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DESCRIPTIVE CATALOGING

LIBRARY OF CONGRESS RULE INTERPRETATIONS (LCRI)

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1.1E. Other title information. [New]. If subordinate titles (e.g., appendices or other subsidiary texts) appear before a statement(s) of responsibility, record them as other title information. (If such titles appear after a statement(s) of responsibility, record them as subsequent statements of responsibility (LCRI 1.1F6). If such titles are given equal prominence with the first work in the item, apply 1.1G.)

They sought a country : Mennonite colonization in Mexico : with an appendix on Mennonite colonization in British Honduras / Harry Leonard Sawatzky

1.1F6. [New]. If subordinate titles (e.g., appendices or other subsidiary texts) appear after a statement(s) of responsibility, record them as subsequent statements of responsibility whether or not they actually name a person or body. If they are very lengthy, record them in a note. (If such titles appear before a statement(s) of responsibility, record them as other title information (1.1E). If such titles are given equal prominence with the first work in the item, apply 1.1G.)

High life below stairs : a farce / by James Townley ; with a variety of German notes explanatory of the idioms ... alluded to by John Christian Huttner

1.1F15. [Rev.]. When illustration statements such as "117 photogravure plates, 26 colour plates," "with 115 illustrations," "illustrated with 10 woodcuts," etc., appear in the chief source, omit them unless

- 1) an artist or illustrator is named in the phrase; or
- 2) the phrase is inseparable from the title proper or other title information

1.1G2. [Rev.] Punctuation

The final sentence of this rule specifies that two spaces are to follow a period. Instead, see the rule interpretation for 1.0C and apply that, which means following the period with one space.

Other Title Information

If a single statement of other title information applies to all the titles listed, record it after all the titles if all the titles are by the same person(s) or body (bodies). Precede the statement by a space-colon-space. Otherwise, record it in a note.

source: Party party // Girlfriends // two short novels by // Ronni Sandroff
title ... area: Party party ; Girlfriends : two short novels / by Ronni Sandroff

source: Henry Esmond // Thackeray // Bleak House // Dickens // Two novels
title ... area: Henry Esmond / Thackeray. Bleak House / Dickens
note area: "Two novels."

Statements of Responsibility

If a single subsequent statement of responsibility applies to all the titles listed, record it after the final first statement of responsibility if possible. Precede the subsequent statement by a space-semicolon-space.

History of the elementary school contest in England /
Francis Adams. The struggle for national education /
John Morley ; [both] edited, with an introduction, by Asa
Briggs

Multiple Sources

If a single part item contains two or more different works and is issued with no single chief source of information, record the titles of the works in the order in which they appear in the item. (If it is not possible to say which work is first, second, etc., transcribe them in English alphabetical order.) Treat the multiple sources as a single chief source.

20 cuentos peruanos ; 50 poemas peruanos /
selección y notas de Víctor Soracel

For materials such as books that normally confine the source for the title and statement of responsibility area to one location within the item, make a note to explain the situation when the paragraph above is applicable (e.g., "No collective t.p. Titles transcribed from individual title pages.").

1.5 Physical Description Area. [Rev.]

In recording bibliographic details for items that have been, or will be, bound by someone other than the publisher, formulate volume and illustration statements in the physical description and note areas based on the item as issued by the publisher rather than as bound after publication. For example, if LC binds a separately issued "volume 1" and "volume 2" of a monograph in one physical volume, "2 v." is the correct volume statement, not "2 v. in 1." (If, however, in another case the publisher issues a monograph as two bibliographic volumes in one physical volume, then "2 v. in 1" is appropriate; cf. 2.5B19.)

In serials cataloging, avoid the use of a "v. in," etc., statement; instead, formulate the statement in terms of bibliographic units only (i.e., "v.").

Illustrations should also reflect the characteristics of the item as issued, not what the cataloger can predict. For example, if maps are not physically attached to the item but are randomly inserted, record them as follows:

355 p. : 10 maps (3 col.) ; 23 cm.
Three folded maps laid in.
not Three folded maps in pocket.

("Three folded maps in pocket" is correct only when the item is issued with the maps in a pocket.)

For loose-leaf works that are subsequently bound by LC after the works are completed, retain the loose-leaf statement. (Retain this statement also for items for which the publisher supplies bound volumes or transfer binders for material of permanent value.) For example, if a loose-leaf service originally issued in 3 binders is bound by LC in 4 volumes, record the collation on the revised record as

Exception: For ephemeral and "made up" sets lacking a collective title, base the volume and illustration statements on LC's copy and binding.

1.6. Series Area. [Rev.].

Although a series statement may include a parallel title (1.6C), other title information (1.6D), or a statement of responsibility (1.6E), the heading for the series will contain only a title proper or a uniform title heading or a name heading/title proper or a name heading/uniform title.

series statement: (English linguistics, 1500-1800 : a collection of facsimile reprints ; no. 16)

series authority record: English linguistics, 1500-1800.

series tracing: Series: English linguistics, 1500-1800 ; no. 16.

series statement: (Sport : bulletin of the Physical Education and Sports Department of the International Union of Students ; v. 10)

series authority record: Sport (International Union of Students. Physical Education and Sports Dept.)

series tracing: Series: Sport (International Union of Students. Physical Education and Sports Dept.) ; v. 10.

series statement: (Policy series / CES ; 1)

series authority record: Policy series (Centre for Environmental Studies (London, England))

series tracing: Series: Policy series (Centre for Environmental Studies (London, England)) ; 1.

series statement: (Monograph / University Extension, UCLA, Department of Continuing Education in Health Sciences, UCLA School of Medicine and UCLA School of Public Health)

series authority record: Monograph (University of California, Los Angeles. Dept. of Continuing Education in Health Sciences)

series tracing: Series: Monograph (University of California, Los Angeles. Dept. of Continuing Education in Health Sciences)

series statement: (Papers and documents of the I.C.I. Series C, Bibliographies ; no. 3 = Travaux et documents de l'I.C.I. Série C, Bibliographies ; no 3)

series authority record: Papers and documents of the I.C.I. Series C, Bibliographies.

series tracing: Series: Papers and documents of the I.C.I. Series C, Bibliographies ; no. 3.

series statement: (Occasional symposium / British Grassland Society ; no. 8)

series authority record: Occasional symposium. [no conflict]

series tracing: Series: Occasional symposium ; no. 8.

series statement: (Gesammelte Werke / Edgar Allan Poe ; 1. Bd.)

series authority record: Poe, Edgar Allan, 1809-1849. Works. German. 1922. Rösl.

series tracing: Series: Poe, Edgar Allan, 1809-1849. Works. German. 1922. Rösl ; 1. Bd.

Series Titles Consisting Solely of a Corporate Body Name

Treat a statement consisting solely of the name of a corporate body and a number as a series statement. Give the corporate name as the title proper. If the series is entered under title, assign a uniform title that consists of the title qualified by the term "(Series)" even if there is no conflict. (Apply these provisions even if the corporate body appears with the number solely as initials.)

in source: Centre de recherches d'histoire ancienne // volume 36
series statement: (Centre de recherches d'histoire ancienne ; v. 36)
series authority record: Centre de recherches d'histoire ancienne
(Series)
series tracing: Series: Centre de recherches d'histoire ancienne
(Series) ; v. 36.

in source: HAZ 6
series statement: (HAZ ; 6)
series authority record: HAZ (Series)
series tracing: HAZ (Series) ; 6.

However, if such a corporate body is a commercial publisher, either give the statement as a quoted note if the corporate body is not recorded in the publication, etc., area, or give the number alone if the corporate body is recorded in the publication, etc., area.

Numbers or Letters Not Associated With A Series Title

Do not treat as a series statement a number that cannot be associated with a series title. Give it as a quoted note instead on a bibliographic record for a monograph, but ignore it on a bibliographic record for a serial.

Do not treat as a series statement a combination of numbers and letters (or letters alone) that cannot be associated with a series title if there is evidence that the combination is assigned either to every item the entity issues for internal control purposes or to certain groups of items for identification. Give such a combination as a quoted note on a bibliographic record for a monograph, but ignore the combination on a bibliographic record for a serial. In any case of doubt, reject the combination as a series statement.

"DOE/EIA-0031/2."
"UC-13."
"CRN 780206-00050."
"SP-MN."

Phrases That Are Not Considered Series Titles

For books, distinguish between phrases that are true series and those that are not with the latter sometimes ignored and sometimes given as a quoted note. Base the distinction and the consequent action primarily on judgment. If there is no clear judgment that can be made, however, apply the following guidelines:

a) If the phrase is essentially a statement (or a restatement) of the name of the body from which the item emanated, reject it as a series. Give the phrase as a note if the name of the emanating body is not given in the publication, etc., area. (Ignore the phrase if the name of the emanating body is given in the publication, etc., area.)

in source: An American Astronautical Society Publication
publication, etc., area: San Diego, Calif. : Published for the American
Astronautical Society for Univelt, c1980.
action: Reject the phrase as a series; do not give it as a quoted note.

in source: An Evangelical Theological Society Publication
publication, etc., area: Grand Rapids : Zondervan, c1980.
action: Reject the phrase as a series; give it as a quoted note.
note: "An Evangelical Theological Society publication."

b) If the phrase includes a sub-imprint name or the name of a subsidiary, a division, etc., of a publishing firm and is presumed to appear on all items from this arm of the firm, reject it as a series, but quote it as a note if the name is not given in the publication, etc., area.

in source: A Spectrum Book
publication, etc., area: Englewood Cliffs, N.J. : Prentice-Hall, c1980.
note: "A Spectrum book."

c) If the phrase includes the name of an in-house editor or the name or designation of some other official of the firm, reject it as a series, but quote it as a note.

"A Helen and Curt Wolff book."

1.6G. Numbering within series. [Rev.]. Record the series numbering, in the terms given in the item, after the series title to which it relates. If there is no abbreviation for the term, give only the number if the term is long. If the numbering is grammatically integrated with the title proper of the series, record it as it appears in the source. Always record series numbering in the access point in its prescribed position. Note that ordinal numbers are recorded in access points as ordinal numbers; they are not converted to cardinal numbers.

series area: (The Twenty-sixth L. Ray Buckendale lecture)
series authority record: L. Ray Buckendale lecture.
series tracing: Series: L. Ray Buckendale lecture ; 26th.

series area: (31. tom Biblioteki SIB)
series authority record: Biblioteka SIB.
series tracing: Series: Biblioteka SIB ; 31. t.

