet* on the Cataloging Rules and Instruction webpage:
<https://www.maineinfonet.org/minerva/support/cataloging-serials/cataloging-rules-and-instruction/>

Note fields: 5XX

There are a few note fields that are useful to include.

For manga, this note is useful for patrons:

500			Manga format, reads from right to left.
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Graphic novels are often compilations of individual issues of comic books. Include this information in a 500 note if you are able:

500			"Originally published in single magazine form in JUSTICE LEAGUE 1-5, JUSTICE LEAGUE: REBIRTH 1"--Verso of title page.
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If the creator is not already mentioned in the 245, it can go in a 500. This is usually found on the title page or verso.

500			"Superman created by Jerry Siegel & Joe Shuster
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Some graphic novels will list a rating or target audience. Add that in a 521 field:

521	8		Rated A for all ages.
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Add 546 language note for manga.

546			Translated from the Japanese.
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Subject Tracings/Genre Headings: 6XX

Use form division |v Comic books, strips, etc. Do not repeat subject headings with other subdivisions (such as Juvenile fiction) or form division:

600	0	0	Wonder Woman c(Fictitious character) vComic books, strips, etc.
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Common genre headings:

655_7 Graphic novels. |2lcgft

655_7 Manga. |2lcgft

655_7 Graphic novel adaptations. |2lcgft

655_7 Superhero comics. |2lcgft

655_7 Fantasy comics. |2lcgft

655_7 Science fiction comics. |2lcgft

655_7 Nonfiction comics. |2lcgft

For more genre options: <https://www.loc.gov/aba/publications/FreeLCGFT/GENRE.pdf>

Added Entries: 7XX

Graphic novels usually have several different contributors: authors, artists, translators, etc. List all the contributors in a 7XX field in the authorized form. Be sure to use the appropriate relator terms.

Commonly used relator terms: Illustrator, Artist, Colorist, Letterer, Translator.

For more options: <https://www.loc.gov/marc/relators/relaterm.html>

Do include: writers, artists, pencilers, inkers, colorists, letterers, flatters, creators, scripters, adapters.

Do not include: editors, cover artists, or designers.

700	1		Yamamoto, Satoshi c(Illustrator), eartist.
700	1		Miyaki, Tetsuichiro, etranslator.
700	1		Turnage, Bryant, eadapter.
700	1		Christman, Annaliese, eartist, eletterer.
700	1		Sharp, Liam, eartist.
700	1		Clark, Matthew, d1970- epenciller.
700	1		Parsons, Sean P., einker.
700	1		Martin, Laura c(Comic book artist), ecolorist, eartist.
700	1		Colwell, Jeremy, ecolorist.
700	1		Wynne, Jodi, eletterer.

Use 7XX also for adaptations (along with the genre heading for adaptations).

700	1		iGraphic novel adaptation of: aAtwood, Margaret, d1939- tHandmaid's tale.
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Some items are based on TV shows or other media:

730	0	2	iBased on (work): aFirefly (Television program)
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