

25.13. MANUSCRIPTS AND MANUSCRIPT GROUPS

Scope

Manuscripts and manuscript groups have dual identities: one as the physical object (the illuminations, calligraphy, binding, paper, etc., that are reproduced or discussed [hereafter referred to as the manuscript]) and one as the intellectual content (the text, music, etc., contained within the manuscript [hereafter referred to as the work]). Separate headings are usually required for the manuscript and for the work or works it contains. However, by exception, the manuscript and the work share the same heading *if* 1) the work has no title or is known by the same title as the manuscript, *and* 2) entering the work under a name heading is not appropriate.

Use rule 25.13:

(1) to formulate a heading for the textual, musical, cartographic, etc., content contained in a manuscript to use for main or analytical added entry when the work and the manuscript share the same heading; *or*,

(2) to formulate a heading for the manuscript when the heading is needed for an added entry or subject access. *LC practice:* See LCRI 21.30H for situations in which an added entry for the manuscript is needed. See *Subject Cataloging Manual: Subject Headings* H 1855 for situations in which a subject heading for the manuscript is needed.

Choice of Heading

Note carefully the priority order of preferences for choosing a heading for the manuscript given in rule 25.13. Always prefer the title or name of the manuscript to the repository designation.

Name of Manuscript

Treat as the name of a manuscript a phrase that contains a generic term such as “codex,” “stone,” “tablet,” or the equivalent in other languages, or a phrase that combines a proper name with a term indicative of the manuscript’s content. In determining the name of the manuscript, consider the item being cataloged, the LC/NAF, and reference sources.

```
130 #0 $a Codex Madrid I
130 #0 $a Lindisfarne Gospels
130 #0 $a Sobieski hours
```

If the name of the manuscript changes, change the heading as appropriate when it is needed for current cataloging. Make a see reference (4XX) from the previous heading.

```
130 #0 $a Codex Leicester
430 #0 $a Codex Hammer
```

Repository Designation

If the name of manuscript cannot be determined, use its repository designation as the heading. The heading consists of the current corporate name heading for the repository that now holds the manuscript (or the repository that last held the manuscript if the manuscript no longer exists), the term “Manuscript,” and the designation in the repository. *LC practice:* For the designation in the repository, follow the pattern that has been established in the LC/NAF for the particular repository; if no pattern exists, use the form found on the resource being cataloged or in reference sources.

```
110 2# $a British Library. $k Manuscript. $n Additional 43487
```

If the name of the repository changes, the manuscript is moved to a different repository, or the designation within the repository changes, change the heading as appropriate when it is needed for current cataloging. Make a see reference (4XX) from the previous heading.

```
110 2# $a British Library. $k Manuscript. $n Additional 43487
410 2# $a British Museum. $k Manuscript. $n Additional 43487
```

Name Authority Records

General

To promote consistency among shared authority files, by exception create an authority record for the heading for the manuscript in all cases. It is not necessary to establish the separate heading for the work unless it is needed in cataloging.

Add a 667 note to the authority record for the manuscript to explain the relationship between the heading for the manuscript and the heading for the work, e.g.:

```
667 ## $a Heading is the heading for the manuscript; for the work
    contained in the manuscript, use the heading for the
    individual work.
667 ## $a Heading is the heading for the manuscript; for the heading
    for the work contained in the manuscript, see [LCCN of
    authority record for work, if established].
667 ## $a Use this heading for both the manuscript and the works it
    contains.
```

Heading Is the Name of the Manuscript

Make references as appropriate from:

- 1) the current and any former repository designations if known, following the instructions under *Repository Designation* above;
- 2) the name of the manuscript as though it were a designation in the repository (i.e., the name heading for the repository, the term “Manuscript,” and the name of the manuscript);
- 3) variant names and/or designations found in the resource being cataloged and in reference sources.

```
130 #0 $a Papyrus Berolinensis 8502
```

410 2# \$a Staatliche Museen zu Berlin-Preussischer Kulturbesitz. \$k Manuscript. \$n Papyrus 8502 [*Designation in current repository*]
 410 2# \$a Staatliche Museen zu Berlin (Germany). \$k Manuscript. \$n Papyrus 8502 [*Designation in former repository*]
 410 2# \$a Staatliche Museen zu Berlin-Preussischer Kulturbesitz. \$k Manuscript. \$p Papyrus Berolinensis 8502 [*Name as though a repository designation*]
 430 #0 \$a Papyrus de Berlin 8502 [*Variant name*]
 667 ## \$a Heading is the heading for the manuscript; for works in the manuscript, use the headings for the individual works.

Heading Is the Repository Designation

Make references from all forms of current and former repository designations found on the resource being cataloged and in reference sources consulted.

110 2# \$a British Library. \$k Manuscript. \$n Additional 43487
 410 2# \$a British Library. \$k Manuscript. \$n Add. ms. 43487 [*Variant of repository designation*]
 410 2# \$a British Museum. \$k Manuscript \$n Additional 43487 [*Designation in former repository*]
 667 ## \$a Heading is the heading for the manuscript; for the work in the manuscript, use the heading for the individual work.

Bible, Catholic Church Liturgy, etc., Manuscripts

Headings for the work contained in manuscripts such as those of the Bible (AACR 2 25.18A12 a)) or Catholic Church liturgy (AACR 2 25.22B) may include the name of the manuscript or its repository designation as part of the uniform title heading for the work. This is a separate heading from the heading for the manuscript. For example:

110 2# \$a Bamberger Psalter [*the heading for the manuscript*]
 110 2# \$a Catholic Church \$t Psalter (Ms. Bamberger Psalter) [*the heading for the work contained in the Bamberger Psalter*]

The heading for the work contained in the manuscript does not need to be established until it is used. (For example, when illuminations from a manuscript are published separately, the heading for the work they illuminate is generally not needed.) When the heading for the work is established, however, make a 667 note to clarify the relationship between the heading for the work and the heading for the manuscript, e.g.:

667 ## \$a Heading represents the textual [and/or musical, etc.] content of the manuscript; for publications limited to its decoration or to discussion of its non-textual aspects, use [heading for the manuscript].

Do not relate the two headings with see also references.