When formulating a series heading for a series that includes in the title proper a date or numbering that varies from issue to issue, follow 12.1B6.

series area: (Contribution no. 9 of the Committee on Desert and Arid Zone Research, Southwestern and Rocky Mountain Division, A.A.A.S.)
series authority record: Contribution ... of the Committee on Desert and Arid Zone Research, Southwestern and Rocky Mountain Division, A.A.A.S.
series tracing: Series; Contribution ... of the Committee on Desert and Arid Zone Research, Southwestern and Rocky Mountain Division, A.A.A.S. ; no. 9.

Series with More Than One System of Designation

Consider a series to have more than one numeric system of designation only if there is a one-to-one relationship between each numeric system and the item itself. Generally, record all separate systems of numeric designations in the series statement,^{1/} separating each designation with space=equals sign-space. In the series tracing, however, transcribe only one of the systems. (To accomplish this, trace the series explicitly.)

^{1/}Omit the additional numbering designation(s) if given in overly complicated or lengthy statement(s) and give the information in a note instead.

source: Band 6 Nummer 2 3. Jahrgang Nummer 32
series statement: ; Bd. 6, Nr. 2 = Nr. 32
(not: ; Bd. 6, Nr. 2 = 3. Jahrg. = Nr. 32)
tracing: ; Bd. 6, Nr. 2

But

source: neue Folge Band 51 1/ Nummer 237
series statement: ; n. F., Bd. 51, Nr. 237
tracing: ; n. F., Nr. 237

source: neue Folge 52. Heft Der ganzen Reihe
70. Heft
series statement: ; n. F., 52. Heft = der ganzen
Reihe 70. Heft
tracing: n. F., 52. Heft

source: new series 5 (94) 2/
series statement: ; new ser., 5 = 94
tracing: new ser., 5

But

source: vyp. 76 (157) 3/
series statement: ; vyp. 76 (157)
tracing: ; vyp. 76

When an item is further identified by a chronological designation, add this designation in the series statement but omit it in the tracing.

source: volume 3 part 2 September 1981
series statement: ; v. 3, pt. 2 (Sept. 1981)
tracing: ; v. 3, pt. 2

Do not construe the date of publication, distribution, etc., as constituting a part of series numbering.

Series Numbering Consisting of Partial Indication of a Year and a Sequential Number Within a Year

If the number consists of a full or partial indication of a year and a sequential number within that year, and the year does not appear first, to achieve proper filing order rearrange the number in the series tracing so that the indication of the year appears first, followed by the sequential numbering.

source: 1-1979
series statement: ; 1-1979
tracing: ; 1979-1

But

source: 79/1
series statement: ; 79/1
tracing: ; 79/1

Note that when the situation exemplified by the first example is applicable, the series will always have to be traced explicitly.

1/Although a volume is composed of several items, each item within the volume is identified by a consecutive numbering only.

2/ i.e., new series 5, whole series 94.

3/ Numbered also in continuation of the superseded publication.

Numbering Combined with One or More Letters

If the number is combined with one or more letters, generally transcribe and trace the letter(s) as part of the numbering unless the letter(s) precede the numbering and the letter(s) vary within the same series. In such cases include the letter(s) in the series statement but omit them from the tracing. If the letter or letters are to be omitted from the tracing, trace the series explicitly.

source: E-041

series statement: ; E-041

tracing: ; 041

(the numbering of this series is preceded variously by the letters B, E, G, GA, etc.)

1.7B2. [Rev.]. Generally restrict the making of language and script notes to the situations covered in this directive. (Note: In this statement, "language" and "language of the item" mean the language or languages of the content of the item (e.g., for books the language of the text); "title data" means title proper and other title information.)

If the language of the item is not clear from the transcription of the title data, make a note naming the language whether or not the language is named after a uniform title. Use "and" in all cases to link two languages (or the final two when more than two are named). If more than one language is named, name the languages in alphabetical order. For the form of the name of the language, follow Library of Congress Subject Headings. (Exception: Use "Greek" for classical Greek and modern Greek; if the item includes text in both, use "Classical Greek" and "Modern Greek" in the note.) For some "dialects" that cannot be established as subject headings, a specific language will be used in the note area only. (See LCRI 25.5D for the use of language names in uniform titles.)

Arabic and English.

Text in Coptic and French; notes in French.

In addition, record in a note the language of the item being cataloged (whether or not the language is identified in the uniform title or in the body of the entry) in the following cases:

1) When the bibliographic record for the item bears one or more of the following symbols below the LC card number; AM, HE, NE, SA.

Exception: Do not make the note for an item in Arabic, Armenian, Hebrew, Indonesian, modern Turkish, or Vietnamese unless the language is being recorded for another reason.

2) When the language of the item is indigenous to Africa and is in a roman script.

3) When the language of the item is not primarily written in one script. Name both the language and the script in language notes. (Note: Do not add "script" to the name of a script unless the name is also the name of a language.)

In Konkani (Kannada script)

In Konkani (Devanagari)

In Serbo-Croatian (Roman)

In Serbo-Croatian (Cyrillic)

4) When the language of the item is written in a script other than the primary one for the language. Name both the language and the script in the language notes.

- In Panjabi.
(For a publication using the Gurmukhi script)
- but In Panjabi (Devanagari)
- In Sanskrit.
(For a publication using the Devanagari script)
- but In Sanskrit (Grantha)
- In Sindhi.
(For a publication using the Persian script)
- but In Sindhi (Gurmukhi)
- In Azerbaijani
(For a publication using the Cyrillic script)
- but In Azerbaijani (Arabic script)
In Azerbaijani (Roman)
- In Church Slavic.
(For a publication using the Cyrillic script)
- but In Church Slavic (Glagolitic)

5) More information may be added to language and script notes whenever the case warrants it.

English and Sanskrit (Sanskrit in roman and Devanagari)

1.7B21. "With" notes. [Rev.]. If 12.7B21 is not applicable, the "with" note is appropriate only in the following case: two or more works issued independently have been subsequently placed together under one cover or comparable packaging. For two or more works that have been issued together in one cover or other packaging, create one bibliographic record, applying either 1.1G or 1.10.

For each item listed in a "with" note, give the title proper (or uniform title if one has been assigned), the statement of responsibility, and the entire publication, distribution, etc., area. If there are more than two works, cite all the other works in the record for the first work; in the records for succeeding works, cite only the first work. Use ISBD punctuation, except omit the period-space-dash-space between areas.

With: The reformed school / John Drury. London : Printed for R. Wadnothe, [1650]

With: The Bostonian Ebenezer. Boston ; Printed by B. Green & J. Allen, for Samuel Phillips, 1698 — The cure of sorrow. Boston : Printed by B. Green, 1709.

If the works are too numerous to be listed in the "with" note, make an informal note such as the following:

No. 3 in a vol. with binder's title:
Brownist tracts, 1599-1644.

1.11C. [New]. When the date, etc., of the original publication appears after the title on the chief source of a later edition, do not transcribe these data in the title area. Instead, incorporate the information into the note area.

in source: Saint Augustine // The Meditations, Soliloquia, // and Manuall // 1631 // Scolar Press // 1972

transcription: The Meditations ; Soliloquia ; and, Manuall / Saint Augustine. — Menston : Scolar Press, 1972.

note: Reprint. Originally published: Paris : N. de la Coste, 1631.

- in source: Dialogues // upon the // usefulness of // ancient medals // London 1726 // Joseph Addison // Garland Publishing, Inc., New York & London // 1976
- transcription: Dialogues upon the usefulness of ancient medals / Joseph Addison. — New York : Garland Publishing, 1976.
- note: Reprint. Originally published: London, 1726.
(Publisher not readily ascertainable)

2.5B17. [New]. In recording multipart items consisting of numbered and unnumbered volumes (e.g., unnumbered Constitution volume and ... court rules volume constituting part of numbered Revised statutes ... set), record in the extent statement the numbered volumes only. Indicate the total of unnumbered volumes as part of the note accounting for the unnumbered volumes if this is not clear from the note itself.

2.5B19. [New]. When a bibliographic volume of a publication is later expanded (e.g., a volume originally issued as v. 2 is later expanded into v. 2A, 2B, and 2C), record such expansion as one bibliographic volume in several physical volumes (e.g., <2> v. in <4>).

2.7B. Notes. [Rev.] When a publication has a date of release or transmittal in a prominent position, include it in the bibliographic description. Typically these special dates consist of month or month and day as well as year and appear on the title page or cover. If the date is in a phrase that is being recorded as an edition statement, so record it. If an edition statement is not appropriate, quote the date in a note, including with it any associated words.

"May 1979."

"May 1, 1979."

"Issued May 1979."

Note that a date of release or transmittal is not a publication date. If the publication lacks a copyright date or a date of manufacture (cf. LCRI 1.4F6), the publication date may be inferred from the date of release or transmittal. Then, give the inference in brackets in the publication, etc., area and follow the above instructions for the date of release or transmittal.

In case of doubt as to the character of a date, treat it as a date of release of transmittal.

2.7B18. Contents. [Rev.]. For books, give some type of contents note (unless there is a large number, generally more than 12) of items contained

1) when required by specific rules (e.g., 1.1G1, 2.1B2, 2.1.7B);

2) when necessary to justify an added entry for an item not mentioned in the body of the entry;

3) when the publication is in two or more volumes and each volume has a title of its own (apply a liberal interpretation to the word "title" in this context such that it includes a broader application rather than one confined solely to those statements on title pages that are one-for-one titles of distinct "works" within the item; ignore titles that consist only of letters or numbers unless the numbers represent time);

4) when the cataloger has created a single bibliographic record that covers a number of ephemeral publications (note that the general limitation mentioned above on number of items to be cited does not apply here);

5) when a one volume publication is either a collection or a work produced under editorial direction (unless the title and statement of responsibility area adequately covers the contents of the item; in case of doubt, give a contents note);

6) when the publication contains items of particular importance that need stressing; some of the most typical cases encountered in the past that should be routinely considered as being important to this degree are

- a) summaries in languages other than that of the text;
- b) bibliographies and bibliographic references, discographies, filmographies, and indexes (except for those bibliographies, etc., that are obviously of little value);
- c) appendices, provided they contain important matter;
- d) volumes separating text from plates, text from maps, text from commentary, etc.

(Note: Categories a)-d) above do not constitute a comprehensive list; they are merely illustrative of what is meant by category 6, representing the relatively clear-cut cases that appear with great regularity. More unusual situations, when they arise, should be evaluated without prejudice, particularly when it is a question of providing access to material not implied by the rest of the description.)

A contents note may be formal or informal. Use an informal contents note when specifying selected parts of an item (generally no more than three) and for summaries in languages other than that of the text, for bibliographies, discographies, filmographies, indexes, bibliographic references, and for appendices. Use judgment in selecting a title, or inventing one, when transcribing an informal contents note. When quoting title statements from the publication, generally include the statement of responsibility but not other title information and enclose the transcription within quotation marks. Give pagination or foliation unless the texts are scattered through the publication. (Record an unnumbered page or leaf within brackets.)

"Life cycle of the liver fluke": leaves 75-89.

"Types of prayer wheels found in south central Tibet, by Mei Lin": p. [310]-[375]

Tables showing family relationships (Ogden, Reese, and Jordan): p. 120-[125]

Includes biographical sketches of each satellite governor.

For the types of contents notes shown in the following examples, generally prefer a standardized construct, rather than a quotation from the book:

Discography (or Bibliography, or Filmography):
p. [310]-[375]

Summary in French and German.

Includes index.

but "List of films showing her at ages 3-12": leaf 75.

Generally, separate informal notes may be combined unless pagination needs to be expressed for each.

Includes bibliographies and index.

When specifying items not covered by the instructions on the informal contents note, use a formal contents note. Transcribe a formal contents note as follows:

1) begin the note with "Contents" or "Partial contents" (without quotation marks), followed by a colon-space;

2) generally, record the title proper that appears in the table of contents, unless another source gives a more authoritative account of the data; however, if the title appears on the title page, normally use the title page title; give other title information only when the title proper would be meaningless without it;

3) include a first statement of responsibility (cf. 1.1F) if it differs in fact from the statement included in the body of the entry; omit names according to 1.1F5;

4) omit introductions already included in the body of the entry; generally omit prefatory and similar matter;

5) for publications in one volume

a) omit chapter and section numbering;

b) if the extent of the part being listed occupies a disproportionately large portion of the publication, include the extent within parentheses after the title (or after the title and statement of responsibility); record an unnumbered page or leaf within brackets;

c) separate the items with a space-dash-space;

6) for publications in two or more volumes

a) give the volume designation that is found on the item, except use Appendix B abbreviations for the terms and substitute arabic numerals for roman; if there is no abbreviation for the term, give only the number if the term is long; if the roman numeral is required for clarity, retain it; separate the volume designation from the title by a period-space;

b) if the number of physical volumes differs from the number of bibliographic volumes, include the number of physical volumes within parentheses after the title (or after the title and statement of responsibility);

c) if the volumes are of different editions (cf. LCRI 2.2), include within parentheses edition statements and dates of publication, etc., after the title (or after the title and statement of responsibility);

d) separate each volume with a space-dash-space; if the set is incomplete, put the space-dash-space before each title (other than the first) that is being recorded and leave four spaces for the missing volume; if two or more titles are being transcribed for one volume, apply the punctuation conventions from 1.1G2 such that the titles by the

same person, body, etc., are separated by a space-semicolon-space and titles by different persons, bodies, etc., are separated by a period-space.

When some of the volumes in a multipart publication have their own titles and some of the volumes do not, and it has been decided to make a formal contents note, use the statement "[without special title]" to represent the untitled volumes.

Bibliography Note

Apply the following for noting the presence of bibliographies or bibliographical references in the note area:

1) If a publication contains a bibliography, that is, a list of citations or works arranged according to a systematic principle (e.g., alphabetical, chronological) or if the publication contains a bibliographic essay, use the term "Bibliography" (without quotation marks), followed by its pagination or foliation. (Record an unnumbered page or leaf within brackets.) However, quote the title as found on the publication if it is necessary to show the scope of the bibliography or if a statement of responsibility is needed. Make no distinction between a list of works consulted by the author in the preparation of the work and a list of works recommended for further reading.

Bibliography: p. [859]-[910]
"List of works by William Hull": p. 242.

2) If the publication contains more than one bibliography as defined in a) above, use the following note:

Includes bibliographies.

However, if there are bibliographies at the ends of chapters or sections in addition to a bibliography at the end of the publication (or elsewhere) that can be noted according to the provisions of a) above, ignore the scattered bibliographies.

3) If a publication lacks a bibliography in the sense used in 1) above, but contains bibliographic citations either in the form of true footnotes or in citations, notes, etc., assembled at the ends of chapters or sections, or at the end of the publication, use the following note for all conditions described in this paragraph:

Includes bibliographical references.

However, if there are bibliographic citations in addition to a bibliography, ignore the bibliographic citations. (Under no circumstances attempt to discover if there are works mentioned in the bibliographic citations that are not mentioned in the bibliography.)

21.28B. General rule. [New]. Excerpts from Serials

If the item is a collection of excerpts from a serial, generally make a related work added entry for the serial only if the serial is mentioned in the chief source of information and all the items in the collection would not be entered under the same heading. If two or more serials are mentioned, make an added entry only for the latest if the titles represent a succession of changes (cf. 21.2C, 21.3B). If the titles represent different serials, make added entries for each if there are no more than three. If four or more different serials are mentioned, generally do not make an added entry for any of them.

Indexes

On the bibliographic record for a separately cataloged index to a particular work, do not make a related work added entry for the work being indexed. Instead, access to the work being indexed will be provided through a subject heading that consists of the heading for the work followed by the subdivision —Indexes.

22.17A6-22.17A7. [New]. Rules 22.17A6 and 22.17A7, although placed among the rules for additions to headings, actually contain the intent of AACR 2 that the cataloger should follow when selecting the entry element for royal persons: enter them all directly under the first element whether this is forename or surname—with the exceptions provided for by 22.17A7.

Francesco II Gonzaga, Marquis of Mantua

Rákóczi Ferenc II, Prince of Transylvania

not Rákóczi, Ferenc II, Prince of Transylvania

24.3A. Language. [Rev.]. Do not apply the alternative rule found in footnote 8 to rule 24.3A.

If the name of a corporate body appears in different languages in formal presentations in the chief sources of the body's own items, apply the following:

- 1) If one of these is in the official language of the body, use it.
- 2) If the body has two or more official languages, one of which is English, use the English form.
- 3) If the body has two or more official languages, none of which is English, use the form in the language predominantly used in items issued by the body.
- 4) If the official language of the body is not known, use the form in the official language of the country in which the body is located if the country has a single official language.
- 5) If categories 1-4 are not applicable, use the English, French, German, Spanish, or Russian form, in this order of preference. If none of these apply, use the form in the language that comes first in English alphabetic order.

If the body is an international one and its name appears in English in formal presentations in the chief sources of its own items, use the English form (24.3B). If there is no English form, apply the above provisions.

For countries that have only one official language, follow the above provisions in constructing headings for non-government bodies and government bodies that are entered under their own names. For government bodies entered under the name of the jurisdiction, construct the heading in the official language of the country whenever possible. This means taking the name from reference sources when it does not appear in the body's own publications. If the form in the official language is not found, establish the heading according to the above provisions and mark it "provisional." Change the heading to the official language when that is known.

24.3E. Governments. [New]. When it is known that a name or phrase represents a body exercising all the powers (or group of powers) of the government, apply the first sentence of footnote 10 and establish only the heading for the government.

source: The Executive Branch of the United States Government

heading: **United States.**

but source: Herausgegeben von der Bundesregierung

heading: **Germany (West). Bundesregierung.**

If this fact cannot be known or confidently assumed

- a) establish the name as one of the agencies of the government if the name sounds like an agency name of that government
- b) establish only the heading for the government if the name does not sound like an agency name of the government.

24.13, type 2. [Rev.]. Note that bodies called by terms other than "committee" and "commission" come under this type (cf. fourth example). Some other words are

English

administration
administrative ... (e.g., administrative office)
advisory ... (e.g., advisory panel)
agency
authority
board
bureau
... group (e.g., work group)
office
panel
secretariat
service
task force
working party

French

administration
agence
bureau
cabinet
comité
commission
délégation
direction
groupe de ...
inspection
office
secrétariat
service

Spanish

administración
agencia
asesoría
comisión

comité
delegación
diputación
dirección
gabinete
grupo de ...
jefatura
junta
oficina
secretaría
secretariado
servicio
superintendencia

Conversely, some commonly used words that have been rejected as falling into type 2 are

council
project
program

For the type's second criterion, "providing the name of the higher body is required for the identification of the subordinate body," use judgment.

24.13, type 5. [Rev.]. Entire Name

Understand "entire name" to be the name that was selected for use in the heading for the parent body (higher or related body), not necessarily the catalog-entry form of the parent body's heading. For example, disregard cataloger's additions to the parent body's name or the fact that the parent body may be entered subordinately. Note, however, that if the heading for the parent body includes a term indicating incorporation, etc. (24.5C1), the form with the term must also appear in the name of the subordinate body for type 5 to be applicable.

name of subordinate body: Friends of Wells Cathedral
heading for parent body: Wells Cathedral
heading for subordinate body: Wells Cathedral. Friends.

name of subordinate body: Northwestern University School of Law

heading for parent body: Northwestern University (Evanston, Ill.)

heading for subordinate body: Northwestern University (Evanston, Ill.) School of Law

but name of subordinate body: 9th Workshop Conference Hoechst
heading for parent body: Hoechst A.G.
heading for subordinate body: Workshop Conference Hoechst
(9th : 1980 : Ising, Germany)
not Hoechst A.G. Workshop Conference (9th : 1980 : Ising, Germany)

Exceptions: Treat as falling under type 5 a name that fits one of the following categories:

a) the subordinate body's name contains the entire name of a directly entered U.S. government body except that one body uses "United States" and the other body uses "U.S.";

b) the subordinate body's name contains the entire name of its parent body except that the form for the parent body in the subordinate body's name is in another language.

name of subordinate body: South Carolina Advisory Committee to the U.S. Commission on Civil Rights

heading for parent body: **United States Commission on Civil Rights.**

heading for subordinate body: **United States Commission on Civil Rights. South Carolina Advisory Committee.**

name of subordinate body: 10th International Symposium of the Princess Takamatsu Cancer Research Fund

heading for parent body: **Takamatsu no Miya Hi Gan Kenkyu Kikin.**

heading for subordinate body: **Takamatsu no Miya Hi Gan Kenkyu Kikin. International Symposium (10th : 1979 : Tokyo, Japan)**

References

Routinely make a reference from the entire name of a body entered under type 5 unless the name belong to 24.13, type 1.

American Legion. Auxiliary.

x American Legion Auxiliary

Auburn University. Agricultural Experiment Station.

x Agricultural Experiment Station of Auburn University

Exclusions from Type 5

Type 5 is not applicable to a name that falls into one of the following categories:

1) the subordinate body's name contains the entire name of the parent body except that the name of the subordinate body contains an element of location;

2) the name of a U.S. state university that contains the name of the statewide system;

3) the name of a local church that contains the name of the denomination to which it is related.

name: Camden Friends of the Earth

heading: **Camden Friends of the Earth.**

not Friends of the Earth. Camden Friends of the Earth.

name: University of Nebraska Medical Center

heading: **University of Nebraska Medical Center.**

not University of Nebraska (Central administration). Medical Center.

name: St. John's Episcopal Church

heading: **St. John's Episcopal Church. (Knoxville, Tenn.)**

not Episcopal Church. St. John's (Knoxville, Tenn.)

Named Meetings

If a named meeting (cf. LCRI 21.1B1) contains the entire name of a corporate body (as defined above), enter the meeting subordinately to the heading for the body if the name contains, in addition to the name of the body, no more than a generic term for the meeting, or no more than a generic term plus one or more of the following elements: the venue of the meeting; number, date, or other sequencing element.

name: Annual Conference of the American Academy of Advertising

heading: **American Academy of Advertising. Conference** (22nd : 1980 : University of Missouri—Columbia)

name: First Constitutional Convention of the Congress of Industrial Organizations

heading: **Congress of Industrial Organizations (U.S.). Constitutional Convention** (1st : 1938 : Pittsburgh, Pa.)

name: 5th Annual Conference of the Nigerian Political Science Association

heading: **Nigerian Political Science Association. Conference** (5th : 1978 : University of Ife)

name: Human Factors Society 1979 Annual Meeting

heading: **Human Factors Society (U.S.). Meeting** (1979 : Boston, Mass.)

In all other cases, enter the named meeting directly under its own name.

name: **Miami University Conference on Sentence Combining and the Teaching of Writing**

heading: Miami University Conference on Sentence Combining and the Teaching of Writing (1978)

not Miami University. Conference on Sentence Combining and the Teaching of Writing (1978)

name: Unesco International Chemistry Conference

heading: **Unesco International Chemistry Conference** (1978 : Perth, W.A.)

not Unesco. International Chemistry Conference (1978 : Perth, W.A.)

24.18. Government agencies entered subordinately. [Rev.]. When the body being entered subordinately contains the name or part of the name of a higher body as an element of its own name, routinely omit this element whenever the particular higher body's name is retained in the hierarchy shown in the heading.

name: Senate Committee on Natural Resources and Wildlife [of the California Legislature]

heading: **California. Legislature. Senate. Committee on Natural Resources and Wildlife.**

If the name of a government agency lacks a term indicating that it is a corporate body, enter it subordinately unless the name contains the name of the government or an understandable surrogate.

name: Naval Oceanography and Meteorology

heading: **United States. Naval Oceanography and Meteorology**

name: Landesvermessung
heading: Lower Saxony (Germany). Landesvermessung

There is no counterpart to rule 24.13, type 5, under 24.18. Therefore, even if the name of a subordinate government agency contains the entire name of its parent body (i.e., the name of the parent body in the form on which the heading of the parent body is based), and the parent body is entered subordinately to the heading for the government, nevertheless enter the subordinate agency directly under its own name unless the name meets one of the following conditions:

- 1) the name of the subordinate agency itself fits one of the types under 24.18;
- 2) the name of its parent body occurs at the beginning of the subordinate agency's name and the first word is a 24.18, type 1, term. (Note: If the name meets this condition, do not omit any hierarchy from the heading for the subordinate agency.)

name: Veterans Administration Dental Education Center
(The name does not meet either of the two conditions)

heading: Veterans Administration Dental Education Center
(U.S.)

name: Senate Committee on Natural Resources and Wildlife
(The name fits 24.18, type 5)

heading: California. Legislature. Senate. Committee on
Natural Resources and Wildlife.

name: Department of Health and Social Security Library
(The parent body's name occurs at the beginning and the first word is a type 1 term)

heading: Great Britain. Dept. of Health and Social Security.
Library.

24.18, type 2. [Rev.]. Test a name against this type only if it contains "a word that normally implies administrative subordination." Whether or not a word has such an implication depends on whether it is used commonly in a particular jurisdiction as part of the names of government subdivisions. Use judgment; if in doubt, consider that the word in question does not have such an implication.

For names of government bodies whose official language is English, French, or Spanish, we shall attempt a higher degree of uniformity by making a list of words used within these entities that normally imply administrative subordination. In addition to "committee" and "commission" (cf. the rule), here are some other words:

English

administration
administrative ... (e.g., administrative office)
advisory ... (e.g., advisory panel)
agency
authority
board
bureau
... group (e.g., work group)
office
panel

secretariat
service
task force
working party

French

administration
agence
bureau
cabinet
comité
commission
délégation
direction
groupe de ...
inspection
office
secrétariat
service

Spanish

administración
agencia
asesoría
comisión
comité
delegación
diputación
dirección
gabinete
grupo de ...
jefatura
junta
oficina
secretaría
secretariado
servicio
superintendencia

Conversely, here are some commonly used words which have been rejected as falling into type 2:

council
project
program

If the name passes the test described above, then evaluate it in terms of the second criterion in type 2: "providing the name of the government is required for the identification of the agency." Apply this criterion in the following way: If the name of the government is stated explicitly or implied in the wording of the name, enter it independently; in all other cases, enter the name subordinately. (Note: In applying the single criterion of "name of government ... stated explicitly or implied," note the following special decision: "England," "Scotland," "Wales" imply "Great Britain.") Apply this interpretation to the names of agencies at any level of government. (If variant forms in the body's usage create doubt about whether or not the name includes the name of the government (as defined above), do not consider the name of the government as part of the name of the body.)

If according to type 2 and this interpretation the body is entered under its own name, add the name of the government as a qualifier unless this name or an understandable surrogate is already present in the body's name (cf. 24.4C).

24.23. Courts. [New]. . In the absence of a rule for formulating headings for the prosecuting attorneys of jurisdictions, apply the principle of a conventionalized heading used in 24.23 for the heading for the court with which the attorneys are closely associated.

1) Enter under the heading for the appropriate jurisdiction. Note that in the states of the United States prosecuting attorneys are agents of the states as a whole, not agents of a particular county as a publication may suggest.

2) Use a conventional name for the office, e.g., "Attorney," "District Attorney."

3) Add as a parenthetical qualifier the name of the particular area served.

United States. Attorney (District of Columbia)
United States. Attorney (Illinois : Northern District)
New Mexico. District Attorney (2nd Judicial District)
Wisconsin. District Attorney (Milwaukee County)

25.8. Complete works. [New]. Composers and Writers

If a person has written both musical and literary works, apply the following:

1) If the person is primarily a composer, use the uniform title "Works"

a) for editions containing the complete musical and literary works;

b) for editions containing the complete musical works.

(For collections of the literary works alone, use the uniform title "Literary works" or "Literary works. Selections" (cf. LCRI 25.10)).

2) If the person is primarily a writer, use the uniform title "Works"

a) for editions containing the complete literary and musical works;

b) for editions containing the complete literary works.

(For collections of the musical works alone, use the uniform title "Musical works" or "Musical works. Selections" (cf. LCRI 25.10)).

25.10. Works in a single form. [Rev.]. For collections covered by 25.10, use a collective uniform title only in the following situations:

- 1) the title proper of the collection is indistinctive;
- 2) the collection lacks a collective title proper (1.1G).

Faulkner, William, 1897-1962.
[Short stories. Selections]
Uncollected stories of William Faulkner

James, Henry, 1843-1916.
[Short stories. Selections]
The author of Beltgraffio ; Pandora : Georginna's reasons ; The path of duty ; Four meetings

In all other cases of a collection of works in a single form, treat the item as though it were a single work. (This means disregarding the wording of the other title information, parallel title, etc., that indicates that the item is a collection and ignoring the fact that the title proper may be identical to the title of one of the works in the collection.)

Squire, John Collinse, Sir, 1884-1958.
The birds and other poems

Wilde, Oscar, 1854-1900.
Birthday of the infanta and other tales

For collections containing works in translation, use the uniform title of the collection in the original language if there is explicit evidence that the translated collection existed in the original and the collection in the original language does not bear a collective uniform title. If the collection of translated works does not exist in the original or if the original collection bears a collective uniform title, use a collective uniform title.

Note: Apply these directives for collections of works in a single form also to partial collections of works by an author who writes in only one form (25.9).

Composers and Writers

If a person has written both musical and literary works, apply the following:

1) If the person is primarily a composer, use the uniform title "Literary works" for editions containing the complete literary works and "Literary works. Selections" for partial collections of the literary works. (For collections containing the complete musical and literary works, apply 25.8.)

2) If the person is primarily a writer, use the uniform title "Musical works" for editions containing the complete musical works and "Musical works. Selections" for partial collections of the musical works. (For collections containing the complete literary and musical works, apply 25.8.)

26.3A7. Different forms of heading. [Rev.]

References from Location

Make a reference from the place in which the following bodies are located:

1) a local religious institution (i.e., a church, cathedral, etc.; cf. 24.3G, 24.10);

2) a U.S. chamber of commerce.

Make the reference only from the name used in the heading. (However, if the body's name contains the name of the place, see below.)

All Saints' Church (Banstead, Surrey)

x Banstead (Surrey). All Saints' Church

Duomo di Verona.

x Verona (Italy). Duomo

Chamber of Commerce of Northwest Connecticut.

x Torrington (Conn.). Chamber of Commerce of Northwest Connecticut

References From Jurisdiction

If a government body is entered independently, make a reference from its name as a subheading of the government (cf. 24.17). Make the reference only from the name used in the heading. (However, if the body's name contains the name of the government, see below.)

National Institutes of Health (U.S.)

x United States. National Institutes of Health

Victoria and Albert Museum.

x Great Britain. Victoria and Albert Museum

University of Wisconsin—Milwaukee

x Wisconsin. University—Milwaukee

Universität Heidelberg.

x Baden-Württemberg (Germany). Universität Heidelberg

Natural History Museum of Los Angeles County

x Los Angeles County (Calif.). Natural History Museum

Walters Art Gallery.

x Baltimore (Md.). Walters Art Gallery

Roosevelt Junior High School (Eugene, Or.)

x Eugene (Or.). Roosevelt Junior High School

Bodies Containing Geographic Names

If the heading for a local religious institution (i.e., a church, cathedral, etc.), or a U.S. chamber of commerce, or a directly entered government body begins with the noun form of a geographic name (including associated terms like "Greater," "Area," "Metropolitan"), and a reference from a place or a government with the same name is required by either of the two provisions above, make the following references:

- 1) from the geographic name followed by the entire name of the body;
- 2) from the geographic name followed by the name of the body omitting the geographic name.

Warrenton United Methodist Church.

x Warrenton (Va.). Warrenton United Methodist Church

x Warrenton (Va.). United Methodist Church

Winchester Cathedral.

x Winchester (Hampshire). Winchester Cathedral

x Winchester (Hampshire). Cathedral

Eagle Lake Chamber of Commerce.

- x Eagle Lake (Fla.). Eagle Lake Chamber of Commerce
- x Eagle Lake (Fla.). Chamber of Commerce

Greater Golden Area Chamber of Commerce.

- x Golden (Colo.). Greater Golden Area Chamber of Commerce
- x Golden (Colo.). Chamber of Commerce

Lincoln-Belmont-Ashland Chamber of Commerce.

- x Lincoln (Ill.). Lincoln-Belmont-Ashland Chamber of Commerce
- x Lincoln (Ill.). Chamber of Commerce
- x Belmont (Ill.). Lincoln-Belmont-Ashland Chamber of Commerce
- x Belmont (Ill.). Chamber of Commerce
- x Ashland (Ill.). Lincoln-Belmont-Ashland Chamber of Commerce
- x Ashland (Ill.). Chamber of Commerce

Muleshoe Junior High School.

- x Muleshoe (Tex.). Muleshoe Junior High School
- x Muleshoe (Tex.). Junior High School

Baltimore Redevelopment Corporation.

- x Baltimore (Md.). Baltimore Redevelopment Corporation
- x Baltimore (Md.). Redevelopment Corporation

Wyandotte County Museum.

- x Wyandotte County (Kan.). Wyandotte County Museum
- x Wyandotte County (Kan.). Museum

Indiana University, Bloomington.

- x Indiana. Indiana University, Bloomington
- x Indiana. University, Bloomington

United States Employment Service.

- x United States. United States Employment Service
- x United States. Employment Service

Appendix A.31. Hyphenated Compounds. [New]. If the rules require the capitalization of a hyphenated compound that begins with "Anti-," "Inter-," "Trans-," etc., apply A.31B and lowercase the second element (unless some other rules require its capitalization).

Anti-slavery
Inter-agency
Trans-national

but Anti-Communist
Inter-American
Trans-Pacific

Appendix A.34. Capitalization of romanized headings and titles. [Rev.]. For Hebrew, always lowercase the initial letter of the article when it is romanized.

Appendix C.4C. [New]. Apply C.4C to Chinese, Japanese, and Korean languages whenever a vernacular numeral represents a typographic variant of an arabic numeral or constitutes a numerical concept that is symbolized by an arabic number.

1) Consider that C.4C cannot apply to the following terms:

零, 壹, 貳, 參, 肆, 伍, 陸, 柒, 捌, 玖, 拾, 一, 二, 三, 四, 五, 六, 七, 八, 九, 十, 十一, 十二, 二十, 三十, 百, 百一, 百二十, 千, 萬, 億, 廿, 卅, 卅

2) Convert the following to arabic numerals when they represent true numbers; otherwise romanize them as a word:

一	一	二	五	一	一	一九	五		
〇	一	一	一	〇	一	一	〇	〇	〇
↓	↓	↓	↓	↓	↓	↓	↓	↓	〇, 〇, etc.
10	11	21	51	100	101	1918	5000	10	20

三八婦女節	⇒	san pa fu nu chieh	七七事變	⇒	ch'í ch'í shih pien	but	二二六事件	⇒	niniroku jiken
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Note: For numerals from one to nine that have no equivalent arabic form, follow 1) above, except those used for dates.

一九八一年七月十二日

1981 nien 7 yüeh 12 jih
1981-nen 7-gatsu 12-nichi
1981-yŏn 7-wŏl 12-il

3) Retain arabic numerals as they appear in corporate names or titles.

20 世紀

20 shih chi
20-seiki
20-segi

1981 年

1981 nien
1981-nen
1981-yŏn

4a) Apply C.4C to Chinese and Korean ordinal numbers that belong to a sequence.

第一機械工業部

Ti 1 chi chieh kung yeh pu

第二機械工業部

Ti 2 chi chieh kung yeh pu

第一附屬醫院

Ti 1 fu shu i yüan

第二附属医院 Ti 2 fu shu i yüan

北京市第四建筑工程公司 Pei-ching shih ti 4 chien chu kung ch'eng kung
ssu

北京市第五建筑工程公司 Pei-ching shih ti 5 chien chu kung ch'eng kung
ssu

北京市第六建筑工程公司 Pei-ching shih ti 6 chien chu kung ch'eng kung
ssu

but

台灣第一銀行

T'ai-wan ti i yin hang

第六感

ti liu kan

第三喜

ti san hsi

4b) Apply C.4C to Japanese ordinal numbers used in headings for divisions or sections of corporate bodies or divisions or branches of armed forces. (For ordinal numbers in titles, follow 1)-3) above.)

大蔵省主税局税制第一課 Japan. Ōkurashō. Shuzeikyoku. Zeisei Dai
2-ka.

陸軍第一師団 Japan. Rikugun. Shidan, Dai 1.

but

第一師団レ行戦記 Daiichi Shidan Reite Senki

CONSOLIDATED RULE INTERPRETATIONS

Those libraries interested in the decisions by national library agencies on the options, alternatives, and rule interpretations that govern these agencies' cataloging may be interested in AACR 2 Decisions and Rule Interpretations compiled by C. Donald Cooke. The loose-leaf publication, which enables the user to interfile the decisions with a copy of AACR 2, includes a basic volume covering decisions and rule interpretations through April 1980 and an update through December 1981 currently in press. Copies are available at \$27.50 Canadian each from the Canadian Library Association, 151 Sparks St., Ottawa, Ontario K1P 5E3.

COMPATIBLE HEADINGS

When libraries in the United States were planning for the adoption of AACR 2, administrators with very large existing catalogs expressed their concern for the expense involved in adopting a new code of cataloging rules. In response to this concern, the Library of Congress developed a policy whereby certain categories of existing headings, called "compatible" headings because of their similarity to AACR 2 forms, would continue unchanged—as a means of lessening the expense foreseen. However, now that the initial impact of adopting AACR 2 is over, it seems counterproductive to continue the policy of "compatible" headings, since deciding on such headings has to be done according to a complex set of interpretative guidelines. This assessment of the situation is reflected in comments received from practically all the libraries that responded to the Library's request for views. Thus, the Library of Congress will cease the "compatible" policy on September 1, 1982.

The change should be understood as follows:

1) All pre-1981 headings coded as compatible up to September 1, 1982, will remain in that form; they will not be converted to the AACR 2 form.

2) No pre-1981 headings not previously coded that require use after August 1982 will be designated as compatible except

- a) any new corporate headings created subordinately to parent or related headings already designated as compatible will also be treated as compatible;
- b) any new uniform title created under a name heading already designated as compatible will also be treated as compatible.

3) One of the categories of headings designated as compatible was represented by personal name headings containing a title such as Sir or Mrs. moved from the position before the first forename to the position after the forenames. All those designated as compatible through August 1982 will remain so designated. Any new headings or any existing headings not previously categorized, however, from September 1, 1981, will continue to show the transfer of the title to the end of the forename string but will be designated as AACR 2.

UPDATES OF NAME AUTHORITY RECORDS WHEN CIP BOOKS RECEIVED

In Cataloging Service Bulletin, no. 16, Spring 1982, attention was called to the process by which a CIP record is updated to reflect the published book, rather than the data originally supplied by the publisher. The same process also applies to name authority records. For example, if the publisher supplies one form of an author's name for the CIP data and the printed book shows another form, the name authority record is updated accordingly.

CIP DATA INDICATED AS AACR 1 or AACR 2

As the implementation of AACR 2 approached, the Library began to indicate as part of the CIP data submitted to the publisher under which edition of AACR the record was created. This data appeared in the published items. The Library has now ceased indicating AACR 2 on data submitted to publishers since all 1982 imprints follow those rules.

SHARED CATALOGING PROGRAM

The program to create catalog records based on bibliographic descriptions appearing in national bibliographies and called "shared cataloging" was instituted in 1966 when the Shared Cataloging Division was formed. This division receives and catalogs publications from foreign countries under the National Program for Acquisitions and Cataloging (NPAC). The basis for its operation has been changed, however. Although it handles the same receipts as before, it creates fully original bibliographic descriptions, no longer basing this on the national bibliography listing. This interim change in policy was necessitated by the growing requirements of the automated system, the need to conform more closely to AACR 2, and especially the drastically reduced number of national bibliography listings available at the time of cataloging (only approximately 20%).

The implications of this policy change for libraries using LC records are

1) records for NPAC acquisitions are fully AACR 2, instead of AACR 2 as modified in some way by a national bibliography practice.

2) The bibliography legends and the *** designation (MARC 015 field) will no longer appear on these records.

The Library hopes to return to basing bibliographic description on that prepared in the country of origin when tapes received from these countries can be loaded into the Library's automated system.

FRENCH BOOK PRICES

Cataloging Service Bulletin, no. 6, Fall 1979, noted a new French law that forbade publishers from printing retail prices in their books, with an added note that consequently any price appearing on records for French books would be dealers' prices, not necessarily the price charged otherwise. The 1979 law was abrogated by Loi no 81-766 du 10 août 1981 relative au prix du livre, effective January 1, 1982. LC records will again reflect the prices charged generally for the books.

WORDS INDICATING BOTH "EDITION" AND "PRINTING"

The Library of Congress has received over the years a number of inquiries about how to identify an edition statement for purposes of rules 1.2, 2.2, etc., and thereby distinguish such statements from statements of printing. Not all languages present the problem, of course. For example, English ordinarily does not use the word "edition" when "impression" is meant. In other languages (e.g., Spanish, Hungarian, Sindhi) commonly a single word is used for both "edition" and "impression." In these cases, the cataloger must make the distinction the language does not, and this is a matter of cataloger's experience and judgment, rather than rule application. For example, experienced Spanish catalogers seem to agree on the following two points:

1) When the "edition" statement appears only in conjunction with printing information, such as the date of impression, the name of the printer, or the number of copies printed, it is probably a printing statement, not an edition statement. Examples of this are:

"Primera edición—2000 ejemplares." [Verso of title page]

"Esta de edición de 1.000 ejemplares se termino de imprimir el día 20 marzo de 1974 en los Talleres Gráficas Lumen, S.A." [Colophon]

2) A case in which successive "editions" appear within a short time and without apparent changes of collation, etc., suggests that the word "edition" is being used to identify printings, rather than editions.

REPRODUCTION OF MAPS

Microform reproductions of cartographic material are covered by the Library of Congress policy for AACR 2 (cf. Cataloging Service Bulletin, no. 14, p. 56-58). The Library of Congress has also received questions about macroform reproductions of this material and has made the following statement in response:

As with book material, when cataloging maps in macroform the primary distinction is between single copies and editions published or distributed in multiple copies. As with books, photography is not much of a guide, since photographic processes are used both for single copies and editions.

Note that items printed from photography are generally treated as an edition and the decision to record the publisher, distributor, etc., of the item in the publication, distribution, etc., is almost automatic.

Reproduction by means of direct photography (glossy photos, blueprints, etc.) is generally indicative of single copies and LC recommends that when there is no explicit or implicit evidence of publication in cases of direct photography that the decision be made in favor of treatment as single copies, with the original publisher, distributor, etc., recorded in the publication, distribution, etc., area. The preceding is necessarily a general policy in view of certain special cases in which maps produced from direct photography without any conventional printing are nonetheless produced and distributed as editions in multiple copies. This happens for maps produced by city engineers from a master; historical material such as Civil War "sun prints;" or even glossy photos when there is evidence that they have been produced in enough multiple copies to make public distribution possible.

AMHARIC ROMANIZATION

The following corrections should be made to the Amharic romanization table that appeared in Cataloging Service, bulletin 118:

4th order

አ 'ā

Special initial: ኧ ḫ

SUBJECT HEADINGS

DYNASTIES, ROYAL HOUSES, ETC.

Background. In subject heading practice two types of headings have been used for works discussing named dynasties and royal houses:

[name] dynasty
[name], House of

The terminology used in reference sources usually determines which of the two types of headings to use. The heading **[name] dynasty** is generally used for non-European royal houses; **[name], House of** for European royal houses. The heading **[name], House of** is used for an individual royal house, i.e., a ruling family of a monarchy. Works that discuss several royal houses of a region or country are assigned the free-floating subdivision **—Kings and rulers** under the region or country.

Individual aristocratic or noble families are established as **[name] family**, e.g., **Malatesta family, Tokugawa family**. For guidelines concerning establishing family names, see Cataloging Service, bulletin 123, p. 12-13.

In some instances, named dynasties and royal houses are also used as period subdivisions, e.g., **China—History—Han dynasty, 202 B.C.—220 A.D.; France—History—House of Valois, 1328—1589**. Since headings of this type emphasize a specific historical period rather than an individual dynasty or royal house, the instructions below do not pertain to period subdivisions consisting of named dynasties or royal houses.

Procedures

1. [name] dynasty

a) Establish named dynasties as direct phrase headings consisting of the adjectival form of the name of the dynasty and the English word **dynasty**. Do not use the vernacular equivalent of the word **dynasty**. Add, whenever possible, the span of years of a particular dynasty.

b) Referenes. In addition to appropriate see references, always make a see also reference from appropriate **[country]—History—[period subdivision]** headings.

Gupta dynasty

xx India—History—324 B.C.—1000 A.D.

Achaemenid dynasty, 559—330 B.C.

x Achaemenians

Achaemenidae

Achaemenids

Hakhamanishiya

xx Iran—History—To 640

2. [name], House of

a) Establish individual royal houses as inverted phrase headings consisting of the name of the royal house and the English phrase **House of**. Do not use the vernacular equivalent of the phrase **House of**.

For works that discuss the members of the ruling family of a monarchy, use either the appropriate **[name], House of** heading or **[name of ruler]—Family**, if the work discusses solely the immediate family of a particular ruler. Do not use the subdivision **—Royal family**. However, **Japan—Royal family** is an authorized exception.

For works that discuss specific types of royalty of a country, use free-floating subdivisions such as **—Kings and rulers, —Queens, —Princes and princesses**, etc., under the country.

Note: For emperors of a country, use **—Kings and rulers** under the country. However **Japan—Emperors** is an authorized exception.

For works that discuss persons or offices associated with a royal household, use the free-floating subdivision **—Royal household** under countries. Do not use **—Biography** after **[name]**, **House of** headings.

b) References

1) See references. Make appropriate see references. However, do not make a see reference from the name of the royal house in straight form.

2) See also references. Always make a see also reference from **[country of origin]**—**Kings and rulers** or **[country most closely identified with royal house]**—**Kings and rulers**. Do not make see also references from **[country]**—**Kings and rulers** to **[name]**, **House of** headings to indicate countries ruled by the particular royal house.

Anjou, House of

- x Angevins
- Angio, House of
- xx Provence (France)—Kings and rulers

Habsburg, House of

- x Hapsburg, House of
- Austria, House of
- xx Austria—Kings and rulers

Saxe-Coburg-Gotha, House of

- x Coburg, House of
- xx Bavaria (Germany)—Kings and rulers

3. Other headings for special types of noble houses: [name], Dukes of; [name], Counts of; [name] Earls of

a) Establish individually named houses of dukes, counts, or earls as inverted phrase headings. Such headings are based on a place name and the appropriate English phrases ... **Dukes of**, ... **Counts of**, or ... **Earls of**. Do not use the vernacular equivalents of the phrases **Dukes of** or **Counts of**.

Although such headings normally include a place name, do not convert the name to an AACR 2 form, e.g., **Devonshire, Dukes of**, not **Devon, Dukes of**; **Spoleto, Dukes of** not **Spoleto (Italy), Dukes of**.

b) References

1) See references. Do not make a see reference from the direct form of the specific noble house.

2) See also references. Always make a see also reference from **[country]**—**Nobility**.

For headings of the type **[name], Dukes of**, also make a see also reference from the heading for the particular local jurisdiction, if appropriate.

Parma, Dukes of

- xx Italy—Nobility
- Parma (Italy)—Nobility

Toulouse, Counts of

- xx France—Nobility

Gloucester, Earls of

- xx England—Nobility

4. Assignment of Headings. When assigning to a work a heading for dynasty, royal house, etc., assign at the same time an additional heading for place with subdivisions designating the special emphasis of the work, e.g., biography, history, etc. This is in accordance with guidelines issued for the treatment of local history materials (see Cataloging Service, bulletin 105, p. 15.

Title: Biographies of the Shah kings of Nepal.

1. Shah dynasty, 1768-
2. Nepal—Kings and rulers—Biography.

Title: Gupta civilization : a study in Indian civilization.

1. Gupta dynasty.
2. India—Civilization—To 1200.

Title: The Romanovs, three centuries of an ill-fated dynasty.

1. Romanov, House of.
2. Soviet Union—Kings and rulers—Biography.

Title: The House of Medici : its rise and fall.

1. Medici, House of.
2. Florence (Italy)—History—1421-1737.
3. Florence (Italy)—Nobility—Biography.

Title: The iconography of the House of Windsor.

1. Windsor, House of—Iconography.
2. Great Britain—Kings and rulers—Iconography.
3. Great Britain—Queens—Iconography.
4. Great Britain—Princes and princesses—Iconography.

Title: Personal events from the lives of the Coburgs of Belgium.

1. Saxe-Coburg-Gotha, House of.
2. Belgium—Kings and rulers—Biography.

However, do not assign an additional heading for place if the extra subject assigned would be too broad in scope to be of value for retrieval purposes. Therefore the additional heading **Europe—Kings and rulers** is not used in the following example:

Title: Saxe-Coburg-Gotha kings of Europe.

1. Saxe-Coburg-Gotha, House of.

If **[name of ruler]—Family** is assigned because a work discusses solely the immediate family of a ruler, always assign the additional heading **[name], House of** as well as the additional headings for place with appropriate subdivisions.

Title: The last of the Romanovs : Czar Nicholas II and the murder of his family.

1. Nicholas II, Emperor of Russia, 1868-1918.
2. Nicholas II, Emperor of Russia, 1868-1918--Family.
3. Romanov, House of.
4. Soviet Union—Kings and rulers—Biography.
5. Soviet Union—History—Nicholas II, 1894-1917.

BERLIN (GERMANY) IN SUBJECT HEADING PRACTICE

1) Assign **Berlin (Germany)** for works on the city of Berlin, without regard to East or West Germany. Do not use the headings **Berlin (Germany : East)** or **Berlin (Germany : West)**.

Berlin (Germany)—History—1914-1945
Berlin (Germany)—Politics and government—1945-

However, use as required headings for corporate bodies located in East or West Berlin.

Berlin (Germany : West). Abgeordnetenhaus.
Berlin (Germany : West). Senat.

2) Areas associated with Berlin. Assign the free-floating heading **Berlin Metropolitan Area (Germany)** or **Berlin Region (Germany)** according to the guidelines for areas associated with cities (see Cataloging Service Bulletin, no. 11, p. 93-94) (Note the recent decision to capitalize the words Area and Region).

3) Indirect subdivision practice. Assign **Berlin (Germany)**, **Berlin Metropolitan Area (Germany)** or **Berlin Region (Germany)** directly after subjects. Do not interpose **Germany (East)** or **Germany (West)**.

Education—Berlin (Germany)
Commuting—Berlin Metropolitan Area (Germany)
Aquatic sports—Berlin Region (Germany)

VATICAN CITY IN SUBJECT HEADING PRACTICE

1) Use the jurisdictional heading **Vatican City** for works discussing the independent papal state of Vatican City, consisting of the Vatican, St. Peter's Basilica, the Vatican Gardens, various buildings, etc. Also included are certain palaces and churches not located within Vatican City but which are under the jurisdiction of Vatican City.

Treat **Vatican City** as a city, assigning as required subdivisions used under names of cities.

Vatican City—Description
Vatican City—Maps, Tourist

Use the corporate heading **Vatican** for works discussing solely the Vatican City residence of the Pope, consisting of various papal palaces, museums, galleries, the Sistine Chapel, the Vatican Library, etc.

Title: Art treasures of the Vatican.

1. Art—Vatican City.
2. Vatican.

2) Indirect subdivision practice. Use **Vatican City** directly after headings coded (**Indirect**).

Art—Vatican City
Mural painting and decoration, Renaissance—Vatican City

Do not consider **Vatican City** a part of Rome or Italy. Do not use the heading **Vatican**, a structure, as a geographic subdivision.

CHINA AND TAIWAN IN SUBJECT HEADING PRACTICE

The following updates the previous article on the same subject that appeared in Cataloging Service, bulletin 110, p. 4.

Background. In descriptive cataloging practice the AACR 2 jurisdictional heading **China** will be used for all the governments that have controlled the mainland of China for all time periods, including the People's Republic of China. With AACR 2 the use of the corporate heading **China (People's Republic, 1949-)** has been discontinued. Thus

in corporate headings, **China** will also designate the People's Republic of China, established in 1949. This is consistent with the Subject Cataloging Division decision announced in the article cited above concerning the assignment of the jurisdictional name.

The corporate heading **China (Republic : 1949-)** will be used by descriptive catalogers to designate the post-1948 Republic of China; the jurisdictional heading **Taiwan** will designate the province of Taiwan that is part of the Republic of China. However, in subject cataloging practice, the jurisdictional heading **Taiwan** will be used for both the post-1948 Republic of China and the island of Taiwan.

Procedures

1) China. Assign the heading **China** for works discussing mainland China or the People's Republic of China, regardless of time period.

If it is necessary to designate a particular historical period, use the appropriate period subdivision. Period subdivisions after 1949 designate the People's Republic of China.

China—History—Yüan dynasty, 1260-1368
China—Description and travel—1976-
Education—China—History—1949-1976
China—Politics and government—1937-1945

2) Taiwan. Assign the heading **Taiwan** for works on the island of **Taiwan**, regardless of time period, and post-1948 Republic of China. Treat **Taiwan** as an independent country, not as a local part of China.

Taiwan—History—1895-1945
Taiwan—Foreign relations—United States
Education—Taiwan

Do not use the corporate heading **China (Republic : 1949-)**. However, for government agencies used as subjects, assign the appropriate corporate headings, even if they make use of **China (Republic : 1949-)**

China (Republic : 1949-). Hsing cheng yüan.
China (Republic : 1949-). Wai chiao pu.

Corporate headings with the heading **Taiwan** designate corporate bodies of the provincial Taiwan government, regardless of time period, e.g., **Taiwan. Min cheng t'ing**.

Do not assign **China** to works issued by the Republic of China if the work deals only with Taiwan. Instead, assign **Taiwan**. For works that make a special effort to describe actual conditions on Taiwan and mainland China, assign the headings **Taiwan** and **China**, as appropriate.

[PLACE] IN ART, IN LITERATURE, ETC.

Background. In 1973, the practice of assigning headings of the type **[name of place]—Description and travel—Views** or **[name of place]—Description—Views** to works consisting of reproductions of art works having a particular place as a theme was discontinued in favor of headings of the type **[name of place] in art** as either form or topical headings. Headings of the type **[name of place] in literature**, **[name of place] in motion pictures**, **[name of place] in the Bible**, etc., are, however, assigned only as topical headings.

Procedures

1) Construction of headings. Formulate headings of this type by adding the phrase **... in art, ... in literature, ... in motion pictures**, etc., to the AACR 2 form of the place name. If the place name has been established in inverted form, insert a comma between the place name and the phrase, e.g., **Africa, North, in literature**.

Note: Only **... in art** and **... in literature** are free-floating phrases. Other phrase headings of the type **[place] in [...]** must be established editorially.

2) [place] in art. Assign headings of this type as form headings to works consisting of reproductions of art works with a specific place as a theme or as topical headings to works that discuss the treatment of a specific place in art.

Title: Manhattan observed : selections of drawings and prints.

1. New York (N.Y.) in art.
2. Manhattan (New York, N.Y.) in art.

Title: Captain Cook's Hawaii as seen by his artists.

1. Cook, James, 1728-1779.
2. Explorers—Great Britain—Biography.
3. Hawaii in art.

Exception: Assign to works that consist of artistic photographs of a place the heading **[place]—Description and travel—Views** or **[place]—Description—Views**, as appropriate.

3) [place] in literature. Assign headings of this type as topical headings to works that discuss the treatment of a specific place in the various literary genres collectively or in any individual literary genre.

Title: The Paris of the novelists.

1. Paris (France) in literature.
2. Fiction—19th century—History and criticism.

4) Other [place] in [...] headings. Assign headings of the type **[place] in motion pictures, [place] in the Bible, [place] in the performing arts**, etc., as topical headings to works that discuss the treatment of the place in motion pictures, the Bible, the performing arts, etc.

Title: Hollywood's Canada : the Americanization of a national image.

1. Canada in motion pictures.
2. Moving-pictures—United States—History.

Title: The Message and the land : a study of allusions to Iran in the text of the Koran.

1. Iran in the Koran.

INDUSTRIES BASED ON PRODUCTS

Background: Subject headings used to designate special kinds of industries based on a product have assumed widely varying forms over the years.

	[product heading] industries
	[product heading] industry
Group I	[product heading] industries and trade
	[product heading] industry and trade
	[product heading] trade
	[product heading] manufacture and trade
Group II	[product heading]—Industry and trade
	[product heading]—Trade and manufacture

To simplify and standardize headings for industries based on products, new industry headings will be established using only the phrase heading [product heading] industry.

Existing industry headings in group I will continue to be valid. However, industry headings in group II are obsolete and will be cancelled from LCSH and replaced by the new appropriate heading.

Scope of Industry Headings Based on Products

The industry heading is used for works that discuss the economic and manufacturing aspects connected with the production and trade of types of commodities or products. The industry heading does not include discussion of the product itself.

For works that discuss the process of moving goods from the producer through the trade channels to the consumer, use the subdivision —Marketing under types of commodities or products. Do not use the subdivision —Marketing under industry headings. For instructions on the subdivision —Marketing, see Cataloging Service Bulletin, no. 16, p. 67.

Procedures

1) Establish headings for industries based on products by adding the word "industry" to the heading for the specific product, whenever possible.

LCSH Product Heading

Industry Heading

Macadamia nut	Macadamia nut industry
Contraceptives	Contraceptives industry
Pollution control equipment	Pollution control equipment industry

a) However, if the resulting heading is awkward and does not conform to common usage, make necessary adjustments. In most cases this will result in adding "industry" to the singular form of the product that has been established in LCSH in the plural form.

LCSH Product Heading

Industry Heading

Automobiles	Automobile industry not Automobiles industry
Cigarettes	Cigarette industry not Cigarettes industry
Cigars	Cigar industry not Cigars industry

b) If the heading for the product is not in LCSH, establish the product heading at the same time.

2) When the product heading is of the type [topic]—Equipment and supplies, construct the heading for the industry by adding the phrase "equipment industry" to the heading for the topic.

When the product heading is of the type [topic]—[topic]—**Equipment and supplies**, construct the heading for the industry by first changing [topic]—[topic] to phrase form and then adding the phrase "equipment industry."

LCSH Product Heading

Industry Heading

Fetal heart rate monitoring— Equipment and supplies	Fetal heart rate monitoring equipment industry
Food service—Equipment and supplies	Food service equipment industry
Golf—Equipment and supplies	Golf equipment industry
Water—Purification— Equipment and supplies	Water purification equipment industry

3) Reference Pattern

a) See references. Wherever possible, make all necessary see references at the product heading level.

Macadamia nut	not	Macadamia nut industry
<u>x</u> Queensland nut		<u>x</u> Queensland nut industry

If the see reference cannot be made at the product heading level, make the see reference at the industry heading level.

Agricultural industries
<u>x</u> Agribusiness

b) See also references

(1) Make a see also reference from the name of the product associated with the industry only if the first word or phrase of the industry heading is not identical to the name of the product. This includes both industry headings noted in 1)a) above and industry headings based on product headings of the type [topic]—**Equipment and supplies**.

Automobile industry
<u>xx</u> Automobiles

House plant industry
<u>xx</u> House plants

Golf equipment industry
<u>xx</u> Golf—Equipment and supplies

Water purification equipment industry
<u>xx</u> Water—Purification—Equipment and supplies

(2) Do not make see also references to or from other industry headings. Instead, make all necessary see also references at the product heading level.

Tobacco	not	Tobacco industry
<u>sa</u> Cigarettes		<u>sa</u> Cigar industry
Cigars		Cigarette industry

SPECIFIC DATES IN SUBDIVISIONS

Background. Many headings for specific events are constructed by using subdivisions of the type —[category of event], [date] under names of places or persons, e.g., —Fire, [date]; —General Strike,

[date]; —Assassination attempt, [date], etc. These subdivisions, including the date element, are usually free-floating under place names or under categories of persons controlled by pattern headings.

Procedures

1) When formulating a heading with a subdivision for an event that occurred on a specific date, specify only the year if there is no conflict with another actual or potential heading.

Washington (D.C.)—Flood, 1972

2) If it is necessary to specify a month and day, or span of time, in order to distinguish between two or more similar events occurring in the same year, add the additional information in parentheses following the year.

**Ford, Gerald R., 1913—Assassination attempt, 1975
(September 5)**
**Ford, Gerald R., 1913—Assassination attempt, 1975
(September 22)**

Washington (D.C.)—Demonstration, 1971 (April 28–May 7)

Note: In headings of this type, even the month and day, or time span, may be assigned on a free-floating basis whenever the subdivision itself is free-floating. Never abbreviate names of months when formulating such headings.

THE SUBDIVISION CENSUS

Background. It has been the practice of the Subject Cataloging Division to assign headings of the type [name of jurisdiction]—Census or [ethnic group]—Census to works that consist of or discuss data obtained as a result of censuses. Specific censuses have been identified by adding date or number and date to the subdivision. At the same time descriptive catalogers have been assigning a related-work added entry to works consisting of data obtained as a result of specific censuses, e.g., **United States. Census Office. 10th census, 1880.** Because of the presence of this added entry designating a specific census, the corresponding subject heading was sometimes omitted and only topical headings were assigned to such works, if specific topics were involved. However, under AACR 2 all census publications are entered under title, and it is no longer possible to bring out specific censuses by means of a related-work added entry. Subject catalogers must assume, therefore, the responsibility for identifying and designating specific censuses when cataloging census publications.

Procedures

1) General Rule. Use the subdivision **Census** under names of places or ethnic groups for works consisting of official counts of the population of a place or group, generally including vital statistics and other classified information relating to social and economic conditions; or for works that discuss these data.

Argentina—Census
California—Census
Mexican Americans—Census

For works that present the results of a specific census add the date of the census to the subdivision.

Great Britain—Census, 1966
Knox County (Ky.)—Census, 1820
Creek Indians—Census, 1832

The federal censuses of the United States are designated somewhat differently by including the census number as well.

United States—Census, 1st, 1790
United States—Census, 19th, 1970

2) When to Assign a Census Heading. Regardless of other headings that may be assigned, if a work consists of or discusses data abstracted from a census, always assign census headings of the above type to the work.

"Place" refers to the jurisdiction conducting the official count. If the locality surveyed is different from the jurisdiction, make an entry under both. Always designate the specific census if it is possible to do so.

1. United States—Census, 14th, 1920.
2. California—Census, 1920.

3) Special Topic and a Census. If the work contains information abstracted from a particular census on a particular topic, assign a heading for each aspect, the census and the topic.

1. Housing—United States—Statistics.
2. United States—Census, 19th, 1970.

4) Special Topic, Census, and Locality. If the work contains information abstracted from a particular national census on a particular topic and special locality within the country of the census, assign a heading for all three aspects, the national census, the topic, and the special locality.

1. Virginia—Occupations—Statistics.
2. Virginia—Census, 1970.
3. United States—Census, 19th, 1970.

5) Genealogical Works. Works belonging to this genre normally consist of information taken from individual census returns for the sake of its genealogical value. They are not normally statistical in nature.

To such works assign both the genealogical headings required to bring out their special contents and the census headings required by these instructions. Such headings to be assigned to an individual work would include the following;

Typical genealogical headings, such as **Register of births, etc.; Slave records; Pensions, Military;** etc.

[Locality]—Genealogy.

National census heading.

Heading for locality of census.

Title: Free Black heads of household in the New York State federal census, 1830.

1. Afro-Americans—New York (State)—Genealogy.
2. Heads of households—New York (State)
3. New York (State)—Genealogy.
4. New York (State)—Census, 1830.
5. United States—Census, 5th, 1830.

Title: A census of pensioners in Ohio for the Revolutionary War as returned by the marshals during the taking of the 6th federal census in 1840.

1. Pensions, Military—United States—Revolution, 1775-1783.
2. Ohio—Genealogy.
3. United States—History—Revolution, 1775-1783—Registers, lists, etc.
4. Ohio—Census, 1840.
5. United States—Census, 6th, 1840.

THE SUBDIVISION —GOVERNMENT POLICY

Background. In the past, phrase headings of the type [...] **policy** (e.g. **Urban policy**, **Housing policy**) or of the type [...] **and state** (e.g. **Education and state**, **Theater and state**) were used to designate government policy on the topic in question. In 1980, the subdivision **—Government policy (Indirect)** was made a free-floating subdivision to be used in lieu of phrase headings of this type.

Scope of the Subdivision. Use the subdivision **—Government policy (Indirect)** under topical headings and under headings for groups of people for works describing the course of action selected by national, state, or local government to guide decision-making and programs pertaining to the topic or group of people.

Procedures

1) Use of the free-floating subdivision. Use the subdivision **—Government policy (Indirect)** as described above under any heading for which a corresponding phrase heading has not already been established.

Title: Public policies for an aging population.

1. Aged—Government policy—United States.

Title: Overview of state policies related to adolescent parenthood.

1. Adolescent parents—Government policy—United States—States.

Title: Public policies for distressed communities.

1. Community development—Government policy—United States.
2. Regional development—Government policy—United States.
3. Urban development—Government policy—United States.

2) Use of existing phrase headings. Continue to use existing headings that have been established in the form [...] **policy** or [...] **and state**, with the exception of those described in 3) below.

Cancellation of existing phrase headings. Cancel existing headings of the type [**group of people**] **policy**, e.g., **Youth policy**, as the need for their use arises. Use the heading [**group of people**]—**Government policy (Indirect)** as the replacement heading for a phrase heading of this type.

THE SUBDIVISION —REGIMENTAL HISTORIES

Procedures

1) Use the subdivision **—Regimental histories** as a free-floating form subdivision under names of wars for histories of individual military organizations for the period of the war.

2) Use the subdivision in the generic sense for the history of any organizational unit lower than a branch of the armed forces, including individual divisions, regiments, fleets, squadrons, etc.

3) Further subdivide the subdivision, if appropriate, by the name of the country to which the organization belongs; never subdivide ~~—Regimental histories~~ by a jurisdiction smaller than a country.

Do not further subdivide the subdivision ~~—Regimental histories~~ or the subdivision ~~—Regimental histories—[country]~~ by the name of the military unit. This represents a change from previous practice.

4) When using the subdivision under names of wars, always assign as an additional subject heading the corporate name of the individual military unit

1. United States—History—Civil War, 1861-1865—Regimental histories.

2. United States. Army. Regiment Infantry, Illinois Volunteers, 114th.

1. World War, 1939-1945—Regimental histories—United States.

2. United States. Army. Armored Division, Third.

5) Branch of the armed forces. For a work that deals specifically and exclusively with the activities of a particular branch of a country's armed forces during a war, assign a heading of the type

United States. Army—History—World War, 1939-1945.

Such a heading is assigned only in addition to a heading designating the particular war (with topical or local subdivisions, as appropriate). However, do not assign in such cases a heading for the war with the subdivision **Regimental histories**.

P-PZ Language and Literature Tables

The Subject Cataloging Division has issued all frequently-used tables of Class P in one volume to reduce confusion among the various tables in Class P and to promote more convenient and consistent changes. All tables were examined and revised as necessary to eliminate unnecessary or undesirable variations. Similar tables were combined, some infrequently-used tables were cancelled, and one new table was created. Changes were made with consideration for a minimum amount of disruption to previously-classified material. Some tables have been renumbered so that no two tables would be referred to by the same number.

These changes were thought to be necessary because of the confusion and inconsistency that have been caused by former practices. Since the first schedules of Class P were issued, the Library of Congress generally issued the tables used in each subclass as an appendix to the appropriate schedule. Exceptions to this practice have occasionally been made, making it necessary to consult another schedule for the required tables. Seemingly identical tables have been published in different schedules with minor variations. Changes made to these tables throughout the years have created further variations. In some cases tables have been printed within the schedule, instead of in the appendix.

The new tables are now being cited when new class numbers are created that require them. List 206 of LC Classification: Additions and Changes will show appropriate changes made throughout Class P, reflecting the new and/or changed table numbering. It will also show the cancellation of previously published tables.

P-PZ Language and Literature Tables is available for \$7 from

Cataloging Distribution Service
Library of Congress
Washington, D.C. 20541

SUBCLASSES KK-KKC, LAW OF GERMANY

The schedule for German law is now in press. Publication is anticipated in late 1982. The price is as yet undetermined but will be available from Cataloging Distribution Service.

A brief outline of the schedule was published in Cataloging Service Bulletin, no. 11, p. 103-104. Over 1000 works have been classed in KK-KKC since October 1980 when subject catalogers began to assign these class numbers.

CHILDREN'S LITERATURE SUBJECT HEADINGS

Since 1979 each issue of the quarterly supplements to Library of Congress Subject Headings has contained the full cumulation of children's literature subject headings created since the beginning of the Annotated Card Program in 1965. This list of over four hundred headings grows at a rate of less than fifty headings a year.

To determine whether publishing the full cumulation in each quarterly supplement is useful to those who use the children's literature subject headings, the Library would appreciate your writing to describe 1) how you use the list that appears in the quarterly supplements and 2) any suggestions for improvements in the distribution of the new headings. Please send your comments to

Subject Cataloging Division
Library of Congress
Washington, D.C. 20540

DIFFERENCES BETWEEN LCSH PRINT SUPPLEMENTS AND MICROFICHE EDITIONS

The Library has received inquiries about the delivery of the first quarter 1981 supplement to LCSH in print while the most recent microfiche edition is dated October 1981, i.e., through the third quarter 1980. Correspondents suspected that there were problems in the distribution of the microfiche supplements. In fact, the delay in producing the microfiche editions was due to the differences in the nature and contents of the two publications and was, therefore, unavoidable.

The paper supplements are produced from separate data bases for each year. This means that the publication for each year is compiled independently from that of other years. It is, therefore, possible to produce the first quarter supplement for one year before the annual supplement for the previous year has appeared, as happened when the first quarter 1981 print supplement appeared after the third quarter 1980 supplement and before the 1980 annual supplement.

On the other hand the microfiche editions, representing a cumulation of one quarter's data into the previous cumulation of data, must proceed in sequential order. The first quarter edition of 1981 could not be published before the 1980 annual data base existed. However, once the annual data base was created, not only could the December 1980 edition be produced rapidly but the March 1981 edition could be produced a few weeks later. By the time this issue of Cataloging Service Bulletin has appeared, subscribers should have received the December 1980 and the March 1981 editions. Barring technical problems, the microfiche should henceforth appear before the print supplements.

The 1980 supplement contained 15 months of data, which delayed its publication—and therefore the publication of the December 1980 and March 1981 microfiche editions—several months.

Additional information on the microfiche LCSH appears in Cataloging Service Bulletin, no. 10, p. 32.

1. The Committee on the Organization of the
Department of the Interior, in its report
of 1901, recommended that the Department
be organized on a basis of functional
departments. This recommendation was
based on the fact that the Department
at that time was organized on a basis
of geographical divisions. The Committee
felt that the functional basis was more
efficient and more economical. It
recommended that the Department be
organized into five functional divisions:
1. General Administration
2. Land Management
3. Conservation
4. Reclamation
5. Indian Affairs

2. The functional basis of organization
is the basis of organization of the
Department of the Interior today.